



## RECOURSE OPTIONS FOR MEMBERS

# JOB CONTENT and JOB CLASSIFICATION

<b>ISSUE</b>	You think you aren't being paid enough for the work you are being asked to do.
<b>1<sup>ST</sup> STEP</b>	Look at your <a href="#">job description</a> to see if it's missing any duty the employer is asking you to do. Look for major elements. Job descriptions don't need to mention every micro task.
<b>TIME LIMIT</b>	That a job description is not "complete and current" can be grieved anytime. That a job was not properly classified can be grieved within 35 working days of when it was classified.
<b>HOW</b>	<ul style="list-style-type: none"> <li>▪ File in writing on a grievance form.</li> <li>▪ Job content requires its own grievance.</li> <li>▪ Classification requires its own grievance.</li> <li>▪ Do not file 1 grievance for both job content and classification.</li> </ul>
<b>HUMAN RIGHTS</b>	A Human Rights Complaint alleging discrimination may be filed in tandem with a grievance. There is a 1-year time limit. The CHRC must be contacted ASAP after the intent to allege discrimination arises.
<b>WHERE</b>	Job content: CIU union representative. Classification: CIU union representative, or you alone.
<b>WHO RESPONDS</b>	CBSA management, after the union consults them and/or CBSA labour relations.
<b>HOW IS IT DEALT WITH</b>	<ul style="list-style-type: none"> <li>▪ Job content: CIU consults CBSA labour relations using grievance procedure in Article 18 of the collective agreement.</li> <li>▪ Classification: presented by PSAC to a management classification grievance committee.</li> </ul>
<b>ANONIMITY</b>	–
<b>REPRISAL</b>	–
<b>REPORT / OUTCOME</b>	Job content: CBSA may add missing duty (duties), or deny. Classification: CBSA may reclassify up, down, or stay at level.
<b>APPEAL</b>	<ul style="list-style-type: none"> <li>▪ Job content: FPSLREB</li> <li>▪ Classification: none</li> <li>▪ Application for judicial review may be filed with Federal Court of Appeal</li> </ul>
<b>AUTHORITY</b>	Job content: Collective agreement Classification: <a href="#">Directive on Classification</a>
<b>MORE INFO</b>	<ul style="list-style-type: none"> <li>▪ CIU Local Steward or Branch Executive</li> <li>▪ CIU National Office Labour Relations Officer</li> <li>▪ PSAC Regional Office</li> </ul>