

WEIGHTS AND MEASURES INSPECTOR I**NATURE OF WORK IN THIS CLASS:**

This is moderately complex inspection work involved in weights and measurements standards enforcement.

Employees in this class perform moderately complex inspection work independently on an on-going basis and participate in the full range of complex inspection/enforcement duties under closer supervision.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties that may be performed; any one position may not include all the duties listed.)

Tests weighing and measuring devices such as scales, fuel meters, taxi meters, scales and measures for liquid and solid and other supplies and commodities to determine whether such devices are in compliance with applicable laws and regulations; reports inaccurate measurements and violations of jurisdictional laws, rules and regulations; affixes seals to approved devices.

Explains weights and measures laws, regulations, and standards, and inspection and compliance requirements to vendors, consumer organizations, and the general public.

Participates in the interviews of suspected violators and acts as custody to senior inspectors on cases involving such violations.

Participates in the conduct of investigations of alleged violations of program requirements.

Keeps abreast of program laws and regulations, inspection and investigation techniques and procedures, weighing and measuring devices.

Prepares reports, evidence and other documentation for use in court hearings or administrative actions; may testify as a government witness.

Performs equipment maintenance and record keeping of weighing and measuring devices used commercially within the Territory of Guam.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the construction and operation of scales and weights

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and measures devices.

Knowledge of common business practices and records keeping.

Knowledge of inspection techniques and practices.

Ability to learn, interpret and apply weights and measurements standards, laws, regulations, and other program guidelines.

Ability to make accurate mathematical calculations.

Ability to conduct inspections and enforce regulations with tact, firmness and impartiality.

Ability to work effectively with employees and the public.

Ability to communicate effectively, orally and in writing.

Ability to maintain records and prepare inspection reports.

Ability to lift heavy weights.

Skill in the safe operation of a motor vehicle.

MINIMUM EXPERIENCE AND TRAINING:

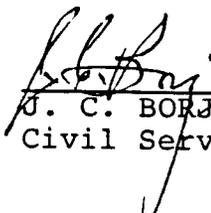
- a) Two years of experience in weights and measurements enforcement work or other regulatory inspection or investigative type of work, and graduation from high school; or
- b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

NECESSARY SPECIAL QUALIFICATION:

Possession of a valid driver's license.

ESTABLISHED: October, 1984

PAY RANGE: 28



J. C. BORJA, Executive Director,
Civil Service Commission