

MOTOR CARRIER SAFETY INSPECTOR I

(UNCLASSIFIED)

NATURE OF WORK IN THIS CLASS

This is routine to moderately complex inspection work involved in the enforcement of commercial motor vehicles and highway hazardous materials safety rules and regulations.

Employees in this class perform routine to moderately complex technical inspection duties independently after initial training and work under closer supervision on more complex assignments.

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

Examines commercial motor vehicle registrations, driver's medical certificates, and driver's license.

Conducts routine to moderately complex inspections of commercial motor vehicles to evaluate the mechanical condition of each vehicle in accordance with prescribed requirements and inspection procedures.

Completes all necessary forms and documents as required in a legible and complete manner.

Assists in placing appropriate traffic control devices as prescribed at designated inspection sites.

Assists in monitoring and directing the movement of commercial motor vehicles at each inspection site to ensure safe travel and to eliminate any unnecessary delays.

Identifies commercial motor vehicles to be inspected.

Assists in the maintenance and repair of department owned vehicles and road safety equipment to assure its readiness for travel to inspection sites and readiness for next assignment.

Assists in the re-inspection of commercial motor vehicles within the prescribed time period provided.

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Keeps abreast of program laws and regulations, inspections, and investigation techniques and procedures, and out-of-service criteria updates and new upgrades of commercial motor vehicles as released by the manufacturers and the Commercial Vehicle Safety Alliance.

Participates as a witness in the interviews of suspected violators, and acts as custodian to senior inspectors on cases involving such violations.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the standard methods, practices, and techniques used in the inspection, maintenance, and repair of commercial motor vehicles.

Ability to learn and apply Motor Carrier Safety and Hazardous Materials Safety Regulations.

Ability to do manual inspection work in areas of limited access.

Ability to work in areas exposed to the constant weather changes on Guam.

Ability to do manual work in areas of limited access.

Ability to apply safe work practices on the job.

Ability to work effectively with employees and the general public.

Ability to communicate effectively.

Ability to maintain records and prepare inspection reports.

Ability to operate a motor vehicle.

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MINIMUM EXPERIENCE AND TRAINING

- A. Two (2) years of experience in the maintenance and repair of commercial motor vehicles or related regulatory inspection 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.

OTHER NECESSARY SPECIAL QUALIFICATIONS

- A. Possession of a valid chauffeur's license.

ESTABLISHED: NOVEMBER 1997

PAY GRADE: I

HAY EVALUATION:

KNOW HOW:	DI1	132
PROBLEM SOLVING:	C2 (22%)	29
<u>ACCOUNTABILITY:</u>	<u>C1C</u>	<u>33</u>
TOTAL POINTS:		194



ELOY P. HARA
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Civil Service Commission