

## HIGHWAY PATROL SPECIALIST

### CLASS CONCEPT:

This is administrative work in managing the North Carolina Commercial Vehicle Information Systems and Networks Program (CVISN) and providing oversight of the Intelligent Transportation System (ITS). The work requires that the employee identifies and develops changes in the Motor Carrier Enforcement Section Fuel TaCS (Fuel Tax Compliance System) computer system and works closely with the Department of Transportation to ensure CVISN programming issues are resolved. The employee also works closely with the North Carolina Highway Patrol Accreditation Unit to review policies, procedures and forms regarding organizational activities and determine operational changes or corrections that need to be made.

Work is performed under the Quality/Accreditation Director, Highway Patrol Lieutenant to ensure that the work is in compliance with applicable Commission on Accreditation for Law Enforcement Agencies standards as well as State and Federal Laws.

### RECRUITMENT STANDARDS:

#### Knowledge, Skills, and Abilities

Thorough knowledge of Commercial Vehicle Information Systems (CVISN) requirements.

Thorough knowledge of Intelligent Transportation System (ITS) requirements.

Thorough knowledge of Highway Patrol and Motor Carrier Enforcement Section operations.

Skills in the use of computer systems and the Internet.

Ability to interpret and explain laws and regulations.

Ability to enforce provisions of laws with tact, firmness, and impartiality.

Ability to present information effectively in oral and written form.

#### Minimum Training and Experience Requirements:

Graduation from high school preferably supplemented by formal training in modern police methods, procedures, administration, and scientific methods of crime detection and prevention and six years of experience in public safety work including two years of CVISN supervisory experience; or an equivalent combination of training and experience.

All degrees must be received from appropriately accredited institutions.

#### Special Note:

This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class but may not be applicable to all positions.