

Class Specifications
for the Class:

SEWING WORKER II
WS-03; BU:01

Duties Summary:

Supervises and participates in sewing operations, including drafting and cutting from patterns and sewing and mending various articles; and performs other related duties as assigned.

Distinguishing Characteristics:

This class differs from that of Sewing Worker I in that the Sewing Worker II is immediately responsible for supervising sewing operations as a regular and continuous work assignment; whereas the Sewing Worker I performs various sewing operations and may instruct wards or patients in sewing operations.

This class differs from that of the Sewing Worker III in that the Sewing Worker II assists the Sewing Worker III in the production of institutional clothing and linens and in the supervision of wards or patients in cutting and sewing various parts of such garments; whereas the Sewing Worker III is responsible for the overall supervision of a work unit producing institutional clothing, linens, and accessories, under the direction of the management of an institution.

Examples of Duties:

Makes work assignments; instructs in phases of work, and follows up on progress of work of wards or patients engaged in sewing garments, institutional linens, and other articles; participates in drafting and cutting from patterns and instructs wards or patients in the simpler phases of this work; checks requisitions for replacement of clothing and other articles; checks old clothing and articles discarded; issues clothing or other items requisitioned by others; checks and requisitions materials and supplies; takes measurements of patients for clothing needs; and assumes the duties of the superior in the latter's absence.

Minimum Qualification Requirements:

Experience and Training: Two (2) years of experience in cutting and sewing wearing apparel such as dress and work clothes; or an equivalent combination of experience and training.

Knowledge of: Sewing, mending, and alteration methods; the operation and care of power sewing, buttonhole and cutting machines; techniques used in cutting and drafting patterns.

Ability to: Instruct and supervise others in sewing activities; requisition supplies; maintain work schedules; get along well with others.

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 VP/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 class, SEWING WORKER II, to include the mental/emotional requirement effective May 1, 2007.

This is an amendment to the specification for the class SEWING WORKER II approved on January 11, 1956.

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: May 1, 2007

JANICE WAKATSUKI
VP/Director of Human Resources