The purpose of the safety responsibility evaluator occupation is to evaluate circumstances surrounding vehicular licensing cases. At the higher level, incumbents review complex cases & lead a team of lower-level evaluators in evaluating a variety of vehicular licensing cases.

**CLASS TITLE:** Safety Responsibility Evaluator

**CLASS NUMBER:** 66751

**EFFECTIVE DATE:** 03/07/2004

The advanced level class works under direction & requires thorough knowledge of bureau of motor vehicles’ laws, rules & guidelines in order to lead team of evaluators in reviewing vehicular licensing cases & to review complex cases.
EFFECTIVE DATE:
03/07/2004

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.)
Leads team of lower-level safety responsibility evaluators (i.e., provides work direction & training) in evaluating circumstances surrounding variety of vehicular licensing cases in order to determine agency action & resolves problems regarding vehicular licensing cases.

Evaluates complex accident cases filed in accordance with safety responsibility laws & determines proper agency action; assists law enforcement agencies by providing information for identification & prosecution purposes; assists other agency staff in resolving drivers' license related problems; answers questions from general public, officials & administrative personnel in person & by telephone; prepares status reports; enters, edits &/or retrieves information from computer.

MAJOR WORKER CHARACTERISTICS:
Knowledge of employee training & development*; bureau of motor vehicles' laws, rules & guidelines pertaining to vehicular licensing cases; fractions, decimals & percentages; public relations. Skill in operation of computer terminal. Ability to define problems; collect data; establish facts & draw valid conclusions; gather, collate & classify information about data, people or things; handle sensitive inquiries from & contacts with officials & general public.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:
12 mos. trg. or 12 mos. exp. in bureau of motor vehicles' laws, rules & guidelines pertaining to vehicular licensing cases; 6 mos. trg. or 6 mos. exp. in public relations.

-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:
Not applicable.