

DUTY STATEMENT

CHP 129 (Rev. 5-19) OPI 097

CURRENT

COMMAND/ORGANIZATIONAL UNIT Chowchilla River Commercial Vehicle Enforcement Facility/464		DIVISION Central Division			
CIVIL SERVICE CLASSIFICATION TITLE Commercial Vehicle Inspection Specialist		BARGAINING UNIT R12	TENURE Permanent	TIME BASE Full-Time	INTERMITTENT HOURS PER MONTH
POSITION NUMBER 388-464-6854-010		CURRENT DATE 07/29/2026			
DESIGNATED POSITION FOR CONFLICT OF INTEREST ☐ YES ☒ NO		CONFIDENTIAL DESIGNATION ☐ YES ☒ 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 performing routine inspections of commercial vehicles to determine if they comply with size, weight, loading, registration, safety, and equipment requirements for the Chowchilla River Commercial Vehicle Enforcement Facility.

SUPERVISION RECEIVED

The Commercial Vehicle Inspection Specialist reports directly to and receives the majority of their assignments from the Sergeant.

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	
	<u>Essential Functions</u>
45%	Applies adopted Federal and State regulations/laws while inspecting and testing all types of braking systems, suspension, steering, coupling devices, structural integrity of commercial vehicles, and required lighting systems.
30%	Conducts inspections of commercial vehicles to ensure compliance with adopted Federal regulations and State laws relating to size, weight, and loading requirements.
20%	Reviews operator's licenses, registration documents, medical certification, log books, specific licenses and bills of lading to ensure compliance with law. Researches, analyzes, and applies rules and regulations pertinent to commercial vehicles when conducting inspections and responding to inquiries. Completes daily forms to record inspection results and to collect statistical data for the Department. Refers violations to an officer for enforcement action.
	<u>Non-Essential Functions</u>
5%	Performs other job related duties within the scope of the classification, as assigned.
TOTAL	100%

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Commercial Vehicle Inspection Specialist

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388-464-6854-010

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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