

Pest Prevention Assistant I (Various Projects)
Essential Task Rating Results

Task #	Task Statement
1	Inspect nursery stock shipments or other plant material for the presence of Glassy winged sharpshooter egg masses by visually inspecting plant material.
2	Perform field surveys for various exotic insect pests and/or plant diseases by using sweep nets and other techniques to collect specimens and provide lab samples for identification and quality control purposes.
3	Place, service, monitor and collect various exotic insect detection traps to determine presence of a population and submit insect samples for further analysis.
4	Organize daily insect trapping, survey and treatment assignments and maps for staff.
5	Communicate in a professional and effective manner with coworkers, the public and other government agencies to establish and maintain effective working relationships in all situations using tact and interpersonal skills continuously
6	Follow verbal and written directions from supervisors, management, or recorded by state law or department policy.
7	Establish and maintain cooperative working relationships with those contacted during the course of work utilizing interpersonal communication skills, professional knowledge, and experience continuously.
8	Apply insecticides, herbicides, bactericides, or fungicides to control and/or eradicate invasive pests and diseases and/or their hosts using the appropriate treatment and equipment method including the proper mixing, loading, storage, and application of pesticides, storage and proper use of Personal Protective Equipment to promote and provide a safe work environment utilizing Material Safety Data Sheets, Injury Illness Prevention Program, manuals, facility operational procedures, laws, rules, and regulations as required by law
9	Release beneficial insects for biological control of insect pests and monitor release sites to obtain data for analyzing the effectiveness of the release and the native population density.
11	Maintain insect colonies by preparing adult colony cages for oviposition in a rearing facility in order to produce and sexually sterilize beneficial insects (biocontrol) to support eradication, containment or exclusion programs.
12	Prepare larval diet by measuring and mixing dry ingredients into a large mixer using proper technique to obtain maximum larval production and collecting and transferring mature larvae to various stations during development.
13	Operate and maintain equipment including large mixer, cabinets and trays, pupae boxes, circulation fans, and environmental controls, etc., to ensure safety, proper operation and using equipment and maintenance manuals, communication, training, etc. as required.

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14	Clean and sanitize equipment, diet trays, incubation and cold rooms, trailers, and facility and grounds by using pressure washers, automated washers and garden hoses, etc. to ensure safety, proper operation and using equipment and maintenance manuals, communication, training, etc. as required.
15	Perform egg seeding by placing mixed diet into trays, spreading diet evenly across tray, placing suspended eggs onto trays into initiation dollies, covering with screen cloth and placing into an initiation room to assist in the development from egg to larvae, includes cleaning and sanitizing seeding room.
16	Conduct colony egging by regulating diet and temperature in adult fly colony in order to maintain maximum egg production.
17	Collect and calibrate eggs volumetrically with accuracy to ensure optimum egg density per volume of diet results in uniformity in adult size produced.
18	Perform production and quality control by constructing cages, incubating insect eggs, maintaining plants in insect cages, recording production rates, collecting and storing parasitoids, and shipping and releasing parasitoids.
19	Separate pupae from pupation media, using a mechanical sifter, and places pupae onto maturation trays and packs where pupae will develop internally.
20	Measure pupae into plastic bags after thoroughly coating pupae in a tumbler with an inert fluorescent dye powder and packing bags into carton for shipment.
26	Perform routine quality control tests by calibrating and using scientific equipment to record weight, volume, temperature and humidity measurements and readings and document results.
27	Maintain, clean, and store field equipment properly including tools and vehicles, keeping them in serviceable condition, maintain equipment inventories, and scheduling service and service records.
28	Attend mandatory administrative training on subjects such as defensive driving, sexual harassment, workplace violence, etc., per department policies.
29	Operate standard office equipment such as copiers, computers, fax machines, calculators, telephones, and other new technical equipment etc., maintains inventory and accountability of equipment and supplies.
30	Prepare and maintain accurate records of employee training (i.e., defensive driver training, orientation, pesticide safety/use, pest response, monthly vehicle usage records and accident reports, etc.) Cal card, gas and cellular telephone accounts, GPS units, etc., ensuring records are accurate and available for future reference.
31	Train seasonal employees in vehicle, equipment, personal safety, field monitoring, parasitoid production and plant production techniques and protocols using various manuals and on the job instruction.
32	Assist staff with data collection by inputting data into a computer and maintaining various databases to coordinate and schedule workload, track information regarding field observations, insect production and release numbers, and various types of statistical information relevant to the project.

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35	Inventory supplies/equipment to initiate requests and place orders of supplies/equipment as needed or requested by staff utilizing personal experience, inventory log, request forms, office/equipment catalogs, etc., following oral and/or written instruction as directed.
36	Prepare packages for shipment and maintain postage and express mail accounts, etc., following oral and/or written instructions as directed.
37	Assist with the preparation of various reports as required in support of various program activities and goals including theft and vandalism reports, production, releases, monitoring and plant numbers utilizing effective communication skills as necessary.
38	Maintain and monitor temperature and humidity in all plant and insect production areas; make sure monitors are in good working condition and report problems immediately to supervisor.
39	Collect samples from insect production cages for purposes of monitoring gender ratios, preservation for future genetic analysis, and identification of invasive pests in cages.
40	Maintain, identify, store and label correctly field collected insect samples from monitoring events as directed.