

TECHNICAL STAFF PLACEMENT FORM (FSA)

COMPETITION #: _____

NAME: _____

SIN : _____

*This form is to be completed by the Departmental Selection Committee and forwarded to the Dean or equivalent with final approval by the Human Resources Department. **The maximum step that may be granted upon initial placement is 6, 11, and 15 respectively.***

	CRITERIA	EXPERIENCE/QUALIFICATIONS	STEPS
A	<p>Article 11.6.3.1 TECHNICIAN I, Steps 1 – 9 Minimum qualifications to be placed at Step 1 are graduation from secondary school or equivalent and one (1) year relevant experience.</p>		
B	<p>Article 11.6.3.2 TECHNICIAN II, Steps 7 – 14 An employee shall be placed at Step 7 if the employee has <u>either</u> of the following qualifications</p> <p>2.1 Two (2) years relevant experience and one (1) year of appropriate post secondary education, OR 2.2 Diploma of Technology or equivalent</p>		
C	<p>Article 11.6.3.3 TECHNICIAN III, Steps 12 – 18 An employee shall be placed at Step 12 if the employee has the following education and experience:</p> <p>3.1 Education: .1 an appropriate Diploma of Technology or equivalent, OR .2 Technical Certification in a related area, OR .3 Current professional registration such as: RT (CSLT), RT (CAMRT), RTNM (CAMRT), RDMS, A.Sc.T., C. Tech, or RN</p> <p>3.2 Experience: .1 At least four (4) years industrial, clinical, field or related experience.</p>		
D	<p>Article 11.6.3.4 An employee shall be granted up to one (1) additional step for each year of relevant experience above the levels specified in the Article 11.6.3.1, .2, and .3 to the maximum step within the classification.</p>		
INITIAL PLACEMENT:		PER SALARY SCALE	STEP

Approved by: _____ Date: _____

Dean/Associate Dean/Manager

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. September 23, 2008