

EDITED KSAPC LISTING

CLASSIFICATION: Senior Inspector of Automotive Equipment

NOTE: Each position within this classification may perform some or all of these KSAPCs.

KSAPC Statements	
Knowledge of:	
K1.	Advanced knowledge of tools and equipment used in the overhaul, repair and adjustment of equipment using internal combustion engines (e.g., gas and diesel) including all auxiliary systems to ensure compliance with the manufacturer's specifications.
K2.	Advanced knowledge of methods used in the overhaul, repair and adjustment of equipment using internal combustion engines (e.g., gas and diesel) including all auxiliary systems to ensure compliance with the manufacturer's specifications.
K3.	Comprehensive knowledge of current repair costs of motor vehicles, mobile and heavy equipment (e.g., passenger bus) to ensure repair costs are appropriate.
K4.	Advanced knowledge of the resources available to obtain manufacturer's specifications for motor vehicles, mobile, heavy equipment (e.g. passenger bus) and auxiliary systems to determine correct methods of repairs, services, maintenance and modifications in accordance with Federal/State/Departmental rules and regulations.
K5.	Comprehensive knowledge of service and maintenance requirements of motor vehicles, mobile, and heavy equipment (e.g., passenger bus) to ensure that the State fleet is maintained properly and meets manufacturer's specification and State/Federal/Departmental rules and regulations.
K6.	Comprehensive knowledge of types and uses of tires for motor vehicles, mobile and heavy equipment (e.g., passenger bus) to ensure that the State fleet is maintained properly and meets manufacturer's specifications and State/Federal/Departmental rules and regulations.
K7.	Basic knowledge of computer operations to input data and access information online.
K8.	Basic knowledge of the principles of effective supervision to meet departmental needs.
K9.	Basic knowledge of the department's Equal Employment Opportunity (EEO) objectives to maintain a workplace free of discrimination.
K10.	Basic knowledge of a supervisor's role in the department's EEO Program to maintain a workplace free of discrimination.
K11.	Basic knowledge of the processes available to meet the department's EEO objectives to maintain a workplace free of discrimination.

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KSAPC Statements	
Ability to:	
A1.	Communicate effectively (written, verbal and electronic) to successfully complete assignments.
A2.	Diagnose malfunctions in motor vehicles, mobile and heavy equipment (e.g. passenger bus) to ensure repair methods are appropriately performed in a safe and cost effective manner.
A3.	Operate motor vehicles, mobile, and heavy equipment (e.g. passenger bus) for testing to ensure proper operation.
A4.	Analyze cause of motor vehicle, mobile and heavy equipment (e.g. passenger bus) failures or excessive wear to ensure safety and recommend repairs.
A5.	Review estimated costs of repairs for motor vehicles, mobile and heavy equipment (e.g. passenger bus) to accurately evaluate repair cost.
A6.	Read, interpret and work from plans, drawings and specifications to ensure safe and proper operation of motor vehicles, mobile, and heavy equipment (e.g. passenger bus).
A7.	Analyze the cost of repairing as opposed to replacing motor vehicles, mobile and heavy equipment (e.g. passenger bus) to determine cost effectiveness.
A8.	Establish and maintain cooperative working relationships with peers, supervisors and vendors in order to successfully accomplish work related goals and objectives.
A9.	Instruct drivers in the safe and efficient use of motor vehicles, mobile and heavy equipment (e.g. passenger bus) in order to prevent injury and damage to state property.
A10.	Write letters and reports to provide documentation while utilizing effective written communication methods.
A11.	Analyze situations accurately and take effective action to resolve problems/issues.
A12.	Promote and be accountable for internal and external customer satisfaction and quality service to successfully accomplish work related goals and objectives.
A13.	Initiate or recommend changes that promote innovative solutions to enhance operational efficiency and meet internal and external customer needs.
A14.	Collaborate with law enforcement personnel to create schematics of vehicle isolation modules.
A15.	Interact with internal and external stakeholders in a professional and respectful manner to ensure a cooperative working relationship.
A16.	Follow a series of directions with minimal supervision to complete assignments.
A17.	Modify specifications to ensure required performance in special applications (e.g., smog laws, diesel motors and updated regulatory policies).
A18.	Evaluate operations to develop and recommend appropriate standards, policies and methods to promote an effective and efficient workplace.
A19.	Supervise employees in the performance of duties to ensure effective and efficient assignment completion and compliance with Federal/State/Departmental rules and regulations.

KSAPCs highlighted in bold text are not currently on the SPB classification specification

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KSAPC Statements	
Ability to:	
A20.	Contribute effectively to the department's EEO objectives to maintain a workplace free of discrimination.

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KSAPC Statements	
<i>Personal Characteristics:</i>	
PC1.	Willingness to travel throughout California including CDCR transportation hubs.
PC2.	Willingness to obtain and maintain possession of a Class B driver license.