

State of California  
DEPARTMENT OF FOOD AND AGRICULTURE  
COUNTY LICENSING PROGRAM  
Non-Incumbent Re-qualifying Examinations

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COUNTY AGRICULTURAL COMMISSIONER  
DEPUTY COUNTY AGRICULTURAL COMMISSIONER  
COUNTY SEALER OF WEIGHTS AND MEASURES  
DEPUTY COUNTY SEALER OF WEIGHTS AND MEASURES  
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**Online application for non-incumbent county re-qualifying examinations is available at:**  
<https://apps4.cdfa.ca.gov/CountyLicensingExam/>

The following fee(s) must accompany the application.

Online Examination: . . . . . \$75.00

Applications submitted without payment will **not** be accepted. Payment must be submitted with the application and received by the final filing date.

Final Filing Date . . . . . **Continuous**

Online Examination Date . . . . . **Exams will be held as needed**

**If you have a disability and need special testing arrangements, please state on the “Application for Examination.” You will be contacted to make specific arrangements.**

**MINIMUM QUALIFICATIONS**

**COUNTY AGRICULTURAL  
COMMISSIONER**

Possession of a valid statewide County Agricultural Commissioner License.

**DEPUTY COUNTY AGRICULTURAL  
COMMISSIONER**

Possession of valid statewide Deputy County Agricultural Inspector/ Biologist license

**COUNTY SEALER OF WEIGHTS AND MEASURES**

Possession of a valid statewide County Sealer of Weights and Measures license.

**DEPUTY COUNTY SEALER OF WEIGHTS AND MEASURES**

Possession of a valid statewide Deputy County Sealer of Weights and Measures license

**GENERAL INFORMATION:** A minimum rating of 70 percent must be attained in the written portion of the examination. The oral examination will be scored on a pass/fail basis.

**RIGHT OF APPEAL:** Within thirty (30) days after the notice of examination results has been mailed, a candidate may appeal in writing to the Secretary of the California Department of Food and Agriculture to have the rating of the oral examination panel or written examination papers reviewed on the grounds of errors committed in rating. Written examination material will not be made available for review.

**RENEWAL OF LICENSES:** Re-qualifying examinations are for candidates holding valid licenses but will not be employed in a State or County Agricultural or Weights and Measures Program when they expire. Successful completion of a re-qualifying exam will renew the license for a period of five years. Licenses of eligibility are valid for five (5) years unless revoked.

Licenses of eligibility shall be renewed upon expiration without further examination if the holder is employed in a county agricultural or weights and measures position, California Department of Food and Agriculture, or with the California Department of Pesticide Regulation.

## SCOPE OF THE EXAMINATIONS

**WRITTEN EXAMINATIONS:** The written examination will consist of multiple choice questions for **both** County Agricultural Commissioner and Deputy Agricultural Commissioner candidates. Multiple choice questions will be based on:

1. Administration, management and supervision which will include personnel administration, program planning, budgeting, training, and public relations and may include sexual harassment policies, labor relations policies, Americans with Disabilities Act and workplace violence issues.
2. Laws and regulations relating to the management practices of County Agricultural Commissioners.
3. Structure and function of county government.
4. California Department of Food and Agriculture policies relating to county agricultural programs and County Agricultural Commissioners', California Department of Food and Agriculture and Department of Pesticide Regulation joint policy statements.

**WRITTEN EXAMINATIONS:** The written examination will consist of multiple choice questions for **both** County Sealer of Weights and Measures and Deputy Sealer candidates. Multiple choice questions will be based on:

1. Administration, management and supervision which will include personnel administration, program planning, budgeting, training, public relations and may include sexual harassment policies, labor relations policies, Americans with Disabilities Act and workplace violence issues.
2. Laws and regulations relating to the management practices of County Sealer of Weights and Measures offices.
3. Structure and function of county government.
4. California Department of Food and Agriculture policies including Division of Measurement Standards policies.

**REFUNDS:** A refund may be issued under certain circumstances. The County Licensing Office will determine if a candidate will be issued a refund of fees paid for examination.

Licenses of eligibility of persons not employed in a county agricultural or weights and measures position, California Department of Food and Agriculture, or by the California Department of Pesticide Regulation but who otherwise meet the minimum qualifications for the class, or have served as incumbents in the class, may be renewed at the time of expiration only after the successful completion of an oral examination. **Application for renewal must be filed at least 30 days before the license expires.**

**APPLICATION FORMS:** Application forms may be obtained online at <https://apps4.cdfa.ca.gov/CountyLicensingExam/> *Applications must be filed with the appropriate fees submitted with the Cashier, California Department of Food and Agriculture, 1220 "N" Street, Sacramento, California 95814.*