



EFFECTIVE SEPTEMBER 2022

ASSISTANT INSTRUCTOR PLACEMENT (FSA) **Human Resources**

3700 Willingdon Avenue
Burnaby, BC V5G 3H2
T 604.432.8384

Name	Competition No.	SIN
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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
A	<p>Article 11.4.2.1 and AP2.3.3</p> <p>An Employee shall be placed at Step 1 of the Assistant Instructor Salary Scale if he/she has the following education and experience</p> <ol style="list-style-type: none"> Education (AP2.3.3.1) <ol style="list-style-type: none"> an appropriate Diploma of Technology or equivalent, or an appropriate Baccalaureate degree, or 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. Experience (AP2.3.3.2) at least four (4) years industrial, clinical, field or related experience 		
B	<p>Article 11.4.2.2 and AP 2.3.3.2</p> <p>An Employee shall be granted an additional step for each year of relevant experience above the minimum levels.</p> <p>*NOTE (Article 11.4.4) - An employee who disagrees with the placement made on the salary scale may appeal the initial placement on the salary scale to the Placement Committee within six (6) months of the date of appointment.</p>		
INITIAL PLACEMENT		Per salary scale	Step

Approved By (Dean/Associate Dean/Manager)	Date
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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.

RESET FORM