

City of Melfort Policy Manual

<i>POLICY TITLE:</i> Summer Students	<i>POLICY NUMBER:</i> 1.6.70	<i>EFFECTIVE DATE:</i> April 15, 2002
<i>ORIGIN:</i> Management Team	<i>ADOPTED BY COUNCIL ON:</i> May 13, 2002	<i>DATE AMENDED:</i> June 16, 2008 March 11, 2019

1.0 PURPOSE

- 1.1 To provide a consistent salary grid for summer students employed by the City of Melfort.

2.0 BENEFITS TO THE EMPLOYEE

- 2.1 Students that return to work for the City of Melfort will receive a wage increase.
- 2.2 Appreciation for a job well done.
- 2.3 Consistency of obtaining summer employment.

3.0 BENEFITS TO THE CITY OF MELFORT

- 3.1 Returning students reduce training time by supervisors.
- 3.2 Improve the quality of applications by offering higher wages.
- 3.3 Ability to possibly access employment grants by offering higher wages.

4.0 POLICY

- 4.1 The student salary grid will be based on the Wage and Salary Appendix of the current Union Agreement and as outlined in this policy.
- 4.2 Students are considered to be out of scope employees.
- 4.3 Students may be offered employment the following season by his/her supervisor. The offer of employment will be based on an acceptable performance appraisal.
- 4.4 At the City Manager's discretion and approval, summer student wages may be supplemented with grant funding for specific positions.

5.0 SALARY GRID

- 5.1 Students in High School or just completing Grade 12 – Salary will be minimum wage.
- 5.2 Students completing a year of Post Secondary education and starting their **first** season of employment with the City of Melfort – Salary will be equivalent to the “START” base wage rate of the Cross Guard under the Pool Employee Grid.
- 5.3 Students completing a second year of Post Secondary education and starting their **second** season of employment with the City of Melfort – Salary will be equivalent to the “START” base wage rate of the NLS Guard under the Pool Employee Grid.
- 5.4 Students completing a third year of Post Secondary education and starting their **third** season of employment with the City of Melfort – Salary will be equivalent to the “START” wage rate of Seasonal Employees.
- 5.5 Students completing a fourth year of Post Secondary education and starting their **fourth** season of employment with the City of Melfort – Salary will be equivalent to the “AFTER 1040 HOURS” wage rate of Seasonal Employees.