

9.25 Quarters Supervisor

We consider that this one-post grade should be merged with the Clerical Officer grade. In the meantime we propose no change in the existing pay scale.

	<u>Existing</u>
Quarters Supervisor	14 - 19

9.26 Railway Officer

This grade was restructured in December 1978. Staff have represented to us that the pay conversion arrangements were unsatisfactory. We are unable to accept this view and consider the arrangements for this particular regrading exercise to have been fair and even generous in accordance with our general attitude to conversion arrangements as expressed in our First Report on Principles and Practices.

We understand that Railway Assistant III (possessing a Form IV qualification) and Assistant Railway Officer (a promotion rank for Model Scale 1 staff and entry rank for candidates with a school certificate) were both regraded as Railway Officer III but entered the new scale at different points (i.e. Point 4 and Point 7 respectively). Since the regrading exercise has been completed and it is the intention to recruit all Railway Officers III at school certificate level, the dual entry system can be eliminated. We also recommend the pay scales for the grade be adjusted as follows :

	<u>Existing</u>	<u>Proposed</u>
Railway Officer III	4 - 20	6 - 20
Railway Officer II	21 - 25	21 - 26
Railway Officer I	26 - 31	27 - 31
Senior Railway Officer	32 - 38	32 - 38
Chief Railway Officer	39 - 45	39 - 45

Note : The scales for Senior Railway Officer and Chief Railway Officer are out of line with the broadbanded scales for this level. We have left them largely undisturbed because to have broadbanded in this instance would have removed from the Senior Railway Officer an opportunity to qualify for Private Tenancy Allowance. Should Point 38 lose its significance the scale for these two ranks should be brought into line with the scales for other ranks within this group.

9.27 Registry Officer

This is a one-post grade usually filled by the appointment of a serving Confidential Assistant or Senior Confidential Assistant. We have already endorsed a proposal to combine this grade with the Senior Executive Assistant rank. In the circumstances we make no recommendation in respect of the pay scale.

	<u>Existing</u>
Registry Officer	29 - 30

9.28 Supplies Supervisor

The staff have suggested amalgamation of the Supplies Supervisor I and the Supplies Supervisor II ranks but there is a clear distinction in the levels of responsibility of the two ranks. They also propose that promotion from Supplies Supervisor I to Senior Supplies Supervisor should be on a ratio basis. Again, we cannot accede to this request since it is against the principle that ranks should only be created on the basis of a functional need.

The staff claim that they are receiving less pay than their counterparts in the private sector. However we have seen no independent evidence to support this contention. In any event the method we are using to determine scales does not normally provide for private sector evidence on pay to be applied on an individual grade basis. Our proposed pay scales are the same as those for the Clerical Officer grade to which this grade appears closely related.

	<u>Existing</u>	<u>Proposed</u>
Supplies Supervisor II	5 - 18	5 - 18
Supplies Supervisor I	19 - 23	19 - 24
Senior Supplies Supervisor	24 - 30	25 - 31

9.29 Welfare Assistant

Welfare Assistants claim that their duties and responsibilities justify a pay scale similar to those of Assistant Industry Officers, Labour Inspectors, Tax Inspectors and Housing Assistants. The grades with which they compare themselves have quite different duties and responsibilities and we do not consider the comparison justified.

The pay scales of this grade have been recently reviewed but having regard to the job content we recommend a further upward adjustment to the maximum of the basic rank and the minimum of the higher rank.

/ Existing

	<u>Existing</u>	<u>Proposed</u>
Welfare Assistant	10 - 19	9 - 20
Principal Welfare Assistant	20 - 25	21 - 25

Group II

(Grades whose basic ranks are usually filled by the appointment of persons with considerable experience either from within or outside the civil service)

9.30 Assistant Registrar of Shipping

This is a one-post grade usually filled by the in-service appointment of serving Clerical Officers in the Marine Department. The duties and responsibilities are similar to those of a Senior Clerical Officer. We have left the salary scale undisturbed and recommend that the grade be absorbed into the Senior Clerical Officer establishment.

	<u>Existing</u>
Assistant Registrar of Shipping	18 - 30

9.31 Bailiff

The grade of Bailiff Assistant, which is dealt with in Chapter 8, was created in March 1979 to undertake some of the duties presently performed by Bailiffs. So far no posts in the new grade have been filled and we cannot therefore look objectively at the Bailiff grade until we have seen how the two grades will function. We therefore recommend no change in the pay scales for this grade for the time being.

	<u>Existing</u>
Bailiff	16 - 25
Senior Bailiff	26 - 30
Assistant Chief Bailiff	31 - 36
Chief Bailiff	38 - 41

9.32 Bank Examination Assistant

Our review of this grade indicates that the minimum should be raised by one point to reflect more accurately the entry requirements for appointment.

	<u>Existing</u>	<u>Proposed</u>
Bank Examination Assistant	12 - 23	13 - 23

9.33 Hostel Manageress
Manageress, Service Flats

The Hostel Manageress grade serves in the Education, Medical and Health and Social Welfare Departments. Staff of this grade in the Social Welfare Department maintain that one of their responsibilities is to help those joining the institutions to adapt themselves to the institutional environment and thus their work has a social welfare content and their posts should be included within the Social Worker grade. We consider, however, that there is a clear distinction between the work of Hostel Manageresses and Social Workers and that the grades should remain separate.

We consider the work and levels of responsibility of the Manageress, Service Flats grade comparable to those of the Hostel Manageress grade. We therefore recommend the merging of the two grades into a new grade titled Hostel Manager/Manageress. The proposed pay scale for the new grade has regard to the level of responsibility and the supervisory nature of the work.

<u>Existing</u>		<u>Proposed</u>	
Hostel Manageress	14 - 18)		
Assistant Manageress, Service Flats) 14 - 18))	Hostel Manager/ Manageress	14 - 22
Senior Hostel Manageress	23 - 32))		
Manageress, Service Flats) 23 - 32))	Senior Hostel Manager/Manageress	23 - 32

9.34 Industry Officer

This grade, formerly known as the Industry Assistant grade, was established in June 1979 following a comprehensive review. We consider that the pay scales decided upon at that time are appropriate and make no change to them.

	<u>Existing</u>
Assistant Industry Officer	13 - 25
Industry Officer	26 - 32
Senior Industry Officer	33 - 37
Chief Industry Officer	38 - 45
Principal Industry Officer	46 - 48

9.35 Labour Inspector

Staff have suggested that additional ranks of Principal Labour Inspector and Superintendent Labour Inspector should be created to undertake supervision of the Inspectorate which is at present performed by the Labour Officer grade. This suggestion will be further examined. Meanwhile we propose to bring the pay scales into line with other grades in this group.

	<u>Existing</u>	<u>Proposed</u>
Labour Inspector II	12 - 25	12 - 25
Labour Inspector I	26 - 31	26 - 32
Senior Labour Inspector	32 - 36	33 - 37

9.36 Lighthouse Keeper

Representations submitted by staff draw attention to the difficulties encountered in working around the clock in isolated conditions. Few people are temperamentally suited to the job of lighthouse keeper and we consider that an increase at the maximum of the pay scale is merited. We also recommend an increase at the minimum of the basic rank in the light of long standing recruitment difficulties.

	<u>Existing</u>	<u>Proposed</u>
Lighthouse Keeper	9 - 25	12 - 26
Principal Lighthouse Keeper	26 - 30	27 - 32

9.37 Supervisor of Typing Services

This grade was created in December 1976 with the pay scale set at Points 17 - 26, i.e. one point above the minimum and three points above the maximum for Personal Secretary, in recognition of the maturity, ability and skills required. We consider this comparison with Personal Secretary still

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appropriate and therefore recommend the pay scale be adjusted accordingly.

	<u>Existing</u>	<u>Proposed</u>
Supervisor of Typing Services	17 - 26	20 - 27

9.38 Tax Inspector

Tax Inspectors II compare themselves with Taxation Officers and claim that their existing pay scale does not reflect a significant increase in their duties and responsibilities. We do not consider the comparison with Taxation Officers to be appropriate because we understand Taxation Officers require longer experience and supervisory potential. In general we consider the pay scale for Tax Inspectors satisfactory and the only change we recommend is a one-point increase in the minimum of the entry rank.

	<u>Existing</u>	<u>Proposed</u>
Tax Inspector II	12 - 23	13 - 23
Tax Inspector I	24 - 32	24 - 32
Senior Tax Inspector	33 - 37	33 - 37
Chief Tax Inspector	38 - 42	38 - 42
Principal Tax Inspector	43 - 45	43 - 45

9.39 Taxation Officer

This is in effect a specialist Clerical Officer I grade and, with the functionalisation of the Clerical Officer I rank, we consider that it should be merged with the Clerical Officer grade. In the meantime, we have aligned the pay scale with that of the Clerical Officer I rank.

	<u>Existing</u>	<u>Proposed</u>
Taxation Officer	19 - 23	19 - 24

9.40 Transport Controller

Staff state that their pay scale compares unfavourably with that of Transport Inspectors.

The pay scale for the Transport Inspector grade are revised in the following paragraph. We also consider that the pay scales for the Transport Controller grade are out of line with other similar grades. We have adjusted the pay scales accordingly.

	<u>Existing</u>	<u>Proposed</u>
Transport Controller II	16 - 23	15 - 23
Transport Controller I	24 - 30	24 - 29

9.41 Transport Inspector

Having regard to the qualifications and experience for appointment to this grade we consider the starting pay of the basic rank difficult to justify. We have therefore adjusted it. However, some improvement to the pay scale of Senior Transport Inspector is indicated and we have therefore raised the maximum by one point.

	<u>Existing</u>	<u>Proposed</u>
Transport Inspector	18 - 23	12 - 23
Senior Transport Inspector	24 - 26	24 - 27