

Post Doctoral Fellow Employee Overview

Position Type: Temporary Contract – maximum 4 year contract

Pay scale: \$40,000 - \$60,000 per year (or \$20.51/h - \$30.76/h)

Market and Range Increases: PDFs will be eligible for market (cost of living) and range (step) increases as per hospital policy. The Hospital determines these rates on an annual basis. If the PDF is at the top of the pay scale, then the PDF would not be eligible for a range increase. You will need to account for these annual increases in your budget.

Hours: The PDF is expected to be engaged on a Full-time temporary basis = 37.5 hours per week/1950 hours per year (Part-time options may be considered on a case by case basis).

Benefits: To be eligible for Flex Benefits PDFs' FTE must be greater than 0.3 (or 1.5 days/week), minimum of a one year contract, and the PDF must maintain on average a minimum of 12 work hours each week. The PDF must also have OHIP coverage. For a summary of the package please contact Cordelia Cooper (cooperc@smh.ca; 416-864-6060x3077).

Sick Days: PDFs are allowed to take unpaid days off when sick and follow appropriate hospital policies. PDFs are eligible to apply for Employment Insurance (EI) if sick for an extended period of time.

Vacation Days: Full-time PDFs will accrue vacation on each pay. Vacation will be accrued at the rate of 15 days per year/ 1.25 days per month. Once the maximum days/hours (22.5 days / 168.75 hours) have been accrued, an employee will not accrue any more vacation time per pay period and these hours will be lost. The PDF will need to discuss and receive approval for any time off in advance with their supervisor. Any accrued vacation left at the end of the contract will be paid out on the PDFs' last pay. Part-time PDFs will receive vacation pay equivalent to 6% of their salary each pay period.

Employee Statutory Deductions: All standard government deductions will be deducted from the PDFs' pay (e.g., Canada Pension Plan (CPP), Employment Insurance (EI), Income tax etc.)

Leave: PDFs will be eligible to apply for any legislative leave. For more information visit <https://www.canada.ca/en/services/benefits/ei.html>

Job Postings: At this time job postings are not mandatory. This could change at a later date. If a PI would like to post for a PDF position, this will be arranged.

Additional Employer Costs (which are the responsibility of the PI): The following employer costs should be added on top of the base annual salary:

Total Employer Costs = **10.63% + \$1600** for benefits broken down as follows:

- Statutory Deductions (EHT, WSIB, CPP & EI)= 10.63%
- Flex Benefit Cost = \$1600/year
- *For Part-time only: Add 6% vacation pay to base salary
- For budgeting assistance please contact Cordelia Cooper (cooperc@smh.ca; 416 864-6060x3077).