

WEIGHTS AND MEASURES DIVISION DIRECTOR

KIND OF WORK

Responsible administrative, technical and supervisory work in the direction of the Weights and Measures Division.

NATURE AND PURPOSE

The employee in this class is responsible for directing the state's program of weights and measures inspection and regulation. Responsibility includes program development in the areas of field inspections, fair packaging surveys and laboratory calibrations.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Develops and evaluates methods and techniques for the inspection of weighing and measuring devices.

Interprets laws, rules, regulations, specifications and tolerances related to weights and measures standards.

Directs the investigation of trade customs or practices which have a tendency toward inaccuracy or dishonesty in the use of weights or measures.

Supervises the testing of scales, weights, measures or any device used to measure the quantity for any commodity offered in trade in the state.

Supervises the state laboratory metrologist in the calibration of state standards of weights and measures.

Supervises track and hopper inspections.

Supervises the maintenance and repair of testing instruments and equipment as well as repair and upkeep of the truck fleet and its operations.

Determines the proper fees and charges for special inspections of weighing and measuring devices.

Advises manufacturers of recommended changes so that defective devices will comply with tolerances and specifications.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Extensive knowledge of state weights and measures laws and regulations.

Extensive knowledge of all makes and types of scales and measuring devices, mechanical and electronic.

Thorough knowledge of all tables of weights and measures and the various systems used, both metric and U.S. standards.

Considerable knowledge of business administration and the methods of investigation and presentation of legal evidence.

Skill in:

Calibrating, adjusting, repairing, and testing weights and measures devices.

Ability to:

Enforce laws and to decide controversial cases with firmness and impartiality.

Instruct and demonstrate how to repair and adjust scale of all types.

Plan and administer a complex program of inspection and regulation.

Est.: 6/47
Rev.:
Ckd.: 12/92

T.C.: 12/70
Former Title(s): Weights and
Measures Inspection Supervisor