

NEIL ABERCROMBIE
GOVERNOR



BARBARA A. KRIEG
DIRECTOR

LEILA A. KAGAWA
DEPUTY DIRECTOR

STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
235 S. BERETANIA STREET
HONOLULU, HAWAII 96813-2437

March 28, 2013

Departmental Circular Number 13-01

TO: Departmental Personnel Officers
Personnel Directors

FROM: Barbara A. Krieg, Director *Barbara A. Krieg*

SUBJECT: Amendments to the Compensation Plans

The following amendments to the State of Hawaii's Compensation Plans dated January 1, 2013, have been incorporated into the updated compensation plans dated April 1, 2013, which are located on our website at <http://dhrd.hawaii.gov> (click on **State HR Professionals>Classification and Compensation**).

PART I - WHITE COLLAR

Delete	1.075	Clerk Stenographer I, BU:03, effective 2/8/13
Add	1.297	Computer Production Scheduler, SR-19, BU:04, effective 2/6/13

PART III - EMCP

Add	17.572	Intake Service Center Administrator, EM-07, BU:35 (FHJ), effective 3/12/13
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AMENDED CLASS SPECIFICATIONS/MINIMUM QUALIFICATION SPECIFICATIONS

1.872	Insurance Licensing Assistant, Part II only, effective 1/8/13
2.136	Departmental Contracts Specialist, Part II only, effective 1/14/13
2.346	Investment Specialist, effective 1/16/2013
2.626 – 2.630	Purchasing Specialist I – V, Part II only, effective 2/4/13
3.361 – 3.362	Child Support Enforcement Specialist IV & V, Part II only, effective 1/9/13
3.505 – 3.509	Special Education Teacher I – V, Part II only, effective 1/25/13
8.656, 8.658, 8.660	Parking & Security Officer I & II, & Parking & Security Supervisor, Part II only, effective 1/9/13
17.161	Business Development Program Manager, Part II only, effective 1/28/13
17.216	Tax Collector, Part I & II, effective 2/4/13
17.542 – 17.544	Vocational Rehabilitation Manager II, Vocational Rehabilitation Assistant Administrator, & Vocational Rehabilitation Administrator, Part II only, effective 3/27/13