

POSTING DATE: August 22, 2023

CLOSING DATE: Until Filled



## TROOP C HEADQUARTERS MISSOURI STATE HIGHWAY PATROL

### CAREER OPPORTUNITY BULLETIN

JOB ID: 2123

**TITLE:** MOTOR VEHICLE INSPECTOR I, II, OR III

**DESCRIPTION:** Multiple Motor Vehicle Inspector positions exist within the Missouri State Highway Patrol's Troop C Headquarters. These positions will be assigned to support counties within the Troop C area, and the official domicile for these positions will be determined upon selection. These positions are classified as non-exempt under the Fair Labor Standards Act. Click [HERE](#) to view our employee benefits.

**POSITION SUMMARY:** This position audits assigned inspection stations to ensure premises, equipment, and personnel meet statutory and department regulations, policies, and procedures. Work also includes auditing and analyzing various records, inspecting vehicles and school buses, and conducting VIN verifications. The Motor Vehicle Inspector (MVI) interacts with the public and station personnel on a daily basis reference all facets of the Motor Vehicle Inspection program. Extensive travel during working hours is required. An employee in this position participates in a formal and on-the-job training program and operates under close supervision. An employee in this position may be reassigned or transferred in a Troop at the discretion of the commanding authority.

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.

**Motor Vehicle Inspector I:** Possession of a high school diploma or equivalent.

**Motor Vehicle Inspector II:** Possess one year experience as a Motor Vehicle Inspector I with the Missouri State Highway Patrol. **Motor Vehicle Inspector III:** Possess three years of experience as a Motor Vehicle Inspector (must have served at least two years as a Motor Vehicle Inspector II).

**NECESSARY SPECIAL REQUIREMENTS:** Must be at least twenty-one years of age at the time of employment.

Must possess and maintain a valid driver license.

Must be able to successfully complete the Basic Motor Vehicle Inspector's School as approved by the Superintendent of the Missouri State Highway Patrol.

Shall not have been convicted or have any indictment or information pending for any offense involving moral turpitude.

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.

**SALARY RANGE (Semi-monthly):** The minimum starting salary is \$1,488.00; however, salary may be commensurate with experience.

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**APPLICATION PROCEDURE:** Individuals, including current Patrol employees, interested in these positions 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.

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:** Morgan Otto  
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