

DEPUTY DIRECTOR OF WEIGHTS AND MEASURES

DISTINGUISHING FEATURES OF THE CLASS: The work involves assisting in the inspection and sealing of weighing and measuring devices. Duties are performed under the general supervision of the Director of Weights and Measures as prescribed by New York State Law. A Deputy Director of Weights and Measures performs related work as required.

TYPICAL WORK ACTIVITIES:

- Visits stores, markets, warehouses, wholesale houses, gas stations, and other establishments in order to ascertain the accuracy of weighing and measuring devices;
- Checks all weighing and measuring devices for accuracy;
- Inspects and tests gasoline pumps and platform scales;
- Corrects conditions not in compliance with laws;
- Examines and reweighs cartons and packages for illegal markings, short measure, and deceptive appearance;
- Receives and investigates complaints;
- Makes reports or inspections and activities to the County Legislature;
- Acts in place of the Director of Weights and Measures during his absence.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good 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 various types of weighing and measuring devices; working knowledge of the rules of legal evidence; mechanical aptitude; ability to maintain records; ability to be firm yet courteous to the public; ability to follow oral and written directions; ability to make elementary arithmetic computations; integrity; good judgement; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Either:

A. Three years experience in one or a combination of the following:

- a. field enforcement of weights and measures law; or
- b. repair or inspection of weighing or measuring devices; or
- c. quality control of package weighing and/or measuring; or
- d. laboratory related work requiring precision weighing and measuring;

OR

B. Graduation from a New York State registered or regionally accredited two year college with an Associate's degree in engineering science, electrical technology, mechanical technology, mathematics or related technical field.

SPECIAL REQUIREMENT FOR APPOINTMENT AND CONTINUED EMPLOYMENT:

Appointees will be required to possess a valid New York State Motor Vehicle Operator's License or otherwise demonstrate a capacity to meet the transportation needs of the class to perform fieldwork responsibilities.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: 1/18/96

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