



Student worksheet 1: Human resources file

Student names _____

Business _____

Year of this employee's file _____

Employee's name _____

Employee's gender _____

Occupation _____

Location _____

Wage/salary:

Weekly _____

Monthly _____

Annually _____

Complete the sections below that apply to your worker:

Wage/salary for one week: _____

Compared with the opposite gender of this worker, is this more or less? _____

Compared with a worker in the city nearest me, is this more or less?

If the information is available, describe the trend in wages, in numbers or percentage of workers, and in the length of the work week in this industry:

Our advance notice for this worker is that, based on trends, within the next two years for this occupation, there will be a **layoff / hiring / no change / pay cut**.

Editions of the *Canada Year Book* we used to find this information:

We think that our worker will need to get a **pay increase / pay cut** to keep up with the cost of living in his/her province or all of Canada. We used the graph on page _____ of the _____ edition of the *Canada Year Book* to help make this decision.