

Minimum Qualification Specifications
for the Class:

GENERAL MAINTENANCE & SERVICES SUPERINTENDENT

Education Requirement

Graduation from high school or equivalent. Excess experience of the type described below or work experience requiring the ability to read and comprehend and apply written directions or a high degree of verbal skill may be substituted for the required education on a year-for-year basis.

Experience Requirements

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

General Experience: Five (5) years of experience in one or a combination of the following types of work: (1) professional, technical, administrative, investigational or other responsible work experience which required the ability to deal effectively with fellow workers, business contacts and/or the general public; (2) experience in the maintenance and repair of buildings, structures, or utilities which required the preparation and/or interpretation of plans, drawings and specifications and the proper observance of safety measures and which demonstrated an intimate knowledge of practices, methods, techniques, materials, costs equipment and tools used in construction or maintenance projects.

Supervisory Experience: Two (2) years of work experience in the construction and/or maintenance and repair of buildings, structures or utilities which included (1) planning and directing the work of others; (2) assigning and reviewing their work; (3) advising them on difficult work problems; (4) training and developing subordinates; and (5) evaluating their work performance.

Substitutions Allowed

Study successfully completed at an accredited college or university may be substituted for General Experience on a year-for-year basis, up to a maximum of four (4) years.

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.

This is an amendment to the minimum qualification specifications for the class GENERAL MAINTENANCE AND SERVICES SUPERINTENDENT which were approved on May 11, 1970.

Date Approved: 12/2/15

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