



STATE OF MISSISSIPPI
invites applications for the position of:
Beauty/Barber Inspector

SALARY: \$18,783.16 Annually

OPENING DATE: 10/16/20

CLOSING DATE: 10/30/20 11:59 PM

JOB TYPE: Full-Time

LOCATION: 83 - STATEWIDE

SHIFT SCHEDULE: Day Shift Only

TRAVEL SCHEDULE: Some Overnight

TIME LIMITED POSITION: No

AGENCY INFORMATION: This position is with MS State Board of Cosmetology as a full-time field position and may require travel and overnight in-state stay for training and monthly reporting. Regional day travel is required within the following counties: Adams, Amite, Claiborne, Copiah, Covington, Franklin, Jefferson, Jeff Davis, Jones, Lawrence, Lincoln, Pike, Rankin, Simpson, Waltham, Warren, Wayne, and Wilkinson. The incumbent must live within one of the counties specified to be considered for hire.

CHARACTERISTICS OF WORK:

This is inspection work with the responsibility of ensuring that the State's sanitary laws and regulations are met. Incumbents in the position are responsible for inspecting beauty shops and cosmetology schools, or barber shops and barber school facilities within an assigned district. Other duties include inspecting for proper sanitary conditions, practices, and valid licenses. Incumbents are required to complete inspection report activities and recommendations to the Barber and Cosmetology Board; to encourage the use of the most effective sterilization methods; and to initiate legal proceedings against violators when violations occur.

EXAMPLES OF WORK:

Examples of work performed in this classification include, but are not limited to, the following:

Inspects schools and shops for sanitary conditions, including general cleanliness, ventilation, sterilization methods, water temperature, and adequate lighting.

Ensures that beauty/barber facility workers are competent, maintain current certificates of registration, and abstain from the use of alcoholic beverages during working hours.

- Reports all inspection activities, including violations, to the central office.
- Ensures that proper supervision is exercised over apprentice barbers.
- Ensures that each operator and owner is complying with state regulations.
- Investigates suspected activities of unlicensed operators.
- Performs related or similar duties as required or assigned.

MINIMUM QUALIFICATIONS:

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the Mississippi State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position. EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education:

Possession of a valid certificate of registration as a Cosmetologist or Barber.

Required Document:

Applicant must attach a valid copy of his/her certificate of registration as a cosmetologist or barber issued by the Mississippi Board of Barber Examiners and/or Board of Cosmetology.

ESSENTIAL FUNCTIONS:

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

1. Inspects beauty shops and cosmetology schools, or barber shops and barber school facilities within an assigned district to ensure that the State's sanitary laws and regulations are met.
2. Investigates complaints or suspected illegal activities.
3. Submits reports and completes forms and other required paper work.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://agency.governmentjobs.com/mississippi/default.cfm>

Position #0062-0830-20201016St
BEAUTY/BARBER INSPECTOR
C1

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601-359-1406
601-359-1406

jobs@dfa.ms.gov

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Beauty/Barber Inspector Supplemental Questionnaire

* 1. Do you possess a valid certificate of registration as a Cosmetologist or Barber?

Yes

No

* 2. This position requires the incumbent to reside in one of the following counties. Please Select which county you reside.

Adams

Amite

Claiborne

Copiah

Covington

Franklin

Jefferson

Jeff Davis

Jones

Lawrence

Lincoln

Pike

Rankin

Simpson

Waltham

Warren

Wayne

Wilkinson

* Required Question