

DEPUTY DIRECTOR OF WEIGHTS AND MEASURES

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for assisting a Director of Weights and Measures in administering, supervising and enforcing the provisions of the Agriculture and Markets Law, Rules and Regulations as they relate to weights and measures and performs other duties as directed by the Director. The incumbent acts for and in place of the Director in his or her absence. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Visits stores, markets, warehouses, wholesale houses, gas stations and other establishments to test and verify the accuracy of weighing and measuring devices;

Using standard weights and measures determines the accuracy of scales, meters, rules and other measuring devices;

Using calibrated containers, tests fluid measuring devices such as service station gasoline pumps;

Using standard weight checks for accuracy meat, produce and platform scales;

Seals those pumps, metering devices and scales when found to be accurate within the allowable tolerances;

Orders faulty measuring and weighing devices repaired or replaced depending on the condition and reparability of the devices;

Responds to consumer complaints by investigation or testing as the occasion demands;

Examines and checks the contents of pre-packaged foods to determine the accuracy of labeling practices;

Removes, or orders removed from sale those products not meeting the volume, weight or count as declared on the package label;

May be required to testify in court in consumer fraud litigation;

Submits narrative reports of inspections, violations and ordered repairs as required by regulations.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of Laws, Rules and Regulations governing Weights and Measures programs; good knowledge of practices and procedures used to inspect, test and ascertain if weighing and measuring devices and systems are correct or being used correctly; good knowledge of investigative techniques; skill in inspecting and testing weighing and

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measuring devices and systems; the ability to read and interpret complex written material, state laws and departmental regulations pertaining to consumer protection; mechanical

aptitude and the ability to understand complex mechanical equipment, its construction, repair and adjustment ability to make quickly and accurately mathematical calculations; ability to write reports; physical condition commensurate with the demands of the position including the ability to lift and carry objects weighing 50 pounds.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a New York State registered or regionally accredited two (2) year college or university with an Associates Degree in Engineering Science, Electrical Technology, Mechanical Technology, Mathematics or related technical field; **OR**
- B. Two (2) years of experience in one or a combination of the following areas:
 - 1) field enforcement of weights and measures law; **OR**
 - 2) service or inspection of weights or measuring devices; **OR**
 - 3) quality control of package weighing and/or measuring; **OR**
 - 4) laboratory related work requiring precision weighing and measuring; **OR**
- C. An equivalent combination of training and experience as indicated in A and B above.

Special Requirement: This class requires extensive travel. Appointees will be required to possess a valid New York State Motor Vehicle Operator's License or otherwise demonstrate a capacity to meet the transportation needs of the class to perform field work responsibilities.

ULSTER COUNTY
2320 DEP DIR WM
Classification: Competitive
NUMGT

Adopted: April 4, 1979
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