

SHARE-UMMS Reclassification Review Request

Submit completed form and any job descriptions or other accompanying information to Human Resources (Matthew.Lyford@umassmed.edu) and SHARE (Elisabeth.Szanto@theshareunion.org). Please cc your manager.

Name:	Department:
Current Job Title:	Current Grade:
Work phone:	email:
Manager:	Have you discussed this with your manager?
Manager's work phone:	Manager's email:

1. What Job Title and Grade do you think are a better fit for your work responsibilities? Why?

2. List attachments

(examples: current job description, new responsibilities that are not on your current job description, other job descriptions that might be a better fit, other relevant information...)

Signature: _____

Date: _____