

Minimum Qualification Specifications for the Classes:

LANDSCAPE ARCHITECTS IV, V & VI

Basic Education/Experience Requirement:

Graduation from an accredited college or university with a major in landscape architecture or a closely related field. The education must have provided the applicant with knowledge of landscape design and construction; physical planning fields of architecture and civil engineering as they affect land development; and of agronomy, plant ecology, horticulture and botany as they affect land development.

Experience Requirements:

Class Title	Specialized Experience (years)	Supervisory Experience (years)	Managerial Aptitude (years)	Total Exper (years)
Landscape Architect IV	2	0	0	2
Landscape Architect V	3	*	0	3
Landscape Architect VI	3	1	**	4

*For the class Landscape Architect V, Type 1, supervisory aptitude rather than actual supervisory experience may be accepted.

**For the class Landscape Architect VI, managerial aptitude rather than actual managerial experience may be accepted.

Landscape Architecture Experience: Progressively responsible landscape architectural work involving one or a combination of the following:

1. Originate and develop plans, including the production of detailed plans, specifications and justification, for land and/or water area utilization to meet short- and long-term needs;
2. Coordinate and review plans, including architectural, engineering and landscaping designs, for integrated development and conformance with landscape architectural principles, administrative policy and standards;
3. Plan and program construction, restoration, rehabilitation or expansion phases of landscaping in consonance with multiple-use concept and correlation with natural environment factors; and

4. Develop and maintain standards for landscape architectural procedures, methods and techniques.

Supervisory Experience: Experience which included (1) planning and directing the work of others; (2) assigning and reviewing the work of others; (3) advising them of difficult problem areas; (4) evaluating the work of subordinates; and (5) training and developing new employees.

For the class Landscape Architect V, Type 1, supervisory aptitude rather than actual supervisory experience may be accepted. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involved some supervisory responsibilities or aspects; by serving as a group or team leader or in similar work in which opportunities for demonstrating supervisory capabilities exist; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

Managerial Aptitude: For the class Landscape Architect VI, managerial aptitude will be considered to have been met through successful performance of, or substantial participation in, organizing, scheduling, supervising and coordinating a group of activities in order to attain program objectives; interest in management demonstrated by the performance of work assignments in a manner which clearly indicates awareness of problems and the ability to solve them; completion of education or training courses in the areas of management accompanied by the application of principles, which were learned, to work assignments; management's observation and evaluation of the applicant's leadership and managerial capabilities; success in trial assignments to managerial and/or administrative tasks.

Non-Qualifying Experience:

The following kinds of experience are not acceptable as professional landscape architectural experience: routine drafting or developing of plans where original investigations or designs are not involved; laying out or executing illustrations in black and white or color; nursery work involving the propagation of trees, shrubs, vines, etc.; experimental, horticultural or landscape gardening; breeding, testing, propagation, culture and production of plants, flowers, trees, crops, etc.; forestry work involving the management of forest resources for the continuous production of timber, water, forage and other forest values; architectural and engineering work involving the design of structures; work in city and community planning that relates primarily to the broad social and economic growth of cities and communities and the organization of community services and facilities.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that applicant has the ability to perform the duties of the position for which applicant is being considered.

License Required:

Professional License Requirement: Applicants at the V level and above must possess a Hawaii State certificate of registration as a professional landscape architect.

Driver's License: For some positions, possession of a valid license to drive in the State of Hawaii.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants must qualify on the appropriate examination for the class. For non-competitive actions, the examination may be waived.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Handicaps in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information, including the results of the medical examination, and requires the approval of the Superintendent or designee

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

Due to the transfer of authority to the Department of Education to administer its own Civil Service System pursuant to Act 51 Session Laws of Hawaii 2004, this is an adoption of the minimum qualification specifications for the Executive Branch Civil Service classes LANDSCAPE ARCHITECTS IV, V & VI by the Department of Education Civil Service system.

DATE APPROVED: MAY - 1 2006

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