

TITLE: SAFETY INSPECTOR I- Commercial Vehicles		FLSA: non-exempt
Department: Inspection Service Provider		Job Classification Code: pending
REPORTS TO: (job title of supervisor)		Job Grade:
Location/Program: CheckMark PIP	Job Classification: technical	
HR use only (LEAVE BLANK)		

Character of the job

Receives specific assignments from the supervisor relative to inspection position to be worked and any special instructions needed. Performs assigned tasks obtaining assistance as required for unusual or difficult problems encountered. Work is reviewed in terms of ability to complete inspections within established time limits, at established quality levels, follow proper test procedures, and ability to deal effectively with the public, and complete other assigned tasks, working in a team oriented, fast-paced environment

Principal Accountabilities

Serves as safety inspector for commercial vehicles performing safety inspection functions.
 Directs motorists in and out of the inspection station or area.
 Inspects vehicles for conditions affecting safety
 Follows established safety inspection procedures when testing vehicles
 Provides test results to customers
 Instructs customers on the next step in the inspection process after test is completed
 Collects documents from customers relative to inspection
 Refers questions or comments to appropriate individuals
 Performs other duties as assigned

Know How

The candidate shall have the following functional skills relative to commercial vehicles or heavy equipment.

- Knowledge of 49 CFR parts 393, part 396, and Appendix G and mastered the application of such regulations.
- Knowledge of and mastered the standards, methods, criteria, tools, and equipment used when performing an annual, periodic, or preventative maintenance inspection
- Knowledge of and mastered the standards, methods, criteria, tools, and equipment used when performing commercial vehicle or heavy equipment brake system inspections.
- Ability and knowledge working with computers and competence working with electronic data
- Ability to perform basic mathematical equations
- Ability to lift 50 pounds

Qualifications

High School Diploma or GED
 Current commercial vehicle inspection certification from a government agency and/or the Commercial Vehicle Safety Alliance (CVSA), or received such certification within the past 5 years OR Automotive Service Excellence (ASE) heavy equipment certification
 The candidate shall have 1+ years experience in one of the following areas of commercial vehicle enforcement or heavy equipment operation and maintenance.

- Employed as an officer or representative of a government agency with responsibility for the inspection and regulation of commercial vehicles.
- Employed as a heavy vehicle mechanic or technician with responsibility for the maintenance and/or repair of vehicle systems.
- Employed as an inspector for heavy vehicles with responsibility for performing annual, periodic, or preventative maintenance inspections.

Principal Line of Promotion

- Could be promoted to Safety Inspection Trainer