

Job Evaluation at Wigan and Leigh Housing Information for Job Applicants and New Employees

As part of our commitment to fair and equal pay we are currently carrying out a job evaluation exercise. This is about assessing and scoring all our jobs against a list of common factors. The factors include:

- physical skills and demands required for the job like manual handling, driving and keyboard skills
- mental skills and demands required for the job like planning, analysing and concentration
- interpersonal and communication skills required for the job like caring for customers, negotiating and advising others
- initiative and independence required for the job like decision making, problem solving and organising your workload
- emotional demands associated with the job like handling challenging or upsetting situations or behaviour
- responsibility for service users, employees, financial resources or equipment and buildings

Wigan and Leigh Housing has adopted the National Joint Council for Local Government Service's scheme of pay and employment conditions.

The Job Evaluation Scheme we are using is the National Joint Council Scheme and is included in the Green Book of National Terms and Conditions. A copy of the Green Book is available on the Company's Intranet.

We hope to have the job evaluation project completed in summer 2008.

All jobs have been evaluated using the new job evaluation scheme and a number of job holders have been interviewed as part of the exercise.

Unison and GMB are supporting job evaluation. Local representatives are working directly with us to ensure the exercise is carried out fairly and consistently and we are keeping all employees updated through regular briefings and newsletters.

We will also look to bring pay and grading in line with the results of the job evaluation exercise. This means that your job grade may change and that your pay may go up or down. Councils and other large employers are going through a similar process.

The end result will be a fairer and more transparent pay structure for our employees.

If you have any questions please email recruitment@walh.co.uk or telephone 01942 486519.