

# SHARE-UMMS Reclassification Review Request

Submit completed form and any job descriptions or other accompanying information to Human Resources ([David.LaChappelle@umassmed.edu](mailto:David.LaChappelle@umassmed.edu)) and SHARE ([Dylan.Goodman@theshareunion.org](mailto:Dylan.Goodman@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 (example: current job description, other job descriptions, other information...)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_