

ASSISTANT INSTRUCTOR PLACEMENT FORM (FSA)

COMPETITION #: _____

NAME: _____

SIN : _____

This form is to be completed by the Department Selection Committee and forwarded to the Dean or equivalent with final approval by the Human Resources Department.

CRITERIA	EXPERIENCE/QUALIFICATIONS	STEP
<p>A. (Article 11.4.2.1 and AP2.3.3) An Employee shall be placed at Step 1 of the Assistant Instructor Salary Scale if he/she has the following education and experience</p> <p>(1) Education (AP2.3.3.1) a) an appropriate Diploma of Technology or equivalent, or b) an appropriate Baccalaureate degree, or c) Current professional registration such as R.T. (CSLT), R.T.(CAMRT), R.T.N.M (CAMRT), R.D.M.S., A.Sc.T., or R.N.</p> <p>(2) Experience (AP2.3.3.2) at least four (4) years industrial, clinical, field or related experience</p>		
<p>B. (Article 11.4.2.2 and AP 2.3.3.2) An Employee shall be granted an additional step for each year of relevant experience above the minimum levels.</p>		
INITIAL PLACEMENT:	\$ PER SALARY SCALE	STEP

Approved by: _____
Dean/Associate Dean/Manager

Date: _____

IMPORTANT: *An initial appointment cannot be processed until this form is returned to Human Resources with the candidate's resume and supporting documentation.*
Certified copies of degree(s), diploma(s) and/or professional certificate(s) must be attached.

Rev. January 30, 2004