

Ministry: Forests
Branch: Operations
Location: Fort Nelson

Working Title:
Level:
NOC Code:

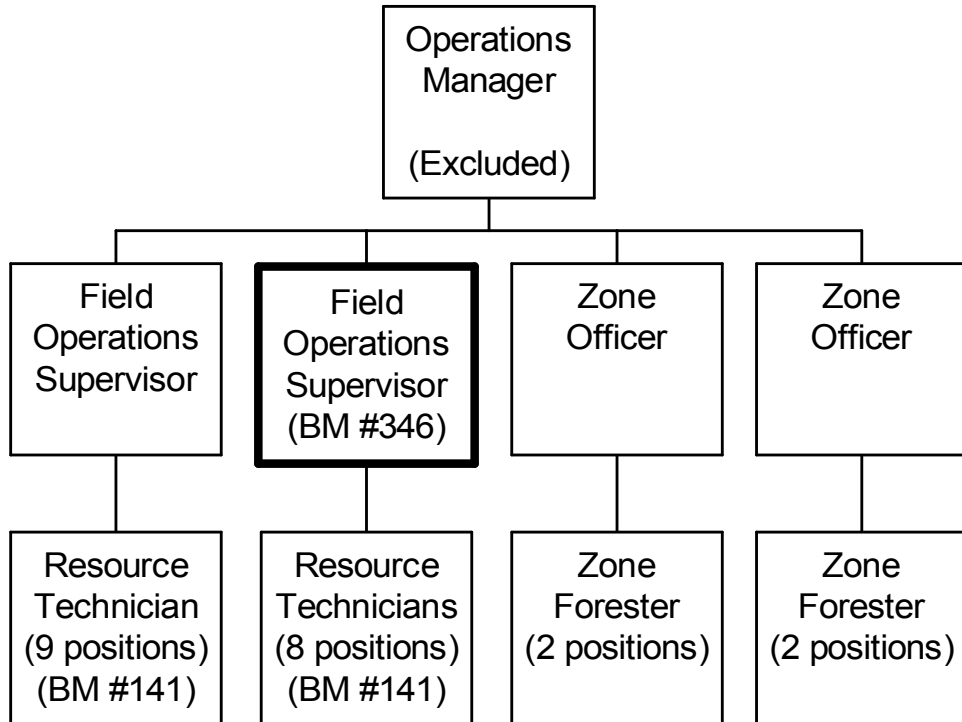
Field Operations Supervisor
Range 24
2223

PRIMARY FUNCTION

To coordinate field operation activities in forest resource management in areas such as silviculture, timber harvesting, valuation and related forest management programs through the supervision of a team of Resource Technicians.

JOB DUTIES AND TASKS

1. Supervises the work of Resource Technicians (6-10 FTEs) within a Forest District
 - a. establishes work procedures and confirms objectives
 - b. determines the equipment, financial and human resource needs required to complete projects and work assignments
 - c. provides orientation, training, technical direction and supervision, appraises performance and takes disciplinary action
 - d. liaises with professional Foresters and other functional experts within the district to identify operational priorities and to allocate staff accordingly
2. Participates in forest resource management planning processes
 - a. confirms the feasibility of the proposed pre-harvest silviculture prescription
 - b. coordinates field inspections to ensure compliance with short and long-term resource plans
 - c. organizes the issuance of contracts to collect engineering, cruising, and silviculture survey data and information
 - d. provides information for silviculture and technical planning
 - e. schedules and directs monitoring operations
3. Administers contracts and monitors compliance with contractual terms and conditions
 - a. approves or recommends operational and survey contracts
 - b. prepares the ministry response pertaining to referrals from other agencies
 - c. ensures that contractors are conducting work up to prescribed standards and that corrective action is initiated when necessary
 - d. signs and approves advertising requesting contract submissions
 - e. plans and approves timber sale applications
4. Monitors and enforces standards established through statute, policy and regulation
 - a. approves recommendations for tenure inspections and resolves tenure conflicts
 - b. establishes standards and coaches technicians in the enforcement of standards
 - c. determines and coordinates district audits of licensees
 - d. enforces scaling regulations and stumpage collection
5. Provides data and information to Resource Officers and related ministry staff in the region and branch
 - a. instructs and monitors technicians regarding the entry of field data into systems
 - b. approves the field diaries maintained by Resource Technicians and follows-up on specific items
 - c. produces reports and analysis based on field inspections and data collection
 - d. identifies trends in licensee actions and ministry accomplishments relative to strategic plans
6. Performs other related duties
 - a. prepares and monitors an operational budget
 - b. certifies satisfactory contract performance on survey projects
 - c. fulfils district fire protection duties as assigned
 - d. maintains or enhances safe working conditions for staff in the district
 - e. participates in various ministry committees



REASON FOR CLASSIFICATION

Benchmark Job #346

Job Title: Field Operations Supervisor

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of forest resource management in order to direct the work of a team of resource technicians to ensure optimum management of timber forest resources.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify methods and techniques in working with changing forest management practices to plan the operational use of human, financial and equipment resources.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counseling skills to discuss and explain employee performance problems and provide advice for improvement.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required for driving to monitor and inspect field operations.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by general forest and resource management policies, plans, guidelines and standards, plan and organize the provision of field operations services to ensure optimal use of operational resources.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Significant financial responsibility to produce an operational budget, adapt standardized contract language, certify satisfactory contract performance on survey contracts.</p>	E	33
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Significant responsibility to control the quality of field data input to a systems database.</p>	D	22.5

REASON FOR CLASSIFICATION

Benchmark Job #346

Job Title: Field Operations Supervisor

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise Forest Resource Technicians, appraise employee performance and take disciplinary action (6-10 FTEs).	DF	21
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Moderate care and attention to ensure that Forest Technicians follow safety procedures and wear appropriate safety equipment.	C	15
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration is required to frequently visually focus on source documents and to frequently balance the conflicting priorities of multiple forestry programs.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently stand and walk while conducting field inspections in the woods.	C	12
12	SURROUNDINGS Exposure to weather on a frequent basis with shelter available while conducting field inspections.	C	6
13	HAZARDS Moderate exposure to hazards from regular walking on uneven or wet terrain in wooded or slash areas.	C	6

Total Points: 827.5

Level: Range 24

JOB DESCRIPTION

Benchmark Job #050

Ministry: Environment, Lands and Parks
Branch: Waste Management
Location: Prince George

Working Title:
Level:
NOC Code:

Waste Management Officer
Range 24
2263

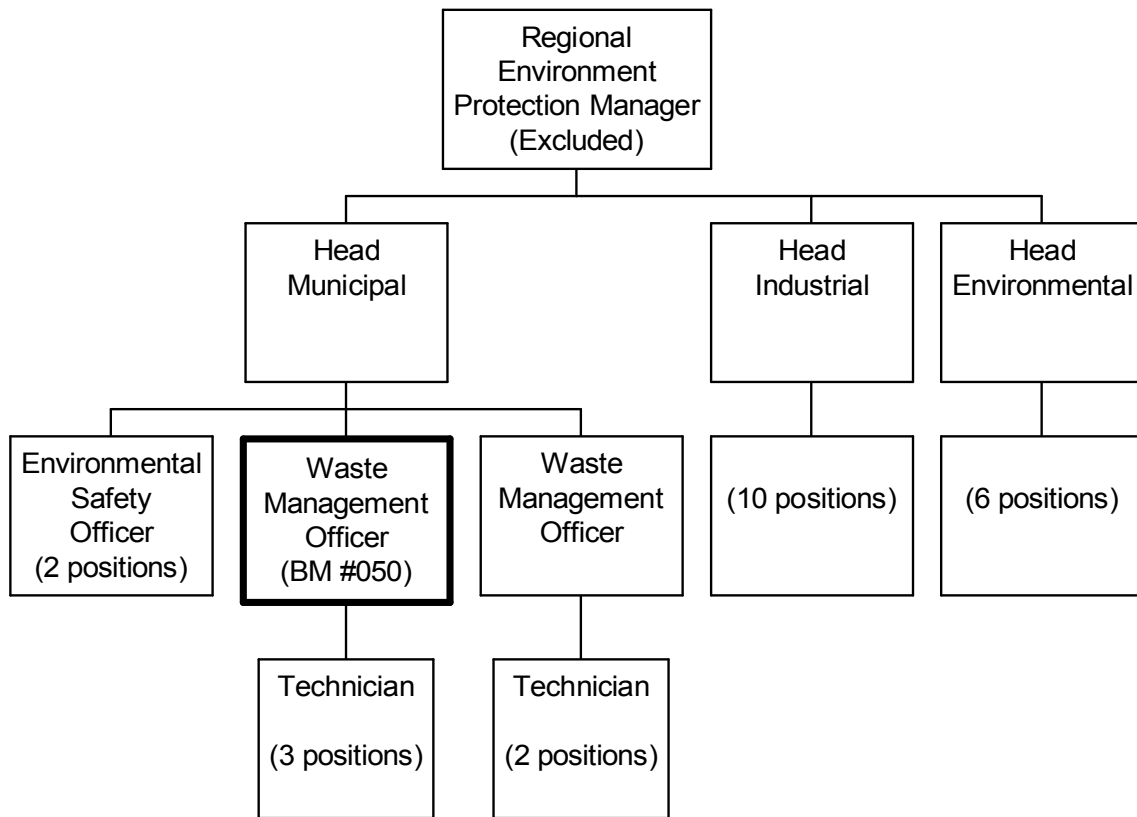
PRIMARY FUNCTION

To supervise the assessment, development and enforcement services for the management of municipal wastes, emissions, special wastes, contaminated sites and waste reduction programs.

JOB DUTIES AND TASKS

1. Supervises the processing of operational certificates, applications for municipal waste management permits, amendments, approvals and orders
 - a. participates in the development and implementation of permit processing systems and clauses
 - b. reviews information on applications and conducts site location assessments where applicable and provides guidance to subordinates on controversial applications
 - c. assesses proposed and existing sites and predicts the impact of discharges on the environment
 - d. coordinates the process to review and assess the integrity and adequacy of proposals from consultants for improvements to existing works or for the development of new treatment works
 - e. negotiates with applicants and/or agents for additional information or modifications to proposed waste control and treatment facilities including monitoring and special waste requirements
 - f. prepares reports with recommendations for granting or refusing permits or operational certificates
 - g. drafts permits and operational certificates specifying requirements, and the quality and quantity of discharge and programs of work to be installed
 - h. assesses information and drafts orders relating to Municipal Section issues
2. Develops and implements waste management plans and programs
 - a. represents the ministry on various committees to develop long range waste management plans
 - b. reviews data submitted by the consultants and makes recommendations to the Section Head
 - c. attends public forums and meetings with other government agencies and public interest groups
 - d. reviews funding assistance requests relating to solid waste reduction programs from governments
 - e. investigates and assesses environment impact of hazardous material spills and makes recommendations on cleanup operations
 - f. participates in the development of standards and monitoring programs for waste discharges
3. Provides advice and information to government agencies, consultants, dischargers and stakeholders
 - a. provides expert advice at appeals, hearings and public information meetings
 - b. develops partnerships with other agencies
 - c. participates in the restriction of special waste generators and carriers including providing advice on manifesting, placarding and disposal procedures
 - d. responds to enquiries and/or complaints from companies, agencies and the general public
 - e. organizes enforcement action on unauthorized municipal discharges and environmental problems
4. Enforces Environmental Management Act, Waste Management Act, Litter Act and related regulations
 - a. investigates violations, collects evidence, issues tickets, and provides expert testimony in court
 - b. provides information to Conservation Officers relating to pending charges
5. Supervises technical support staff (3 FTEs) and performs other related duties
 - a. allocates work, conducts appraisals, takes disciplinary action and assesses training needs
 - b. establishes operational priorities and develops a work plan for the unit
 - c. provides advice to staff on technical, administrative and compliance problems and provides direction on the development of special monitoring and assessment programs
 - d. establishes and monitors work programs for Environmental Youth Corps programs
 - e. attends seminars and conferences and keeps current on environmental management issues
 - f. provides information to management for budget preparation purposes

ORGANIZATION CHART
Benchmark Job #050



REASON FOR CLASSIFICATION

Benchmark Job #050

Job Title: Waste Management Officer

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of municipal waste management to plan and supervise the work of technical staff providing assessment and enforcement services for the management of municipal wastes and to review waste management issues.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify approaches to coordinate waste management, assess waste management sites, inspection techniques and determine operational priorities when coordinating regional enforcement services for municipal waste and emissions.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATION SKILLS Persuasion required to use basic negotiation skills to gain consensus on controversial waste management plans.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to operate electronic sampling equipment to analyze wastes.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by waste management policies and guidelines, coordinates assessment, development and enforcement services for the management of municipal wastes and emissions, special wastes, contaminated sites and waste reduction programs in the Region.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Moderate financial responsibility to assess and recommend funding assistance to municipal governments for solid waste reductions programs.</p>	D	22.5
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Moderate responsibility to operate 4x4 truck and various pieces of sampling equipment in field conditions.</p>	C	15

REASON FOR CLASSIFICATION

Benchmark Job #050

Job Title: Waste Management Officer

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise technicians, appraise employee performance and take disciplinary action (3 FTEs).	DE	20
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Considerable care and attention to enforce regulations to control and reduce municipal waste.	E	40
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration to frequently make sensory observations while inspecting waste management sites and facilities.	C	12
11	PHYSICAL EFFORT Moderate physical effort to occasionally hike and climb with a pack in order to collect effluent samples.	C	12
12	SURROUNDINGS Exposure to all weather conditions regularly with shelter available while inspecting waste sites.	B	4
13	HAZARDS Moderate exposure to hazards from regular exposure to toxic chemicals and hazardous waste.	C	6

Total Points: 831.5

Level: Range 24

JOB DESCRIPTION

Benchmark Job #024

Ministry: Transportation and Highways
Branch: Nicola District Highways Office
Location: Merritt

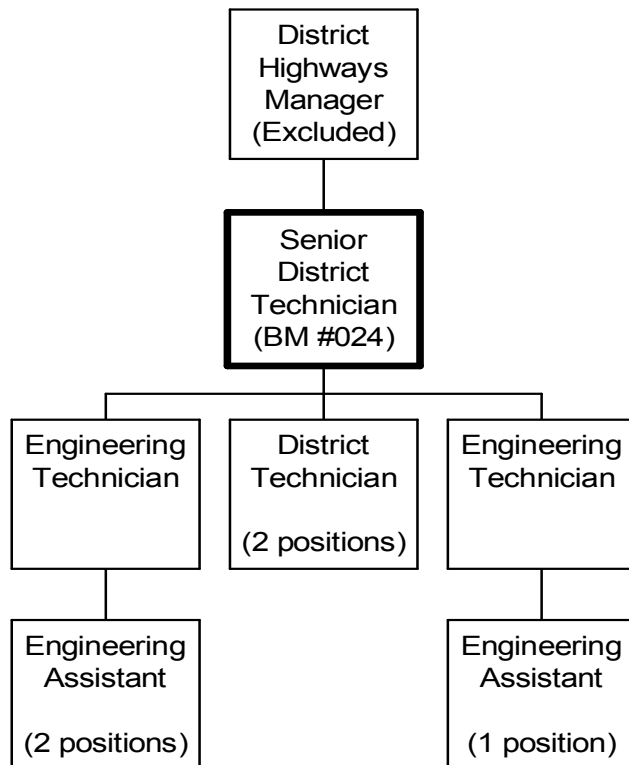
Working Title: **Senior District Technician**
Level: Range 24
NOC Code: 2231

PRIMARY FUNCTION

To coordinate survey, design, engineering, and related technical support services for highway and bridge maintenance and Capital Rehabilitation programs.

JOB DUTIES AND TASKS

1. Coordinates technical design and support services relating to the maintenance and rehabilitation of highways and bridges
 - a. plans and organizes project and work activities of a technical nature in support of the Capital Rehabilitation Program and Development Approval Process including setting priorities with the District Manager, providing project estimates and developing short and long-term project plans
 - b. ensures all projects and capital works comply with legislation and policy and that technical standards are maintained
 - c. develops programs for right-of way acquisition, arranges for surveys to take place, obtains cost information from property appraisers and arranges internal contracts to purchase property
 - d. negotiates and administers consultant and capital works contracts, establishes new contract language, establishes contractual terms and conditions and monitors compliance, orders corrective action to work that does not meet standards and signs off contract completion certificates
 - e. monitors projects to ensure deadlines are met and that projects are completed including tracking costs incurred, the percentage of project completed and the percentage of budget remaining
 - f. arranges for engineering to be done on projects including design and survey work, checks the technical quality of the work, and applies the information to maintenance and rehabilitation projects
 - g. ensures that an adequate supply of gravel is available for projects including arranging for Geotechnical Branch to find new sources of gravel and ensuring contractors pay for the gravel used
 - h. arranges for the testing of materials by the Geotechnical Branch including arranging the testing budget and monitoring costs incurred
 - i. supervises seven technical and support positions including recruiting, scheduling, arranging training, conducting performance appraisals and taking disciplinary action
 - j. approves development proposals for subdivisions outside of municipalities pursuant to section 57 of the highways act and approves permits for works within highway right-of-ways
 - k. works with developers to resolve problems
2. Performs public relations services in support of Highways projects and plans
 - a. attends meetings and gives presentations to municipalities, user groups, tourist boards, and stakeholders
 - b. responds to enquiries and complaints and prepares correspondence, briefing notes and issue papers by gathering and considering information related to highway projects and plans
3. Conducts fatal accident investigations
 - a. determines road conditions at the time of accident and obtains accident reports from RCMP
 - b. completes forms to be sent to Highways Safety Branch
 - c. arranges for road restrictions to be placed on roads due to weather conditions
4. Performs other related duties
 - a. completes reports as required
 - b. maintains and updates project files and records
 - c. drives a vehicle to work sites to conduct inspections



ORGANIZATION CHART

Benchmark Job #024

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of highway engineering and design to plan bridge and road maintenance and capital rehabilitation programs.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify techniques and approaches to plan and develop the capital highways rehabilitation program within a district, determine the technical standards for projects, and coordinate and evaluate subdivision and highway access proposals.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATION SKILLS Persuasion required to use basic counselling skills to discuss and explain performance problems with employees.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to drive a vehicle to visit various capital program work sites.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by highway engineering standards, legislative acts, and policy to plan and organize a Capital Highways Rehabilitation Program and approves applications pursuant to section 57 of the Highways Act.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Considerable financial responsibility to write contract specifications, schedules and requirements for capital maintenance projects and certify contract completion.</p>	F	43
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Significant responsibility to ensure that roads and bridges are maintained and repaired by others and that capital rehabilitation projects restore bridge and highway assets.</p>	D	22.5

ORGANIZATION CHART
Benchmark Job #024

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise employees, appraise employee performance and take disciplinary action (7 FTEs).	DF	21
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Moderate care and attention to design safety features into highway projects.	C	15
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused attention to detail to frequently read and prepare plans, charts and technical reports and attention to multiple demands to frequently manage concurrent projects.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus on printed material and computer screens.	C	12
12	SURROUNDINGS Exposure to all weather conditions on a frequent basis with shelter available when conducting field inspections.	C	6
13	HAZARDS Moderate exposure to hazards from frequently working around moving traffic and equipment when doing fieldwork on active roadways.	C	6

Total Points: 837.5

Level: Range 24

Ministry: Transportation and Highways
Branch: Engineering Services
Location: Vancouver

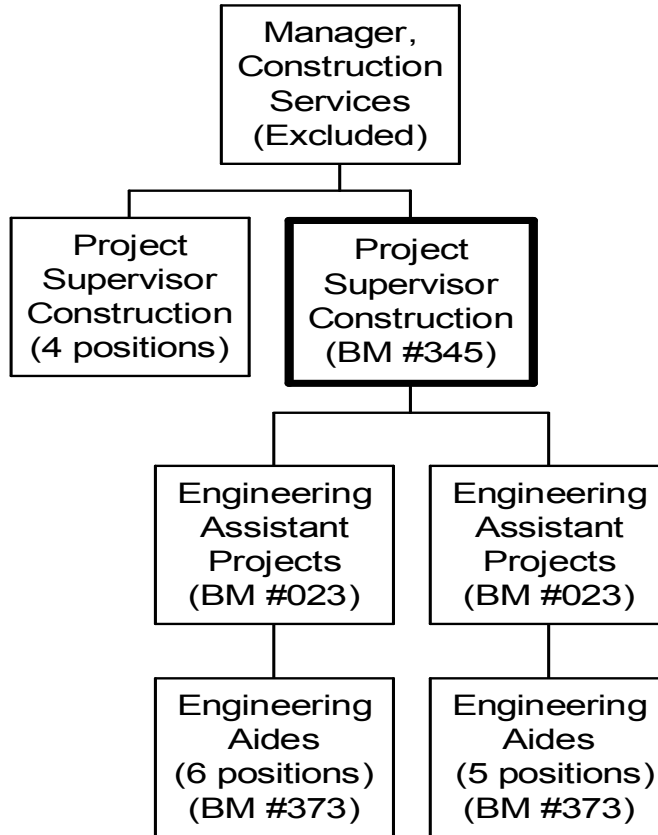
Working Title: **Project Supervisor, Construction**
Level: Range 24
NOC Code: 2231

PRIMARY FUNCTION

To ensure that financial, information, technical and human resources are organized and coordinated in order to deliver a highway construction project through to completion.

JOB DUTIES AND TASKS

1. Liaises with regional and district staff, other government agencies, local governments, companies, and the general public to ensure the provision of quality engineering information and services
 - a. ensures that projects are complimentary to other facilities or interests in such disciplines and fields as geo-technical, traffic, property, environmental, fish and wildlife
 - b. provides technical rationales to stakeholders advising them of ministry intentions
 - c. prepares reports and information for consultants, industry or the general public
2. Assists in the establishment of terms of reference, selection, guidance, monitoring and review of private consulting and construction firms contracted to provide services
 - a. assesses requirements and stipulations for contracts and prepares tendering documents that include material lists, quantity schedules and special provisions
 - b. examines project proposals and specifications and identifies opportunities to mitigate costs
 - c. assembles data from previous and ongoing investigations to proposed projects
 - d. reviews consultant's reports and liaises with clients to determine the feasibility and cost effectiveness of implementing the consultant's recommendations
3. Provides technical assistance to project managers, ministry officials and consultants
 - a. inspects contracted works to ensure completion to ministry engineering and safety standards
 - b. prepares detailed schedules indicating the allocation of material, utilization of equipment, deployment of personnel, and the analysis and estimate of project costs
 - c. monitors work in progress for compliance to engineering and technical standards, orders unsatisfactory work stopped, and resolves construction problems encountered by contractors
4. Works within assigned budgets and administers a local budget
 - a. determines cost and budget information for project estimate commitments
 - b. enters into contracts in co-operation with the project manager and enters into supplementary agreements to amend contracts
 - c. requests adjustments to the unit's budget to ensure project completion
 - d. makes recommendations in regards to priority changes or monetary adjustments
 - e. assesses and determines project plans in liaison with project managers, area managers and district highways managers taking into consideration local factors
 - f. administers trust accounts in order to pay for field crew, office and travel expenses
 - g. examines and certifies all financial and material documents pertaining to contract expenditures and field crew expenses
5. Supervises staff and performs other related duties
 - a. allocates work, monitors performance conducts appraisals and takes disciplinary action
 - b. participates in the recruitment and selection of employees.
 - c. determines acceptable construction procedures and enforces safety standards
 - d. implements revisions to designs based on field conditions and discussions with design and geo-technical staff (slope design, vertical/horizontal alignment and aggregate depths)
 - e. leads and/or supports other project crews involved in activities such as bridge construction, paving, and design engineering



ORGANIZATION CHART

Benchmark Job #345

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of construction engineering with specialized knowledge in road construction in order to coordinate highway construction projects.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify methods and approaches in applying construction standards to the completion of roads and related infrastructure and to adapt to new construction techniques and construction problems in the field.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counselling skills to discuss and explain employee performance problems and provide advice for improvement.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to drive vehicles to construction sites to review work in progress.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by general guidelines and engineering standards relating to road construction, coordinates the completion of highway construction projects.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Significant financial responsibility to perform financial estimates for projects and administer a local budget.</p>	E	33
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Considerable responsibility to inspect roads to ensure they are properly constructed to standards.</p>	E	33

ORGANIZATION CHART
Benchmark Job #345

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise workers, appraise employee performance and take disciplinary action (10-15 FTEs).	DG	23
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Significant care and attention to ensure that the safety of a highway construction crew where danger exists from heavy equipment and associated construction activities.	D	25
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration to frequently visually focus on detailed tendering specifications.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus visual attention to printed material or computer screens.	C	12
12	SURROUNDINGS Exposure to outdoor weather conditions on a frequent basis with shelter available when on-site at construction sites.	C	6
13	HAZARDS Moderate exposure to hazards from frequently working around moving traffic and road construction equipment.	C	6

Total Points: 850

Level: Range 24

JOB DESCRIPTION

Benchmark Job #343

Ministry: Environment, Lands and Parks
Branch: Recreational Fisheries
Location: Wardner (Cranbrook)

Working Title:
Level:
NOC Code:

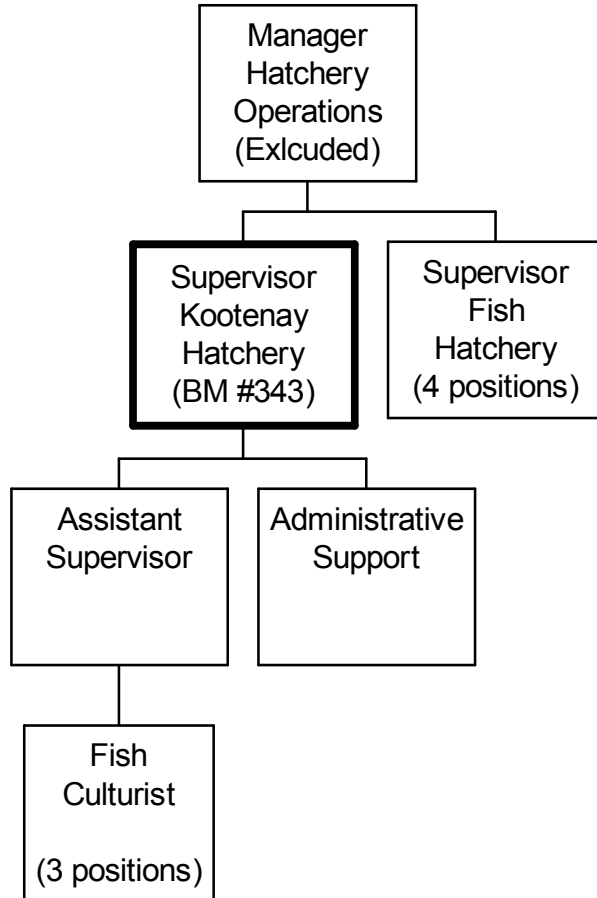
Supervisor, Kootenay Hatchery
Range 27
8257

PRIMARY FUNCTION

To coordinate a fish hatchery operation that provides cultured fish stock from a variety of species for the Recreational Fish Program.

JOB DUTIES AND TASKS

1. Coordinates, directs and assesses all activities for the hatchery operation, to maximize fish production
 - a. plans and prioritizes fish cultural production, brood capture, egg collection, and release or transfer activities consistent with hatchery production goals
 - b. plans and prepares annual budget estimates
 - c. ensures project funds are used effectively and maintains expenditures within allocation
 - d. develops and monitors contractual terms and conditions for services and equipment required for hatchery operations
 - e. writes status reports and correspondence on fish hatchery operations
 - f. drafts terms and conditions for partnership agreements and supplies required information to permit issuing agencies to formalize the undertaking of fish culture projects
 - g. develops changes to practices to optimize fish protection and achieve targets
 - h. assists the Manager, Hatchery Operations by participating in new facility planning, requisitioning of major equipment and logistics planning
 - i. coordinates programs of applied research data on fish species raised at the hatchery
2. Ensures all hatchery fish production targets are achieved
 - a. analyzes data and edits and approves project reports
 - b. calculates bio-standards for each stock
 - c. coordinates the operation of remote brood capture and/or egg collection stations
 - d. designs fish culture facilities and maintains quality control standards in all facilities
 - e. assesses the effectiveness of all fish culture techniques and operations and implements procedural changes where necessary
 - f. protects cultured stocks from infectious diseases
3. Provides technical advice in fish culture matters
 - a. designs and implements fish hatchery operations and means of enhancing fish culture, survival and release techniques
 - b. provides information to media and education institutions and manages a public information centre
 - c. participates in local and international workshops/conferences
 - d. liaises with other agencies, including government, industry and special interest groups concerned with the culture of fishes
4. Supervises staff engaged in hatchery operations
 - a. allocates work, trains and monitors performances
 - b. assesses safety practices, identifies training needs for staff development, develops training and orientation programs
 - c. conducts appraisals and takes disciplinary action, as required



ORGANIZATION CHART

Benchmark Job #343

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of fresh water biology and fish cultural production to operate the largest freshwater fish hatchery in the province and to coordinate projects in fish culture and hatchery operations.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify operational approaches in working with new or changed circumstances to assess the effectiveness of activities, and plan and implement improvements to a fish hatchery operation to maximize production.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counselling skills to discuss and explain employee performance problems and provide advice for improvement.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity is required to use hatchery equipment and to handle fish when conducting studies.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by general guidelines when dealing with morphology or disease problems, entering into partnership agreements to develop and maintain fish stocks, and determining quality control standards.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Considerable financial responsibility to exercise authority over the local fish hatchery budget with discretion to allocate funds.</p>	F	43
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Major level of responsibility is required to manage the physical assets of a large fish hatchery and the fish stocks raised in the hatchery.</p>	F	43

ORGANIZATION CHART
Benchmark Job #343

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise regular and seasonal employees, appraise employee performance and take disciplinary action (5 - 10 FTEs).	DF	21
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Significant care and attention for the well being of others by educating the public through the provision of information to educational institutions and through on-site public information centres.	D	25
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement to frequently balance the demands of conflicting priorities of administrative work, operational hatchery problems, special projects, and partnership agreements.	C	12
11	PHYSICAL EFFORT Relatively heavy physical effort is required to frequently stand or walk around the hatchery and to regularly pull or lift moderate weights such as hatchery supplies.	D	18
12	SURROUNDINGS Exposure to fish odours frequently.	C	6
13	HAZARDS Limited exposure to hazards by regularly walking on wet and slippery cat walks.	B	4

Total Points: 872

Level: Range 27

JOB DESCRIPTION

Benchmark Job #052

Ministry: Forests
Branch: Field Operations - Protection
Location: Duncan

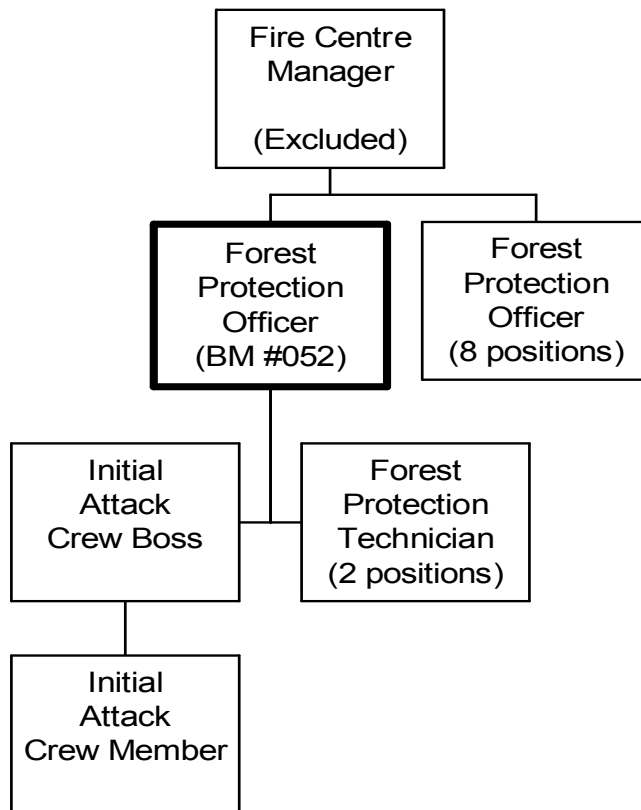
Working Title: **Forest Protection Officer**
Level: Range 27
NOC Code: 2223

PRIMARY FUNCTION

To develop, implement and coordinate the Forest Protection Program within a fire zone district to prevent, detect and suppress forest fires and to plan and direct control action when fighting fires.

JOB DUTIES AND TASKS

1. Develops and coordinates the fire zone district Protection Program
 - a. prepares a five year plan for the Protection Program and conducts an annual review to make any required changes
 - b. prepares and submits a budget for the District Protection Program
 - c. oversees program expenditures to ensure allotments are not exceeded
 - d. establishes annual program objectives and coordinates and monitors staff relative to the objectives
 - e. discusses contracts for the provision of goods and services and monitors compliance with contractual terms and conditions
 - f. establishes partnership arrangements and exchanges information with program managers, private sector organizations and industries that have an interest in forest fire prevention and suppression
 - g. resolves program conflicts and operational issues
 - h. conducts comprehensive reviews of the activities from the past fire season and devises ways to improve economic and operational efficiency
 - i. plans and participates in prescribed burning activities
2. Coordinates, plans and directs fire control activities within the district
 - a. plans and coordinates a pre-organization plan for all resources within the District to ensure it is able to respond to fire emergencies
 - b. requisitions, organizes and directs fire fighting crews and equipment
 - c. assesses, plans and conducts fire control action
 - d. organizes fire detection systems such as lookouts, air patrols and ground patrols
 - e. determines stocking levels of fire fighting equipment for the District Fire Zone
 - f. establishes the duty roster for staff
 - g. selects and recommends fire warden and fire protection officers
 - h. analyzes and approves industrial pre-organization plans for fire response
 - i. provides expert advice on fire protection to municipalities and fire protection districts
 - j. enforces violations of the Forest Act, Litter Act, Protection Act and relevant sections of the Forest Practices Code
3. Supervises four permanent technical staff and additional seasonal auxiliary staff of 25 FTEs
 - a. allocates work, monitors performance, writes appraisals and initiates disciplinary action
 - b. ensures safe working practices are followed, appropriate training is provided, and performance appraisals are conducted
4. Performs other related duties
 - a. develops and monitors the District Smoke Management Plan
 - b. develops and provides training programs for staff, industry and other emergency agencies
 - c. makes presentations on District Protection Program at public meetings
 - d. investigates causes of fires
 - e. drives to fire locations and meetings
 - f. adjusts field weather station equipment
 - g. flies over fires in light aircraft and helicopters
 - h. coordinates training exercises



ORGANIZATION CHART
Benchmark Job #052

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the principles of forest protection and fire fighting, to plan and direct fire control action within a forest district fire zone.</p>	G	250
2	<p>MENTAL DEMANDS Judgement to modify forest protection plans and forest fire fighting methods to develop and implement changes to the Forest Protection program's five year plan, and to plan and direct fire control activities in the district.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATION SKILLS Persuasion required to use basic negotiation skills to gain agreement on contract terms with fire suppression contractors.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to operate and adjust weather station instruments and to drive a 4x4 vehicle.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by fire protection standards and policies, plan and organize the district forest protection program and take the necessary action to fight and suppress fires.</p>	F	160
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Major financial responsibility to administer district fire suppression budget, with spending authority of \$250,000 for any one fire.</p>	G	58
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Major level of responsibility to manage physical assets by coordinating and directing the deployment of a variety of fire fighting equipment, determining type and quantity of equipment and ensuring maintenance of fire fighting apparatus.</p>	F	43

ORGANIZATION CHART
Benchmark Job #052

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise fire protection crews, appraise employee performance and take disciplinary action (up to 25 FTEs).	DI	27
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS High level of care and attention to manage a fire response service in a forest district.	F	50
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement to frequently respond to the multiple demands of organizing fire fighting crews, respond to multiple fires and allocate fire protection resources within critical response times.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently stand and walk over rough terrain, and to occasionally lift and carry moderate weight fire equipment.	C	12
12	SURROUNDINGS Regular exposure to the smoke and heat generated from forest fires.	D	9
13	HAZARDS Significant exposure to hazards from regular low altitude flying in fire fighting conditions and when fighting forest fires.	D	9

Total Points: 890

Level: Range 27

JOB DESCRIPTION

Benchmark Job #344

Ministry: Environment, Lands and Parks
Branch: Conservation Services
Location: Victoria

Working Title:
Level:
NOC Code:

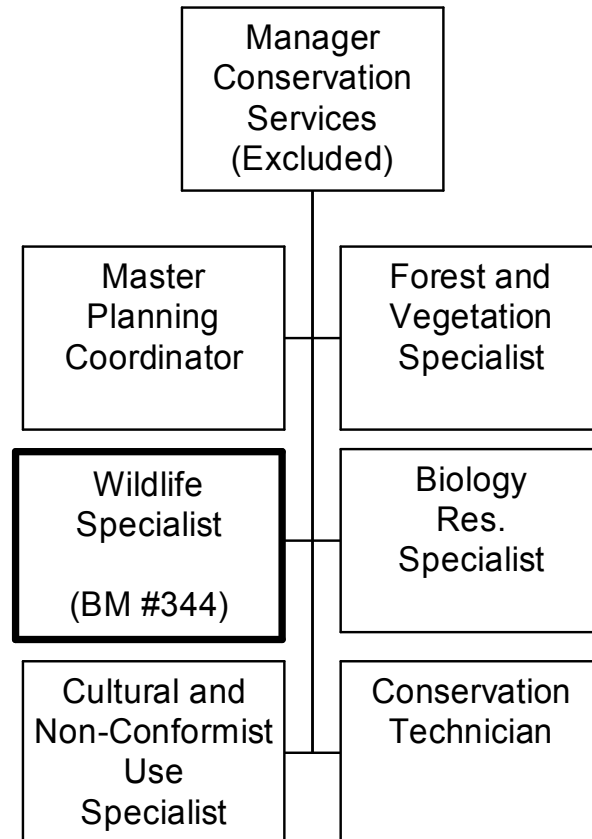
Wildlife Specialist
Range 27
2221

PRIMARY FUNCTION

To provide expert guidance for wildlife management in areas specified under the Park and Ecological Reserves Acts.

JOB DUTIES AND TASKS

1. Provides leadership in the preparation of policies, procedures, legislation, programs and standards that support wildlife management and conservation
 - a. identifies evolving wildlife management and conservation issues and determines the need for changes to current practices
 - b. develops and recommends changes to legislation, policy, and procedures to ensure proper conservation and management of wildlife within provincial parks
 - c. ensures consistency is maintained with other policies and programs within the division, the expectations of stakeholders, and the mandate of other federal and provincial resource agencies
 - d. contributes to a team approach by working with other staff specialist to provide input to the resource management strategy and various special initiatives
 - e. establishes provincial wildlife management plans to guide field level operations
2. Coordinates Headquarters, Regional, and District wildlife management programs and projects
 - a. consolidates regional and district plans into the master wildlife management strategy and planning framework and provides guidance on the development of district or regional plans of a short and long-term nature
 - b. ensures programs and projects are consistent with overall goals and objectives and meet technical standards
 - c. facilitates and supports the creation of special projects and initiatives that are designed to enhance wildlife programs or deal with areas of special concern
 - d. maintains budget responsibility for programs, projects and special funded initiatives and prepares budget estimates
 - e. drafts contracts for consultants and monitors compliance with terms and conditions
3. Provides expertise on wildlife management and conservation
 - a. develops and maintains working relationships and partnership agreements with resource agencies, private organizations and other stakeholders concerned with wildlife management in parks and ecological reserves
 - b. provides consultation to staff throughout the ministry, at other levels of government and to various agencies to resolve wildlife management issues
 - c. combines results of studies and analysis from a wide range of sources and synthesizes material to determine practical solutions to wildlife management
 - d. writes briefing notes, option papers and letters and devises alternative approaches on controversial issues that require the review of senior management staff
 - e. represents the division and ministry on relevant committees
 - f. prepares technical papers for public release and speaks at lectures and conducts formal training sessions on policy application
4. Performs other related duties
 - a. assists interest groups with establishing resource management projects
 - b. ensures technical standards are maintained in resource inventories
 - c. communicates divisional policy and procedures



ORGANIZATION CHART

Benchmark Job #344

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand all related issues of a significant provincial parks wildlife and conservation management program in order to provide leadership in policy development and wildlife resource management.</p>	I	305
2	<p>MENTAL DEMANDS Judgement to plan and evaluate the effectiveness of the provincial wildlife resource management program and establish new guidelines and technical standards and to develop integrated resource management proposals to improve wildlife management.</p>	H	250
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic negotiation skills to induce cooperation across related provincial and federal resource agencies and stakeholder groups.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to drive vehicles to other locations for stakeholder consultations.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry policies and technical standards, evaluates regional and district wildlife management programs and projects and consolidates plans into the provincial management strategy.</p>	G	190
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Significant financial authority to administer a budget and special projects funding, prepare project estimates, and adapt standardized language in consultant contracts.</p>	E	33
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Moderate responsibility to maintain project information on wildlife management issues and trends.</p>	C	15

ORGANIZATION CHART
Benchmark Job #344

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to provide formal training to ministry staff on wildlife management policies.	B	9
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Moderate care and attention to provide for the well being of others by protecting wildlife through the management plans.	C	15
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration is required to frequently respond to the conflicting multiple demands of external agencies, submission deadlines, and projects.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus visual attention on printed material.	C	12
12	SURROUNDINGS Exposure to occasionally being on-site in the field with no shelter from weather conditions.	B	4
13	HAZARDS Limited exposure to hazards from occasional field trips to remote areas.	B	4

Total Points: 909

Level: Range 27

JOB DESCRIPTION

Benchmark Job #342

Ministry: Environment, Lands and Parks
Branch: Geographical Data, B.C.
Location: Victoria

Working Title: **Head, Topographical Digital Data**
Level: Range 30
NOC Code: 2255

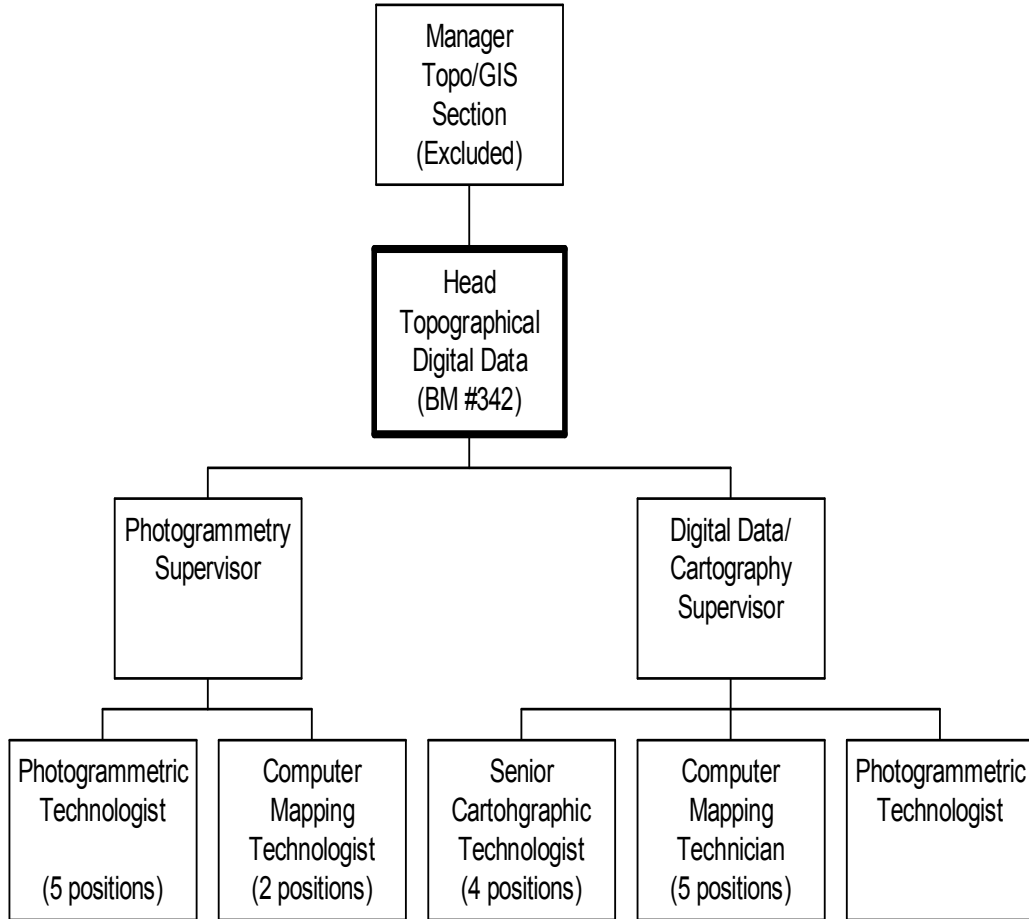
PRIMARY FUNCTION

To plan, organize, and provide expertise in the creation and production of digital and analog topographical maps that are used to support land, economic and resource management activities.

JOB DUTIES AND TASKS

1. Plans, organizes, and coordinates all in-house and contract projects of the work unit
 - a. ensures all mapping data being produced, inspected, accepted, archived and distributed to the Ministry's clients meets Branch goals and objectives
 - b. develops work plans required for the delivery and inspection of digital topographic data for all programs and all related products
 - c. supervises staff in terms of training, appraisals, work and discipline
 - d. responds to all technical enquiries received from mapping consortiums, private sector clients, ministries and others
 - e. evaluates and resolves problems of conflicting information evolving from either contractors, clients or in-house personnel and on data base sources and maps.
 - f. examines monthly progress and schedule reports provided by supervisors and recommends any necessary corrective action
 - g. administers a Unit budget, including funds for contracted services (\$5 to 7 million per year)
 - h. participates in Branch strategic planning and directions
 - i. provides consultation on topographical mapping to staff and end product users
2. Develops and implements the systems and procedures for the quality assurance of Branch mapping contracts and evaluates new systems and techniques for in-house production
 - a. conducts feasibility studies, requirements analysis, systems design, and recommends, and installs the systems for the quality assurance of the Branch's in-house or contract mapping programs included in the B.C. Digital Atlas
 - b. evaluates various scenarios and provides recommendations to appropriate Manager, leading to the implementation of a digital data capture and other related systems
 - c. establishes implementation plans that reflect the need for staff training, procedures development, production requirements and organizational impact
3. Provides expertise in the development and evaluation of specifications, and contracts for professional, topographic and computer services and products
 - a. supports and sponsors the development of Municipal GIS through the development and refining of large scale digital data specifications
 - b. participates in and/or leads the development of related Branch systems as required
 - c. provides technical and management expertise in the development and evaluation of request for proposal documents
 - d. carries out on-site inspections at contractor premises to evaluate technical and professional capabilities and approves appropriate companies for contract bidding.
 - e. provides a system to ensure that all mapping contractors are kept informed of specifications changes and updates
 - f. develops solutions to photogrammetry, cartography, and GIS related problems identified by the client base

ORGANIZATION CHART
Benchmark Job #342



ORGANIZATION CHART

Benchmark Job #342

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand all related issues of a significant photogrammetry, cartography, and Geographical Information Systems (GIS) program to manage the production of topographic base maps which are key documents for use at all levels of government, industry and the public.</p>	I	305
2	<p>MENTAL DEMANDS Judgement to plan improvements to the province's mapping program by functioning as a leader in GIS mapping, incorporating new technology, and coordinating the development of advanced information management systems.</p>	H	250
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counselling skills to supervise employees, appraise work, and communicate issues of discipline when needed.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to use a keyboard and a mouse in the production of detailed maps with some speed to meet deadlines.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry policies and standards, manage the geographical referencing framework of toponymic, digital thematic, GIS, and topographic bases. The program area is a national leader in producing digitized maps.</p>	G	190
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Considerable financial responsibility to develop contract language for mapping service contracts between \$5 to \$7 million annually and to certify satisfactory contract performance where results are defined in general terms.</p>	F	43
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Major level of responsibility to guide the development and maintenance of the province's information resource of topographic base maps and ensure the quality of information of the topographical mapping program.</p>	F	43

ORGANIZATION CHART
Benchmark Job #342

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsible to supervise employees, appraise employee performance and take disciplinary action (19 FTEs).	DH	25
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Responsibility for own well-being and safe work practices of staff in a low-risk office environment.	A	5
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement to frequently balance the multiple demands of conflicting priorities, problems and project deadlines on the creation of cartographic maps.	C	12
11	PHYSICAL EFFORT Moderate physical effort is required to frequently focus on printed material, contracts, and detailed maps.	C	12
12	SURROUNDINGS Exposure to office setting with minimal disagreeable elements.	A	2
13	HAZARDS Minimal exposure to hazards from regular keyboarding.	A	2

Total Points: 949

Level: Range 30

Ministry:	Health	Working Title:	Senior Environmental Health Risk Assessment Officer
Branch:	Health Protection	Level:	Range 30
Location:	Victoria	NOC Code:	2263

PRIMARY FUNCTION

To coordinate the environmental health and risk assessment program for the ministry and to guide technical development of the program in the branch.

JOB DUTIES AND TASKS

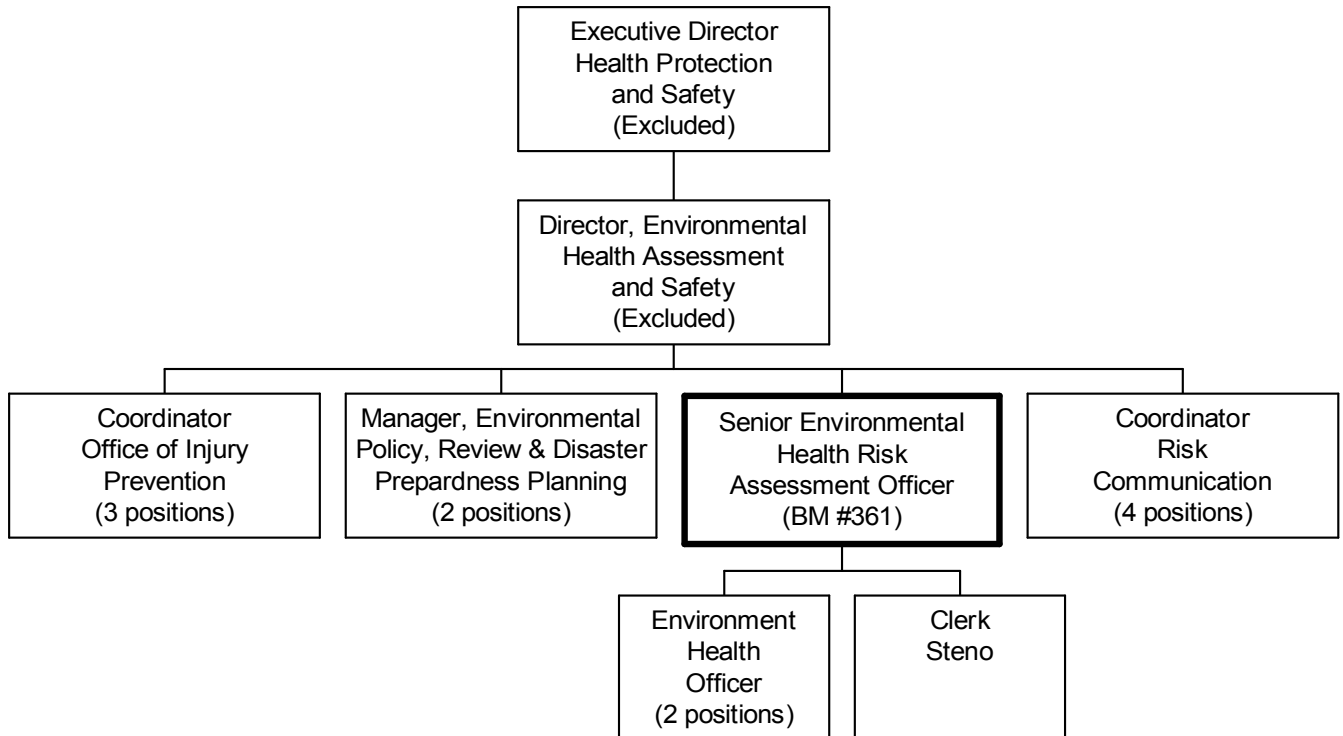
1. Coordinates the Ministry of Health's environmental health and risk assessment program
 - a. establishes policies and procedures necessary to ensure monitoring standards regarding the identification, evaluation, and control of health hazards and the communication of public health risk(s) to a variety of stakeholders throughout the province
 - b. provides direction to Provincial Medical Health Officers and Health Authorities to address community health issues
 - c. participates in Branch strategic planning, and organizational development
 - d. develops and manages operational work plans and section goals to meet legislation and policy requirements
 - e. advises senior management on all aspects of environmental health and risk assessment
 - f. participates in formulating ministry and branch policy
 - g. provides support and advice directly to other ministries
 - h. participates in the development of guidelines and recommends policies and procedures to enable the hazard assessment of all major projects requiring health assessments by the Ministry

2. Guides technical development of health assessment processes in the Branch
 - a. establishes technical and scientific specifications for the purchasing, calibration, maintenance and operation of analytical instrumentation and equipment
 - b. integrates and evaluates data during environmental health assessments throughout the province
 - c. supervises a central office program section to develop and perform environmental health risk assessments throughout the province
 - d. ensures the maintenance of analytical survey instruments
 - e. establishes a program to identify, quantify, report issues and to advise agencies on interventions for health risks
 - f. directs the development and production of analytical reports and proofs all section publications for scientific and technical accuracy
 - g. ensures ministry staff are trained
 - h. provides educational and professional development programs to Health Authorities and specialized Environmental Health Officers on aspects of environmental health assessments and risk assessment

3. Provides technical support to a section and ensures the most effective allocation of material, resources.
 - a. uses special project allocations and establishes external funding partnerships with federal, provincial and municipal government and non-government organizations
 - b. formulates RFP'S, contracts and coordinates financial matters

4. Supervises section staff (3 FTEs)
 - a. assigns and monitors employee work, and identifies areas for work priorities
 - b. appraises employee performance and takes disciplinary action

ORGANIZATION CHART
Benchmark Job #361



ORGANIZATION CHART

Benchmark Job #361

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand all related issues of environmental risk assessment to establish policies and procedures relating to the monitoring, identification and assessment of environmental health hazards and to serve as the provincial expert in such matters.</p>	I	305
2	<p>MENTAL DEMANDS Judgement to plan, organize and evaluate the environmental health risk assessment program including the development of monitoring standards and to Develop policies and guidelines across a wide range of sectors (e.g. mining, agriculture, urban development, etc) relative to environmental health.</p>	H	250
3	<p>INTERPERSONAL COMMUNICATIONS SKILLS Persuasion required to use basic counselling skills to discuss and explain employee performance problems and provide advice for improvement.</p>	D	45
4	<p>PHYSICAL CO-ORDINATION AND DEXTERITY Significant coordination and dexterity required to calibrate and adjust analytical instrumentation to precise tolerances.</p>	D	22.5
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry policies and standards, provides significant policy advice on all aspects of environmental health assessment and risk management to provide direction to regional health authorities and to recommend policies to enable hazard assessment for significant projects.</p>	G	190
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Moderate financial responsibility to approve staff overtime or travel and to provide subject matter input to contracts.</p>	D	22.5
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Significant responsibility to maintain a database of health risk information which is used by others and to disseminate sensitive information to health authorities.</p>	D	22.5

ORGANIZATION CHART
Benchmark Job #361

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise staff, appraise employee performance and take disciplinary action (3 FTEs).	DE	20
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS High level of care and attention to coordinate services intended to enhance the well being of others by mitigating their exposure to environmental health risks and by identifying potential new areas of risk.	F	50
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused requirement for sensory concentration to frequently visually focus on technical papers and reports.	C	12
11	PHYSICAL EFFORT Moderate physical effort is required to frequently focus on printed material.	C	12
12	SURROUNDINGS Exposure to office setting with minimal disagreeable elements.	A	2
13	HAZARDS Limited exposure to hazards from occasionally being on-site for the testing of environmental health risk hazards that are noxious or toxic.	B	4

Total Points: 957.5

Level: Range 30

Ministry:	Transportation & Highways	Working Title:	Manager, Transportation Systems Planning
Branch:	Highway Planning	Level:	Range 30
Location:	Victoria	NOC Code:	2231

PRIMARY FUNCTION

To manage the development of the provincial highway strategy and to ensure integration with other transportation modes, regional land use plans, environmental objectives, and planned growth strategies.

JOB DUTIES AND TASKS

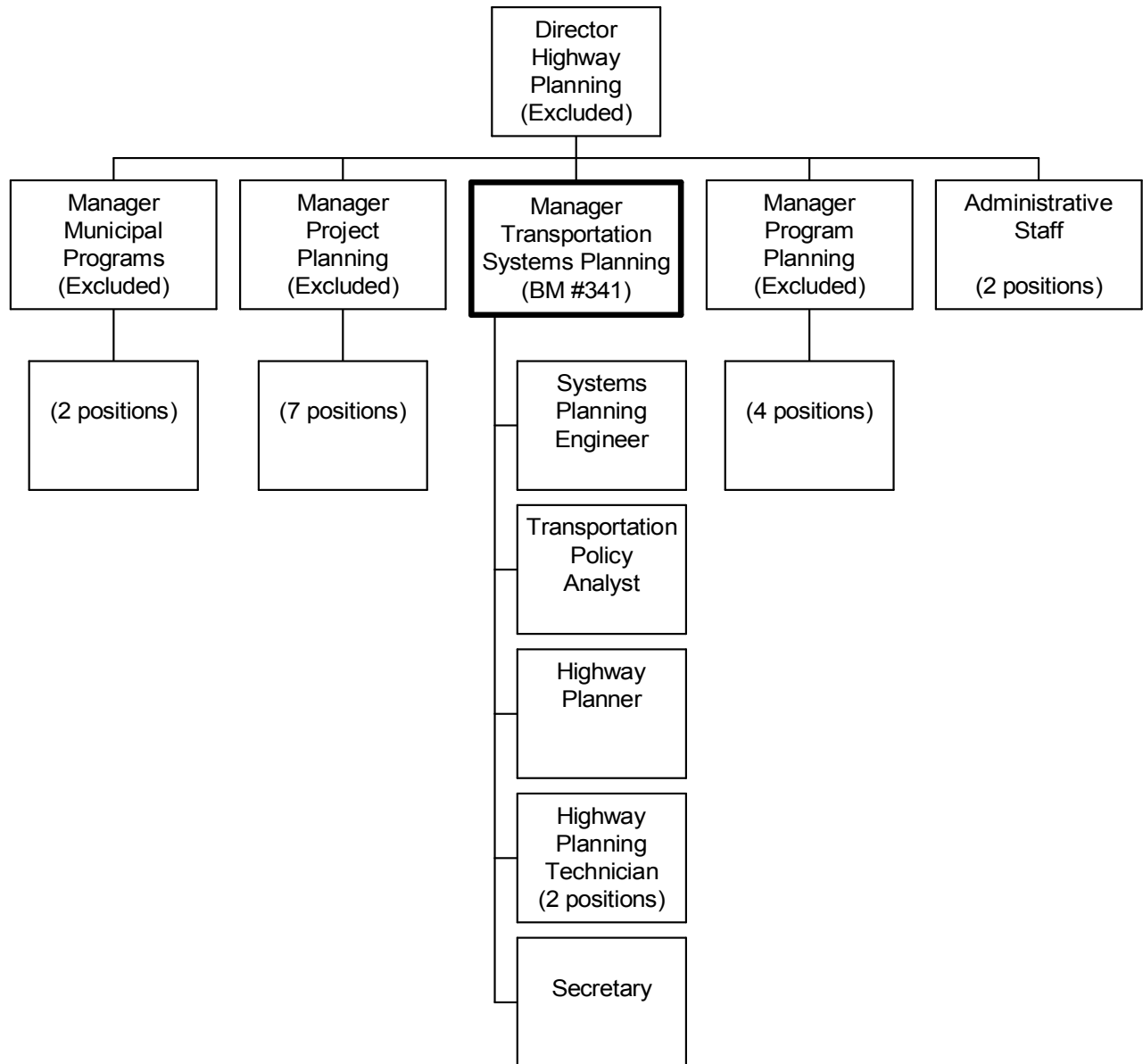
1. Establishes and maintains a comprehensive, province-wide, multi-modal transportation planning process for the ministry
 - a. develops, revises and maintains a consistent framework for multi-modal transportation planning with consideration for economic, social and environmental variables
 - b. functions as the overall ministry authority and focal point for highway planning conducted at the regional and district levels
 - c. oversees the development and deployment of transportation models and options
 - d. analyzes legislation and policies from a wide range of areas and recommends changes designed to improve transportation practices in the province
 - e. serves in a leadership and advisory capacity on a wide range of transportation related planning matters including some that fall beyond the jurisdiction of the ministry
 - f. analyzes and makes recommendations on transportation issues that range from regional to international in scope
 - g. represents the highway planning function in various forums, with different levels of government, and other transportation mandated agencies

2. Coordinates the ministry's Approval Framework Structure and ensures consistent decision making relative to the structure
 - a. guides financial, planning, legal and precedent setting decisions for the ministry which impact on regional areas, local jurisdictions, and developers
 - b. develops standard procedures, policies, guidelines and reference manuals to assist regions and provide province-wide consistency
 - c. examines issues and provides authoritative advice, interpretations and options to resolve disagreements arising from approval decisions
 - d. reviews proposed legislative changes and directs examination and analysis of court judgements relating to the approvals function
 - e. provides leadership and expert guidance on a wide range of approval matters where established precedence does not exist

3. Manages the Provincial Highway Strategy and Plan Process, the Corridor Management Framework, and the Functional Highway Classification System
 - a. develops the appropriate strategy, planning and framework processes and ensures that they are integrated across all jurisdictions
 - b. establishes and maintains a process to collect, monitor and analyze planning related data
 - c. guides the development of regional plans and merges plans into the overall provincial strategy

4. Supervises staff and contractors and performs other related duties
 - a. allocates work assignments, establishes operational priorities, and provides mentorship to staff
 - b. sets work standards, appraises performance, and determines training needs
 - c. functions as the ministry authority for the major street network program
 - d. oversees a ministry wide service for the collection and storage of gazette information, ministerial notices, highway designations, and related documents
 - e. engages, coordinates and advises contract consultants on multi-modal transportation studies

ORGANIZATION CHART
Benchmark Job #341



ORGANIZATION CHART

Benchmark Job #341

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand all related issues of a major and highly specialized provincial highway program strategy in order to develop the overall framework and approvals structure, consolidate regional plans, and direct a work unit engaged in the integration of a multi-modal transportation network.</p>	J	330
2	<p>MENTAL DEMANDS Judgement to conduct major long term planning to develop the provincial ten-year multi-modal transportation network and the overall provincial highway strategy and to make strategic policy recommendations in support of the strategy.</p>	I	300
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counseling skills to elicit the cooperation of interest groups in agreeing on a transportation strategy.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Some dexterity is required to keyboard with no requirement for speed or accuracy.</p>	B	10
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry goals and objectives, establishes a transportation planning framework for the province that involves integrating multi-modal transportation, a provincial highway strategy, corridor management and the interests of regional jurisdictions.</p>	H	220
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Significant financial responsibility to adapt standardized or pre-approved contract language and to certify satisfactory contract performance.</p>	E	33
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Significant responsibility to set up and coordinate a ministry wide system for the collection, storage and retrieval of various source and planning documents.</p>	D	22.5

ORGANIZATION CHART
Benchmark Job #341

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to supervise employees, appraise employee performance and take disciplinary action (6 FTEs).	DF	21
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Responsibility for own well-being and safety in a low risk environment.	A	5
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused attention is required to frequently read documents and reports.	C	12
11	PHYSICAL EFFORT Moderate physical effort to frequently focus on printed material used in the multi-modal planning process.	C	12
12	SURROUNDINGS Exposure to an office setting with minimal disagreeable elements.	A	2
13	HAZARDS Minimal exposure to hazards.	A	2

Total Points: 1014.5

Level: Range 30