

25 NCAC 01I .1802 POLICY ON ESTABLISHING MINIMUM QUALIFICATION STANDARDS

(a) It shall be the policy of the state to establish job-related minimum qualification standards wherever they are practical for each class of work in the position classification plan. The standards will be based on the required skills, knowledges and abilities common to each classification. The qualification standards and job-related skills, knowledges and abilities shall serve as guides for the selection and placement of individuals.

(b) The training and experience statements serve as indicators of the possession of identical skills, knowledges and abilities and as guides to primary sources of recruitment; reasonable substitutions of formal education and job-related experience, one for the other, will be made. The State Human Resources Commission recognizes that a specific quantity of formal education or number of years experience does not always guarantee possession of the identified skills, knowledges and abilities for every position in a class. Qualifications necessary to perform successfully may be attained in a variety of combinations. Management is responsible for determining specific job-related qualifications that are an addition to minimum standards. Management shall be responsible for any adverse effects resulting from the use of selection standards that have not been established or approved by the State Human Resources Director.

(c) The State Human Resources Director is authorized to modify training and experience requirements for established classifications consistent with this policy and to report such changes to the Board.

*History Note: Authority G.S. 126-4;
 Eff. August 3, 1992;
 Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. August 20,
 2016.*