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	Minimum Qualification Specifications	2.115
	for the Classes:	

ASSISTANT AIRPORT SUPERINTENDENT I, II, III, IV and V
(ASSISTANT AIRPORT SUPT I, II, III, IV and V)

Basic Education/Experience Requirements

Graduation from an accredited four (4) year college or university with a bachelor's degree.

Excess work experience as described under the Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that 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 may be substituted 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.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had progressively responsible experience of the quality and quantity described in the following, or any equivalent combination of training and experience:

	Specialized Exp (Yrs.)	Total
Assistant Airport Supt I	0	0
Assistant Airport Supt II	1/2	1/2
Assistant Airport Supt III	1-1/2	1-1/2
Assistant Airport Supt IV	2-1/2	2-1/2
Assistant Airport Supt V	3-1/2	3-1/2

Specialized Experience: Progressively responsible professional experience of the nature and scope which provided knowledge in airport operations and maintenance functions and knowledge and improvement of skills in the supervision of others. Such experience must have provided substantive knowledge of the concepts, organization, functions, methods and procedures of the air transportation facilities program. In addition, the work experience must have demonstrated the ability to independently carry out administrative professional assignments of progressive complexity consistent with the class level, and to plan, organize, staff, direct and control the work of 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.

Non-Qualifying Experience

Clerical, laboring and trades work experience or supervision of clerical, laboring and trades operations per se, although the work may have been concerned with the air transportation facilities program, are not qualifying.

Substitutions Allowed

A master's degree from an accredited college or university may be substituted for six (6) months of Specialized Experience.

Tests

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the ASSISTANT AIRPORT SUPERINTENDENT (ASSISTANT AIRPORT SUPT) I, II, III, IV and V which were approved on January 17, 2012.

Date Approved:

10/9/17

James K. Nishimoto

JAMES K. NISHIMOTO, Director
Department of Human Resources Development