

CHAIRMAN-WESTCHESTER COUNTY TAXI AND LIMOUSINE COMMISSION

DISTINGUISHING FEATURES OF THE CLASS: The incumbent executes and administers the policies, regulations and procedures of the Westchester County Taxi and Limousine Commission; Pursuant to Local Law 25-1993, as amended, one of the five uncompensated Commissioners of the Taxi and Limousine Commission recommended and appointed by the County Executive and confirmed by the Board of Legislators shall be designated by the County Executive to serve in this capacity. The first Commissioner so designated shall serve for a term of five years and those subsequently for seven years. This class will carry out and administer the directions and regulations of the commission and in furtherance of this objective, supervise authorized subordinate officers and employees, as well as directing the activities and organization of the office. Consistent with the provisions of the Westchester County Chapter this class will appoint and remove all authorized subordinate personnel. Extensive and substantive contact occurs with key industry representatives, local municipal officials, and elected officers. Supervision may be exercised over a small number of administrative and clerical support personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Reviews rates of fares being charged and formulates recommendations concerning appropriate fare regulations;

Monitors standards and conditions of services provided by the industry and formulate appropriate regulations;

Recommends revocation and suspension of licenses for vehicles and drivers, chauffeurs, owners or operators of vehicles other than those issued pursuant to state law;

Formulates requirements of standards of safety, design, comfort, convenience, noise and air pollution control in the operation of taxis and limousines and auxiliary equipment;

Recommends requirements for the maintenance of financial responsibility, insurance and minimum coverage;

Establishes requirements for a uniform system of accounts in order to facilitate commission inspection of the books and records of industry companies;

Formulates the annual operating budget of the commission;

Prepares the annual report of commission activities for submission to the Board of Legislators;

Appears before committees of the Board of Legislators regarding the operations and activities of the commission.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the laws, rules and regulations affecting the taxi and limousine industry; good knowledge of the operations, issues and trends confronting the taxi and limousine industry; ability to gather and analyze pertinent data and draw appropriate conclusions; ability to identify critical factors and to formulate realistic proposals; ability to make and support presentations to officials and the public both orally and in writing; ability to establish and maintain effective working relationships; resourcefulness; imaginative; initiative; tact, integrity; sound judgment; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree* and either (a) seven years of public sector professional administrative or management experience including or supplemented by two years experience involving taxi and limousine affairs or (b) a Master's Degree* may be substituted on a year for year basis for the experience specified in (a) above but the two years involving taxi and limousine affairs must be included.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.