



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code: 5250

WEIGHTS AND MEASURES INSPECTOR

GRADE G

SCOPE OF WORK:

Work involves testing and inspecting the design, installation, operation, and tolerance of weight and measurement devices used in commercial operations.

DUTIES PERFORMED:

- Test and certify the accuracy of various large and/or small scales and meters used in commerce, such as grocery store scales, gasoline pump meters, grain elevator scales, truck scales, etc.
- Approve and reject weight and measurement devices.
- Complete records of all tests and inspections.
- Conduct quality control inspections on registered service persons.
- Operate and maintain equipment, tools, and devices used for inspections.
- Interpret, apply, and enforce applicable state laws and regulations.
- Participate in a cross training program of division staff.
- Operate tools, devices, and specially equipped vehicles used in conducting inspections at a variety of sites within the state.
- Maintain an acceptable driving record.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

MINIMUM QUALIFICATIONS:

Requires a high school diploma or GED and three years of related work experience; **OR** a high school diploma or GED and one year of direct weights and measures inspection experience; **OR** an associate degree in a technical or science-related field. Must also have a valid North Dakota driver license and acceptable driving record. The large scale inspector position also requires a North Dakota Class B driver license.

Eff. Date: 05/92

Rev: 10/10 - added second level

Rev: 01/12 – revised duties and minimum qualifications

Rev: 07/12 – Conversion to Hay System

Rev: 08/13 – Deleted 2nd level

Rev: 09/19 – Revised minimum qualifications