

BC Sawmill Rate Determination Program Rate Revision Application Form

Instructions for Completing This Request for Rate Revision

Management and/or the Union must complete both this Application Form and the accompanying Benchmark Comparison Study Sheet at the plant level. When completed, forward copies of the document set to the USW D3 office in Burnaby and FIR office in Vancouver for processing.

These two (2) documents are represent a document set and applications submitted with single documents will be deemed incomplete and rejected. Be sure there are a Rate Revision Application Form and a Benchmark Comparison Study Sheet for each application for rate revision.

All applications must be based on a comparable benchmark category. Be sure the comparable benchmark category on this form and the Benchmark Comparison Study Sheet are the same.

Applicable Benchmark Category:

Assistant Shipper

Job Information	Application Date:		
Company and Division:			
Job Title:			
Job Rate: \$	per/hour	Group:	Is this a New Job? <i>(circle one)</i> Yes No

Reason for this Application

Application Authorization	
For the Local Union:	For Local Management:
_____	_____
Name: _____	Name: _____

Next... complete the Benchmark Comparison Study Sheet

BC Sawmill Rate Determination Program Rate Revision Application - Benchmark Comparison Study Sheet

BENCHMARK NAME: **Assistant Shipper**

GRADE: **9**

Examine the benchmark description on the left to determine how the job being submitted is different. Cross off any benchmark duties on the left hand side that are no longer performed. Add any duties that are missing from the benchmark description on the right hand side in the corresponding areas provided below.

<p>1. Make And Model Of Any Equipment Operated As Part Of This Job Function Office equipment.</p>	<p>1. Make And Model Of Any Additional Equipment Operated</p>
<p>2. Responsibility For This Equipment As Part Of The Job Function N/A</p>	<p>2. Responsibility For This Additional Equipment As Part Of The Job Function</p>
<p>3. Summary Of Duties Which Are Part Of The Job Function Maintains the following basic functions in a shipping department:</p> <p>Prepares and figures tallies, recognizing all species, patterns and grade marks; organizes parcels ready for shipment. Ensures accurate filling of orders sand loading of trucks in respect to all customers and company specifications. Handles prescribed bills of lading, invoices, destination details and all information necessary for truck drivers and their delivery of the product to its destination. Ensures customer and company specifications on species, grade, volume, size, markings and packaging are maintained. Checks to ensure export tallies match corresponding physical stock prior to shipment, making any necessary adjustments accordingly. May strap and/or end seal parcels ready for shipment as required. May provide the Company's (Division's) Sales Department daily with an accurate tally for all products loaded. May direct the forklift operator(s) which packages to load on each truck, completes the necessary delivery slip(s) and records shipments against each other and keeps a daily tally.</p>	<p>3. Summary Of Additional Duties Which Are Part Of The Job Function</p>
<p>4. Other Pertinent Information To The Job Function -</p>	<p>4. Other Additional Pertinent Information To The Job Function</p>