

**WEIGHT ENFORCEMENT SUPERVISOR**

**Nature of Work:** Under limited supervision, an employee in this class supervises a permanent scale operation or a mobile crew of weight enforcement personnel within a designated area to ensure compliance with the motor vehicle laws pertaining to size and weight restrictions and road tax registration. Work is performed outdoors in all types of weather and includes heavy lifting. Performs related work as required.

**Distinguishing Characteristics:** This classification is distinguished from the classification of Weight Enforcement Officer by its supervisory responsibilities such as planning, assigning, monitoring and evaluating the work of subordinate Weight Enforcement Officers and Weight Enforcement Workers.

**Examples of Work**

Responds to inquiries from the operators of inspected motor motor vehicles and the general public regarding West Virginia motor vehicle laws.

Supervises the operation of a weigh station or the work of a weight enforcement crew within a designated area.

Schedules weighing operations with the local State Police unit to coordinate motor vehicle law enforcement.

Weighs vehicles and measures for width, length, height, and axle placement.

Promotes safety practices during weighing operations. Inspects oversize and overweight permits, weigh bills, or other pertinent papers and compares with recorded measurements to determine compliance with motor vehicle laws.

Investigates overweight vehicle complaints within the designated area.

Issues citations and makes arrests for violations pertaining to size, weight, and road tax regulations.

Prepares evidence for court, files complaints for warrants, and testifies in court as a State witness.

Writes daily and monthly reports of activities and citations issued and submits abstracts on citations which have been adjudicated.

**Knowledge, Skills and Abilities**

Knowledge of West Virginia laws and regulations pertaining to vehicle size, weight, load limitations, and vehicle road taxes.

Knowledge of oversize and overweight permit regulations.

Knowledge of the standard safety procedures of the Division of Highways.

Ability to supervise subordinate weight enforcement personnel.

Ability to prepare work schedules and deal effectively with other law enforcement agencies.

**WEIGHT ENFORCEMENT SUPERVISOR (CONT'D)****Knowledge, Skills and Abilities (cont'd)**

Ability to operate portable or permanent scales.  
Ability to deal tactfully and with restraint when issuing citations and making arrests for violations of motor vehicle laws.  
Ability to prepare evidence and testify in court as a State witness.  
Ability to keep a variety of records and write activity reports.

**Minimum Qualifications**

Training: Education equivalent to graduation from a standard four-year high school.  
Experience: Two years of full-time or equivalent part-time paid employment in motor vehicle weight enforcement, law enforcement, motor carrier inspection.  
Special Requirement: Successful completion of a motor vehicle inspection and weight enforcement training program conducted by the West Virginia Department of Public Safety will be required after employment. Possession of a valid driver's license.

Established: 11/16/93  
Effective: 11/16/93