

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES:**

Automobile Emissions Inspector

SERIES NO.:

8465

MAJOR AGENCIES:

Environmental Protection Agency only

EFFECTIVE DATE:

02/26/2012

SERIES PURPOSE:

The purpose of the automobile emissions inspector classification is to inspect facilities conducting inspections on automobile emission control systems.

Incumbents conduct undercover & announced inspections.

CLASS TITLE

Automobile Emissions Inspector

CLASS NUMBER

84651

PAY RANGE

29

EFFECTIVE

03/26/1990

CLASS CONCEPT:

The full performance level class works under general direction & requires considerable knowledge of environmental science & automobile emission control standards in order to conduct quality assurance inspections of facilities licensed to inspect emission control systems on automobiles.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Automobile Emissions Inspector	84651	07	03/26/1990	29

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Conducts undercover & announced quality assurance inspections of facilities licensed to inspect emission control systems on automobiles (e.g., visits gas stations, centralized inspection facilities &/or auto repair shops to ensure inspections are completed correctly & certificates are issued only on autos that pass inspection & customers are not charged for unnecessary repairs) & demands corrective action &/or recommends enforcement action when violations are found.

Prepares overt & covert audit reports; prepares warning letters & enforcement action referrals; analyzes station inspection data reports; inputs report findings into computer database.

Assists in development, planning & implementation of operation rules, regulations & policies of program.

Provides technical assistance to inspectors, contractors & state & federal agencies in regards to program procedures, rules & regulations; assists in development & review of public information & education program; provides technical recommendations for non-complying vehicle owners; assists state contractor in issuance of exemption & extension certificates, appeal resolutions & repair recommendations.

MAJOR WORKER CHARACTERISTICS:

Knowledge of environmental science; state & federal laws, rules & regulations regarding automobile emission standards*; public relations; inspection procedures & techniques*. Ability to define problems, collect data, establish facts & draw valid conclusions; use statistical analysis; write meaningful, concise & accurate reports; check & verify computerized records; resolve complaints from angry citizens.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Completion of core program for undergraduate degree in environmental science; valid driver's license.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Requires travel; exposed to asbestos & carbon monoxide occasionally.