

**EFFECTIVE JUNE 2020**

**Schedule 3**

**BCGEU INSTRUCTOR INITIAL PLACEMENT CRITERIA (Power Engineering)**

**Employee Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Program:** \_\_\_\_\_

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

<b>STANDARD QUALIFICATIONS:</b>	
<b>CRITERIA</b>	<b>EXPERIENCE/QUALIFICATIONS</b>
A. One (1) step for a 4 <sup>th</sup> Class Power Engineering Certificate plus one (1) additional step for a 3 <sup>rd</sup> Class Certificate, one (1) additional step for a 2 <sup>nd</sup> Class Certificate, and an additional two (2) steps for a 1 <sup>st</sup> Class Power Engineering Certificate to a maximum of five (5) steps;	
B. One (1) additional step for a degree at the Bachelor level;	
C. One (1) additional step for a Masters Degree;	
D. One (1) additional step for a Ph .D Degree;	
<b>BASIC PLACEMENT ON SALARY SCALE:</b> (Min. Step 2) (Max. Step 5)	

<b>ADD:</b>		
<b>CRITERIA</b>	<b>EXPERIENCE/QUALIFICATIONS</b>	<b>STEP</b>
E. One (1) additional step for each year of post-secondary teaching experience to a maximum of two (2) steps;		
F. One (1) additional step for every two (2) years of teaching experience, other than post-secondary, to a maximum of two (2) steps;		
G. One (1) additional step for every five (5) years of relevant industry experience to a maximum of three (3) steps.		

<b>INITIAL PLACEMENT:</b>	Per salary scale	<b>STEP</b>
	\$	(Max. Step 9)

**Approved by:** \_\_\_\_\_  
Dean/Associate Dean/Manager

**Date:** \_\_\_\_\_

*NOTE: Experience or education used to fulfill criteria under one category, cannot be used to fulfill another category. 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) and/or professional certificates(s) must be attached*

