

Pay grouping of the social services sector

This grouping helps you to determine whether you are within the scope of the strike. You can check your pay group or pay grade from your payslip or your employment contract. You can also ask it from your manager or supervisor. The example jobs are examples only.

NOTE that this appendix should be used as reference only for that JHL's strike warning that was issued for everywhere in Finland. The letter includes also a separate list of those locations where the strike applies to everyone in the unit / place of work / place of business etc. If your workplace is in that list of locations, the strike applies to you. In that case, it makes no difference what your job / pay group / pay grade is.

Pay group A (assisting duties):

The strike applies to all duties of this pay group.

Minimum pay grade **G12A, G13A–G14A, G15A**

The work does not require vocational training. The know-how is gained through on-the-job guidance. Clear work instructions and routines.

Example jobs:

- health and service personnel: orderly, day-care centre assistant
- kitchen and property personnel: kitchen help, departmental assistant, cleaner
- administrative personnel: assisting office work, mailing, running errands.

Pay group B (basic duties):

The strike applies to all duties of this pay group everywhere in Finland.

Minimum pay grade **G16B, G17B**

The know-how is gained through on-the-job learning or short courses. The work is based on defined instructions, but the tasks are more individual than in pay group A.

Example jobs:

- health and service personnel: care assistant, home help, school aide, camp counsellor
- kitchen and property personnel: cook, kitchen/catering worker, ward domestic, matron in very small units, caretaker, porter
- administrative personnel: switchboard operator, routine office work (such as invoicing, etc.), responsibility for copying services, postal services, phone services.

Pay group C (professional duties):

The strike applies to kitchen, property, and administrative duties of this pay group everywhere in Finland.

Minimum pay grade starting from **G20C**

The work requires at least a vocational degree or equivalent know-how. The work is varying and performed independently according to regulations and/or general instructions. The work is made up of independent parts.

Example jobs:

- kitchen and property personnel: matron, repairman, warehouseman, cleaning supervisor
- administrative personnel: responsibility for invoicing and collection, responsibility for payroll accounting, responsibility for the accounting of a small unit.

Pay group D (demanding professional duties):

The strike applies to kitchen, property, and administrative duties of this pay group everywhere in Finland.

Minimum pay grade **G22D, G23D**

The work requires, at minimum, a degree from a university of applied sciences/college or equivalent know-how. The work is based on independent solutions within the framework of the authority provided. The work is an independent whole made up of different parts.

Example jobs:

- kitchen and property personnel: nutritional manager;
- administrative personnel: responsibility for a large unit's accounting and the preparation of financial statements, responsibility for a large unit's money transactions and the operation of subsidiary cash desks.

Pay group E (specialist duties):

The strike applies to kitchen, property, and administrative duties of this pay group everywhere in Finland.

Minimum pay grade **G24E, G25E**

The work requires, at minimum, a degree from a university of applied sciences/college and often a university degree or equivalent know-how. (If the employee has the requisite master's degree, the minimum pay group is pursuant to pay grade F). The work is performed independently, based on planned operations or the specialist position, and may entail operational, financial or personnel responsibilities.

Example jobs:

- kitchen and property personnel: kitchen and property duties that are more demanding and entail more responsibility than the previously mentioned pay groups
- administrative personnel: responsibility for the operation and financial management of the entire office in other than small units.

Pay group F (demanding specialist duties):

This entire pay group is excluded from the scope of the strike because any kitchen, property or administrative duties are not grouped into this pay group in the collective agreement.