

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	8.472
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	<u>BIOSECURITY INSPECTOR I, II, III, IV, V &amp; VI</u>	

### **Basic Education Requirement:**

Graduation from an accredited four (4) year college or university with a bachelor's degree, majoring in one of the following areas:

1. Agricultural, Landscape, or Integrated Pest Management; Entomology; Horticulture; Nematology; Plant and Environmental Protection Science; Plant Pathology; Tropical Agriculture and the Environment; or Tropical Plant and Soil Science; or
2. Biological or Agricultural Science – the education must have included course work described in (A) and (B) below:
  - A. One (1) course in entomology, nematology, pest management, plant and environmental protection science, plant pathology, tropical agriculture and the environment, virology, or related courses; and
  - B. One (1) course in agroecology, agronomy, botany, horticulture, plant physiology, tropical plant and soil science, weed science, or related courses.

Excess work experience as described under the Experience section below, or any other responsible administrative, professional, or analytical work experience which provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a college or university curriculum leading to a baccalaureate degree as described above may be substituted for education on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

In addition, for all of the areas described above, the education background must also demonstrate the ability to write clear and comprehensive reports and other documents, read and interpret complex written material; perform basic arithmetical computations, and solve complex problems logically and systematically.

**Experience Requirements:**

Except for the substitutions provided for in this specification, applicants must have had progressively responsible experience of the kind and quality described and in the amounts shown below, or any equivalent combination of training and experience.

Class Title	Specialized Exp (years)	Staff Spclt/ Supervisory Exp (years)	Total Exp (years)
Biosecurity Insp I	0	0	0
Biosecurity Insp II	1/2	0	1/2
Biosecurity Insp III	1-1/2	0	1-1/2
Biosecurity Insp IV	2-1/2	*	2-1/2
Biosecurity Insp V	3-1/2	*	3-1/2
Biosecurity Insp VI	3-1/2	1*	4-1/2

**Specialized Experience:** Progressively responsible professional work experience in a program of plant and animal quarantine inspection, certification, treatment and enforcement which involved performing or supervising one or more of the following duties and responsibilities: (1) inspecting carriers, cargo, mail, and other sources for plant pests and unauthorized, restricted or questionable material; (2) inspecting, certifying, and treating plant propagative and other material to facilitate export, import, or inter-island movement; (3) regulating and advising on restricted and non-restricted plants, plant materials, non-domesticated animals, and other agricultural products and materials.

Such experience must have provided applicants with knowledge of principles, practices, techniques and methodology of plant and animal quarantine inspection, certification treatment and enforcement. This involves the knowledge of characteristics of insects, plants, and animals including microorganisms; life cycle of insects; symptoms of plant disease and insect damage and disease; pest and host distribution; biology of pest-host relationships; methods to control or suppress plant diseases and insects; effective types, dosage, exposure time and temperature of fumigants. It also involves the demonstrated ability to identify plants, plant materials, insects, prohibited animals, birds, fish and other marine life, microorganisms and accompanying disease; microscopically inspect nursery material to identify parasitic nematodes; recognize abnormal plant conditions and various plant disease; identify insect damage and disease; recognize common hosts of pests; and safely apply pesticides and other methods to control and prevent the spread of insect pests, plant diseases, etc. The experience must have also demonstrated ability to inspect and enforce regulations and standards; prepare written reports; speak clearly and effectively before groups; solve problems; relate effectively to the general public, personnel in the agricultural, transportation, and import industries, etc.; and perform basic arithmetical computations.

For the class Biosecurity Inspector IV, at least one year of experience must have been comparable to the class Biosecurity Inspector III in the State service. For the classes Biosecurity Inspector V and VI, at least one year of the experience must have been comparable in difficulty, depth and scope to work experience at the next lower level in State service; or two years of experience must have been comparable to work experience at the second lower level in State service. For example, applicants for level V must have had one year of experience comparable to the level IV in State service; or two years of experience must have been comparable to level III in State service.

Staff Specialist or Supervisory Experience: Applicants for the class Biosecurity Inspector VI must possess experience described in (A) or (B) below, or any combination thereof:

- A. Work experience supervising others performing work as described under Specialized Experience above. Such experience must have demonstrated comprehensive knowledge of the subject matter area, and included: (1) planning, organizing and directing the work of others; (2) assigning and reviewing their work; (3) advising them on difficult problem areas; (4) timing and scheduling their work; (5) training and developing new employees; and (6) disciplining them when necessary.
- B. Experience as a subject matter consultant in a specialized area or program function within a plant quarantine regulatory program. Such experience must have involved providing advisory, consultative and technical guidance to other biosecurity inspectors, administrators and other government and private agencies and personnel, pertaining to quarantine methods and procedures and program activities; conducting studies and making recommendations to management for the development or revision of standards, policies, procedures and techniques pertaining to a quarantine regulatory function; and participating in program planning and evaluation.

\* Applicants for Biosecurity Inspector IV and V, positions that supervise, must possess supervisory aptitude. Applicants for the class Biosecurity Inspector VI, who do not possess supervisory experience, must possess 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, 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.

In addition, applicants for all supervisory positions must be able to learn basic statistical techniques in estimating, budgeting needs and/or determining appropriate samples to inspect.

**Substitutions Allowed:**

1. A master's degree or successful completion of 30 graduate semester credits from an accredited college or university with specialization in one of the fields described in the Basic Education Requirement section may be substituted for one and one-half (1-1/2) years of Specialized Experience. To be creditable, the education must have provided the pertinent knowledge and abilities indicated in the Basic Education Requirement section.
2. Successful completion of all requirements for the Ph.D. degree from an accredited college or university with specialization in one of the fields described in the Basic Education Requirement section which provided the pertinent knowledge and abilities may be substituted for two and one-half (2-1/2) years of Specialized Experience.
3. Excess Staff Specialist/Supervisory Experience of the type and quality described above may be substituted for Specialized Experience on a year-for-year basis.

**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 license to drive in the State of Hawaii.

**Selective Certification:**

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and 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 may be required to qualify on an appropriate examination.

**Physical and Medical Requirements:**

Applicants must be able to perform the essential duties and responsibilities of the position effectively and safely, with or without reasonable accommodation. Applicants for the classes Biosecurity Inspector I through VI must be able to lift and carry objects weighing up to 40 pounds for short distances.

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This is an amendment to the minimum qualification specification for the classes PLANT QUARANTINE INSPECTOR I, II, III, IV, V, & VI, approved on February 15, 2011, and amends the series/class title to BIOSECURITY INSPECTOR I, II, III, IV, V, & VI.

DATE APPROVED: 07/23/2025



BRENNNA H. HASHIMOTO  
Department of Human Resources Development