

POSTING DATE: July 6, 2018

CLOSING DATE: July 19, 2018



## TROOP E HEADQUARTERS MISSOURI STATE HIGHWAY PATROL

### CAREER OPPORTUNITY BULLETIN

JOB ID: 819

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

**FACILITATOR:** Lieutenant Michele Coon  
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**DESCRIPTION:** A Driver Examiner position now exists within the Missouri State Highway Patrol's Troop E Headquarters. The official domicile for this position is Poplar Bluff, Missouri. This position is classified as non-exempt under the Fair Labor Standards Act.

**POSITION SUMMARY:** An employee in this position conducts a variety of driver license examinations to determine the eligibility of individual applicants for licensure. Employee interacts with the public on a daily basis in reference to all facets of the driver examination process.

For a more detailed job description go to:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.

**QUALIFICATIONS:** **Driver Examiner I:** Graduation from high school or possess a GED. Be at least 21 years of age. Possess and maintain a valid driver license. No convictions of a felony or any crime involving moral turpitude or have any indictment or information pending for any offense involving moral turpitude. **Driver Examiner II:** Meet all requirements for Driver Examiner I, and possess one year experience as a Driver Examiner I with the Missouri State Highway Patrol. **Driver Examiner III:** Meet all requirements for Driver Examiner I, and possess three years experience as a Driver Examiner with the Missouri State Highway Patrol (must have served at least two years as a Driver Examiner II).

Uniformed civilian employees will not have brands or tattoos that a reasonable person would find offensive, such as brands or tattoos depicting or supporting criminal behavior, drug usage, nudity, profanity, promiscuity, subversive groups, bigotry, etc. Applicants will not have any tattoos or brands 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):** The minimum starting salary is \$1,194.50; however salary may be commensurate with experience.

**APPLICATION PROCEDURE:** Individuals, including current Patrol employees, interested in this position must visit our website at [www.mshp.dps.mo.gov](http://www.mshp.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 July 30, 2018. The tentative start date for this position is within 30 days of the interview.

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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 and favorable background investigation.

**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.

**\*\*\*MISSOURI STATE HIGHWAY PATROL\*\*\***

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