

ORANGE COUNTY CLASS SPECIFICATION

TITLE: INSPECTOR OF WEIGHTS AND MEASURES **GRADE:** 09

TITLE ABBREVIATION: INSP WGHT/MEAS **TITLE NO.:** 6418

JURIS.CL: C **SALARY CODE:** 01 **UNIT:** **EEO CODE:** TE **FLSA CODE:** NE

DEPARTMENT: OFFICE OF CONSUMER AFFAIRS **DIVISION:**

SUPERVISOR'S TITLE: COMMISSIONER OF CONSUMER AFFAIRS

DISTINGUISHING FEATURES OF THE CLASS: This is inspection work involving testing, weighing and measuring devices in an assigned area to ensure compliance with established laws and standards. Works under the supervision of the Commissioner of Consumer Affairs who gives general instructions and assignments and spot checks work for effective compliance with the law. Does related work as required.

TYPICAL WORK ACTIVITIES:

Inspects and tests commercial weighing and measuring devices, including various types of scales of various capacities, liquid and linear measures, mechanical and automatic devices used for the sale or receiving of commodities, meters installed on vehicles used for making deliveries of fuel oil and other petroleum products;

Seals, as approved, weighing and measuring devices found correct;

Calibrates farm bulk milk holding tanks of various capacities when installed on farms;

Inspects fruit and vegetable stands and warehouses for correct packaging and labeling;

Examines cartons and packages for illegal markings, short measure and deceptive appearance;

Checks advertisements against merchandise in business establishments to note if merchandise conforms to advertisement for possibility of fraud or false advertising;

Checks items in retail establishments for accurate measure and correct size, place, and print size of labels in accordance with Federal and State Fair Packaging and Labeling Act;

Attends school each year, run by State and Federal authorities to keep informed on new packaging and labeling laws and new equipment being used by trade;

Verifies average weight of bagged commodities brought into County in carload lots and computes shortage, if any, and reports accordingly;

Prepares and submits inspection reports and action taken on field work to the Commissioner of Consumer Affairs.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of the laws and standards pertaining to weights and measures as established by the State of New York; working knowledge of the construction and operation of the various types of weighing and measuring devices in common use; mechanical aptitude; ability to keep accurate records; ability to meet and deal effectively with people; ability to follow oral and written directions; ability to make simple arithmetical computations; ability to bend and to lift and carry fifty (50) pounds for extended periods of time; good observation; integrity; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's Degree; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience involving inspection, repair or use of weighing or measuring devices, which includes calibration.

SPECIAL REQUIREMENT: Possess and maintain a valid driver's license.

REVISED: 09/15/17 dc