NEW AUG 11 1981

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Permit Technician 2	CODE: 84572C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

FUNCTION: Under general supervision from permit supervisor, administrative officer or other supervisor, in central office, independently reviews & approves permit applications for oversize/overweight vehicles to travel on state highway system & functionally supervises permit technician 1's (i.e., trains in permit procedures & reviews work for accuracy); or in district office, independently reviews & approves permit applications for oversize/overweight vehicles to travel on state highway system &/or reviews & approves permit applications for right-of-way use for construction purposes & functionally supervises permit technician 1's (i.e., trains in permit procedures & reviews work for accuracy);

-PERFORMS RELATED DUTIES AS REQUIRE

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	58-68	In central office, independently reviews & approves applications for special hauling permits for oversize/overweight vehicles on state highway system, assigns & approves routes for movement of oversize/overweight vehicles (e.g., calculates gross & axle weights to determine sufficient bridge rating & pavement type, determines whether route can safely accomodate vehicle with minimum traffic hazard, considering pavement widths, construction zone restrictions, traffic volume), responds to district requests for insurance verification & routing beyond district perimeters, identifies superload applications (i.e., over 120,000 pounds or over 15 feet in height or over 14 feet in width) & refers, along with recommendations, to permit supervisor, authorizes emergency highway movement of non-superload oversize/overweight vehicles after working hours, on weekends & holidays & functionally supervises permit technician 1's (i.e., trains in permit procedures & reviews work for accuracy); or in district office, independently reviews & approves special hauling permits for oversize/overweight vehicles on state highway system, routes movement of vehicles through district & contacts central office for routing beyond district perimeters &/or independently reviews & approves permit applications for right-of-way use for construction purposes & functionally supervises permit technician 1's (i.e., trains in permit procedures & reviews work for accuracy).	Knowledge of (1) supervision*, (2) employee training & development*, (3) laws & procedures governing oversize/overweight vehicle permits, (4) safety practices involved in routing oversize/overweight vehicles on state highway system, (5) procedures governing right-of-way use permits & applicable safety practices; ability to (6) deal with problems involving several variables in familiar context, (7) calculate fractions, decimals & percentages, (8) read blueprints & permit applications, (9) gather, collate & classify information about data, people or things, (10) work alone on most projects.

(1998) 123.1-7-17

*Developed after employment

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*
600 hrs. training in laws & procedures governing issuance of oversize/overweight vehicle permits to include safety practices involved in routing oversize/overweight vehicles on state highway system (or 6 mos. exp.); or equivalent. If position also involves issuance of right-of-way permits, in addition to preceding requirements, must also have 600 hrs. training in procedures governing issuance of right-of-way permits to include associated safety practices; or equivalent. Note: job postings must clearly indicate type of permits being issued so appropriate M.Q.'s can be cited.

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CLASS TITLE: Permit Technician 2

CODE: 84572C

MAJOR AGENCIES: County Offices, Universities

JURISDICTION: Cnty., Univ.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
2	12-18	Communicates with engineering & district personnel, highway patrol, private citizens & hauling company representatives regarding vehicle size & weight limits, permit application & issuance procedures & permit limitations & provisions; ensures lower-level permit technicians relay accurate information to public inquiries; meets with moving companies to discuss feasibility of building moves on state highway system & renders opinions to permit review board.	Knowledge of 1*, 3, 4, (11) public relations; ability to 6, 9, (12) handle sensitive inquiries from & contacts with officials & general public.
3	17-27	Maintains maps & tabulations of vertical restrictions, bridge weight rating limitations, pavement widths, detours, construction zones & other highway information; documents daily work & activity reports.	Ability to 7, 9, (13) maintain accurate records.

(1144)

123: 1-7-17

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UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*

TRAINING & DEVELOPMENT: