

# Personnel and Civil Service

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## NOTICE OF VACANCY

### Director of Weights & Measures I

**Date of Issue: 02/13/2026.** The Director of Weights and Measures is employed in a civil division with a population of 75,000 or less and where the Director is the only employee involved in "inspection" and/or "sealing" duties. This position is responsible for administering and enforcing the provisions of Agriculture and Markets Law, Rules and Regulations as they relate to weights and measures and performing other duties as directed by the local governing body which may include services designed to aid and protect consumers. The incumbent will take charge of and safely keep the municipal standards as prescribed by statute, and maintain a complete record of work performed. The incumbent will have access to all places of business, buildings or premises to inspect, test and ascertain if weights and measures, weighing and measuring devices and systems and accessories are accurate and being used correctly. The Director may supervise part-time or seasonal assistants as assigned. Although employed by the local legislative body, the Director is subject to the direction and supervision of the Commissioner of Agriculture and Markets, and his authorized representatives. The Director will perform related duties as required.

The title of Director of Weights & Measures I is **Competitive**. Applicants must meet minimum qualifications established for the position and successfully meet civil service examination requirements. **A tentative test date for this examination is not yet known.** Pending a criminal background check\*, a provisional appointment may be made. Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

- Status:** Provisional, pending permanent appointment from eligible list  
**Work Hours:** Full time, 35-hour work week  
**Salary:** \$46,719 – \$56,719 (Management/Confidential); benefit package available including health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan  
**Location:** Tioga County Department of Public Health

#### **MINIMUM QUALIFICATIONS (Either):**

- a. Satisfactory completion of 24 semester credit hours in the physical sciences\*, engineering sciences, electronics sciences\*\*, mechanical technology and/or mathematics\*\*\* from a regionally accredited or New York State registered college or university; **OR**
- b. Two years full-time work experience or its part-time equivalent where the primary functions/responsibilities include any one of the following:
  1. Enforcing weights and measures laws and regulations and inspecting and testing of devices and packaged commodities.
  2. Inspecting, testing and repairing commercial and/or industrial weighing and/or measuring devices per manufacturer's specifications and tolerances.
  3. Inspecting and testing both quality and quantity of packaged or manufactured goods using precision scales/balances and other precision measuring equipment, performing data reduction, and assessing compliance of the results with the appropriate specifications and tolerances.
  4. Conducting chemical or physical analyses using precision scales/balances and other precision measuring equipment, performing data reduction, and assessing compliance of results with the appropriate specifications and tolerances. **OR**
- c. An equivalent combination of training and experience as defined within the limits of (a) and (b).

\*Physical sciences include chemistry (inorganic chemistry, organic chemistry, or biochemistry), earth science (meteorology, astronomy, geology) and physics.

\*\*Electronics sciences does not include coursework in electricity; electricity is a science that deals with the laws of electricity, while electronics is a branch of physics that deals with emission, behavior, and effects of electrons (in tubes and transistors) and with electronic devices.

\*\*\*Mathematics includes coursework in accounting, economics, etc., provided primary focus of the course is manipulation of numbers.

**NOTE:** A copy of college transcripts are required at time of application in order to meet the minimum qualifications listed above, under "(a)".

**SPECIAL REQUIREMENTS FOR APPOINTMENT AND CONTINUED EMPLOYMENT:** This class requires extensive travel. Possession of a valid license to operate a motor vehicle will be required at time of appointment and continuously during employment to perform essential duties occurring during the normal course of work.

Pursuant to County Law § 400 (4a), sealer of weights and measures is designated as an "appointive officer" and therefore falls under Public Officers Law §3.

**Apply Online:** <https://www.tiogacountyny.com/departments/personnel-civil-service/>

**Apply by:** Applications will be accepted until the position has been filled.

*Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.*

*\*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.*