

**Career Opportunity**  
**Department of Labor and Industrial Relations**  
**State of Hawaii Executive Branch**

VACANCY ANNOUNCEMENT

**BOILER INSPECTOR (SR-21) - Oahu**  
**Recruitment # 12-020**  
**Salary: \$3,379 Monthly**

**Opening Date: October 28, 2011**

**Closing Date: Continuous**

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**RECRUITMENT INFORMATION**

Positions are located in the Honolulu.

**DUTIES SUMMARY**

Positions in this occupational field conduct inspections of boilers, pressure vessels, and other related equipment for compliance with pertinent laws, rules and regulations; inspects the quality control system of shops which manufacture boilers or pressure vessels and the design of each boiler or pressure vessel for compliance with established standards; prepares reports of violations and recommendations; and performs other related duties as required.

**MINIMUM QUALIFICATION REQUIREMENTS**

**Applicants must meet all the requirements for the position they are seeking as of the date of the application, unless otherwise specified. Please note that unless specifically indicated, the required education and experience may not be gained concurrently.**

Your possession of the required amount of experience will not in itself be accepted as proof of qualification for the position. Overall paid or unpaid experience must be of such scope and responsibility as to conclusively demonstrate that you have the ability to perform the duties of the position. Note: Your calculation of experience must be based on full-time, 40-hour work weeks. Part-time experience must be pro-rated. Example: Twelve (12) months of experience at 20 hours/week is equivalent to six (6) months of experience, not one (1) year. Also, hours worked in excess of 40 hours/week will not be credited. Example: Twelve (12) months of experience at 60 hours/week is equivalent to one (1) year of experience, not one and a half (1 ½) years.

**To qualify, you must meet all of the following requirements:**

**Educational Requirement:**

Graduation from high school or its equivalency.

**Experience Requirement:**

Three (3) years of experience at a journey level or the equivalent in high pressure boiler or pressure vessel construction or repair; or as an operating engineer in charge of high pressure boiler operation; or as an inspector of high pressure boilers or pressure vessels.

**SUBSTITUTIONS ALLOWED**

**Substitution of Education for Experience:**

1. Possession of a bachelor's degree in Mechanical Engineering from an accredited university may be substituted for two (2) years of the experience requirement.
2. Possession of a bachelor's degree in a branch of engineering other than Mechanical Engineering from an accredited university may be substituted for one (1) year of the experience requirement.

**Commission Required:**

Applicants must meet the eligibility requirements for a commission from the State Department of Labor and Industrial Relations to conduct inspections of boilers. Such commission must be acquired within the probationary period following appointment to the position.

**License Required:**

Must possess a valid Hawaii State motor vehicle operator's license.

**APPLICATION and SUPPLEMENTAL QUESTIONNAIRE MAY BE OBTAINED FROM**  
[www.hawaii.gov/labor/jobs](http://www.hawaii.gov/labor/jobs)

or

**Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 312  
Honolulu, Hawaii 96813**

**Recruitment Hours: Mondays thru Fridays 8:00am – 4:00pm**  
Closed on State Observed Holidays

**Submit completed Application and Supplemental Questionnaire to**

Department of Labor and Industrial Relations, 830 Punchbowl St., Room 312,  
Honolulu, HI 96813.

Mailed applications must be postmarked by midnight of closing date.

**BOILER INSPECTOR, SR-21 - Oahu**  
**Supplemental Questionnaire - Submit with Application**

**1. REQUIRED SUPPLEMENTAL QUESTIONS**

The responses you provide to these Supplemental Questions will be used in combination with your application to determine whether you meet the qualification requirements and/or your final score. Failure to provide detailed and complete information may result in your application being rejected or receiving a lower score. Please **do not** submit a resume in place of completing the Supplemental Questions.

In general, proof of education obtained from and/or submitted through the internet will not be accepted.

Education obtained outside the United States must be comparable to education earned at an accredited school in the United States. We also reserve the right to request further information about your academic program, evidence of comparability, or an original transcript.

To receive credit for substitute, on call or volunteer experience, applicants should submit an official letter of verification. The letter should include the job title, employment dates, number of hours worked, a description of the duties performed, and a contact name and phone number.

Any information you submit may be verified. Supporting documents must be submitted within five working days of the filing of your application.

When applying for this position, I understand that I must thoroughly complete the Education and Work Experience sections of my application and the Supplemental Questions. This includes a detailed description of each position that I feel qualifies me for the job I am seeking.

I have read the above statement and understand that failure to provide sufficient detailed information may result in my application being rejected or my receiving a lower examination score. I also understand that I may not submit resumes in lieu of filling out the application or answering the Supplemental Questions. However, I may attach a resume to the application to provide additional information.

I acknowledge I have read and understand the above information.

**Boiler Inspector – Oahu, 12-020**

\_\_\_\_\_

**Print Name**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Date**

Name: \_\_\_\_\_

**2. EDUCATIONAL REQUIREMENT:**

Graduation from high school or its equivalency.

 Yes  No**3. EXPERIENCE REQUIREMENT:**

Do you have at least three (3) years of work experience at a journey level or the equivalent as described below?

a. In high pressure boiler or pressure vessel construction or repair

 Yes  No,

or

b. As an operating engineer in charge of high pressure boiler operations

 Yes  No

or

c. As an inspector of high pressure boilers or pressure vessels

 Yes  No

If **Yes to a, b and/or c**, on a separate sheet, identify each experience you would like us to consider and provide the following information. **All employers listed should also be listed on your application. Any information you submit may be verified. Treat each change in employer or position separately. The information for each employer should include:**

**A.** Name of employer, dates of employment, and your job title.

**B.** Description of this employer, services provided and clientele served. Was this a federal, state or private company/office?

**C.** What was the **primary** function of your position? What were your **major** duties and responsibilities? In your description, avoid the use of vague terms such as "processed worksite," "in charge of", "operated", etc.

**D.** Describe the types of laws, codes, rules, regulations and standards you worked with.

**E.** If applicable, describe in detail your specific duties in the construction and/or repair of high pressure boiler and/or pressure vessels. Include:

- For what purpose was the equipment constructed?
- Describe your specific responsibilities in the construction or repair process.
- Describe the complexity of repairs done on the equipment.
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

Name:

F. If applicable, describe in detail your specific duties as an operating engineer in charge of high pressure boiler operations. Include:

- What types of high pressure boilers did you operate?
- What was its purpose?
- Were you also responsible for the maintenance and repair of the equipment?
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

G. If applicable, describe in detail your experience in conducting inspections of equipment and quality control systems. Include:

- What specific kinds of equipment and systems did you inspect?
- What did you look for?
- How did you determine compliance with laws, codes, rules, regulations and standards?
- What kinds of recommendations and/or corrective actions did you propose?
- What action did you take if you found equipment/employer to be in non-compliance?
- What was your **skill level** in this position (e.g. apprentice/helper; journey worker; supervisor)? How long were you at this level?

H. Describe in detail your experience in preparing written reports.

## 5. SUBSTITUTION FOR EXPERIENCE

Are you substituting education for experience as described in the vacancy announcement?

Yes  No

If **Yes**, you must submit copies of your degree or official transcripts.

## 6. ADDITIONAL INFORMATION

Do you have any other information related to this position that you would like us to consider?

Yes  No

If **Yes**, submit with your application.

Name:

7. Supporting documents such as transcripts, driver's license, or professional licensure if applicable as described in the job posting must be on file with the Department of Labor and Industrial Relations (DLIR) to complete your application. **Note: You must re-submit supporting documents to DLIR if they were submitted to the:**

1. City & County of Honolulu;
2. Hawaii State Judiciary;
3. Hawaii Department of Education;
4. State of Hawaii - Department of Human Resources Development

Please select from one of the statements below:

- Supporting documents are attached.
- Supporting documents were previously submitted to the State of Hawaii, Department of Labor and Industrial Relations.
- Supporting documents are forthcoming and will be mailed to: Department of Labor and Industrial Relations, 830 Punchbowl Street, Room 312, Honolulu, Hawaii 96813.