

Job Description: COMMERCIAL VEHICLE ENFORCEMENT OFFICER (SHERIFF'S OFFICE)

CLASS NO. 1828

EEOC CATEGORY: Protective Service Workers

PAY GROUP: Unclassified

FLSA: Nonexempt

SUMMARY OF POSITION

The Chambers county Sheriff's Commercial Vehicle Enforcement Unit strives to make Chambers County roadways the safest in the nation. Through education and enforcement, the mission of the unit is to ensure compliance of the commercial motor vehicle regulations in order to protect resources, prevent accidents and save lives.

Commercial Vehicle Enforcement (CVE) Deputies conduct physical inspections of commercial vehicles and their payload for conformity to size, weight, and load restrictions; safety and mechanical requirements as determined by state and federal laws, rules and requirements. They are also responsible for the inspection of the driver records for conformity to licensing, log book, and permits as determined by state and federal laws, rules and requirements.

In addition, CVE Officers are required to prepare case and inspection reports to properly document violations and findings in support of legal action in court.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: Patrol Lieutenant
2. Directs: This is a non-supervisory position
3. Other: Works closely with other departmental employees; federal, state, and local law enforcement agencies; other local officials; and the general public.

EXAMPLES OF WORK

Essential Duties*

Weighs, measures, and inspects vehicles suspected to be in violation;

Instructs and advises police officers in identification and enforcement of commercial vehicle laws, rules, and regulations;

Maintains portable scales and equipment for use in enforcement of regulations pertaining to commercial vehicle weights and dimensions;

Maintains records and materials applicable to commercial vehicle/weights detail;

Prepares forms and reports regarding violations of commercial vehicle laws and regulations;

*For the purpose of compliance with the Americans with Disabilities Act (ADA)
This job description does not take into account potential reasonable accommodations.
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Completes total driver/vehicle inspections on a commercial vehicle;

Testifies and makes presentations in court as an expert witness in support of citations issued for violation of vehicle laws, rules, and regulations;

Assists in the investigation of accidents involving commercial vehicles;

Represents the Chambers County Sheriff's Office and provides information on commercial vehicle rules and regulations to citizen, regulatory, and industry groups;

Maintains regular and reliable attendance

Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Federal, State and Municipal laws relating to commercial vehicle operations; commercial vehicle weights and measures laws; commercial vehicle safety standards and driver qualification regulations; Hazardous materials transport rules and regulations; cargo tank rules and regulations; special permits and required vehicle equipment or transport of over dimension loads; police methods, practices, and procedures

Skill/Ability to: safely use vehicles, firearms, and specialized equipment; operate a computer and prepare records and reports; apply criminal investigative techniques; establish and maintain effective working relationships with other law enforcement agencies, and the District and County Attorney's offices, other departmental employees and the general public; demonstrate proficiency in both oral and written communication; maintain accurate records; and maintain appropriate necessary certifications, Texas driver's license applicable to job responsibilities, and good driving record.

ACCEPTABLE TRAINING AND EXPERIENCE

High school diploma or successfully obtained a GED;

Intermediate TCOLE certification with a minimum of 1500 hours;

Minimum of 7 years of Law Enforcement Experience;

FTO Certificate;

Possess a valid driver's license with acceptable driving records;

Pass a pre-employment physical fitness test, medical physical and drug test;

Pass a comprehensive background check, polygraph, search of local, state, and U.S. national records and fingerprint files to disclose any criminal record.

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CERTIFICATES AND LICENSES REQUIRED

TCOLE Certification