

Minimum Qualification Specifications  
for the Classes:

HARBOR TRAFFIC CONTROLLER I & II

**Experience Requirement**

Applicants must have had progressively responsible experience of the types described in the statements immediately following and in the amounts shown in the table below, or any combination of training and experience:

Class Title	General Experience (Yrs)	Specialized Experience (Years)	Total Experience (Years)
Harbor Traffic Controller I	2	0	2
Harbor Traffic Controller II	2	1	3*

General Experience: Experience which demonstrated that the applicant possesses the following abilities: (1) meet and deal effectively with people; (2) understand and apply various rules and regulations; (3) prepare reports; and (4) act effectively in emergencies.

Specialized Experience: Work experience which involved the clearance of ship movement in and about a commercial harbor, and which demonstrated knowledge of maritime regulations applicable to harbor operations, methods of signaling by lights, flags and other means, and the operation of radio and other communications equipment.

\*Supervisory Aptitude: Applicants for Harbor Traffic Controller II 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.

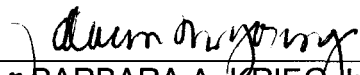
**Physical and Medical Requirements**

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 HARBOR TRAFFIC CONTROLLER I and II, which were approved on November 13, 1973.

DATE APPROVED: 2/28/2012

  
\_\_\_\_\_  
BARBARA A. KRIEG, Interim Director  
Department of Human Resources Development