

JOB OPPORTUNITY
MISSOURI STATE HIGHWAY PATROL
TROOP E HEADQUARTERS

TITLE: Commercial Vehicle Enforcement Inspector I (CVE Inspector I) - 2 Vacancies

LOCATION: Charleston and Caruthersville, Missouri
Please state, on your application, which location is preferred.

FACILITATOR: Lieutenant James E. McNiell (573) 840-9500 *2221 jim.mcniell@mshp.dps.mo.gov

DESCRIPTION: These CVE Inspector I positions are assigned to the Missouri State Highway Patrol's Troop E Headquarters. The official domicile for these positions is Charleston and Caruthersville, Missouri. These positions are classified as non-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This is an entry-level position where the employee weighs and inspects commercial vehicles to detect violations of state and federal law and regulations that pertain to their operation. The employee must be able to accommodate shift work and working outdoors during inclement weather condition. Work is performed under close supervision by a designated supervisor. An employee at this level will be on probation for at least six months. (For a more detailed job description go to: <http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/salarySchedule.html>.)

QUALIFICATIONS: Graduation from high school or possess a GED, and be 21 years of age. Must possess a valid Missouri Driver's License at the time of appointment. Must be able to successfully complete the first available six-week Basic Commercial Vehicle Inspector training course as approved by the Superintendent of the Missouri State Highway Patrol in Jefferson City, Missouri.

Pursuant to General Order 26-04-370, uniformed civilian employees hired after January 25, 1995, will not have tattoos that a reasonable person would find offensive, such as tattoos depicting or supporting criminal behavior, drug usage, nudity, profanity, promiscuity groups, bigotry, etc. Applicants will no longer be hired for uniform civilian positions if they have any tattoos on the head, neck, hands, below the upper six-inch portion of the arms, or any other part of the body, which would be visible while in uniform.

SALARY RANGE: (Semi-monthly) \$1,152.50 - \$1,612.50

APPLICATION PROCEDURE: Individuals interested in these positions must submit the Patrol's Application for Employment prior to the application deadline of March 11, 2010. Resumes will not be accepted in lieu of the application. Applicants may obtain an application from the Patrol's website at www.mshp.dps.missouri.gov, or by contacting the facilitator listed above.

Individuals who have completed an application for a position within the last twelve months may request their application be pulled for consideration by contacting the facilitator for the vacant position. If an application is older than twelve months, the applicant must submit a new application.

Current employees who meet the minimum qualifications set forth in the attached job description may apply through the Human Resources Division by submitting an intradepartmental letter of application and resume through channels prior to the application deadline.

Interview boards are tentatively scheduled for the week of March 22, 2010. The tentative start date for these positions is within 30 days of the interview.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations and/or candidate's possession of the knowledge, skills and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test, favorable background investigation, and the results of a medical or psychological testing, when required.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, national origin, age, disability status, or any other non-merit factor.

***** Missouri State Highway Patrol *****
Troop E Headquarters
4947 Highway 67 North
Poplar Bluff, MO 63901-8719
Phone/TDD (573) 840-9500
Fax (573) 840-9509