Department of Human Resources
REQUEST FOR JOB EVALUATION REVIEW

An employee requesting that a job evaluation review be initiated of his/her position is required to complete this form. *A fully completed and signed Job Fact Sheet or Update must accompany this form.*

EMPLOYEE NAME: 

DEPARTMENT: 

CURRENT CLASSIFICATION: 

Describe how your position has significantly changed since the last Job Fact Sheet/Update was submitted:

Describe why your position has changed:

____________________________________  ____________________________
SIGNATURE                               DATE

Forward this completed form and the Job Fact Sheet or Update to:

Manager, Recruitment and Compensation
Department of Human Resources
Arts and Administration Building, Room A4040

Access to Information and Protection of Privacy
The information on this form is collected under the authority of the Memorial University Act (RSNL 1990 c M-7). The information will be used for job evaluation and employment-related purposes as they pertain to employment with Memorial University of Newfoundland. If you have any questions about the collection of this information, contact the Department of Human Resources, Arts and Administration Building, Memorial University of Newfoundland, 709-737-7403.