

Minimum Qualification Specifications  
for the Class:

ALTERNATE ENERGY PROGRAM MANAGER  
(ALTERNATE ENERGY PROGRAM MGR)

**Basic Education/Experience Requirements**

Graduation from an accredited four (4) year college or university with a bachelor's degree in engineering, economics, business or any of the physical or biological sciences.

Excess work experience as described under the General or 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 in the above majors 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 kind, quality and in the amounts shown below, or any equivalent combination of training and experience.

General Experience: One and one-half (1-1/2) years of professional work experience which demonstrated the ability to define and analyze problems related to engineering, scientific, economic or business topics. Such experience may have been gained in such capacity as a professional engineer, research specialist, scientific investigator, economist or program evaluator.

Specialized Experience: Three (3) years of responsible professional work experience which provided pertinent knowledge of one or more of the various alternate energy sources such as wind, geothermal, biomass, solar and hydropower. Such

knowledge may have been obtained in the course of conducting studies in energy planning, research, development or management.

Supervisory Experience: One (1) year of supervisory work experience which included: 1) planning, organizing, scheduling, 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**

1. Satisfactory completion of all academic requirements for a master's degree from an accredited college or university in the fields mentioned in the Basic Education/Experience Requirements may be substituted for one (1) year of the required General Experience.
2. Satisfactory completion of all academic requirements for a master's degree from an accredited college or university in the fields mentioned in the Basic Education/Experience Requirements which included further specialization in a pertinent alternate energy field (e.g., completion of thesis research and thesis) may be substituted for all of the required General Experience and one-half (1/2) year of the required Specialized Experience.
3. Satisfactory completion of all academic requirements for a Ph.D. (or equivalent doctoral degree) from an accredited college or university in the fields mentioned in the Basic Education/Experience Requirements which included further specialization in a pertinent alternate energy field may be substituted for all of the required General Experience and one and one-half (1-1/2) years of the required Specialized Experience.
4. Excess Specialized Experience may be substituted for the required General 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.

### **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

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**

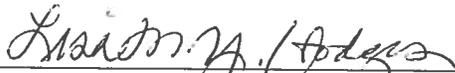
Applicants may be required to qualify on an appropriate examination.

**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 class ALTERNATE ENERGY PROGRAM MANAGER, which were approved on May 25, 1983.

Date Approved: 6/4/15

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