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Minimum Qualification Specifications for the Class:UTILITY CREW SUPERVISORExperience Requirement:

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

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

Supervisory Experience: One year of experience which has 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 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.

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:

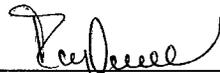
All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

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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 UTILITY CREW SUPERVISOR by the Department of Education Civil Service system.

DATE APPROVED: OCT 31 2006

EFFECTIVE DATE: JUL - 1 2005

  
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for Gerald Okamoto  
Assistant Superintendent  
Office of Human Resources