

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE

WEIGHTS AND MEASURES INSPECTOR

DEFINITION

Performs weights or measures field inspection work in one of the following specialized areas: moisture measuring devices, large and small public and commercial scales, gasoline and fuel pumps, meters, and related measuring devices for petroleum products; determines that state specifications and tolerances are in compliance with standards, collects fees; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Inspects and tests all moisture measuring devices such as scales, thermometers, or other instruments used in determining the moisture content of agricultural grain products in assigned territory.

Inspects and tests small or large livestock, grain, lumber, quarry, fertilizer, and related public commercial scales in an assigned territory in order to determine if scales are in conformance with tolerances or standards, and to assure that public scales are properly licensed and administered.

Inspects and tests gasoline, diesel, fuel oil, and LP gas pumps and metering devices at filling stations, bulk tank trucks and plants selling to consumers to assure conformance to established standards by using calibrated cans, tanks, and units to determine if meters and measuring devices are within tolerances or standards.

Collects gasoline samples for octane analysis and places inspection seals on accurate meters and measuring devices.

Prepares reports, memoranda and various forms to document inspection findings, recommend actions, etc.

COMPETENCIES REQUIRED

Knowledge of the mechanical principles of scales, meters, and other measuring devices.

Knowledge of state and federal statutes and regulations governing weights and measures.

Ability to establish and maintain effective work relationships with the public in order to enforce statutes and regulations firmly and tactfully.

Ability to maintain routine records and prepare inspection reports.

Ability to verbally express ideas in a clear and concise manner in order to explain results of inspection analysis to owners/managers of establishments.

Ability to perform addition and subtraction so that necessary calculations can be performed to determine whether weighing and measuring devices are accurate.

Displays high standards of ethical conduct. Refrains from dishonest behavior.

Works and communicates with all clients and customers providing polite, quality professional service.

Displays a high level of initiative, effort, attention to detail and commitment by completing assignments efficiently with minimal supervision.

Follows policy, cooperates with supervisors and aligns behavior with the goals of the organization.

Fosters and facilitates cooperation, pride, trust, group identity and team spirit throughout the organization.

Exchanges information with individuals or groups effectively by listening and responding appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Graduation from high school or G.E.D. and one year of experience in one of the following areas:

- (a) Using moisture measuring devices and equipment to determine the moisture content of agricultural products or foodstuffs;

OR

- (b) using, operating, or repairing heavy commercial scales;

OR

- (c) operating a gasoline service station, bulk tank truck LP gas truck or distribution equipment used in petroleum industry or as a service attendant;

OR

an equivalent combination of experience and education substituting one year of experience in one of the above areas for one year of the required education, with a maximum substitution of four years.

NOTE

All applicants for this classification must be able to obtain a valid driver's license or chauffeur's license.

Effective Date: 04/10 DDF