

Minimum Qualification Specifications
for the Class:UTILITY WORKERExperience Requirement:

None. However, applicants must demonstrate that they possess knowledge of cleaning methods, materials and equipment, basic grounds maintenance practices and uses of common hand tools; Applicants must also sort and fold laundry; iron; learn to quantity cookery; learn to operate laundry and kitchen equipment; and the ability to understand and follow oral and written instructions, perform heavy lifting, moving or other manual work typical of the class; clean and make minor maintenance and repairs to buildings, grounds and other facilities; operate heavy industrial type cleaning equipment; operate hand and power equipment; operate a light truck; and deal tactfully with others.

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

License Required:

Applicants must possess a valid Hawaii State driver's license, Type 3.

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 applicants 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 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 the first minimum qualification specification for the new class UTILITY WORKER.

This is the first amendment to the qualification specification for the class UTILITY WORKER.

APPROVED: _____
JANICE WAKATSUKI
VP/Director of Human Resources