

Utilities Inspector 1**Nature of Work**

Under general supervision, at the beginning level, performs inspections of the physical plant, property, operational procedures and records of public utilities, licensed motor carriers, railroads and pipeline operators regulated by the Public Service Commission (PSC). The work may involve exposure to hazardous materials and work environment. Must be a certified Law Enforcement Officer for enforcing commercial motor vehicle safety and weight restriction laws with arrest and citation authority. Travel in a designated region of the state is required. Performs related work as required.

Distinguishing Characteristics

Performs at the beginning level. Learns policies and procedures, standards of conduct for uniforms and equipment. Assists higher level inspectors while conducting inspections.

Examples of Work

Assists in and performs inspections of utility properties and equipment, operating procedures and records.
Gathers information to determine compliance with codes, laws and regulations governing utilities.
Performs vehicle and safety inspections on motor carriers regulated by PSC.
Reports violations and explains requirements and procedures to obtain compliance.
Assists in the prosecution of violators and in testifying in court or before the Public Service Commission.
Performs inspections of railroad tracks and equipment for compliance with federal and state railroad safety regulations.
Investigates railroad accidents and determines causes.
Writes reports of inspections and investigations and maintains appropriate records.

Knowledge, Skills and Abilities

Knowledge of the facilities and operations of the assigned utility area.
Knowledge of the codes, laws and regulations of the assigned utility area.

Utilities Inspector 1 (CONT'D)

Knowledge, Skills and Abilities (Cont'd)

Ability to conduct inspections and investigations of utility properties, operations and records.
Ability to prepare written reports of inspections and investigations.
Ability to maintain appropriate records.
Ability to maintain effective relationships with utility officials, employees and the public.

MINIMUM QUALIFICATIONS

TRAINING: Graduation from a standard four-year high school or the equivalent.

EXPERIENCE: Two years of full-time or equivalent part-time paid experience in criminal justice, law enforcement, engineering, operations, maintenance, safety, inspection or investigation in the area of assignment which includes work with a public utility or an industrial power distribution system, railroad, trucking fleet, or a pipeline operator.

SUBSTITUTION: Successfully completed study in an accredited college or university in criminal justice, law enforcement, engineering, engineering technology, safety or industrial hygiene may substitute for the required experience on a year-for-year basis.

SPECIAL REQUIREMENT: Possession of a valid West Virginia drivers license. Employees must successfully meet federally-required certification standards by the end of the probationary period.

SPECIAL REQUIREMENT FOR THE TRANSPORTATION ENFORCEMENT DIVISION

(MOTOR CARRIER SAFETY AND WEIGHT ENFORCEMENT AREAS): In accordance with West Virginia Code §30-29-5, an enforcement officer hired after July 1, 2007 must be a certified enforcement officer or certifiable in one of the manners specified in §30-29-5 subsections (c) through (e) and thereafter must maintain law enforcement certification in accordance with guidelines set forth by the Law Enforcement Training Committee.

NOTE: Criminal justice/law enforcement experience and/or training is appropriate for the Transportation Enforcement Division, (Motor Carrier Safety and Weight Enforcement areas) only.

Established: 9/19/93
Revised:3/1/04, 2/11/08
Effective:2/11/08