

DUTY STATEMENT

CHP 129 (Rev. 5-19) OPI 097

CURRENT

COMMAND/ORGANIZATIONAL UNIT FLEET OPERATIONS SECTION		DIVISION ADMINISTRATIVE SERVICES DIVISION		
CIVIL SERVICE CLASSIFICATION TITLE Senior Automotive Equipment Standards Engineer		BARGAINING UNIT S09	TENURE Permanent	TIME BASE Full-Time
POSITION NUMBER 388-074-3650-002		CURRENT DATE 07/06/2026		
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 general direction of the Captain, the Senior Automotive Equipment Standards Engineer is responsible for planning, organizing and directing the automotive engineering activities of the California Highway Patrol, including the supervision and training of engineers, electronic technicians and other personnel; and to do other related work for the Fleet Operations Section.

SUPERVISION RECEIVED
The Senior Automotive Equipment Standards Engineer reports directly to and receives the majority of their assignments from the Captain.

SUPERVISION EXERCISED
The Senior Automotive Equipment Standards Engineer provides direction and general supervision to five employees: Engineers, Electronics Technician Supervisors, and an Electronics Technician.

WORKING CONDITIONS

SPECIAL PERSONAL CHARACTERISTICS

PERCENTAGE OF TIME PERFORMING DUTIES	Essential Functions
35%	Plans, assigns and supervises the work of automotive equipment standards engineers, electronics technicians and other technical staff engaged in conducting research and developing standards and specifications, design and assembly of electrical wiring and other components, and conducting equipment performance tests for the development of the Department's emergency equipment. Responsible for directing the engineering activities of the department which includes the following major functions within Fleet Operations Section: engineering, electrical assembly, emergency warning lights, Emergency Vehicle 2020 (EV20), Consolidated Patrol Vehicle Environment (CPVE), and California Highway Patrol Enhanced Radio System (CHPERS).
20%	Study, interpret, and provide ongoing engineering advice and support ensuring departmental vehicles adhere to the Federal Motor Vehicle Safety Standards, the California Code of Regulations, the California Vehicle Code, the State Administrative Manual and other related publications, and departmental policies and procedures.
15%	Design and draft electrical circuits and schematics for all departmental vehicles and motorcycles. Prepare the more technical engineering-based written reports; plan and direct vehicle and equipment studies; review product and vehicle reports and specifications and other engineering-related correspondence for completeness and accuracy.
5%	Review, for approval, all personnel related matters to include, but not limited to, attendance reports, performance appraisals, and probation reports. Conduct employment interviews and participate in the selection process. Provide employee training as necessary.
5%	Develop and direct and/or conduct statewide training programs that include but are not limited to emergency warning equipment (lights and sirens), automotive electrical systems, vehicle canned buss or other manufacturer supplied communication controlling/operating systems.
5%	Act as the section liaison and subject matter expert in the development, study, testing, and eventual deployment of specialized radio, emergency lights and sirens, video systems, and radar components including but not limited to EV20, CPVE, CHPERS, and Mobile Video and Recording System.

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Senior Automotive Equipment Standards Engineer

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5%	Provide technical guidance and assistance to departmental staff, allied agencies including the Department of General Services, law enforcement agencies, fire districts, and any entity that requires communication on preparing regulations required for safe and legal operation of emergency equipment; review proposed legislation and prepare bill analysis affecting the California Vehicle Code.
3%	Prepare and present information regarding pertinent codes and regulations at various seminars and conferences; represent the Department serving on the Society of Automotive Engineers.
2%	Coordinate with other departmental sections; field Divisions, Areas, other agencies, and manufacturers on problems to resolve enforcement vehicle equipping issues.
<u>Non-Essential Functions</u>	
5%	Other duties within the scope of the classification as assigned.
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
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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
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