

New Business Item 09-73 Rev.

Def. 3/25/10

Def. 4/22/10

Def. 5/20/10

App. 6/14/10

TITLE: Licensing Clerk Reclassification

The Hawaii Teacher Standards Board approves submission of documents to the Office of Human Resources, Classification and Compensation Section, to create a new class of work, Licensing Clerk, specifically for HTSB clerk functions. The Licensing Clerk positions, if created, would replace the following positions:

Position Number(s):

57914 Clerk V SR 12 to Clerical Supervisor SR 14
57915, 57916, 57917, 57918 Clerk IV SR 10 to Licensing Clerk SR 12

Should the new positions of Licensing Clerk be created and filled, the incumbent(s) must meet the minimum qualification requirements of the class to which the position has been reallocated. The revised position descriptions are attached.

Submitted by: Jonathan Gillentine

Referred to: Budget & Personnel Committee

