

Managing Veterinarian (Meat Inspection)
Knowledge, Skill, Ability, and Personal Characteristic
Statements Rating Results

KSAPC #	Knowledge, Skill, Ability, and Personal Characteristic Statement
K01	Knowledge of leadership principles and methods to motivate staff members, maintain productivity and accomplish branch objectives.
K02	Knowledge of current issues, events and literature concerning livestock and poultry diseases, food safety and related fields.
K04	Knowledge of zoonoses as related to public health to prevent and control the spread of disease and to ensure food safety.
K05	Knowledge of hazardous substances and pathogens that may affect animals, humans, food supply and the environment.
K06	Knowledge of the methods, materials and equipment used in the slaughter of animals.
K07	Knowledge of the characteristics of meat, poultry and regulations for meat and poultry product labels.
K08	Knowledge of local, State and Federal laws, rules and regulations related to animal health and food safety.
K09	Knowledge of departmental safety policies and procedures.
K10	Knowledge of technical scientific documentation, research methodology, interpretation, and reporting.
K11	Knowledge of problem-solving techniques and processes to facilitate the identification and resolution of issues.
K12	Knowledge of the mission, vision, and goals of the Department/Division to align work products and effectively represent the Branch.
K13	Knowledge of financial management and Program/Branch/Division budget administration.
K14	Knowledge of methods, materials and equipment used in meat and poultry processing.
K15	Knowledge of hiring and employment procedures to staff the Branch.
K16	Knowledge of performance management systems such as probation reports, Individual Development Plans (IDP) to develop staff and improve productivity.
K17	Knowledge of progressive discipline procedures to determine when disciplinary action is warranted and to recommend or apply appropriate action.
K18	Knowledge of employee benefit programs (e.g. Family Medical Leave Act, Employee Assistance Programs) to provide referrals and assist staff.
K19	Knowledge of Americans with Disabilities Act (ADA) requirements and available resources to ensure compliance.
K20	Knowledge of collective bargaining agreements to ensure compliance.
K21	Knowledge of animal material and inedible kitchen grease rendering.
K22	Knowledge of egg safety and quality management.

KSAPC #	Knowledge, Skill, Ability, and Personal Characteristic Statement
A01	Ability to foster respect for individual differences as well as cultural, racial and gender diversity among staff.
A02	Ability to inspire confidence and effective working relationships with employees, managers, leaders and stakeholders in government and industry to ensure operations and activities run smoothly.
A03	Ability to mentor staff to develop skills, improve staff performance and promote career development.
A04	Ability to communicate clearly and concisely, verbally and in writing, with superiors, peers, subordinate employees, the public and other stakeholders to share information and contribute to the efficiency and productivity of the Branch/Division.
A05	Ability to establish priorities and manage staff and resources to maximize effectiveness of the Branch.
A06	Ability to implement changes in the branch in a positive manner to maximize efficiency and effectiveness.
A07	Ability to evaluate Branch performance and achievements to maximize efficiency and effectiveness.
A08	Ability to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to issues or problems.
A09	Ability to be objective and flexible in adapting to changes in priorities and work assignments.
A10	Ability to maintain attention to detail and accuracy when reviewing work, balancing budgets and documenting activities.
A11	Ability to mediate resolution of conflicts or disputes to maintain branch cohesiveness
A12	Ability to develop and maintain cooperative relationships to promote an environment that is conducive to achieving department goals and carrying out work tasks.
A13	Ability to interpret and explain laws, regulations, policies and procedures to nontechnical individuals (e.g. departmental employees, the public, industries, vendors, other State agencies) to clearly communicate information.
A14	Ability to write reports, policies and procedures using proper spelling, grammar, punctuation and sentence structure to ensure written materials are clear, concise and error-free.
A15	Ability to facilitate meetings with various audiences to enhance communication, exchange of ideas and outline project goals.
A16	Ability to recognize the need for issues, activities and/or decisions to be elevated to upper management such as Division Director.
A17	Ability to appropriately delegate and monitor work to staff to ensure work projects are completed on time and within budget.
PC01	Willingness to travel to attend meetings and perform administrative reviews of licensed establishments.