



MINIMUM QUALIFICATIONS H8M - TAX COMPLIANCE AGENTS

This document includes the following levels:

Class Code	Class Title
H8M1IX	TAX COMPLIANCE AGENT INTERN
H8M2XX	TAX COMPLIANCE AGENT I
H8M3XX	TAX COMPLIANCE AGENT II



TITLE: TAX COMPLIANCE AGENTS
 CLASS CODE: H8M

Title / Class Code by Levels	Education/ Licensure/ Certification / Experience	Substitutions
TAX COMPLIANCE AGENT INTERN H8M1IX	Bachelor's degree from an accredited institution in a field of study related to the work assignment. One year of professional experience in an occupational field related to the work assigned to the position.	Additional appropriate experience will substitute for the degree requirement on a year-for-year basis.
TAX COMPLIANCE AGENT I H8M2XX	Bachelor's degree from an accredited institution in a field of study related to the work assignment. Two years of professional experience in an occupational field related to the work assigned to the position.	Additional appropriate experience will substitute for the degree requirement on a year-for-year basis.
TAX COMPLIANCE AGENT II H8M3XX	Bachelor's degree from an accredited institution in a field of study related to the work assignment. Four years of professional experience in an occupational field related to the work assigned to the position.	Additional appropriate experience will substitute for the degree requirement on a year-for-year basis.

The following is a summary of changes made to this minimum qualification.

Section / Paragraph	Change Description	Effective Date
Document	Part of the 2017 MQ Project New Format	March 17, 2017
ALL	Standardized language regarding education and experience requirements.	July 1, 2017
H8M2XX H8M3XX	Added bachelor's degree requirement which was implicit, but left out of higher level MQs.	July 25, 2017
Document	<p>16-17 Pay Plan: Includes only 3</p> <ul style="list-style-type: none"> • H8M1IX • H8M2XX • H8M3XX <p>Class Description: Includes 4 titles</p> <ul style="list-style-type: none"> • Tax Compliance Intern • Tax Compliance Agent I • Tax Compliance Agent II • Tax Compliance Agent III <p>Decision Item: MQ Project Phase 1, December 2016. Remove from the MQ the Tax Compliance Agent III, match Pay Plan.</p>	December 30, 2016