

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

**CLASSIFICATION SERIES:**  
Underground Storage Tank Inspector

**SERIES NO.:**  
2623

**MAJOR AGENCIES:**  
Ohio Department of Commerce only

**EFFECTIVE DATE**

**SERIES PURPOSE:**

The purpose of the underground storage tank inspector occupation is to inspect petroleum tank installations & removals, certify tank installers & coordinate accident prevention activities with local fire departments.

At the full performance level, incumbents inspect petroleum tank installations, removals & certifications.

At the supervisory level, incumbents supervise lower-level underground storage tank inspectors.

This classification is reserved for use by the Ohio Department of Commerce only.

**CLASS TITLE:**

Underground Storage Tank Inspector

**CLASS NUMBER:**

26231

**EFFECTIVE DATE:**

06/26/1994

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of underground storage tank rules & regulations in order to inspect tank removals, installations & certification.

**CLASS TITLE:**

Underground Storage Tank Inspector

**CLASS NUMBER:**

26235

**EFFECTIVE DATE:**

08/06/1995

**CLASS CONCEPT:**

The supervisory level class works under general direction & requires thorough knowledge of underground storage tank rules & regulations in order to supervise lower-level underground storage tank inspectors.

<b>CLASS TITLE</b> Underground Storage Tank Inspector	<b>CLASS NUMBER:</b> 26231	<b>BARGAINING UNIT:</b> 07
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**EFFECTIVE DATE**

06/26/1994

**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 inspections of underground storage tank facilities in order to determine compliance with applicable state & federal regulations to include compliance monitoring inspections, enforcement of rules violations & monitoring of corrections, inspects underground storage tank removals/closures & upgrades to ensure procedures meet safety & environment standards & provides technical assistance to ensure proper soil sampling procedures & excavating practices are followed which meet applicable environmental concerns & regulations of state underground storage tank rules & regulations.

Assists local, state & federal fire environmental & health officials in statewide inspections of underground storage tanks to include investigations of suspected leaks; meets with & advises local government officials, owners & operators of tanks, contractors &/or engineers about methods of compliance with regulations for underground storage tanks.

Prepares & conducts underground storage tank regulations & inspection training classes & assists with in-house training to ensure uniform procedures; represents underground storage tank bureau at meetings & conferences; prepares & maintains weekly itinerary reports, telephone call logs, vehicle & expense reports; prepares, maintains & reviews inspection reports, permit applications & notification forms.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of local, state & federal fire codes; local, state & federal underground storage tank rules & regulations; employee training & development\*. Ability to recognize code violations & take required corrective action; gather, collate & classify information about data, people or things; handle routine & sensitive inquiries from & contacts with building owners, occupants & government officials.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Certificate evidencing satisfactory completion of fire safety inspector training program per Section 3737.34 of Revised Code; must be able to provide own transportation & in addition, one of following:

- 6 mos. trg. or 6 mos. exp. in local, state & federal fire codes OR - completion of associate core program in fire science.
- Or equivalent of Minimum Class Qualifications For Employment noted above.

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

80 hour underground storage tank course given by State Fire Marshal office, Bureau of Underground Storage Tank Regulations; 40 hour hazardous material incident response course given per Section 1910.120 of Occupational Safety & Health Administration requirement.

**UNUSUAL WORKING CONDITIONS:**

Requires flexible work hours to include nights/ weekends; requires walking on narrow/elevated walkways; conducts inspections in tight quarters.

<b>CLASS TITLE</b> Underground Storage Tank Inspector	<b>CLASS NUMBER:</b> 26235	<b>BARGAINING UNIT:</b> EX
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**EFFECTIVE DATE**

08/06/1995

**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.)**

Supervises lower-level underground storage tank inspectors in inspection of underground storage tanks & in enforcing compliance with state & federal underground storage tank regulations & pursues appropriate enforcement actions for rule violations.

Enforces state fire codes, regulations, policies & procedures pertaining to underground storage tanks; reviews, approves &/or disapproves applications submitted for underground storage tank installation, repair, removal & abandonment.

Communicates with news media, citizens & industry on underground storage tank related problems; instructs & advises on tank inspections & release prevention procedures; compiles reports for fire marshal & state & federal agencies.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of local, state & federal fire codes; local, state & federal underground storage tank rules & regulations; employee training & development; supervisory principles & techniques\*. Ability to recognize code violations & take required correction action; prepare & maintain meaningful, concise & accurate records & reports; establish friendly atmosphere as supervisor of work unit; handle routine & sensitive inquiries from & contacts with building owners, occupants & government officials.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Certificate evidencing satisfactory completion of fire safety inspector training program per Section 3737.34 of Revised Code; must be able to provide own transportation & in addition, one of following:

- 12 mos. trg. or 12 mos. exp. in local, state & federal fire codes; 6 mos. trg. or 6 mos. exp. in employee training & development OR - completion of associate core program in fire science; 6 mos. trg. or 6 mos. exp. in employee training & development.

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

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

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