

Position Title / Grade / Salary Range:

Supervisory Legal Instrument Examiner /MS-0963-11 / \$63,861 - \$89,406
(ONE VACANCY)

The position requires the incumbent to serve as the primary point of contact between front line employee and management with the responsibility for ensuring the integrity effectiveness and efficiency of the quality of customer service provided by the DMV employees. The selectee is responsible for planning, evaluation and supervising activities and staff at the customer services facilities. The incumbent must be able to work in a stressful and fast pace environment and the experience in supervising between 20 to 40 employees.

Qualifications:

- Five (5) to ten (10) years of relevant work experience
- Ability to plan and direct, assign and review the work of the subordinate staff
- Demonstrated experience as a supervisor in a fast pace, customer service industry
- Proven experience in coaching, counseling and progressive discipline and personal development with a diverse culture.

Position Title / Grade / Salary Range:

TWO VACANCIES

Motor Vehicle Inspector CS1802-06 (Union Position)/ \$38,128 - \$50,089

This position performs vehicle safety inspection on a variety of vehicles (commercial, private passenger cars, taxicabs, truck, buses, tractor-trailer, motorcycles and specified types of mobile construction equipment. Incumbent must have the ability to operate vehicles with standard and automatic transmissions; as well as a four-wheel drive. Incumbent is responsible for safety vehicle inspections

Qualifications:

- Must have 3 years and 9 months of vehicle safety inspections
- Must have 3 years and 9 months of customer service experience with diverse customers
- Must have a valid driver's license
- Must be able to work in all types of weather and be able to stand, knee, stoop and walk for long periods of time.

Position Title / Grade / Salary Range:

**Driver License Examiner (Commercial) CS-0303-09 (Union Position) \$51,039-\$65,709
(ONE VACANCY)**

The position administers commercial and non-commercial examinations, including pre-trip inspections, basic vehicle control tests for applicants. Renders final decisions to the applicant whether they pass or fail or are not in compliance for the driver's road test. Assesses the mechanical and mental ability of the applicant to safely operate a motor vehicle, while conducting the road test

Qualifications:

- Must have a valid Commercial Driver License (CDL) Class A
- Must have 7 years of work related experience and have a High School Diploma or GED
- Thorough knowledge of driving standards and requirements for the operation of commercial and non-commercial motor vehicles
- Must have 5 years of customer service experience working with a diverse population.