Oct 25, 2022

Nishnawbe-Aski Legal Services Corporation

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Oana Cristea
Staff Lawyer
C/o Nishnawbe-Aski Legal Services Corporation
Timmins, ON
Private and Confidential

Dear Oana

We are pleased to inform you that you have been approved for a lateral move into the Staff Lawyer program, effective Oct 24, 2022. With this move you will also assume additional duties. These duties are outlined in the job description attached. Your Salary will also be adjusted. Please see the following breakdown:

Salary Breakdown:

With the above, your new annual salary consists of two parts. They are as follows:

- The **FIRST** part of your annual salary will be based on the Legal Aid Staff Lawyer salary grid and your call year. Currently your salary is **$97,480.**
- The **SECOND** part of your annual salary will be based on your additional duties as described in your attached job description. For your additional duties you will be compensated an additional **$5,000.** **NOTE:** Should you stop performing any of the additional duties, your annual salary will be decreased by $5,000.
- Also, as part of the above compensation package, you will also receive an additional week of vacation credits (35 hours). Therefore, effective Oct 24, 2022, your vacation credits will be increased to **20 days** and will be pro-rated until March 31, 2023. Your HRIS account will be adjusted accordingly.

Summary:

Your total annual salary will now be **$102,480** and your new annual vacation days will be adjusted to **20 days (4wks).** All changes are effective **Oct 24, 2022.**

Oana, your contribution to NALSC has been exemplary, and we thank you for all the hard work you have done in your previous position and look forward to what you do in your new position as Staff Lawyer!

Sincerely,

Colette Shwetz
Human Resources Manager
Cc: Finance Department

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