Job evaluation and description support

Reviewing the job descriptions in accordance with the approved grades and qualification system.

Start service link

https://www.fahr.gov.ae/CRM/en/request-service?serviceName=Job%20Evaluation%20and%20Description%20Support

Service process

1.

   [1](#)

   To register

   1. The user should be Federal Government or Autonomous Authorities employee
   2. User should be registered in Bayanati
   3. User name should be activated by the HR department of the entity

2.
   [2](#)

   To use the system by the Customer

   1. Enter the Customer Happiness System
   2. Enter user name and Password
   3. Choose the service from the service list/li>
   4. Explain the request clearly in the service form
   5. Send the support documents along with the application

service conditions

To Register in Service:

1. The user should be Federal Government or Autonomous Authorities employee.
2. User should be registered in Bayanati.
3. User name should be activated by the HR department of the entity.

To use the system by the Customer:

1. Enter the Customer Happiness System CHS.
2. Enter user name and Password.
3. Choose the service from the service list.
4. Explain the request clearly in the service form.
5. Send the support documents along with the application.

Procedures after Registration:

1. Submitting the service request via the available channels.
2. Reviewing the job titles according to the approved system standards.
3. Submitting to jobs evaluation and description committee for approval.
4. Notifying the entity for approval or rejection by an official letter.

Fill in the service request form in the electronic Email including:

1. Grade, job title and job description.
2. Qualifications and years of experience.

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Service completion duration

5 working days

Service fees

Free

Service channels

- Customer Happiness System

Service target audience

HR Departments at the Federal Government Entities

Service classification

Procedural