



Ministry
of Defence

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Thank you for your email of 6 April 2016 in which you agreed to refine your original request to the following information:

“ I would like the following information with respect to ‘Job Evaluation’, what positions/roles were job evaluated, what were the questions asked, how these responses were given a score and how these scores were calculated to give the whole trade score?

The specific Armed Forces trades to which I would like the information are as follows:

Navy:

Air Engineering Technician
Eng Tech (WE & WESM)

Army:

REME Armourer
RLC Ammo Tech

Royal Air Force:

Aircraft Engineer (Weapons) *inc. Engineering Technician Weapons and Weapons Technician*
General Engineer *inc. General Engineering Technician, General Technician (Electrical), General Technician (Mechanical) and General Technician Workshops*
Aircraft Engineer (Avionics) *inc. Aircraft Engineering Technician, Aircraft Technician (Avionics) and Aircraft Maintenance Mechanics (Avionics)*
Aircraft Engineer (Mechanical) *inc. Aircraft Engineering Technician, Aircraft Technician (Mechanical) and Aircraft Maintenance Mechanics (Mechanical).”*

This has been considered as a request for information in accordance with the Freedom of Information Act 2000 (FOI Act) and I can confirm that the MOD does hold information within scope of your request.

I will answer each part of your request in order:

What positions roles were job evaluated?

Please find attached Annex A which is a list of those jobs evaluated for the following trades:

- ✚ Royal Navy – Air Engineer Technician
- ✚ Royal Navy – Engineering Technician (Weapons Engineer and Weapons Engineer SM)
- ✚ Royal Air Force – Aircraft Maintenance Mechanic (Av and M)
- ✚ Royal Air Force – Aircraft Technician Mechanical
- ✚ Royal Air Force – Aircraft Technician Avionics
- ✚ Royal Air Force – Aircraft Technician Engineer
- ✚ Royal Air Force – Weapons Technician
- ✚ Royal Air Force – Engineer Technician Weapons.

The remaining trades listed in your request were not subject to the JE process described above but were the subject of JE Light. This is a much shorter process involving the JE Judging Panel visiting a unit and engaging with the appropriate Trade Sponsor as well as representatives of the trade in order to establish what changes have taken place since the last full evaluation. The Job Evaluation Factor Plan provides the framework for discussion. The outcomes are adjusted rank by rank scores that contribute to the TC WTS.

Units visited for these JE Light evolutions were:

- ✚ REME Armourer – Hosted by 6 Bn REME, Tidworth but involving personnel from 5 Bn REME, 6 Bn REME and KRH LAD
- ✚ RLC Ammo Tech – Hosted at 11 EOD Regt, Didcot
- ✚ Royal Air Force General Engineering Trades – hosted at RAF Brize Norton and RAF Odiham

What were the questions asked?

Annex B is a copy of the Job Analysis Questionnaire which the job holders were required to complete and Annex C guidance notes which were provided to assist.

How these responses were given a score?

Each job holder was interviewed by a JSET Warrant Officer Analyst and a job description written. Each job description is based on the Job Evaluation Factor Plan, Annex D which is referenced in the Job Analysis Questionnaire.

How these scores were calculated to give the whole trade scores?

Each job is assessed by the (OF5) Job Evaluation Judging Panel and scored in accordance with the scoring matrices included within the Factor Plan. Each job score contributes to the weighted average score for the rank. Thus, if a job represents 30% of the rank and the trade, it will count approximately 30% to the weighted average score.

Each of these weighted average, rank by rank, scores contributes to the Through Career Whole Trade Score. The rank by rank JE scores are incorporated into a Through Career Whole Trade Score (TC WTS) which enables the relative job weight of trades to be assessed and compared on a through career basis. This TC WTS is achieved by using a mathematical formula developed by experts in the Defence Statistics organisation which balances off the impact of differing rank compositions in each trade and thereby gives a comparable score.

Pay Reform is a key component of the New Employment Model (NEM) change programme to modernise the employment 'offer' for UK Armed Forces. Each trade has been allocated to a Supplement based on a Job Evaluation process – a tried and tested process within Defence and across industry. This considered a range of factors including the skills, knowledge and experience required for that trade, along with its complexity and mental challenge. The Services have agreed this process was fair and have determined the thresholds between the Supplements on the principles of Service requirements and affordability.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, 2nd Floor, Zone N, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely,

Defence People Secretariat