

Sakimay First Nations Human Resources Management System Salary Grid & Time and Attendance



Jennifer Pelletier, Human Resources Administrator

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Overview

- Objectives of Wage/Salary Grid
- Automated Time & Attendance
- Band Employee Benefits

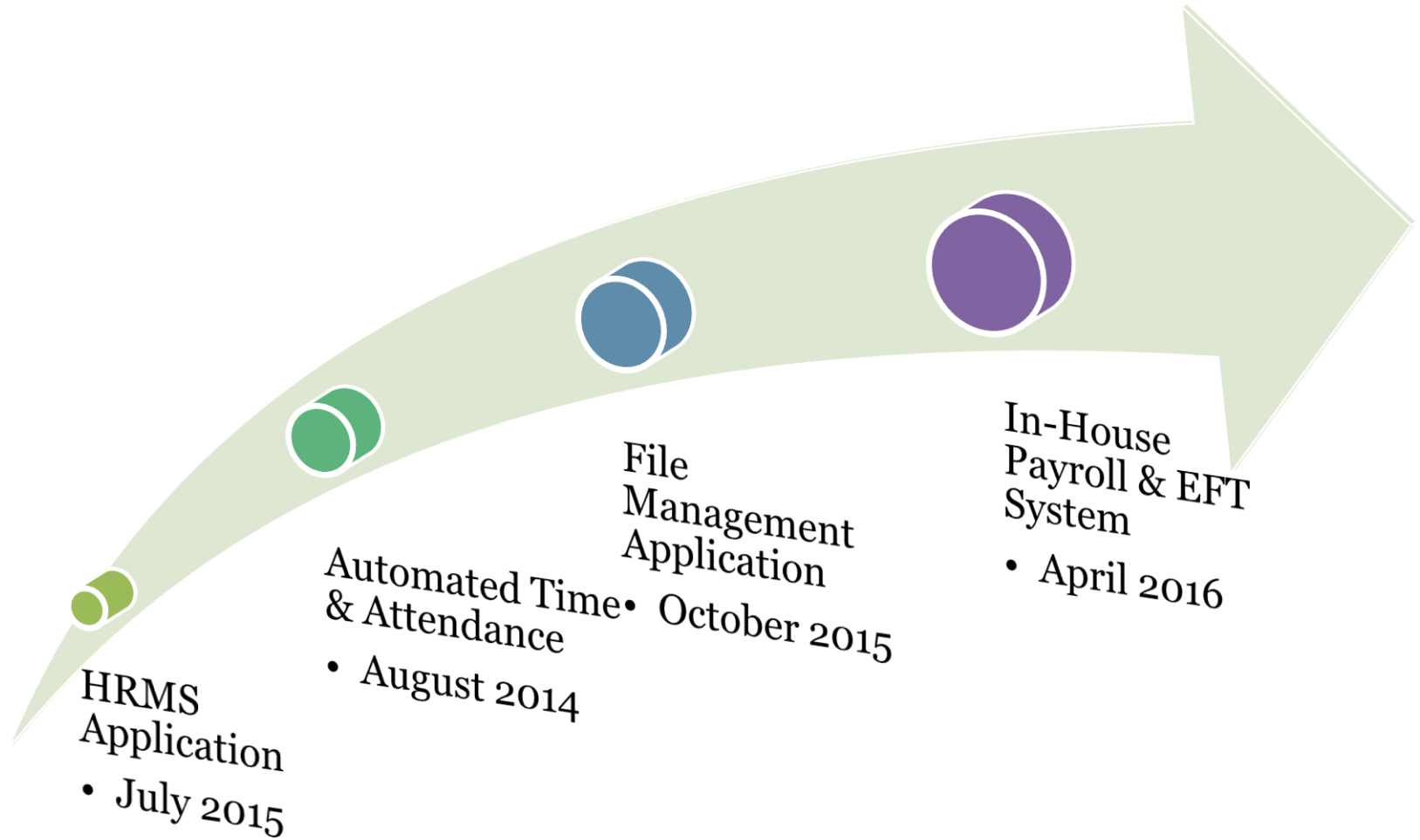
Objectives of Wage/Salary Grid

- To determine a grid for the organization to ensure fair and equitable remuneration for all staff at all levels.
 - Provides framework for effective recruitment as well as to strengthen the competitiveness in the attraction and retention of qualified employees.
 - Facilitates competency development and performance appraisals
 - Provides transparency and assists with the financial forecasting and planning for the Human Resources needs of the organization
- Timeline of the whole process was approximately 18 months, from initial application to final approval and implementation
 - In the process of gradual implementation, to coincide with evaluations and performance reviews

Automated Time & Attendance

- This is the automation of tracking the working hours, the absences, the overtime, and the leave summary of each employee in the organization.
- The main objective was to obtain new and updated punches instead of the punch-in clock terminals so we obtained quotes for Hand punches.
- Hand punches were affordable but we did not realize that it was the software that operated the Hand punches is what cost the monies.
 - Time – Learning curves
 - Cost – learning mistakes, timing and upgrades
 - Other – Back up plans.

Timeline



Band Employee Benefits

- No cost to employer
- Reduction in EI remittance
- Employee and Family Assistance Programs
 - Assistance with lifes' issues, family, money, counselling, health, etc.
- Retirement planning



Resources





Questions??

Any questions