Minimum Qualifications
H8C - CONTROLLER
February 1, 2012

Title/Class Code	Education/Experience/Licensure/Certification	Substitutions
CONTROLLER I **H8C1XX**	Graduation from an accredited college or university with a bachelor's degree with 24 semester hours in accounting or auditing AND three years of professional accounting experience. Additional higher level and/or special experience may be required for some positions.	Two years of experience as defined by the department will substitute for each year of required education. High school diploma or GED is required or two years of relevant experience to substitute for the high school diploma or GED. A bachelor's degree from an accredited college or university in accounting will substitute for the required education. A master's or doctoral degree from an accredited college or university with 24 semester hours in accounting or auditing will substitute for the bachelor's degree and, at the agency's discretion, one or two years of experience. At the agency's discretion, a CPA certificate may substitute for the required education and up to two years of experience OR demonstrated proficiency on position competencies may substitute for the required education and experience.
CONTROLLER II **H8C2XX**	Graduation from an accredited college or university with a bachelor's degree with 24 semester hours in accounting or auditing AND four years of professional accounting experience. Additional higher level and/or special experience may be required for some positions.	Two years of experience as defined by the department will substitute for each year of required education. High school diploma or GED is required or two years of relevant experience to substitute for the high school diploma or GED. A bachelor's degree from an accredited college or university in accounting will substitute for the required education. A master's or doctoral degree from an accredited college or university with 24 semester hours in accounting or auditing will substitute for the bachelor's degree and, at the agency's discretion, one or two years of experience. At the agency's discretion, a CPA certificate may substitute for the required education and up to two years of experience OR demonstrated proficiency on position competencies may substitute for the required education and experience.

CONTROLLER III **H8C3XX**	Graduation from an accredited college or university with a bachelor's degree with 24 semester hours in accounting or auditing AND five years of professional accounting experience. Additional higher level and/or special experience may be required for some positions.	Two years of experience as defined by the department will substitute for each year of required education. High school diploma or GED is required or two years of relevant experience to substitute for the high school diploma or GED. A bachelor's degree from an accredited college or university in accounting will substitute for the required education. A master's or doctoral degree from an accredited college or university with 24 semester hours in accounting or auditing will substitute for the bachelor's degree and, at the agency's discretion, one or two years of experience. At the agency's discretion, a CPA certificate may substitute for the required education and up to two years of experience OR demonstrated proficiency on position competencies may substitute for the required education and experience.