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|---------|---|-------|
| PART II | DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT | 9.310 |
|         | STATE OF HAWAII                           | 9.315 |
| .....   |   | 9.320 |
|         |   | 9.325 |
|         | Minimum Qualification Specifications      | 9.330 |
|         | for the Classes:                          | 9.335 |

JANITOR I, II, III  
JANITOR SUPERVISOR I, II  
JANITOR SUPERINTENDENT

**Experience Requirement**

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

| Class Title            | General Experience (Years) | Supervisory Experience (Years) | Total Experience (Years) |
|------------------------|----------------------------|--------------------------------|--------------------------|
| Janitor I              | 0                          | 0                              | 0                        |
| Janitor II             | 0                          | 0                              | 0                        |
| Janitor III            | 2                          | *                              | 2                        |
| Janitor Supervisor I   | 2                          | 1                              | 3                        |
| Janitor Supervisor II  | 2                          | 1-1/2                          | 3-1/2                    |
| Janitor Superintendent | 3                          | 2                              | 5                        |

**General Experience:** Janitorial or related custodial work such as sweeping, dusting and cleaning of buildings.

**Supervisory Experience:** Experience which has included responsibility for scheduling and inspecting the work of subordinates; instructing employees in the proper method of performing the work; maintaining discipline; insuring that safety practices are adhered to; and keeping records of work activities.

\*For the Janitor III level, 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.

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**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.

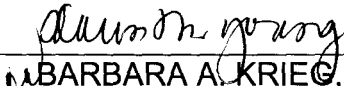
**Physical and Medical Requirements**

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 JANITOR I, II, III; JANITOR SUPERVISOR I, II; and JANITOR SUPERINTENDENT, which were approved on March 10, 1983.

DATE APPROVED: 7/23/2012

  
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BARBARA A. KRIEG, Director  
Department of Human Resources Development