

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

TRUCK WEIGHING INSPECTOR

POSITION CODE: 46100

Effective: 12-16-75

DISTINGUISHING FEATURES OF WORK:

Under general supervision, operates equipment used in determining gross and axle weight of trucks operating on state highways; cooperate with other state and federal agencies' field staff; completes required records and reports of activities.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Reads hand on face of mechanical scale or digital numbers on electronic scale indicating vehicle axle and gross weight; directs driver, by loud speaker, to move other vehicle axle's onto scale platform; checks axle weight indicated on scale against permissible weight limitations, both individual and combined axle's; checks vehicle gross weight variable due to length limitation or displayed license limitation.
2. Checks Department of Transportation special permits for compliance with routes, height, weight, etc.; calls trooper for any violation other than a weight violation.
3. Completes overweight arrest ticket for violations, explaining violation to driver and procedure they must follow before proceeding; appears in court as a witness whenever trial is held; submits data to district headquarters for computer check of lost or stolen vehicles and detains driver when necessary.
4. Determines costs of overweight violation from schedule of penalties; accepts bond money and completes official receipt; safeguards all monies until collected by an authorized source; maintains log of violations, bond money posted, and other pertinent data.
5. Directs vehicle driver to correct violation and makes load legal before driver leaves area of scales.
6. Assists staff of other local, county, state or federal agencies in the performance of their functions when requested by proper authority; gives information to travelers and others.

TRUCK WEIGHING INSPECTOR (Continued)

7. Maintains all equipment and physical facilities of the scale and surrounding area; polices grounds, washes windows, waxes floors, cleans and/or replaces filters, replaces light bulbs, removes snow, orders supplies, etc.
8. Operates two-way radio on state police frequencies to call patrol troopers or district headquarters using standard code signals.
9. Checks physical appearance of truck for obvious violations or other safety hazards, i.e., expired director safety stickers, reciprocity registration, etc., and advises driver of any defects.
10. Completes all records and reports of activities.
11. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years of high school, or comparable education, training, and/or experience.

Requires experience necessary to obtain an F.C.C. restricted radio-telephone operator's license.

Knowledges, Skills and Abilities

Requires elementary knowledge of various types of equipment used in measuring and weighing highway vehicles.

Requires elementary knowledge of state laws governing vehicles operating on state highways.

Requires ability to read and follow written and oral instructions.

Requires ability to communicate well with fellow employees and others.

Requires a reasonable mathematical background and ability in the four (4) mathematical functions of addition, subtraction, multiplication, and division.

Requires ability to work alone, shift work including holidays, and to wear a furnished uniform.

Requires ability to perform a variety of manual tasks consistent with the duties of the class.