##

##

## GLPC job evaluation appeal application form - JEA1

Name: …………………………………………… Employee no: ……………………..……….

Job title: …………………………………………. JE ref no: ……….…………………………..

Section or team: ……………………………….. Telephone no: ………………….…...……..

Directorate: ………………………………………………………………….……………………..

Is this job covered by a generic job description? Yes [ ]  No [ ]

(That is, are there other people doing the job covered by this job description)

If yes, is this a group appeal? Yes [ ]  No [ ]

If yes, please name all those who are submitting this appeal:
Please continue on another sheet if required

……………………………………………………………………………………………………

……………………………………………………………………………………………………

……………………………………………………………………………………………………

All factors will be reviewed. Identify which factor scores you are specifically appealing against:

(Place a tick in the box)

|  |
| --- |
| Supervision or Management of People [ ]  |
| Creativity and Innovation [ ]  |
| Contacts and Relationships [ ]  |
| Decisions – Discretion [ ]  |
| Decisions – Consequences [ ]  |
| Resources [ ]  |
| Work Demands [ ]  |
| Physical Demands [ ]  |
| Working Conditions [ ]  |
| Work Context [ ]  |
| Knowledge and Skills [ ]  |

**Appeal evidence**

You must complete an evidence box for each factor you are appealing.

Factor title and level

|  |
| --- |
|  |

Evidence that the job evaluation scheme has been wrongly applied

|  |
| --- |
|  |

Factor title and level

|  |
| --- |
|  |

Evidence that the job evaluation scheme has been wrongly applied

|  |
| --- |
|  |

Factor title and level

|  |
| --- |
|  |

Evidence that the job evaluation scheme has been wrongly applied

|  |
| --- |
|  |

Factor title and level

|  |
| --- |
|  |

Evidence that the job evaluation scheme has been wrongly applied

|  |
| --- |
|  |

If you are appealing against more than four factors continue on an additional sheet.

**Line manager’s statement**

Give a brief statement regarding the employee's evidence.

|  |
| --- |
|  |

|  |  |  |
| --- | --- | --- |
| Signed: |  | (employee(s)) |
| Signed: |  | (line manager) |
| Date: |  |  |

|  |
| --- |
| List any dates you and your manager will be unavailable during the next eight weeks:……………………………………………………………………………………………………………………………………. |

Send this form to:

JETeam@lincolnshire.gov.uk

or

Job Evaluation – Serco

People Management

3rd Floor Thomas Parker House

13-14 Silver Street

Lincoln

LN2 1DY

or

your HR Adviser