

1. What has changed since the last time you updated your position description?

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2. Which of the following reasons would be justification for an in-range progression for your position? Why?

- a. Assigned application of enhanced skills
- b. Retention
- c. Equity
- d. Performance
- e. Out-of-classification Work
- f. Increased Workload
- g. New Lead Work / Project Coordination
- h. Other

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3. Do you believe your administrator will support your request for an in-range progression? If not, do you think you have enough duties in a higher classification to justify a reclassification?

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