

**APPENDIX "A" AGREEMENT - CHEMICAL TECHNOLOGISTS, SENIORITY GROUP 060, UNITED STEELWORKERS, LOCAL 12-369**

Mission Support Alliance, LLC (MSA) and the Hanford Atomic Metal Trades Council (HAMTC) agree to the terms and conditions of these documents, which will continue in full force and effect during the term of this agreement.

**JOB DEFINITION**

**CHEMICAL TECHNOLOGISTS**

Perform routine analytical analysis on a variety of samples and materials by chemical, physical, instrumental and radiochemical methods, using a variety of analytical instrumentation and equipment (to include but not limited to Alpha Energy Analysis (AEA), Gamma Energy Analysis (GEA), Non Destructive Analysis (NDA), Gas Chromatography (GC), Gas Chromatography/Mass Spectrometry (GCMS), Ion Chromatography (IC), Inductive Coupled Plasma (ICP), ICP plus Mass Spectrometry (ICPMS) and x-ray) and the reporting of generated lab data. Perform assignments of diverse, specialized and complex nature requiring the full knowledge of analytical laboratory techniques and procedures. May direct the activities of others, and give on-the-job training to less experienced personnel.

The Supervisory Work Group is: WSCF

The Company agrees to the above SWG with the understanding that the Company may modify SWG as business needs dictate.

The Overtime Group is: WSCF

**Training Areas for Chemical Technicians at MSA:**

1. Building Operations & Waste
2. Project Support
3. Inorganic
4. Organic
5. Rad Chemistry
6. Counting Room

## HIRING RATES

### LAB WORKERS – SENIORITY GROUP 060

Updated 2007TBD

#### Hiring Rates

1. An individual with little or no experience or training shall be assigned the first step rate of the Chemical Technologist progression schedule.
2. An individual may be hired as a Chemical Technologist at the six (6) month, twelve (12) month, eighteen (18) month, or twenty-four (24) month rate in accordance with his/her previous experience and/or training and education.
3. An individual who is fully experienced and qualified to perform the full scope of duties of the Chemical Technologist class shall be hired at the forty-two (42) month rate.
4. Issues related to hire in rates for new employees must be raised within the first six months of employment. Jointly HR/IR/LR and the union will resolve the problem or document the issue using the grievance process.

#### Probationary Period and Training

Newly hired Chemical Technologists will have a MAXIMUM twelve (12) month period of training and evaluation in new positions. During this period, progression in classification is automatic for the first twelve (12) month period but progression beyond the twelve (12) month level is subject to demonstration of satisfactory performance. (This program does not apply to employees hired before July 1, 1974).

The Union and Management will optimize the ongoing training program which will include but will not be limited to maintaining the Chemical Technologist cross-training and proficiency training on laboratory methods and duties that they are trained on.

### **Working Leads Selection Process**

- When management of the laboratory has identified a position within the laboratory where a working lead is to be established, the responsible manager will develop a list of criteria that reflects the attributes and responsibilities of the position. A notice describing the position and the requirements shall be sent electronically to the (060) Stewards.
- Any Chemical Technologist (060) in the same supervisory work group, may apply for the Working Lead position.
- The responsible manager shall work with the board to develop a set of questions to be asked by all vying candidates for the opening. The questions shall explore the knowledge of the individual on specific job knowledge, procedures and their compliance, job safety, and leadership.
- A board of three (3) Mission Support Contract Employees shall consist of one individual selected by the bargaining unit, one selected by laboratory management and one selected by Industrial Relations/Human Resources. This board will be convened and will interview each candidate and offer a rating of the candidates. The ratings will be provided to the responsible manager for his/her final selection.
- If a Chemical Technologist with a Lead Assignment transfers to another position, the Lead Assignment position will not be transferred with him/her and becomes an open position.

## Shift Rotation Procedure

Shift Rotation Process – There are two different conditions for assignment to shift work or dayshift. They are as follows:

### A. Management Realigning the Existing Workforce

1. Realigning Workforce from Dayshift to Shift (no addition to staff) – When realigning the existing workforce and moving employees from dayshift to shift work, the following will be used to staff the shift work:

- Ask for volunteers from dayshift within the overtime-supervisory work group
- If no volunteers, the most junior dayshift employee within the overtime-supervisory work group will be assigned to shift.

2. Realigning Workforce from Shift Work to Dayshift (no addition to staff) – When realigning the existing workforce and moving employees from shift work to dayshift, the following will be used to staff the dayshift:

- Ask for volunteers within the overtime-supervisory work group working shift
- If no volunteers, the most junior shift employee within the overtime-supervisory work group will be assigned to dayshift.

### B. Employee Initiated Request

Shift to Days Rotation – Does not apply to “vacancies” as described in the Realignment within Supervisory Work Group.

- ~~Each~~ The laboratory having shifts will designate day shift positions within the overtime-supervisory work group into which a shift worker may rotate based on his/her maximum time on shift.
- The rotation to dayshift will be initiated by a request for rotation, in writing, by the individuals who have at least twelve months on shift.
- Workers on days will have a minimum of twelve (12) months on days before they are eligible to be rotated (an individual may waive the 12 months requirement if they so desire). If more than one worker meets the requirement for rotation, volunteers will be solicited, if none then low seniority will determine.

### **Procedure – Movement Within a Supervisory Work Group**

- A. A vacancy to be filled within a supervisory work group is identified.
- B. Interested candidates will express their interest by notifying the manager with the vacancy. Employees have ~~10~~ five (5) calendar-working days to “bid” on the vacancy. If an employee is going to be absent from work, it is their responsibility to provide their interest in a position by providing written notice to their immediate supervisor.
- C. The candidate list is collected and reviewed. The most senior employee will then be offered the vacancy, provided the employee has been on their present assignment for at least twelve (12) months after being fully trained and qualified (base qualification card completed for 12 months). Once offered the position, the employee has a maximum of one (1) hour to accept the position. Subsequent vacancies shall be offered in the same manner until all individuals on the “original” candidate list have been considered.
- D. After the process has been completed, the “vacant” position is posted utilizing the LAMP process.