Position Numbering

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Academics

Position 1 — Employee Group

Types	Description
A	Academics

Position 2 — Academic Class Category

Types	Description
R	Ranks
V	Visiting
C	Contracts or Course Teaching
H	Research
P	Professional
S	Senior Administrator
A	Academic Administrator
T	Teaching Hospital
L	Librarian
F	Affiliated
X	Ex-Stipend

Position 3 — Type of Position

Types	Description
number	single or unique
P	Pooled at Org (salaried - includes GFT (H) - no salary)
S	Ex-Sessionals (Librarians only)
J	Joint
U	University Pooled (salaried)
N	Nil Salary (except for GFT (H))
D	Stipend

Position 4 — Status of Position

Types	Description
number	active status
T	Pooled Terminated Position for conversion

Position 5, 6 — Unique Numbers

Example: Professor — AR9999

Academic Students

Position 1 — Employee Group

Types	Description
S	Students

Position 2 — Academic Student Class Code

Types	Description
G	Graduate Student Assistant
U	Undergraduate Student Course Assistant
R	Graduate Student Research Assistant
H	Undergraduate Student Research Assistant
P	Post Doctoral Fellow
T	Graduate TA/Demonstrator

Position 3 — Type of Position

Types	Description
P	Dept Pooled (for TA only)
G	Grandfathered (for TA grandfathered rates only)
U	University Pooled

Position 4 to 6 — Unique Number

Example: TA — STP999

Trades & Services

Position 1 — Employee Group

Types	Description
U	Trades & Services

Position 2 — Bargaining Unit

Types	Description
C	Computing Centre
M	Facilities Management Macdonald
P	Facilities Management Trades
S	Facilities Management, Faculty Club, Residences
X	Printing
Z	Power & Refrigeration

Position 3 to 6 — Unique Numbers

Example: Porter — US9999

Admin Support

Position 1 — Employee Group

Types	Description
C	Clerical

Types	Description
L	Library Assistant
T	Technical
R	Residence
M	Management & Professional
E	Executive
N	Nurse
G	Gault Estate
H	Hospital
X	NMEI

Position 2 — Type of Position

Types	Description
R	Regular
S	Sessional
P	Temporary
T	Term
L	LTD
X	Placement Transition

Position 3 to 6 — Position Reference Number (from ISIS)

Example: Payroll Clerk — CR0993

Pensioners

Position 1 — Employee Group

Types	Description
P	Pensioner

Position 2 — Pensioner Classification Group

Types	Description
E	Employee
D	Deferred
W	Survivor/Spouse
P	Partial Pension
T	Prev Def Annuitant/Term

Position 3 — Type of Position

Types	Description
P	Pooled

Position 4 to 6 — Employee Class Group

Types	Description
100	Trades and Services
200	Admin Support

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Types	Description
300	Academic
400	MNI

Example: Pensioner Academic = PEP300

Casuals

Position 1 — Employee Group

Types	Description
B	Casual

Position 2 — Specific Casual Employee Group

Types	Description
A	Academic
N	Non Academic
W	Weekly Trades and Services

Position 3 — Type of Position

Types	Description
U	University Pooled

Position 4 to 6 — Unique Number

| Note |

Special payments for Deferred Compensation and Retiring Allowances

Position 1 - Employee group

Types	Description
Z	Special payments (internal use only)