

Minimum Qualification Specifications
for the Class:

AUDIO VISUAL PRODUCTION SPECIALIST
(AUDIO VISUAL PRODUCTION SPCLT)

Experience Requirement

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

Two (2) years of work experience in media utilization and production which demonstrated knowledge of the theory and techniques of production and utilization of audio visual media (including television); ability to develop programs and plan/supervise the production of audio visual and television presentations; ability to provide advisory services including providing advice on selection of materials for media presentation and the most effective media for the materials and for users needs; the ability to deal tactfully with users of a media reproduction and AV/TV utilization facility, and the ability to promote the use of facility and services.

Substitutions Allowed

1. A college degree including 12 semester credit hours of courses in theories and techniques of production and utilization of a variety of audio visual media (including television) may be substituted for one (1) year of the Experience Requirement.
2. A master's degree in Educational Communications or a comparable curriculum which included courses in theories and techniques of production and utilization of a variety of audio visual media (including television) may be substituted for the two years of work experience required.

Supervisory Aptitude

Applicants 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.

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

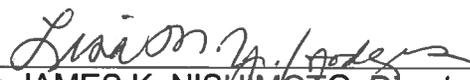
Applicants may be required to qualify on an appropriate examination.

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 AUDIO VISUAL PRODUCTION SPECIALIST, which were approved on April 12, 1977.

Date Approved: 12/3/15



JAMES K. NISHIMOTO, Director
Department of Human Resources Development