

JOB SPECIFICATION

GRADE: Vehicle Tester

DEPARTMENT: Driver and Vehicle Licencing Department

RESPONSIBLE TO: Driving and Vehicle Examiner

The main duties and responsibilities of the post are:

- Vehicle Testing:
 - a. To examine all types of motor vehicles (including trailers and semi-trailers), in accordance with EU and any International Obligation, using the vehicle testing plant and equipment.
 - b. To ensure that all vehicles presented for registrations are examined in accordance with the law.
 - c. To carry out the duties of Transport Inspector for the purposes of examining and issuing Certificate of Fitness or Authority in accordance with the provisions of the Transport Act.
 - d. To conduct roadside tests as set out within the relevant legislation.
 - e. To examine vehicles involved in traffic accidents, and subsequently give specialist evidence in court, when necessary.
 - f. To undertake the maintenance and assist in the calibration of all equipment used for vehicle testing.
 - g. To undertake any duties appropriate to their post that may come about as a result of any changes to EU or domestic legislation.
 - h. To check seals and validity of speed limiter plate.
 - i. To check seals and validity of tachograph plate.
 - j. To collect information and keep data on work carried out as required by Management.
 - k. To operate lanes 2 and 3 with a compliment of three Vehicle Testers only in exceptional circumstances.
- Other:
 - a. To carry out any other duties appropriate to the post as required by the Chief Examiner or the Senior Driver and Vehicle Examiner.

**PERSON SPECIFICATION – VEHICLE TESTER - DRIVER & VEHICLE LICENSING
DEPARTMENT**

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications:	NVQ Level 3 in mechanical engineering or an equivalent or higher qualification acceptable to the Public Service Commission.	
Experience:	<p>Must have at least four years, but preferably five years, of recognised training as a Motor Vehicle Mechanic (eg Indentured Apprenticeship, Technician Training) or an equivalent or higher qualification acceptable to the Public Service Commission.</p> <p>Must have at least five years driving experience preferably with different types of vehicles.</p>	Experience in following policies and procedures.
Knowledge:	Be capable of writing clear and accurate reports.	Awareness of Statutory Laws appertaining to the Traffic and Transport Act and EEC Regulations.
Key Skills and Behaviours:	<p>Have good communication skills.</p> <p>Able to manage Customers.</p> <p>Able to respond to improvement and change.</p> <p>Carry out responsibilities in line with legislation and Departmental policies.</p> <p>Ability to make sound decisions and have sound judgement.</p> <p>Ability to work effectively, often under pressure.</p>	
Other Requirements:	Available to work and provide support, as required, after normal working hours.	