

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

This is technical work involved in measurements standards enforcement.

Employees in this class perform the full range of skilled level duties involving the inspection and testing of weighing and measuring devices used commercially within the Territory of Guam to assure accuracy and compliance to weights and measures laws and regulations. Employees often serve as team or group leaders over less experienced technical staff. Work is reviewed through submission of activity reports and conferences.

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.)

Inspects and tests retail scales, taxi meters, fluid measuring meters, linear measuring devices, and other measures as to their accuracy and compliance to weights and measures laws, standards and policies.

Affixes seals to approved devices to prevent readjustments and to indicate that the device has been inspected and proved as to accuracy.

Rejects, issues citations and when necessary, confiscates those equipment found to be in error and unsuitable for repairs; explains corrective measures needed and the reinspection requirements.

Inspects pre-packaged goods to verify label weight; rejects or prohibits sale of shortweight or shortmeasure commodities.

Investigates complaints against violators; prepares investigation findings, evidence and other documentations necessary for administrative and or court hearings; testifies as a government witness.

Explains weights and measures laws, regulations, and policies to vendors, consumer organizations, and the general public.

Maintains records and prepares inspection reports.

May lead teams or small groups of less experienced technical staff.

Performs tests using such equipment and devices as the lead-and-wire seal press, electronic stop watches, 31 lb. test weight kit, steel tape measure, 50 lb. test weight, prover tanks, metric test kit.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES, AND SKILLS:

Knowledge of the fundamentals of weights and measures and the weighing devices.

Knowledge of the methods and procedures of inspecting measuring devices.

Knowledge of the laws and regulations pertaining to weights and measures.

Knowledge of mathematics applicable to measurements standards enforcement.

Ability to interpret and apply weights and measures statutes, standards and regulations and other program guidelines.

Ability to enforce weights and measures laws and regulations with tact, firmness and impartiality.

Ability to work effectively with the public and employees.

Ability to lift heavy weights.

Ability to communicate effectively, orally and in writing.

Ability to maintain records and prepare reports.

Skill in the use of weights and measures testing equipment.

Skill in the safe operation of a motor vehicle.

MINIMUM EXPERIENCE AND TRAINING:

- a) Three years of experience in weights and measures inspection 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: 31



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