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 Minimum Qualification Specifications  
 for the Classes:

PARKS DISTRICT SUPERINTENDENT I  
 (PARKS DISTRICT SUPT I)

PARKS DISTRICT SUPERINTENDENT II  
 (PARKS DISTRICT SUPT II)

**Basic Education/Experience Requirements:**

Graduation from high school or equivalent. Work experience requiring the ability to read, comprehend and apply written directions or a high degree of verbal skill may be substituted for the graduation from high school on a year-for-year basis.

**Experience Requirements:**

Applicants must have had progressively responsible experience of the kind and quality described below and in the amounts shown in the following table or any equivalent combination of training and experience:

Class Title	Specialized Experience (years)	Supervisory Experience (years)	Total Experience (years)
Parks District Superintendent I	5	*	5
Parks District Superintendent II	5	1	6

**Specialized Experience:** Work experience in one or any combination of the following:

1. Responsibility for the operation and maintenance of a park or other recreational or conservation areas which included general construction, maintenance and repair of its grounds, utilities, equipment and facilities; public relations such as providing historical or botanical/wildlife information to visitors; and application of its rules, regulations and policies.
2. Professional, technical, administrative, investigational, or other responsible work experience which required knowledge of the management and operations of parks or other recreational or conservation areas.
3. Work experience which involved the planning or design of the construction, operation and maintenance, or conservation of parks or other recreational or

conservation areas.

Supervisory Experience: Work experience which included such factors as establishing work methods and procedures; planning, scheduling and reviewing the work of others; preparing cost estimates for labor, equipment and materials; and maintaining records and reports of cost, supply, equipment and personnel data.

\*Supervisory Aptitude: Applicants for the Parks District Superintendent I level 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 of supervision, e.g., by serving as a group or team leader; or in similar work in which opportunities for demonstrating supervisory capabilities exist; or by the completion of training courses in supervision accompanied by application of supervisory skills in work assignments; and/or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

### **Substitutions Allowed**

A bachelor's degree from an accredited college or university in forestry, parks management, wildlife management, agriculture, landscape architecture, architecture, engineering or a closely related field may be substituted for four (4) years of the required Specialized Experience.

### **License Required**

Applicants must possess a valid license to drive in the State of Hawaii.

### **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.

### **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 functions of the position effectively and safely, with or without reasonable accommodation.

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This is an amendment to the minimum qualification specifications for the classes PARKS DISTRICT SUPERINTENDENT I & II which were approved on April 26, 2005.

Date Approved: 12/2/15

  
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for JAMES K. NISHIMOTO, Director  
Department of Human Resources Development