

**DUTY STATEMENT**

CHP 129 (Rev. 5-19) OPI 097

CURRENT

COMMAND/ORGANIZATIONAL UNIT <b>Desert Hills Commercial Vehicle Enforcement Facility (656)</b>		DIVISION <b>Border Division</b>		
CIVIL SERVICE CLASSIFICATION TITLE <b>Commercial Vehicle Inspection Specialist</b>		BARGAINING UNIT <b>R12</b>	TENURE <b>Permanent</b>	INTERMITTENT HOURS PER MONTH <b>Full-Time</b>
POSITION NUMBER <b>388-656-6854-XXX</b>		CURRENT DATE <b>10/24/2024</b>		
DESIGNATED POSITION FOR CONFLICT OF INTEREST <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	CONFIDENTIAL DESIGNATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	FOR SELECTION STANDARDS AND EXAMINATIONS SECTION USE ONLY		
		APPROVED BY		DATE

FUNCTION OF POSITION  
Under the close supervision of the Sergeant, the Commercial Vehicle Inspection Specialist is responsible for commercial vehicle driver and hazardous material inspections for compliance with safety regulations and provisions of the California Vehicle Code for the Desert Hills CVEF.

SUPERVISION RECEIVED  
The Commercial Vehicle Inspection Specialist reports directly to and receives the majority of their assignments from the Sergeant. However, direction and assignments may also come from the CHP Officer.

SUPERVISION EXERCISED  
N/A

WORKING CONDITIONS

SPECIAL PERSONAL CHARACTERISTICS  
Emotional control, tolerance for unpleasant working conditions (e.g., noise, exhaust fumes, confined spaces, extremes of temperature), attention to detail, and patience.

PERCENTAGE OF TIME PERFORMING DUTIES	Essential Functions
35%	Performs commercial vehicle safety inspections in accordance with the procedures taught at the Commercial Enforcement Training Course. Determines if the vehicles and the operators comply with Federal and State laws, rules and regulations. Vehicle inspections include undercarriage inspection of the brakes, steering, frame and suspension. Other items inspected include (but are not limited to) lights, tires, wheels, connection devices, exhaust systems, safe loading, and hazardous materials shipments.
35%	Examines driver license qualifications, records of duty status, hours of service, and driver condition during the operator inspection portion. Observes and records all vehicle and driver information, defects, and violations on a computer-generated form and referred to a CHP Officer for enforcement action. Inspections may be performed at the Facility or on the roadside.
10%	Operates truck scale, detecting trucks in violation of size and weight laws. Refers violators to a CHP Officer for enforcement action. Selects trucks for inspections and directs them into inspection bays.
10%	Researches and interprets laws, rules, and regulations to assist drivers in obtaining compliance; answers questions and assists motorists.
5%	Cleans work stations, stocks supplies, manages work environment to ensure safe working conditions.
	<b>Non-Essential Functions</b>
5%	Other duties as assigned, within the scope of the classification.

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**TOTAL** 100%

The duties of this position are subject to change and may be revised as necessary. I have read and understood the duties listed above and I can perform these duties with or without reasonable accommodation. I have discussed the duties of this position with my supervisor and have received a copy of the duty statement.

PRINT EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

PRINT SUPERVISOR'S NAME	SUPERVISOR'S SIGNATURE	DATE