

**Measurement Standards Specialist III,  
Essential Task Ratings Results**

| Task # | Task Statement  |
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| 01     | Performs complex technical analyses, tests, and inspections of various prototype liquid, vapor, timing and weighing measuring devices submitted to the Measurement Standards Division laboratory for approval.  |
| 02     | Ensure the accuracy of various measuring devices and equipment submitted to the Measurement Standards Division laboratory are accurate and in compliance with State and Federal regulations and codes.  |
| 03     | Trains, advises and oversees county weights and measures officials, state special investigators, other state and federal officials, and industry representatives in the inspection and certification of various measuring, weighing and software systems.                                     |
| 04     | Provide guidance on technical and regulatory requirements to national committees, manufacturers, and industry regarding design and performance criteria.  |
| 05     | Promotes public awareness of fraudulent practices.  |
| 07     | Conducts and oversees evaluations on devices submitted to determine suitability for acceptance in commercial use within the State, United States, and Canada.   |
| 08     | Maintain laboratory and field standards and equipment by documenting, investigating and correcting out-of-control laboratory conditions and assess potential impact on clients.   |
| 09     | Communicate with clients regarding laboratory testing conditions.   |
| 10     | Perform periodic maintenance on the working standards and other test equipment, including cleaning, and minor adjustments, troubleshooting, and repair involving electronic, electro-mechanical, pneumatic, hydraulic, and optical systems.   |
| 11     | Operate computer using computer software programs to document and track projects, design control charts and manage data for type evaluation processes and database applications, use spreadsheets to model and analyze measurement equations and evaluate data to obtain measurement results. |
| 12     | Operate a scientific calculator to estimate and check measurement results and as a general supplement to a computer.  |
| 13     | Enforce the California Business and Professions Code, and the California Code of Regulations relating to weighing and measuring devices.  |
| 14     | Respond to inquiries from department staff, industry, and government agencies by telephone or electronic mail.  |
| 15     | Oversees, instructs and advises on county selection of new weights and measures standards, in accordance with National Institute of Standards and Technology (NIST) and the State of California requirements.   |

| Task # | Task Statement   |
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| 16     | Certify and enforce the accuracy and precision of physical standards representing legal units of measurement for interdepartmental programs, federal, state and local government agencies, and industry.   |
| 20     | Assist county weights and measures officials with measurement procedures, techniques, and recommendations on the design or purchase of field standards and measuring equipment.  |
| 22     | Oversee major and minor repairs and cleanup of the laboratory.   |
| 23     | Ensure precision instruments receive routine preventative maintenance by qualified technicians.  |
| 24     | Gather, analyze and compile data to determine which testing methods best support the test records, legal requirements and scientific principles.   |
| 25     | Attend and contribute to state and federal technical standards committee meetings, and weights and measures conferences.   |
| 26     | Assist in establishing policies, performance and use requirements, and testing procedures as well as the application and interpretation of laws and regulations for measuring devices, equipment users, manufacturers, engineers and other government officials.   |
| 28     | Communicate with other state and national laboratories, scientists, and industry to maintain uniform application and interpretation among participating labs and manufacturers.  |
| 29     | Following evaluation and testing of client equipment for proper operation, ship equipment to client using safe and secure methods.   |
| 30     | Perform algebraic, geometric, trigonometric, and statistical techniques, as well as manipulations of linear equations to design, formulate and analyze measurement equations. Perform dimensional analyses, measurement unit conversions, and collect and evaluate relevant data, to produce meaningful measurement results. |
| 31     | Assist in establishing policies, performance and use requirements, and testing procedures as well as the application and interpretation of laws and regulations for measuring devices, equipment users, manufacturers, engineers and other government officials.   |
| 32     | Analyze the data collected during testing and determine the limitations of use. Meet and correspond with stakeholders to establish proper use parameters and communicate limitations of use through test reports.  |
| 33     | Supervises, trains, and directs staff in an assigned area engaged in testing and inspecting weighing and measuring instruments.  |
| 30     | Perform algebraic, geometric, trigonometric, and statistical techniques, as well as manipulations of linear equations to design, formulate and analyze measurement equations. Perform dimensional analyses, measurement unit conversions, and collect and evaluate relevant data, to produce meaningful measurement results. |