

## TEST PLAN

### HUMAN SERVICES SPECIALIST 3 - #6659

1. Minimum Qualifications Screening
2. Those passing the minimum qualifications screening may receive a grade notice that shows a final score of "Qualified"; or  
Agency may develop test questions and rating criteria at the time of recruitment.
3. Those with a score of "Qualified" and possessing the requisite skills - or those ranking highest on the test may be invited to participate in the next phase of the selection process.
4. If you are hired, certain knowledge and skills will be assessed during your trial service period.

#### MINIMUM QUALIFICATIONS

Two years of experience determining eligibility for an agency program by interviewing to assess the needs of clients, and interpreting and applying the policies, rules, and guidelines that are applicable to the client's situation.

Any college courses may be substituted for the two years of general experience on a year-for-year basis (45 quarter hours is equivalent to one year of experience). A photocopy of your transcripts must be attached to your application materials if using college courses to meet the minimum qualifications.

#### SKILL CODES:

LTP	ANL	CRT	W/C
SPA	LAO	VIE	RUS
QTP	PTP	PIP	PEP
PES	PDP	PDS	PCP
PCS	OIP	OIS	OCP
OCS	OFP	OFS	OEP
OES	CHP	CHS	CRP
CRC	CCP	CCS	CAP
CAS	SPR	SPB	RUR
RUW	VIR	VIW	LAR
LAB	JPR	JPW	CHR
CHW	ASL	ASE	AMB
SXT	SXE	EXP	PIS