

UTAH COUNTY JOB DESCRIPTION

CLASS TITLE: VEHICLE EMISSIONS TECHNICAL SPECIALIST
CLASS CODE: 3015
EFFECTIVE DATE: Amended 4/25/2006 (Revised 3/3/1998 version)
MARKET POINT: Based on applicable market study

DEPARTMENT: Health, Environmental Health

JOB SUMMARY

Responsible for operations of I/M Technical Center gasoline vehicle testing and performs functions involving the regulation of motor vehicle emissions.

CLASS CHARACTERISTICS

This is a technical specialist classification level requiring specialized testing and analytical work.

ESSENTIAL FUNCTIONS

Assists in the operation of the I/M Technical Center which includes gray market testing, challenge / referee testing, warranty testing, diesel testing, and engine changes.
Oversees and certifies engine change verifications.
Assists public to make engine year and type determinations.
Coordinates, supervises, and performs I/M 240 testing.
Calibrates and maintains sensitive I/M 240 equipment.
Assists with RSD Program in equipment operation and data analysis.
Teaches I/M related and certification courses as directed.
Investigates complaints regarding I/M program and makes recommendations for corrective action.
Investigates discrepancies concerning vehicle registrations including out of county registration, out of state affidavits, and altered certificates.
Determines criteria for establishing certified emissions repair facilities.
Maintains list of certified emissions repair facilities.
Assists in updating station handbook and study guide.
Assists in writing technical bulletins for I/M stations regarding program changes, policy changes, and program concerns.
Audits annual registration of public fleet vehicles to insure compliance with I/M procedures and state registration.
Provides public information and assistance as needed.
Responds to public health emergencies as required by the department or division administration.
Carries provided pager, cellular phone, or other emergency communication devices during all work hours and at all other times when unavailable by phone at home.

ADDITIONAL RESPONSIBILITIES MAY INCLUDE

Coordinates public relations activities under the supervision of the Bureau Director.

KNOWLEDGE, SKILLS, AND ABILITIES

Ability to perform preventative maintenance and diagnosis of various automotive systems including engine tune-up, emissions control, computer engine control, and analyzer usage; Ability to train co-workers in the use of technical emissions equipment; Skill in written and verbal communication; Ability to establish and maintain effective working relationships with fleet managers, mechanics, station owners, co-workers, and the public.

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PHYSICAL DEMANDS

Typically sit at a desk or table; Regularly walk, stand, or stoop; Occasionally lift, carry, push, pull, or otherwise move objects weighing up to 100 pounds; Frequently lift, carry, push, pull, or otherwise move objects weighing up to 20 pounds; Use tools or equipment requiring a high degree of dexterity; Regularly drives a motor vehicle; and Work for sustained periods of time maintaining concentrated attention to detail.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

WORKING CONDITIONS

Work is performed in a library, computer room, or other environmentally controlled building; Work is performed in a very noisy place; Work exposes incumbent to conditions such as fumes, noxious odors, dusts, mists, gases, and poor ventilation; Work exposes incumbent to possible bodily injury from moving mechanical parts of equipment, moving vehicles and dynamometer; Work requires use of protective devices such as masks, goggles, hearing protection, and gloves.

EDUCATION AND EXPERIENCE

Equivalent to a High School Diploma; and Four (4) years work experience in automotive engine performance and emission control diagnosis and repair. Work experience indicating the ability to calibrate and maintain I/M 240 testing equipment including the I/M 240 dynamometer and Constant Volume Sampler (CVS), is preferred.

LICENSING AND CERTIFICATION

Incumbent must possess a valid State of Utah driver's license.

This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.