

CLASS TITLE:

**SENIOR AUTOMOTIVE
AND
EMISSION CONTROL INSPECTOR**

Class Code: 02323500

Pay Grade: 21A

EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist a superior in coordinating, training and supervising a staff engaged in performing automotive safety and emission inspections at a state owned and operated garage; to supervise individual safety inspection programs and activities; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior from whom general instructions are received; work is subject to review for conformance to policies and instructions.

SUPERVISION EXERCISED: Supervises and reviews the work of technical and clerical personnel assigned to assist on various projects.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To assist a superior in coordinating, training and supervising a staff engaged in performing automotive safety and emission inspections at a state owned and operated garage.

To supervise and direct operations in a state inspection garage.

To supervise field inspections of appointed and licensed inspection stations to determine compliance with state motor vehicle laws and federal environmental emission inspection standards.

To conduct training classes for divisional and private inspection personnel.

To supervise and participate in the conducting of inspections of vehicles on the public roads and highway so as to enforce all the laws, rules and regulations relative to vehicle safety and emission control equipment.

To establish and maintain inspection records relating to motor vehicle safety and emission control.

To prepare purchase orders and contracts for the operational needs of a state inspection facility.

To explain and interpret pertinent statutes, rules and regulations to interested parties.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A familiarity of the methods and working practices of a repair garage; a thorough knowledge of state and federal laws, rules and regulations as they relate to vehicle safety equipment and air pollution devices and systems and the ability to apply such inspection guidelines in the state's inspection program; a working knowledge of office and garage procedures; the ability to supervise technical and clerical personnel engaged in an inspection program; the ability to establish and maintain records; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; or, from a recognized school of automotive mechanics; or, successful completion of training seminars and workshops specializing in motor vehicle safety and/or emission control inspection maintenance programs; and

Experience: Such as may have been gained through: employment in a position in the field of automotive repair or motor vehicle safety and emission control inspections.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: December 21, 1986

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