

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	7.405
	STATE OF HAWAII	7.410
.....		7.415
		7.420
	Minimum Qualification Specification	7.424
	for the Classes:	7.429

ARCHITECT I, II, III, IV, V & VI

Education Requirement

Graduation from an accredited school or college of architecture or engineering, with a bachelor's degree in architecture or architectural engineering.

Four years of successful and progressive experience in architecture which will enable the applicant to perform successfully at the professional level may be substituted for graduation from college provided this experience demonstrates a thorough knowledge of the fundamental principles and theories of professional architecture and an understanding of the field of architecture comparable to that which would be acquired through successful completion of a full four-year course leading to a bachelor's degree in an accredited college or university with a major study in architecture.

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 and quality described below, and in the amounts shown in the following table, or any equivalent combination of training and experience:

Class Title	Architectural Experience	Supervisory Experience	Administrative Aptitude	Total Exper
Architect I	0	0	0	0
Architect II	1	0	0	1
Architect III	2	0	0	2
Architect IV	3	0	0	3
Architect V	4	*	0	4
Architect VI	4	1	**	5

Architectural Experience: Professional architectural work experience in developing and preparing complete designs, drawings, specifications, estimates of buildings, structure, and installations.

Professional experience is comprised of the performance of the recognized architectural functions based on and requiring a thorough knowledge and application of the basic physical, mathematical and architectural sciences to the solution of theoretical or practical architectural problems.

For the Architect V and VI levels, at least one (1) year of the required Architectural Experience must have been experience comparable to the Architect IV level in the State service; viz., licensed professional architectural experience.

Non-qualifying Architectural Experience: The following kinds of experience are not acceptable as professional architectural experience:

1. Routine drafting or development of plans where no original investigations or designs are involved;
2. Artistic, scientific, or technical illustrating activities in the drawing, inking, lettering, or coloring of maps, charts, posters, etc., for purposes of publication, exhibition, or scientific record;
3. Landscape architectural work consisting mainly of the layout, design, construction, or maintenance of land areas and landscape features, including ground and water forms, vegetation, roads, walks, incidental structures, and other landscape features;
4. Experience in city or community planning work that relates to the broad social and economic growth and development of such community services and facilities as industry, commerce, transportation, streets, utilities, and parks;
5. Structural engineering experience per se; i.e., stress analyses, and design of foundations and structural framing of concrete, timber, steel and masonry structures;
6. Experience in inspection and field supervision of construction of engineering projects;
7. Experience in design, fabrication, testing, operation, installation, or maintenance of electrical, mechanical, communication, heating, ventilation, or related equipment;
8. Experience in the repair of ship hulls or superstructures; and
9. Engineering experience limited to the preparation of contract specifications; estimating of construction materials and costs.

Supervisory Experience: Professional architectural 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.

* **Supervisory Aptitude:** Applicants for the Architect V 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.

****Administrative Aptitude:** Applicants for the Architect VI level must possess Administrative Aptitude. Administrative aptitude will be considered to have been met when there is strong affirmative evidence of the necessary administrative aptitudes and abilities. Such evidence may be in the form of success in regular or special assignments or projects which involved administrative problems (e.g., in planning, organizing, promoting, and directing a program, including policy and budgetary considerations; and/or providing staff advice and assistance in such matters); interest in administration demonstrated by the performance of work assignments in a manner which clearly indicates awareness of administrative problems and the ability to solve them; completion of educational or training courses in the area of administration accompanied by the application of the principles, which were learned, to work assignments; management's observation and evaluation of the applicant's leadership and administrative capabilities; success in trial assignments to managerial and/or administrative tasks.

Substitutions Allowed

1. A master's degree in Architecture or Architectural Engineering from an accredited school or college may be substituted for one (1) year of Architectural Experience.
2. Excess Supervisory Experience of the type and quality described above may be substituted for Architectural 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.

License Required:

For the Architect IV and higher levels, applicants must possess a valid license as a professional architect in the State of Hawaii.

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 classes ARCHITECT I, II, III, IV, V, and VI, which were approved on September 25, 2007.

Date Approved: 10/21/14

Barbara A. Krieg
for BARBARA A. KRIEG, Director
Department of Human Resources Development