

APPENDIX B

BCGEU Positions and Respective Pay Levels Resulting from Joint Job Evaluation

Information provided below is as of May 14, 2012 and is subject to updating

* denotes "Currently not in use"

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| Pay Grade 1 |
| Technology Assistant Student Records Imaging Assistant |
| Pay Grade 2 |
| Examinations Clerk Logistical Services Mailroom University College Courier * |
| Pay Grade 3 |
| Administrative Support Assistant – Applied Design Campus Clerk Typist – Sciences & Mathematics Career Services Assistant Clerk Typist – Career Services * Clerk Typist – Trades & Technology Clerk Typist, Marketing & Communications* Facilities Helper* Facilities Receptionist * Student Records Assistant Switchboard Receptionist |
| Pay Grade 4 |
| Administrative Support Assistant – Job Placement Administrative Support Assistant – Social Sciences Administrative Support Assistant – Humanities * Administrative Support Assistant – Qualifying Studies Advising Assistant, Faculty of Social Sciences Bookstore Sales Associate Departmental Assistant – Office of Research & Scholarship * Faculty Review Assistant Reserves/Serials Technician |
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Pay Grade 5

Administrative Support Assistant, Institute for Sustainable Horticulture
Administrative Support Receptionist
Administrative Assistant, Room Bookings*
Assistant *
Assistant, The Centre for Academic Growth
Assistant, New Student Programs
Community & Health Studies Assistant
Counseling & Advising Support Assistant
Customer Support Assistant – Purchasing
Documentation Technician – Library
Facilities Assistant
Financial Awards Program Assistant
General Labourer – Facilities Maintenance *
Library Technician
Print Shop Production Assistant
Program Assistant- Metal Fabrication
Requests/Reserves Technician
Secretary- Community and Health Studies*
Secretary - Office of the Dean, Science & Mathematics
Secretary - Office of the Dean, Trades & Technology
Secretary - Social Sciences*
Secretary- Records Assistant
Secretary, University Space Administration
Supply Coordinator – Printing
Testing Administrator

Pay Grade 6

Accounts Payable Clerk
Acquisitions Cataloguing Technician
Administrative Assistant, Bookstore
Administrative Assistant, IAP*
Admissions Assistant
Audiovisual Circulation Technician
Bookstore Support Assistant
Circulation Technician
Facilities Design Assistant
Fund Raising Assistant
Human Resources Support Assistant
Inter-Library Loan Technician
International Admissions Assistant
International Programs Coordinator
Learning Management Center Assistant
Network Print Specialist
Public Information Assistant
Recreation Programmer*

Senior Assessment & Testing Administrator
Senior Records Assistant
Student Services Specialist
Warehousing Coordinator – Bookstore

Pay Grade 7

Administrative Assistant – Facilities
Administrative Assistant - Library
Administrative Assistant to Program Review Facilitators*
Agent Support Coordinator *
Associate Deans Assistant – Business
Associate to the Directors *
Assistant to Directors, Student Services
Athletics Facility and Events Supervisor
Bookstore Accounting Clerk
Communications & Event Support Specialist
Coordinator – Recreation & Campus Life *
Course & Scheduling Officer
Dean’s Assistant - Business
Dean’s Assistant - College of Qualifying Studies
Dean’s Assistant- Community and Health Studies*
Dean’s Assistant – Faculty of Science
Dean’s Assistant -Faculty of Social Sciences
Dean’s Assistant - Humanities
Dean’s Assistant - International Programs
Disability Assistant
Facilities Support Generalist

Pay Grade 8

Administrative Assistant – Community & Health Studies *
Administrative Assistant – Qualifying Studies & ABE
Administrative Assistant- School of Horticulture
Acquisitions Serial Technician
Assistant, Professional Studies – Comm. And Health Studies
Audiovisual Technician
Buyer
Campus Admissions Supervisor
Cataloguing Technician
Co-op Office Coordinator
Credential Evaluation Officer
Graduation Officer
Graphics Specialist *
International Admissions Recruiter *
International Credential Evaluation Officer

School Liaison Officer *
Senior Accounts Receivable
School Liaison Officer for Professional Studies –Fac. Of Comm/Hlth Studies

Pay Grade 9

Administrative Apprenticeship Liaison
Administrative Assistant to the Office of the Dean – Applied Design
Administrative Assistant- APPD
Administrative Assistant, Budget and Research
Administrative Assistant, Educational Development
Administrative Assistant, English
Administrative Assistant, Office of Advancement
Administrative Assistant, School of Business
Administrative Assistant – Social Sciences
Administrative Assistant – Student Transitions *
Assistant, Office of Advancement
Audiovisual Media Production Technician
Copyright/Custom Publications Coordinator
Documentation Technician
E-Communications Coordinator
IET Assistant
International Education Assistant *
Learning Centre Assistant
Program Assistant – Appliance Servicing
Program Assistant – FYE
Program Assistant – Music
Recreation Coordinator
School Community Liaison Coordinator *
Senior Accounts Payable Systems Officer
Senior Payroll Officer
Testing Coordinator

Pay Grade 10

Administrative Assistant to Campus Deans
Administrative Assistant, ACA
Athletics Coordinator
Auto Service Programs Technician
Bookstore General Merchandise Buyer
Book Department Coordinator
Bookstore Retail Supervisor
Computer Based Training Technician
Disability Advisor
Financial Awards Advisor
First Nations Education Coordinator
Library Supervisor

Research Services Coordinator – Office of Research & Scholarship
Scholarship & Awards Coordinator
Student Recruitment Coordinator
Supervisor Technical Services

Pay Grade 11

ACA Advisor
Accounts Receivable Supervisor
Administrative Assistant – Applied Design
Administrative Assistant- Science
Administrative Coordinator – Community & Health Studies
Administrative Assistant – University Secretariat
Assessment & Testing Advisor
Communications Coordinator
Coordinator, Student Financial Assistance
Degree Advisor
Degree Advisor – Bachelor of Arts, Social Sciences
Digital Signage Specialist
Educational Advisor
Enrolment Reporting Analyst
Facilities Supervisor
Fine Arts Lab Technician
Horticultural Technician
International Education Advisor
Lab Assistant Fashion Design
New Students Events Coordinator
Program Assistant – Interior Design
Program Assistant – Journalism
Program Assistant – GDMA
Program Assistant – IDDS/PR
Program Assistant – Journalism
Program Assistant – Ferrier Training
Program Advisor – SPARK
Simulation Technician
Student Job Development Coordinator
Telecommunications Specialist

Pay Grade 12

Administrative Assistant - VP/CFO, Administration & Student
Administrative Assistant – School of Business *
Administrative Assistant – Strategic Enrolment Management Division
Administrative Coordinator – Faculty of Science
Administrative Coordinator – School of Business
Administrative Coordinator – Sciences & Math
Administrative Coordinator – Qualifying Studies
Administrative Coordinator – Office of the Surrey Campus Dean *

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| Administrative Coordinator – Social Sciences Administrative Coordinator – Trades & Technology Coordinator, Student Life & Recreation Graphic Designer Program Assistant , CADD Technologies Instructional Associate – Construction Instructional Associate – Learning Centre Instructional Associate – Auto Service Technician Instructional Associate – MILL International Student Affairs Coordinator International Student Exchange Coordinator Lab Technician – Biology Lab Technician – Chemistry Lab Technician – Physics Maintenance Coordinator Metal Trades Technician Network Specialist Payroll Services Supervisor Program Assistant – Drafting * Research Assistant Senior Buyer School of Business Advising Coordinator System Operator System Support Technologist Vocational Program Assistant Web Designer |
| Pay Grade 13 |
| Administrative Coordinator, ACA Admissions & Enrolment Services Coordinator Admissions Coordinator Clinical Placement Assistant Coordinator, Educational Advising Coordinator, Student Appraisals Credential Evaluation Coordinator Enrolment Coordinator Instructional Associate – Fine Arts Instructional Associate – Landscape Operations Instructional Associate – Turf & Mechanic Instructional Associate – Production Lab Instructor – Environmental Protection Technology Lab Instructor – Biology Lab Instructor - Chemistry Lab Instructor – Physics Lab Instructor – Biology Lab Instructor – Social Sciences Maintenance Tradesperson |

Media Specialist
Office Coordinator, Facilities Services
Power Engineer
Production Specialist
Program Review Coordinator
Psychology Lab Instructor
Records Management Coordinator

Pay Grade 14

Accounting Analyst
Instructional Associate, APPD
Coordinator, Desktop Hardware Services
Desktop Management Solution Analyst
Facilities Interior Designer
Instructional & Media Associate
Instructional Associate, Job Placement Specialist
International Education Coordinator *
Laboratory Supervisor, Horticulture & Equine
Library Resources Technician
Multimedia Specialist
Project Leader
Senior Network Specialist
Senior Telecommunications Specialist
Systems Support Technology Supervisor

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| Pay Grade 15 |
| Greenhouse Research Coordinator Facilities Architectural Technologist Facilities Technologist Instructional Associate Coordinator - APPD Laboratory & Research Coordinator – Institute for Sustainable Horticulture Research Analyst SPARK Program Coordinator Supervisor - Print and Logistics Services Systems Support Supervisor Web Coordinator |
| Pay Grade 16 |
| Horticulture Supervisor * |
| Pay Grade 44 |
| Clinical Placement Facilitator Network Administrator Programmer Analyst |
| Pay Grade 45 |
| Web Administrator |
| Pay Grade 46 |
| Database Administrator Project Leader Senior Network Analyst |
| Pay Grade 53 |
| Laboratory Instructor - Nursing |