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Minimum Qualification Specifications for the Class:SCHOOL CUSTODIAL SERVICES SUPERVISORExperience Requirements:

Applicants must have had the kind and quality of experience described below:

General Experience: Three years of responsible work experience which demonstrates possession of knowledge of and the proper application of safety techniques and methods, the proper use and maintenance of tools, equipment and supplies used in custodial and/or grounds maintenance work; and the ability to work effectively with others.

Supervisory Experience: Two years experience which included responsibility for scheduling and inspecting the work of subordinates; instructing employees in the proper method of performing the work; maintaining discipline; insuring that safety practices are adhered to; and keeping records of work activities.

Quality of Experience:

Possession of the required amount 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 responsibility as to conclusively demonstrate that applicant has the ability to perform the duties of the position for which applicant is being considered.

Tests:

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

Physical Requirements:

Standard 9 hg. Applicants must be physically able to perform efficiently the duties of the position, which are described elsewhere in this specification. Good distant vision in one eye and ability to read without strain printed material the size of typewritten characters are required, glasses permitted. Ability to hear the conversational voice, with or without a hearing aid, is required. In most instances, an amputation of arm, hand, leg or foot will not disqualify for appointment, although it may be necessary that this condition be compensated by use of satisfactory prosthesis. Any physical condition which would cause the applicants to be a hazard to themselves or to others will disqualify for appointment. A person with a handicap will be considered upon demonstration of ability

to perform the required tasks or have the ability or means to compensate for a handicap sufficiently to perform the job. In addition, applicants must possess emotional and mental stability.

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 class SCHOOL CUSTODIAL SERVICES SUPERVISOR by the Department of Education Civil Service system.

DATE APPROVED: OCT 23 2006

EFFECTIVE DATE: JUL - 1 2005



for Gerald Okamoto
Assistant Superintendent
Office of Human Resources