

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	8.134
	STATE OF HAWAII	8.135
		8.136

Minimum Qualification Specifications
for the Classes:

ELEVATOR INSPECTOR I
ELEVATOR INSPECTOR II
SUPERVISING ELEVATOR INSPECTOR

Prerequisite Knowledge and Abilities Required

Elevator Inspector I

Knowledge of: English; mathematics; basic electrical, electronic and circuit construction principles (e.g., voltage, current and resistance, series and parallel circuits, grounding); and basic mechanical principles as applied to structures, machines, pumps, mechanisms and the effects of traction on ropes and sheaves; terminology used in the elevator industry; and various types of equipment, their uses and limitations.

Ability to: Read, comprehend, interpret, apply and explain pertinent laws, rules, policies, procedures, codes, standards, and other requirements; understand and apply electrical, electronic, circuit construction, and mechanical principles; read architectural and installation drawings and circuit diagrams; prepare simple reports; understand and follow oral and written instructions, and instructions presented in diagrammatic or schematic form; communicate and work effectively with others; and perform basic mathematical calculations (addition, subtraction, multiplication, division, percentages, fractions, etc.).

Elevator Inspector II

In addition to knowledge and abilities required of the lower level:

Knowledge of: Electrical, electronic, circuit construction and mechanical principles as applied to the equipment inspected; hydraulic principles as applied to the operation of valves, pumps, plungers, piping and buffers; ASME/ANSI (American Society of Mechanical Engineers /American National Standards Institute) safety codes and standards pertinent to the equipment inspected; applicable building, fire, electrical, and accessibility codes; principles and practices of safety inspection, testing, and investigation as related to the equipment inspected; personal safety practices; and report writing.

Ability to: Read, comprehend, interpret, apply and explain safety codes, standards and requirements pertinent to the equipment inspected; independently apply electrical, electronic, circuit construction, mechanical, and hydraulic principles to the equipment inspected; observe all personal safety practices; detect existing and

potentially unsafe conditions and practices, and recommend corrective/preventive action; adhere to safety inspection and accident investigation requirements; and prepare clear and accurate inspection and accident reports.

Supervising Elevator Inspector

In addition to the knowledge and abilities required of the lower levels:

Knowledge of: Philosophy, goals, functions, policies and procedures relative to the department's elevator inspection program; State laws, rules, and standards (e.g., Hawaii Administrative Rules) pertinent to the equipment inspected.

Ability to: Provide on-the-job training to other elevator inspectors; review and evaluate the work performed by other elevator inspectors; and provide advice on matters relating to pertinent safety codes.

Experience Requirement

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

Elevator Inspector I

1. Five (5) years of progressively responsible experience as an elevator mechanic (may include experience in a four (4) year apprenticeship program and one (1) year post-apprenticeship experience); or
2. Satisfactory completion of two (2) years of college coursework in mechanical and/or electrical engineering; and one (1) year of progressively responsible experience as an elevator mechanic (may include experience in a four (4) year apprenticeship program); or
3. Any comparable combination of mechanical or electrical trades training and/or experience as deemed acceptable by the National Association of Elevator Safety Authorities (NAESA) or any other organization accredited by ASME to certify qualified elevator inspectors.

Elevator Inspector II

Current Qualified Elevator Inspector (QEI) certification by an organization accredited by ASME to certify qualified elevator inspectors, and current certification as a qualified elevator inspector in accordance with the Hawaii Revised Statutes, Chapter 397.

Supervising Elevator Inspector

1. Current Qualified Elevator Inspector (QEI) certification by an organization accredited by ASME to certify qualified elevator inspectors. The applicant selected must, within six (6) months from the date of hire, possess current certification as a qualified elevator inspector in accordance with the Hawaii Revised Statutes, Chapter 397; and
2. At least one (1) year of elevator inspection experience comparable to the Elevator Inspector II level; and
3. 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 classes ELEVATOR INSPECTOR I, ELEVATOR INSPECTOR II, and SUPERVISING ELEVATOR INSPECTOR which were approved on August 24, 2016.

DATE APPROVED: June 23, 2020

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