

POSTING DATE: September 30, 2022

CLOSING DATE: October 14, 2022



## TROOP D HEADQUARTERS MISSOURI STATE HIGHWAY PATROL

### CAREER OPPORTUNITY BULLETIN

JOB ID: 1890

**TITLE:** DRIVER EXAMINER I, II, OR III

**DESCRIPTION:** A Driver Examiner position exists within the Missouri State Highway Patrol's Troop D Headquarters. The official domicile for this position is Springfield, Missouri. This position is classified as non-exempt under the Fair Labor Standards Act. Click [HERE](#) to view our employee benefits.

**POSITION SUMMARY:** This is a position where the employee is responsible for conducting a variety of driver license examinations to determine the eligibility of individual applicants for licensure. The employee interacts with the public on a daily basis, reference all facets of the driver examination process. An employee in this position may be assigned or transferred from one examination site to another as needed within a troop.

Click [HERE](#) for a more detailed job description.

**QUALIFICATIONS:** (The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.)

**Driver Examiner I:** Possession of a high school diploma or equivalent. **Driver Examiner II:** Possession of a high school diploma or equivalent and possess one year experience as a Driver Examiner I with the Missouri State Highway Patrol. **Driver Examiner III:** Possession of a high school diploma or equivalent and possess three years as a Driver Examiner with the Missouri State Highway Patrol (must have served two years as a Driver Examiner II or higher).

**NECESSARY SPECIAL REQUIREMENTS:** Must never have been convicted of a felony or any crime involving moral turpitude or have any indictment or information pending for any offense involving moral turpitude.

Must be at least twenty-one years of age at the time of employment.

Must possess or obtain and maintain a valid driver license.

Must be able to successfully complete the Driver Examination Basic School as approved by the Superintendent of the Missouri State Highway Patrol in Jefferson City, Missouri, as soon as scheduling will allow, preferably within 12 months of employment.

Driver Examiners assigned to administer the CDL Skills test must successfully complete the Commercial Driver License Examiner Training Course.

Driver Examiners assigned to a traveling crew may be required to furnish a vehicle to transport the Examination Team and all required equipment. The state mileage rate will be used to reimburse employees for expenses incurred in performing job-related travel.

Per General Order 26-07, uniformed civilian employees will not have tattoos or brands on the head, neck, wrists, or hands. Tattoos and/or brands on any other part of a member or uniformed civilian's body, which would be visible during movements in the performance of their duties while wearing any official uniform or civilian attire, will be completely covered and not visible while on duty.

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**SALARY RANGE (Semi-monthly):** The minimum starting salary is \$1,368.00; however, salary may be commensurate with experience.

**APPLICATION PROCEDURE:** Individuals, including current Patrol employees, interested in this position must visit our website at <https://statepatrol.dps.mo.gov/> to complete and submit an [application](#) prior to the application deadline. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

Interview boards are tentatively scheduled for the week of October 31, 2022. The tentative start date for this position is within 30 days of the interview.

**ADDITIONAL INFORMATION:** 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 background investigation and Patrol administered drug test. The Missouri State Highway Patrol is a Drug Free Workplace.

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.

To be eligible for employment with the Patrol, applicants must meet all dress and appearance requirements. Click [HERE](#) for more details about dress and appearance requirements.

**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, age, national origin, veteran status, ancestry, sexual orientation, or disability.

**FACILITATOR:** Heather Veltrop  
(573) 522-7651  
[heather.veltrop@mshp.dps.mo.gov](mailto:heather.veltrop@mshp.dps.mo.gov)