

JOB EVALUATION APPEAL STATEMENT

Your Post No.

Your Post Title

Your Name

Is the appeal on behalf of a benchmarked group?

YES / NO

Notes to help you: (see also Section 3 of the Appeals Procedure for more details)

- (i) Please set out below your reasons for claiming a higher level in one or more of the factors which make up the Job Evaluation Scheme. This will constitute your job evaluation appeal statement as required under the appeals procedure. Please ensure you cover all your points in as brief and non-repetitious way as possible.
- (ii) Please use a separate sheet for each factor against which you are appealing.
- (iii) No appendices or attachments may be submitted with this sheet.
- (iv) Please remember that you may not include in your statement any evidence that was not available to the job evaluation panel.
- (v) Please number all pages at the bottom right hand corner. You may use a continuation sheet if necessary.

Factor _____ **Level awarded** _____ **Level claimed** _____

Appeal signed by.....**Date**.....