Job Evaluation Rating Document

[SEIU WEST, CUPE HEALTH CARE WORKERS LOCAL 5430, saho Saskatchewan Association of Health Organizations Inc., SGEU logos]	**Job Title** Storesperson **Date** October, 2000 **Revised Date** 2004; September 10, 2015 **Revised Date** December 18, 2024	**Code** 157

Decision Making	**Degree**
Follows clearly prescribed practices when shipping/receiving goods. Issues or problems such as stock shortages are easily identified and resolved.	2.0

Education	**Degree**
Grade 12.	2.0

Experience	**Degree**
Six (6) months previous experience in a hospital setting to gain a basic familiarity with supplies required in specific departments (e.g., medical, surgical, food and nutrition). Six (6) months on the job to become familiar with inventory, shipping and receiving practices, acquire appropriate training (e.g., Transportation of Dangerous Goods, Safe Food Handling) and become familiar with department policies and procedures.	4.0

Independent Judgement	**Degree**
Follows established methods when shipping/receiving goods. Resolves minor operating problems when receiving goods that are damaged which are urgently required.	2.5

Working Relationships	**Degree**
Contacts with vendors/suppliers and co-workers in other departments require courtesy and cheerfulness. Requires tact to discuss problems, submit reports regarding back orders, inventory shortages and to make recommendations regarding substitutions.	2.5

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Impact of Action	Degree
Inappropriate packing, storing or delivery of equipment or supplies may result in service delays. Misjudgement in ordering supplies may affect other departments and services.	2.0

Leadership and/or Supervision	Degree
May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.	1.0

Physical Demands	Degree
Regular physical effort stretching, crouching, reaching with frequent periods of heavy lifting.	2.5

Sensory Demands	Degree
Regular sensory effort working on computer and communicating with vendors and staff.	2.0

Environment	Degree
Occasional exposure to major disagreeable conditions such as noise, exhaust fumes and unpredictable weights.	3.0