|  |
| --- |
| **CLASS CODE:** 8812 **PAY GRADE:** 019  |

**CLASS TITLE:** REGIONAL ALCOHOL BREATH TESTING INSPECTOR

**ALLOCATION FACTOR(S)**

This is field liaison work conducting inspections, conducting training, performing repairs on breath test instrumentation and providing technical assistance to statewide law enforcement agencies in the area of alcohol breath testing.

**EXAMPLES OF WORK PERFORMED:**

(Note: The examples of work as listed in this class specification are not necessarily descriptive of any one position in the class. The omission of specific statements does not preclude management from assigning specific duties not listed herein if such duties are a logical assignment to the position. Examples of work performed are not to be used for allocation purposes.)

* Serves as a direct link between local law enforcement agencies and the Department of Law Enforcement relative to alcohol breath testing equipment, procedures and rules.
* Conducts on-site inspections of breath testing equipment, storage conditions and maintenance records to determine consistency with applicable manufacturer standards and rules.
* Provides technical assistance and advice to law enforcement agency personnel and prosecutors concerning prosecution of Driving Under the Influence (DUI) cases.
* Testifies in court or at administrative hearings as an expert witness concerning the rules of the Alcohol Testing Program, instrument inspections, repairs and maintenance performed, etc.
* Maintains accurate records of all registrations, inspections and instrument maintenance performed.
* Conducts and monitors breath testing operator and agency inspector training courses and monitors instructors teaching these courses at various criminal justice training centers throughout Florida to ensure consistency of training delivery and content, and to ensure that information pertaining to rules and/or recent court decisions is accurately conveyed.
* Responds to law enforcement agencies concerning requests for repair and service of breath testing equipment in order to ensure the uninterrupted availability of such equipment.
* Repairs instruments on-site whenever possible.
* Inspects each breath testing instrument utilized by Florida law enforcement agencies and federal agencies prior to its use, in order to determine its operating efficiency and compliance with rules, and issues the certification required for use of such equipment in accordance with rules.
* Conducts similar inspection and certification of any instrument returned from the manufacturer after factory servicing or repair, if necessary.
* Maintains regular contact with breath testing instrument manufacturer maintenance representatives in order to understand technical specifics of instrument performance and be able to effectively perform instrument maintenance and repair.
* Participates in the evaluation of new breath testing instrument models and related equipment in order to determine acceptability for statewide use.
* Provides instruction at state, local and national conferences in the area of breath alcohol testing and instrumentation.
* Conducts training and workshops for criminal justice agencies, state attorney's offices and the Department of Highway Safety and Motor Vehicles' legal advisors and hearing officers.
* Performs quality control review of agency inspection reports to ensure compliance with rules and to audit agency inspector performance.
* Assists in the development of curricula and examinations for breath test courses.
* Assists in the writing of rules governing breath alcohol testing.
* Conducts annual inspections of evidentiary breath test instrumentation as required by rule.
* Provides input and recommendations for budgets.
* Performs related work as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

(Note: The knowledge, skills and abilities (KSA's) identified in this class specification represent those needed to perform the duties of this class. Additional knowledge, skills and abilities may be applicable for individual positions in the employing agency.)

* Knowledge of the principles of breath test instrumentation operation.
* Knowledge of the procedures, techniques and equipment used
* in administering breath tests or conducting inspections.
* Skill in the use of breath-testing instrumentation and related equipment.
* Skill in the maintenance and repair of breath test instrumentation and related equipment.
* Ability to administer breath tests and perform inspections.
* Ability to effectively testify in court and at administrative hearings concerning rules, regulations, procedures, repairs and breath-testing issues.
* Ability to interpret the results of breath tests or inspections.
* Ability to train people in administering a breath test, performing an inspection and operating the instrument (scientific principles) and the rules governing breath testing.
* Ability to understand and apply rules, regulations, policies and procedures relating to the administration of breath tests and inspections of breath test instrumentation.
* Ability to plan, organize and coordinate work assignments.
* Ability to communicate effectively.
* Ability to establish and maintain effective working relationships with others.
* Ability to work independently.
* Ability to maintain records.
* Ability to prepare accurate reports.

**MINIMUM QUALIFICATIONS**

* A high school diploma or its equivalent and four years of experience in the area of breath test instrumentation and repair.
* College education from an accredited institution or vocational/technical training can substitute at the rate of 30 semester, 45 quarter or 720 classroom hours per year up to a maximum of three years of the required experience provided such education includes courses in mechanical or electrical engineering, biology, chemistry or physics.

**EFFECTIVE:**

12/7/2001

**HISTORY:**

06/13/1995

06/30/1994