

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	EXP	Job Code:	ACV39515
Job Class Code:	510	Salary Schedule:	AREG
EEO Category:	02	Grade:	20
Workers Comp Code:	7720		

Job Code Established:	04/16/2012	Effective Date:	05/01/2012
Job Code Revised:	11/09/2012	Effective Date:	11/01/2012

JOB CODE SERIES: Motor Vehicle Safety Series

JOB CODE TITLE: ENFORCEMENT & COMPLIANCE LIEUTENANT/FULL AUTHORITY

HRIS TITLE: ECD LIEUTENANT/FULL

CHARACTERISTICS OF THE JOB CODE: Under general supervision, through subordinate supervisors, plans, organizes, coordinates and directs the implementation and operation of Port Inspection and Field Enforcement activities including registration compliance, vehicle inspection, fixed and mobile motor carrier size, weight, credential and safety enforcement. The ECD Lieutenant/Full has the authority to interpret, communicate and enforce all Arizona laws, administrative codes, regulations, policies and procedures including but not limited to those sections specifically related to motor vehicles, within established guidelines and within a defined geographical area.

EXAMPLES OF DUTIES: Individual positions may be responsible for some or all of the listed duties and/or other related duties. Directs, instructs, evaluates, and counsels subordinate supervisors and other personnel; prepares budget recommendation for personnel, equipment, and operations; confers with superiors, presenting and resolving difficult problems and questions; reads, examines, and reviews reports prepared by subordinates; assists and confers with local officials and law enforcement officers; facilitates training for subordinate staff; confers with representatives of motor carrier firms; makes brief statements and presentations to the media; gathers and compiles data and writes detailed reports and other written communication.

WORK CONDITIONS: Frequent travel is required.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: motor vehicle laws and related administrative rules; law enforcement practices, including investigations and documentation; supervisory/management principles, practices and techniques; national reciprocity and pro-ratio agreements pertaining to motor carriers; accounting and budgeting practices and procedures.

Skill/Ability to: interpreting motor vehicle laws and administrative rules; supervising multi-location, multiple motor vehicle programs; analyzing complex situations or violations and initiating effective actions; maintaining an effective relationship with the public.

EXPERIENCE AND EDUCATION: Typical ways to obtain the KSAs would be:

- Experience as a ECD Sergeant
- Experience as a ECD Officer
- Experience as an operational supervisor in a law enforcement or regulatory program.
- Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs).

SPECIAL SELECTION FACTORS: Must possess and maintain an Arizona P.O.S.T. Full Authority Peace Officer certification at time of appointment. Must possess and maintain a current valid Driver License appropriate to assignment at time of appointment.