



Circular 0043/2011

To: The Chief Executive Officers of Vocational Education Committees

Application of 10% reduction in pay rates and fixed allowances to persons recruited to direct entry (recruitment) grades in the Education Sector with effect from 1 January 2011.

Introduction

1. The Minister for Education and Skills wishes to inform vocational education committees of the application of revised rates of salary for new appointees appointed from 1 January 2011 onwards.
2. As part of Budget 2011 the Government has applied a 10% reduction in the pay rates and fixed allowances applicable to persons recruited to certain direct entry grades in the Public Service with effect from 1 January 2011. All new recruits to certain direct entry grades of the public service must start at the first point of the relevant pay scale with effect from 1 January 2011.
3. Persons entering a direct entry (recruitment) grade (Appendix A) in the Education Sector for the first time, i.e. persons without previous service in the Public Service, are deemed a new appointee and are comprehended by the terms of this circular. In this regard, please find attached revised rates of pay for these grades with effect from 1 January 2011.
4. Persons who are re-employed in the Public Service, following retirement from previous employment in the Public Service, must also be assigned at the minimum of appropriate post-January 2011 scale.
5. The following are excluded from the provisions of this Circular:
 - a. Persons who have been made a written offer of appointment from the appropriate authority on or before the 31st December 2010, but who do not take up their position until on or after 1st January 2011;
 - b. Public servants (using the definition set out in the Financial Emergency Measures in the Public Interest Act, 2009) who have been in permanent or temporary employment in the Public Service on or before the 31st December 2010 will not generally be regarded as new appointees. However, this exclusion only applies where the person is being recruited to the same or an analogous grade, role or position as their previous public service employment, whether that employment

was permanent or temporary. As an example, a person employed previously as a Grade III, who then has a period of no public sector employment, and is then re-employed as Grade III will remain on the applicable pre January 2011 rate. However, if that person following their first period of employment as a Grade III obtains a permanent contract of employment as a teacher then the revised rate of teacher pay post 1 January 2011 will apply;

- c. Subject to the provisions of Paragraph 5(b), Public Servants on an approved break in service, leave, temporary assignment or secondment to another employer.
6. Persons in the categories listed in paragraph 5 should be assigned to the appropriate pre-1st January 2011 scale.
7. In the event of doubt about a particular situation as to whether a grade is or is not analogous and/or whether the “new appointee” pay scale should apply to an individual or not, the employer should contact this Department for clarification, giving details of the individual’s previous public service employment e.g. grade, organisation, pay scale and dates of employment.
8. In respect of persons recruited to the direct entry grades comprehended by this circular, the 10% reduction to salary has been applied to each point of the incremental scales rounding to the nearest euro on annual scales and to the nearest cent on weekly scales. Hourly rates have been rounded to the nearest €0.001.
9. Allowances which are calculated as a specific percentage or specified proportion of basic pay will be reduced automatically. Fixed allowances which are not calculated as a specific percentage or specified proportion of basic pay have been reduced by 10%.
10. Reduced salary scales will apply only to the initial appointment grade and will not follow through on promotion to an analogous grade.
11. The pay of part-time staff should be reduced by reference to the pay of whole-time staff to which they are related for pay purposes.
12. New appointees to any grades will start at the minimum point of the scale. The Government has decided that all new appointees to entry grades (subject to the criteria set out above) will start at the minimum point of the new reduced scale. However, incremental credit may continue to apply for relevant recognised service e.g. abroad.
13. All future competition notices, advertisements and information booklets must specify that, for persons entering a recruitment grade for the first time, starting pay will be at the minimum of the new reduced scale. Such notices and booklets must also specify that the rate of remuneration may be adjusted from time to time in line with Government pay policy.

14. No undertaking, formal or informal, should be given by or on behalf of any public service body to a candidate that the relevant salary may be negotiable.
15. The attached schedule of revised salary scales is based on this Department's record of recruitment grades in the Education Sector. Any matters that arise in relation to grades which are not listed in the attachment should be referred to this Department for clarification. In particular, if a person has been recruited to a post outside these grades and that person does not have previous service in the Public Service, the VEC should contact the Department in order to establish the appropriate salary scale.
16. Any queries on the implementation of the arrangements set out in this letter should be communicated to the relevant employer in the first instance and then to the relevant line section of this Department.

Download [Salary Scales](#) (Format Excel 127KB)

Matt Ryan
Principal Officer
Schools Division

July 2011

APPENDIX A:

List of applicable direct entry (recruitment) grades for VECs:

Instructor, Outdoor Education Centre

Grade III/Telephonist

Technician

Youth Worker

Craftsman

Assistant Building Supervisor (CDVEC)

General Operative/Caretaker/Cleaner

Frequently Asked Questions:

I am a new public servant who has never worked as a public servant before – Which pay scale will I start on?

Only service given as a public servant pre-1 January 2011 will count as prior service for eligibility for pre-2011 pay scales. If you have not served in an analogous grade, role or position in a previous public service employment, whether that employment was permanent or temporary, before 1 January 2011 you will be offered a contract at the new pay rates and conditions. No incremental credit is awarded for any training prior to entry to the grade.

I am taking up a position as a Grade III in a VEC and I previously served as a Grade III in a different VEC in 2004, but I have been in the UK for the past number of years – Which pay scale will I start on?

You worked in an analogous grade, role or position in the public service prior to 1 January 2011. You will therefore be offered a contract at pre-2011 pay rates and conditions.

I am a public servant who worked in the EU for the past number of years. I have never worked in a position in the public service in Ireland but am due to start in June 2011 – Which pay scale will I start on?

You are a new appointee to a recruitment grade in the public service in Ireland. You will begin on the first point of the January 2011 pay scale

I am taking up a Grade III position in a VEC but I have prior public sector experience as a teacher. I will begin as a Grade III in June 2011 – Which pay scale will I start on?

You are a new appointee to the position of Grade III in the public service. You will therefore be offered a contract at January 2011 pay rates and conditions. This applies also to Grade III's who are moving to take up a post in other positions (*eg nurses, teachers* etc).