

PART II	DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT	8.487
	STATE OF HAWAII	8.489
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	Minimum Qualification Specifications	8.495
	for the Classes:	8.497

**AGRICULTURAL COMMODITIES MARKETING SPECIALIST**

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

**(AGRIC COMMOD MKTG SPCLT I, II, III, IV, V & VI)**

**Basic Education Requirement**

Graduation from an accredited four (4) year college or university with a major in agriculture.

Excess work experience as described below, or any other progressively responsible administrative, professional, technical or other analytical work experience which provided knowledge, abilities and skills fully equivalent to those normally acquired in four years of successful study while completing a college or university curriculum leading to a bachelor's degree in agriculture may be substituted for the education requirement 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 type and quality described below and in the amounts indicated in the following table, or any equivalent combination of training and experience:

Class Title	Specialized Experience (years)	Supervisory Experience (years)	Total Experience (years)
AGRIC COMMOD MKTG SPCLT I	0	0	0
AGRIC COMMOD MKTG SPCLT II	1/2	0	1/2
AGRIC COMMOD MKTG SPCLT III	1-1/2	0	1-1/2
AGRIC COMMOD MKTG SPCLT IV	2-1/2	*	2-1/2
AGRIC COMMOD MKTG SPCLT V	3-1/2	*	3-1/2
AGRIC COMMOD MKTG SPCLT VI	3-1/2	1	4-1/2

Specialized Experience: Progressively responsible work experience which involved performing or supervising work related to: (1) inspection of a variety of agricultural products for certification of quality and condition and/or for the enforcement of standardization rules and regulations; and/or (2) study of existing agricultural marketing operations, facilities, systems, and practices to advise on possible improvements and to solve marketing problems.

The experience must have demonstrated knowledge of marketing operations for a variety of agricultural commodities and commodity characteristics for grading purposes. Knowledge of market operations involves the process and operations from the farm to the market and includes knowledge of the distribution systems; operational procedures and techniques employed at the various facilities; commodity processing and preparation for market; packaging, labeling and export requirements; and grading and certification standards, practices and techniques. Knowledge of commodity characteristics for grading includes the basic characteristic of agricultural products; unique product characteristics that may affect eating and keeping qualities; effect of disease and insect damage; and physiological defects.

The experience must have also demonstrated ability to conduct laboratory analysis of commercial food and agricultural products; inspect and enforce regulations and standards; prepare written reports; speak clearly and effectively; solve problems; relate effectively to farmers, wholesalers and others; and perform algebraic computations.

Examples of work inspecting a "variety of agricultural products" would be inspection of two or more of the following types of commodities: (1) fresh fruits and vegetables, (2) eggs, (3) processed foods, (4) commercial feeds, (5) flowers and foliages, or (6) related categories.

Examples of qualifying work experience are work as: (1) an agricultural commodities inspector or supervisor, and (2) a commodities marketing specialist, gathering information and advising on improvements to marketing practices, systems, facilities, and related elements.

For the III and IV levels, at least one year of the experience must have been comparable in difficulty, depth and scope to work experience at the next lower level in the State service.

For the V level, at least one year of the experience must have been comparable in difficulty, depth, and scope to work experience at the IV level in the State service, or two years of experience must have been comparable to work experience at the III level in the State service.

For the VI level, at least one year of experience must have been comparable in difficulty, depth, and scope to work experience at the V level in the State service, or two years of experience must have been comparable to work experience at the IV level in the State service.

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**Supervisory Experience:** 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.

\*For the Agricultural Commodities Marketing Specialist IV and V levels, supervisory aptitude rather than actual supervisory experience may be accepted. 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 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.

### **Substitutions Allowed**

1. A master's degree from an accredited college or university in agriculture with specialization in horticulture, tropical crop production, agricultural economics, food science and technology, agronomy or a related field may be substituted for six (6) months of Specialized Experience.
2. A Ph.D. degree from an accredited college or university in agriculture with specialization in horticulture, tropical crop production, agricultural economics, food science and technology, agronomy or a related field may be substituted for one (1) year of Specialized Experience.

### **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 Requirement**

A valid license to drive in the State of Hawaii is required for all positions at the I through IV levels.

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### **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 specification for the classes AGRICULTURAL COMMODITIES MARKETING SPECIALIST I, II, III, IV, V and VI (AGRIC COMMOD MKTG SPCLT I, II, III, IV, V and VI), which were approved on April 16, 1990.

DATE APPROVED: 3/27/2012

  
for BARBARA A. KRIEG, Interim Director  
Department Of Human Resources Development