

New to Recruiting BCGEU Employees?

Remember that:

- A Union representative shall sit as an observer during interviews and final selection of candidates for positions under the Union's jurisdiction in all instances where an internal applicant has applied. Unreasonable tardiness or failure of an observer to report will not impede the interview process or provide a cause for grievance. Please contact Sharon Malkinson at sharon.malkinson@ubc.ca or 250-807-8272.
- Selection committees shall base their recommendations on the criteria as detailed in the position vacancy notice.
- Internal applicants with two or more completed years of service shall receive a percentage of the total point rating for the vacant position for seniority. The points for seniority shall be calculated on the basis of two per cent for each year of service to a maximum of 14 per cent of the total point rating. Human Resources will provide percentages.
- If there are two or more candidates whom a committee finds equally qualified for a position, and if one of these candidates is an internal applicant, a selection committee shall recommend first preference for the internal candidate senior in service.
- All applicants who are on the seniority lists and possess the required qualifications or are in the process of acquiring the required qualifications within the provisions set out in clause 22.6 shall be entitled to an interview by the selection committee. Where the number of qualified internal applicants exceeds three (3), the department shall interview the three (3) most senior qualified applicants.
- If you have questions please refer to the BCGEU Collective Agreement or contact your Human Resources Advisors, Tena McKenzie (250 807-8619, tena.mckenze@ubc.ca) or Janna Fisk (250-807-9596, janna.fisk@ubc.ca); or contact your Human Resources Associates, Ashley Bloor at (250-807-8833, ashley.bloor@ubc.ca) or Alana Jordan at (250-807-9819, alana.jordan@ubc.ca).