

Minimum Qualification Specifications
for the Classes:ENVIRONMENTAL SERVICES WORKER II, III
ENVIRONMENTAL SERVICES SUPERVISOR I, IIExperience Requirement:

Applicants must have had the kind and quality of experience described below, and in the amounts shown in the following table:

Class Title	General Experience (years)	Supervisory Experience (years)	Total Experience (years)
Environmental Services Worker II	0	0	0
Environmental Services Worker III	2	*	2
Environmental Services Supervisor I	2	1	3
Environmental Services Supervisor II	2	1-1/2	3-1/2

General Experience: Janitorial or related custodial work such as sweeping, dusting and cleaning of buildings.

Supervisory Experience: Work experience which demonstrated the applicant's knowledge of and ability to apply the principles, practices, techniques and methods of supervision including: (1) planning, organizing and directing the work of others; (2) assigning and reviewing work; (3) advising others on difficult work problems; (4) timing and scheduling work; and (5) training and developing employees.

*For the Environmental Services Worker III level, applicants must have demonstrated evidence of supervisory aptitude. Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, previous work experience in a position

that demonstrates or performs supervisory functions 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.

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 he has the ability to perform the duties of the position for which he is being considered.

Selective Certification:

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

Departments 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.

Physical 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. Disabilities 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 Director of Human Resources.

Mental/Emotional Requirements:

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

This is an amendment to the minimum qualification specifications for the classes, ENVIRONMENTAL SERVICES WORKER II – III, ENVIRONMENTAL SERVICES SUPERVISOR I – II, to clarify supervisory aptitude, effective April 16, 2013.

This is an amendment to the minimum qualification specifications for the classes, JANITOR II - III, JANITOR SUPERVISOR I - II, to change the title to ENVIRONMENTAL SERVICES WORKER II – III, ENVIRONMENTAL SERVICES SUPERVISOR I – II, and to abolish the JANITOR SUPERINTENDENT class, effective May 16, 2012.

This is an amendment to the minimum qualification specifications for the classes, JANITOR II, III, JANITOR SUPERVISOR I, II, and JANITOR SUPERINTENDENT, to update the supervisory experience requirement, effective February 16, 2009.

This is an amendment to the minimum qualification specifications for the classes, JANITOR I, II, III, JANITOR SUPERVISOR I, II, and JANITOR SUPERINTENDENT, to include the mental/emotional requirement and delete the test requirement, effective May 1, 2005.

This is an amendment to the minimum qualification specifications for the classes JANITOR I, II, III, JANITOR SUPERVISOR I, II, JANITOR SUPERINTENDENT approved on December 9, 1964.

This class is adopted from the State of Hawaii, relative to the transfer of classification and compensation jurisdiction to the Hawaii Health Systems Corporation, effective July 1, 1998, pursuant to Act 262, Session Laws of Hawaii, 1996.

DATE APPROVED: April 16, 2013

PAUL TSUKIYAMA
Director of Human Resources