



STANISLAUS COUNTY
invites applications for the position of:
Agricultural Weights & Measures Inspector I/II/III

An Equal Opportunity Employer

SALARY:

<u>Hourly</u>	<u>Biweekly</u>	<u>Monthly</u>	<u>Annually</u>
\$20.49 - \$31.79	\$1,639.20 - \$2,543.20	\$3,551.60 - \$5,510.27	\$42,619.20 - \$66,123.20

OPENING DATE: 08/31/18

CLOSING DATE: 09/21/18 05:00 PM

ABOUT THE DEPARTMENT AND THE POSITION:

GENERAL INFORMATION

This recruitment is being conducted to fill a vacancy for the Agricultural Commissioner's Office and to establish an eligibility list to fill future full-time and part-time vacancies throughout Stanislaus County.

Oral examinations are tentatively scheduled for the week of October 8, 2018.

Cell phones are typically incompatible with the online application format or browser. We recommend using a desktop or laptop. If you are still having technical difficulties, please call NEOGOV at 1-855-524-5627.

ABOUT THE COUNTY

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 538,388 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices.

The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the features industries. The County is also home to Stanislaus State University, Modesto Junior College and benefits from satellite locations of other high quality educational institutions. The County was established in 1854 and has a total land area of 1,515 square

miles. Temperatures range from an average low of 38 degrees Fahrenheit in the winter, to an average high of 85 degrees in the summer.

ABOUT THE DEPARTMENT

The Stanislaus County Agricultural Commissioner's Office is responsible for the implementation of laws and regulations designed to support and protect the well-being of agriculture, business and the community. Recognizing the vital role that agriculture plays in the community, the Stanislaus County Board of Supervisors is committed to providing excellent community services and we charge the organization to effectively manage public resources, encourage innovation and continuously improve business efficiencies. Agriculture is Stanislaus County's number one industry, generating close to \$3.6 billion a year. The Department has 38 full time employees and 19 seasonal employees with a Fiscal Year 2018-2019 budget of \$5.3 million. The Department is committed to developing and delivering innovative solutions and is dedicated to providing excellent service to the community.

ABOUT THE POSITION

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR I

This entry-level position performs inspections and investigations to determine compliance with the following provisions: California Food and Agricultural Code, California Business and Professions Code, California Code of Regulations, California Health and Safety Code, and Structural Pest Control Act, County ordinances and Federal law pertaining to agriculture, the environment, and weights and measures. Inspects, under supervision, for compliance in licensed programs; issues certificates of inspection and notices of violation; assists in other program areas; prepares investigations for administrative action and/or filing with the District Attorney. The Inspector I will be cross-trained in both the Agriculture and Weights and Measures specialties. It is expected that this classification will promote to an Inspector II after obtaining the requisite licenses, gaining experience, demonstrating competencies, and accepting greater responsibility. This position is subject to overtime, standby and callback assignments, and performs related duties as assigned.

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR II

This intermediate level position has more experience than the Level I and performs inspections and investigations to determine compliance with the following provisions: California Food and Agricultural Code, California Business and Professions Code, California Code of Regulations, California Health and Safety Code, and Structural Pest Control Act, County ordinances and Federal law pertaining to agriculture, the environment, and weights and measures. Inspects, under supervision, for compliance in the program areas where licensed; issues certificates of inspection and notices of violation; assists in other program areas; prepares investigations for administrative action and/or filing with the District Attorney. The Inspector II level provides direction and guidance on specific assignments to employees at the Inspector I or Agricultural Assistant. The Inspector II will be cross-trained in both the Agriculture and Weights and Measures specialties. It is expected that this

classification will promote to an Inspector III after obtaining all eight (8) requisite licenses, gaining additional work experience, demonstrating required competencies, and accepting greater responsibility. This position is subject to overtime, standby and callback assignments, and performs related duties as assigned.

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR III

The Inspector III is a lead position and requires the most advanced level of experience in the series. Performs inspections and investigations to determine compliance with the following provisions: California Food and Agricultural Code, California Business and Professions Code, California Code of Regulations, California Health and Safety Code, and Structural Pest Control Act, County Ordinances and Federal law pertaining to agriculture, the environment, and weights and measures. Inspects, under supervision, for compliance in the program areas where licensed; issues certificates of inspection and notices of violation; assists in other program areas; prepares investigations for administrative action and/or filing with the District Attorney. This leadership position is expected to work independently and perform the full array of inspections and investigations. Employees in this class are lead persons for other employees and coordinates activities such as contracts, agreements, and/or departmental programs. This classification exemplifies the mission, vision and values of the Department and may assist in the training of less experienced and temporary personnel. Employees in this class are encouraged to obtain the Deputy Agricultural Commissioner and Deputy Sealer of Weights and Measures licenses. This position is subject to overtime, standby and callback assignments, and performs related duties as assigned.

TYPICAL TASKS:

Weights and Measures Inspection, Regulatory, Investigation and Related Activities

- Inspect, test, seal, or condemn commercially used weights, scales, meters, tanks, and other weighing and measuring devices;
- Perform contracted inspections for other agencies;
- Sample petroleum products for minimum quality requirements;
- Inspect retail petroleum establishments for proper labeling and signage;
- Conduct investigations to enforce the provisions of the Business and Professions Code and California Code of Regulations;
- Inspect weigh masters for accuracy, completeness, and proper handling of weigh master certificates;
- Inspect repairs and installations of commercial devices by device repairman;
- Prepare cases for presentation in administrative hearings or to the District Attorney or other regulatory agencies;
- Testify in administrative hearings and court trials;
- Act as an advocate in civil penalty hearings;
- Investigate complaints from consumers and other sources;
- Prepare and maintain records and reports;
- Organize, prepare, and present information to the public and industry groups, such as continuing education classes;
- Inspect and test packaged and non-packaged goods for compliance with net content and labeling requirements;
- Perform sale price inspections to determine if correct sale prices are extended;

- Provide training to lower series level inspectors; and
- Train and direct fellow inspectors and extra-help employees.

Agricultural Inspection, Regulatory, Investigation and Related Activities

- Ensure the proper, safe, and efficient use of pesticides as well as protection of public health and safety by monitoring their use through on-site field inspections and record audits of employers and licensed businesses;
- Inspect agriculturally produced commodities at production, wholesale, and retail levels;
- Perform phytosanitary inspections and issue certificates that attest cleanliness and quarantine compliance of agricultural commodities;
- Remove from channels of trade, those products which fail to meet minimum quality and wholesomeness standards, or are deceptively packaged or improperly labeled;
- Deploy, check, and service traps for the detection of target insects in a regular and timely manner;
- Conduct commodity inspections and issues standardization certificates;
- Perform destination inspections on incoming shipments to prevent the introduction of harmful pests;
- Inspect nursery stock to assure compliance with State laws and regulations;
- Register pest control operators and farm labor contractors;
- Evaluate applications for permits to use pesticides designated as "Restricted Use" taking into account: the vicinity of schools, hospitals, recreation areas, and dwellings; problems related to heterogeneous planting of crops; meteorological conditions; honey bee activity; resurgence of secondary pest problems; safety of handlers and field workers; consideration of alternative pesticides or other pest management techniques;
- Conduct pesticide related investigations and prepare reports of incidents and complaints of human exposure and/or illness, adverse environmental effects, and loss or damage of property and/or crops;
- Conduct investigations to enforce the provisions of the California Food and Agricultural Code and California Code of Regulations pertaining to protection of various segments of the County engaged in producing or utilizing agricultural and other plant products;
- Provide information regarding the safe handling and storage of rodenticides;
- Obtains crop samples in accordance with protocols for residue and seed analysis;
- Conduct agricultural surveys;
- Control by permit and disposal order the shipment of products to processing plants;
- Review pesticide use reports and notices of intent; and
- Gather and compile data for the publication of the Annual Agricultural Crop Report.

MINIMUM QUALIFICATIONS (SKILLS, ABILITY, KNOWLEDGE, EDUCATION/EXPERIENCE):

**SKILLS/ABILITIES
AGRICULTURAL WEIGHTS & MEASURES INSPECTOR I**

- Establish and maintain effective relationships with the public, coworkers, and others contacted in the course of work;
- Read and write English at a level required for successful job performance;
- Prepare, write and maintain investigation records and reports;
- Investigate complaints;
- Organize, prepare and present information to groups and the public;
- Train and direct fellow Inspectors as needed;
- Communicate verbally in a clear and effective manner; and
- Learn, interpret, apply, and enforce laws, regulations, and rules relating to the work of the Agricultural Commissioner's Office.

**AGRICULTURAL WEIGHTS & MEASURES INSPECTOR II -
Demonstrated skills/ability with all Inspector I requirements plus**

- Make oral presentations before groups;
- Collect and analyze data, commodities, specimens, and evidence;
- Apply proper scientific methods and principles in performing inspections and investigations;
- Independently analyze situations and take appropriate action;
- Perform investigations; testify and act as an expert witness in administrative hearings and prosecutions;
- Determine the sufficiency and validity of evidence for administrative hearings and prosecutions;
- Operate and maintain departmental equipment;
- Plan, organize, and coordinate general work activities; and
- Train and direct Level I Inspectors and extra-help personnel.

**AGRICULTURAL WEIGHTS & MEASURES INSPECTOR III-
Demonstrated skills/ability with all Inspector I and II requirements plus**

- Train and assist in directing Level I and II Inspectors and extra-help personnel by acting as a lead person;
- Act as an advocate in administrative hearings;
- Plan, organize, coordinate, and be responsible for completing specific program work activities; and
- Represent the Deputy Agricultural Commissioner/Sealer in the Deputy's absence.

KNOWLEDGE

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR I

- General agricultural and/or weights and measures practices;
- Public speaking and writing skills;
- Basic mathematics; and
- Computer literacy.

**AGRICULTURAL WEIGHTS & MEASURES INSPECTOR II -
Demonstrated knowledge of all Inspector I requirements plus**

- Provisions of the California Food and Agricultural Code, California Business and Professions Code, and California Code of Regulations as they relate to the Agricultural Commissioner's Office;

- Duties and responsibilities of the Agricultural Commissioner's Office;
- General policies and procedures of the County Agricultural Commissioner's Office, the California Department of Food and Agriculture and the Department of Pesticide Regulation;
- Basic investigative techniques, methods, and report writing; and
- Principles of administrative hearing and courtroom testimony.

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR III - Demonstrated knowledge of all Inspector I and II requirements plus

- Federal, State, and County laws and regulations pertaining to agricultural, environmental, and weights and measures programs;
- Principles of supervision; and
- Program organizing and coordinating techniques.

EDUCATION/EXPERIENCE

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR I

- Bachelor's degree in Agriculture, Biology, Physical Science or a closely related field. The State of California Department of Food and Agriculture County Licensing Program reviews the applicant's college transcripts to make the final determination regarding the applicants qualifications; **OR**
- Bachelor's degree in any discipline with a minimum of 30 semester units, or equivalent, in any of the following disciplines: Agricultural Science, Biological Science, Chemical Science, Physical Science, Mathematics, and/or Statistics. The State of California Department of Food and Agriculture County Licensing Program reviews the applicant's college transcripts to make the final determination regarding the applicants qualifications; **OR**
- Possession of one (1) or more valid statewide specific category license as a County Agricultural Inspector/Biologist; **AND**
- Possession of at least one (1) of the following valid licenses issued by the California Department of Food and Agriculture: 1) Pesticide Regulation; 2) Pest Prevention and Plant Regulation; and 3) Weight Verification. Appointment may be made without the required license, but will be provisional pending acquisition of one of the aforementioned inspection licenses issued by the California Department of Food and Agriculture. Failure to obtain one of these licenses within twelve months of appointment may result in termination; **AND**
- No previous Inspector/Biologist experience is required for this entry-level position.

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR II

- Bachelor's degree in Agriculture, Biology, Physical Science or a closely related field. The State of California Department of Food and Agriculture County Licensing Program reviews the applicant's college transcripts to make the final determination regarding the applicants qualifications; **OR**
- Possession of one (1) or more valid statewide specific category license as a County Agricultural Inspector/Biologist; **AND**

- Possession of five (5) valid licenses issued by the California Department of Food and Agriculture. Of the five (5) licenses required, three (3) must be Pesticide Regulation, Pest Prevention and Plant Regulation, and Weight Verification, and the other two (2) may be any combination of the following Investigation and Environmental Monitoring, Integrated Pest Management, Commodity Regulation, Measurement Verification, or Transaction and Product Verification; **AND**
- One (1) year of full-time paid work experience as an Inspector/Biologist I for a California Agricultural Commissioner or Sealer's office or equivalent.

AGRICULTURAL WEIGHTS & MEASURES INSPECTOR III

- Bachelor's degree in Agriculture, Biology, Physical Science or a closely related field. The State of California Department of Food and Agriculture County Licensing Program reviews the applicant's college transcripts to make the final determination regarding the applicants qualifications; **OR**
- Possession of one (1) or more valid statewide specific category license as a County Agricultural Inspector/Biologist; **AND**
- Possession of all eight (8) valid licenses issued by the California Department of Food and Agriculture; **AND**
- Two (2) years of full-time paid work experience as an Inspector/Biologist II for a California Agricultural Commissioner or Sealer's office or equivalent.

Proof of education may be required for verification purposes after the eligible list has been established as part of the selection interview process. Proof of education (transcripts and/or degree) may be attached at the time of online application submission if available.

LICENSE

- Applicants must possess and maintain a valid California Driver's License and remain free from repeated preventable accidents;
- Employees may be required to use personal transportation during the performance of their duties; **AND**
- Possess and maintain a valid California Commercial Driver's License prior to or after appointment for staff assigned to the Heavy Capacity Weight Truck.

APPLICATION AND SELECTION PROCEDURES:

CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Classified Service of the County and is assigned to the Technical Services Bargaining Unit for labor relations purposes.

Individuals who are in a full-time classified position are required to serve a twelve-month probationary period, which may be extended an additional six months for a total of eighteen months. The probationary period does not apply to unclassified positions.

EQUAL EMPLOYMENT OPPORTUNITY

The County of Stanislaus is an Equal Opportunity Employer. All qualified applicants are encouraged to submit online application(s) for open position(s).

Stanislaus County is committed to establishing and maintaining

effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military or veteran status.

APPLICATION PROCEDURES/FINAL FILING DATE

Applications cannot be submitted later than 5:00 p.m.. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a completed application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodation Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form. <http://www.stancounty.com/personnel/pdf/ADATestingForm.pdf>

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment drug screening and job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

JOB TASK ANALYSIS INFORMATION

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under "Disability Management."

PUBLIC SERVICE LOAN FORGIVENESS PROGRAM

Find out if you qualify for the AES Public Service Loan Forgiveness program for full-time public sector employees (PSLF) by contacting (866) 706-5005.

<https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>

WELLNESS PROGRAM

Learn more about Club Wellness, a program designed to facilitate and encourage the good health of the Stanislaus County's workforce. <http://myclubwellness.org>

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this bulletin to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding, and such information prevails over information contained in this bulletin. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.

APPLICANTS MAY APPLY ONLINE AT:
<http://www.stancounty.com>
 Stanislaus County/Human Resources
 1010 10th Street, Ste 6800
 Modesto, CA 95354
 209-525-6341
jobhelp@stancounty.com

Job #2338-18
 AGRICULTURAL WEIGHTS & MEASURES INSPECTOR I/II/III
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An Equal Opportunity Employer

Agricultural Weights & Measures Inspector I/II/III Supplemental Questionnaire

* 1. What is your highest level of education?

- High School Diploma or equivalent
- Associates Degree
- Bachelor's Degree
- Master's Degree
- N/A

* 2. Is your degree in one of the following?

- Agriculture
- Biology
- Physical Science
- Other

3. If answer to Question 2 is Other, what is the field of study?

- * 4. If answer to Question 2 is Other, do you have a minimum of 30 semester units or equivalent, in one or any combination of the following disciplines: agriculture science, biological science, chemical science, physical science, mathematics, and/or statistics?
- Yes
 No
- * 5. If you answered yes to Question 4, are copies of your transcripts attached?
- Yes
 No
- * 6. Do you possess one or more of the following licenses issued by the California Department of Food and Agriculture?
- Pesticide Regulation
 Pest Prevention and Plant Regulation
 Weight Verification
 Investigation and Environmental Monitoring
 Integrated Pest Management
 Commodity Regulation
 Measurement Verification
 Transaction and Product Verification
 None
- * 7. How many years of full-time paid work experience do you have as an Inspector/Biologist I for a California Agricultural Commissioner or Sealer's Office or equivalent?
- None
 One to Two Years
 Two to Three Years
 Three to Four Years
 Four Years or more
- * 8. Do you have a valid California Drivers License?
- Yes
 No
- * 9. By typing your full name below, you certify that your answers are true and complete.

* Required Question