



Ohio Administrative Code

Rule 123:1-7-04 Specifications.

Effective: [April 10, 2026](#)

An appointing authority's position-specific minimum qualifications will be rationally related to the performance of the essential functions of the classification and validated based on the results of a thorough job analysis. The appointing authority will also create a valid proficiency instrument to objectively measure whether individuals meet the position-specific minimum qualifications. Job analysis procedures and position-specific minimum qualifications are to be approved by the director, prior to implementation. Approved position-specific minimum qualifications for positions that are exempted from collective bargaining or are not otherwise precluded from review pursuant to division (A) of section 4117.10 of the Revised Code, will also be filed with the state personnel board of review, prior to implementation.