

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

**CLASSIFICATION SERIES:**  
Safety Responsibility Evaluator

**SERIES NO.:**  
6675

**MAJOR AGENCIES:**  
Public Safety only

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

**SERIES PURPOSE:**

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

**CLASS CONCEPT:**

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.

<b>CLASS TITLE:</b> Safety Responsibility Evaluator	<b>CLASS NUMBER:</b> 66751	<b>BARGAINING UNIT:</b> 09
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**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.

(\*) Developed after employment.

**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.