


Job Evaluation Rating Document

	<p>Job Title <u>Distribution Worker</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004; September 10, 2015</u></p> <p>Revised Date <u>December 18, 2024</u></p>	<p>Code</p> <hr style="width: 50%; margin: 0 auto;"/> <p>084</p>
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<p>Decision Making</p> <p>Follows clearly prescribed practices which are straightforward and readily understood. Makes minor operating decisions associated with the delivery of products.</p>	<p>Degree</p> <hr style="width: 50%; margin: 0 auto;"/> <p>2.0</p>
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<p>Education</p> <p>Grade 10.</p>	<p>Degree</p> <hr style="width: 50%; margin: 0 auto;"/> <p>1.0</p>
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<p>Experience</p> <p>No previous experience. Six (6) months on the job to become familiar with facility layout, various inventory, acquire appropriate training (e.g., Transportation of Dangerous Goods) and become familiar with department policies and procedures.</p>	<p>Degree</p> <hr style="width: 50%; margin: 0 auto;"/> <p>2.0</p>
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<p>Independent Judgement</p> <p>Follows established methods that are well defined. Some choice of action exercised in determining order or sequence of tasks to ensure delivery of time sensitive items.</p>	<p>Degree</p> <hr style="width: 50%; margin: 0 auto;"/> <p>2.0</p>
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<p>Working Relationships</p> <p>Requires courtesy and tact when dealing with other staff, couriers and suppliers/contractors.</p>	<p>Degree</p> <hr style="width: 50%; margin: 0 auto;"/> <p>2.0</p>
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Job Title

Distribution Worker

Code

084

<p>Impact of Action</p> <p>Improper use of equipment may cause injury to others. Provides timely distribution of supplies to correct destination to avoid delays/interruptions in service or spoilage of time sensitive items.</p>	<p>Degree</p> <p>2.0</p>
<p>Leadership and/or Supervision</p> <p>May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.</p>	<p>Degree</p> <p>1.0</p>
<p>Physical Demands</p> <p>Frequent physical effort such as pushing, pulling, bending, crouching and lifting heavy supplies.</p>	<p>Degree</p> <p>3.0</p>
<p>Sensory Demands</p> <p>Occasional sensory effort when checking orders with regular effort performing inventory counts and computer operation.</p>	<p>Degree</p> <p>1.5</p>
<p>Environment</p> <p>Occasional exposure to minor conditions and hazards such as dust, sharp objects and interruptions.</p>	<p>Degree</p> <p>2.0</p>