



**NORTH DAKOTA
CLASS DESCRIPTION**

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

Class Code: 5702

COMMERCIAL MOTOR CARRIER INSPECTOR

GRADE H

SCOPE OF WORK:

Work involves travel throughout a district of the state conducting inspections and enforcing state and federal laws, rules, and regulations pertaining to commercial motor carriers transporting products on state and federal highway systems. Positions in this class may work alone or in conjunction with another inspector or Highway Patrol Officer.

DUTIES PERFORMED:

- Weigh and measure vehicles to determine if weight, width, height, and length are within legal limits.
- Inspect commercial drivers' records such as shipping papers, health papers, importation papers, record of duty status, vehicle registration, etc. for compliance with state and federal laws, rules, and regulations to ensure highway and public safety.
- Inspect vehicles for proper operation of lights, brakes, hoses, etc. and compliance with state and federal laws, rules, and regulations to ensure highway and public safety.
- Place drivers and/or vehicles that do not meet state or federal regulations out of service until problem is remedied.
- Inspect loads for illegal drug or alcohol shipments and hazardous material to ensure compliance with the rules for transporting hazardous materials.
- Provide administrative and technical assistance in response to requests from the trucking industry, private sector, various government agencies, officials, Highway Patrol field personnel, and the general public.
- Collect data and prepare reports, case summaries, records, and forms.
- Calculate and collect overload, permit, registration, and other fees; prepare receipts and bank deposits; reconcile fees.
- Conduct safety presentations for the trucking industry, Highway Patrol field personnel, and the general public.
- Maintain and apply in-depth knowledge of state and federal laws, rules, regulations, and policies in the performance of duties.

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 four years of work experience in the trucking industry. An associate or bachelor's degree may substitute for the work experience requirement on a year-for-year basis. Must become certified to inspect commercial vehicles under the North American Standards Level within two years of employment.

Eff. Date: 07/89

Rev: 02/03 – Updated to new format; deleted 1st level; revised scope, duties, levels minimum qualifications, class evaluation factors, and grades

Rev: 11/04 – Deleted 2nd level; revised scope and duties

Rev: 07/12 – Conversion to Hay System