STANISLAUS COUNTY
invites applications for the position of:

Ag Weights and Measures Inspector I II III

An Equal Opportunity Employer

SALARY:

Hourly	Biweekly	Monthly	Annually
$19.12 - $23.24	$1,529.60 - $1,859.20	$3,314.13 - $4,028.27	$39,769.60 - $48,339.20

OPENING DATE: 11/10/11

CLOSING DATE: 11/25/11 05:00 PM

ABOUT THE DEPARTMENT AND THE POSITION:

Agricultural Weights & Measures Insp I $19.12-$23.24 Hr
Agricultural Weights & Measures Insp II $22.17-$26.94Hr
Agricultural Weights & Measures Insp III $24.42-$29.68Hr

It is important that your application show documentation/verification of all the relevant education and experience you possess. Applications will be rejected if documentation of education/certification is not attached.

Incumbents in this series may be appointed to work in either the Weights and Measures or Agricultural Inspection area. While the primary focus of incumbents will be in either Weights and Measures or Agricultural Inspection, they will be required to perform any of the typical tasks listed below, in either area. Incumbents in this series perform a wide variety of inspections and investigations to ascertain compliance with the provisions of the 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 while supporting the vision, mission and values of the department. Incumbents are subject to overtime, standby, and call-back assignments.

DISTINGUISHING CHARACTERISTICS

INSPECTOR I
This is the entry level position in the series. Under supervision, inspects for compliance in the programs in which licensed; issues certificates of inspection and notices of violation; assists in all other program areas; prepares investigations for administrative action and/or filing with the district attorney.

Employees in this class may, in emergencies and for training purposes, but under close supervision, be required to perform work in subject areas where they do not possess the requisite licenses, but they will not be expected to issue inspection certificates or violation notices. Upon obtaining the requisite licenses, gaining the necessary experience, demonstrating competence and the willingness to accept greater responsibility, employees are eligible for promotion to the Inspector II level. All promotions are subject to the approval of the Department Head.

INSPECTOR II
This is the experienced level in the series. Under general supervision, inspects for compliance in the program areas where licensed. Employees in this class may, in emergencies and for training purposes, but under close supervision, be required to perform work in subjects where they do not possess the requisite licenses, but they will not be expected to issue inspection certificates or violation notices. Employees at the Inspector II level may give direction and guidance on specific assignments to employees at the Inspector I or extra-help level. Upon obtaining the requisite licenses, gaining the necessary experience, demonstrating competence and the willingness to accept greater responsibility, employees at the Inspector II level are encouraged to apply for the Inspector III level. All promotions are subject to the approval of the Department Head.

INSPECTOR III
This is the advanced experienced level in the series. Employees in this class are under general supervision. They are expected to work independently and perform the full array of inspections and investigations. Employees in this class are lead persons for other employees and coordinate activities such as contracts, agreements, and/or departmental programs. They exemplify the mission, vision and values of the Department. Employees at this level 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.

TYPICAL TASKS:

TYPICAL TASKS (LEVELS I, II, and III)

AUDITS AND INSPECTIONS:

- 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 products which fail to meet minimum quality and wholesomeness standards
- Remove from sale deceptively packed or improperly labeled products
- Deploy, check, and service traps for the detection of target insects in a regular and timely manner
- Conduct commodity inspections and issue standardization certificates
- Inspect, test, seal, or condemn commercially used weights, scales, beams, meters, tanks, and other weighing and measuring devices
- Inspect gasoline vapor recovery systems for compliance with California Environmental Protection Agency and San Joaquin Valley Unified Air Pollution Control District laws and regulations
- 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
- Sample petroleum products for minimum quality requirements
- Inspect retail petroleum establishments for proper labeling and signage
- Inspect weighmasters for accuracy, completeness, and proper handling of weighmaster certificates
- Inspect repairs and installations of commercial devices by device repairman
- Perform destination inspection on incoming shipments to prevent the introduction of harmful pests
- Inspect nursery stock to assure compliance with state laws and regulations

REGULATORY ACTIVITIES:

- 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
- 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 fieldworkers; consideration of alternative pesticides or other pest management techniques

INVESTIGATIONS:

- Conduct pesticide related investigations that may collect samples, and prepare reports of incidents and complaints

of human exposure and/or illness, adverse effects to the environment, 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
- Investigate complaints from consumers and other sources
- Prepare and maintain records and reports

CUSTOMER SERVICES:

- Organize, prepare and present information to the public and industry groups, such as continuing education classes
- Provide training to lower series level inspectors
- Train and direct fellow inspectors and extra-help employees
- Provide information regarding the safe handling and storage of rodenticides

DATA COLLECTION AND PROCESSING:

- Obtain crop samples in accordance with protocol 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
- Gather and compile data for the publication of the Annual Agricultural Crop Report

MISCELLANEOUS DUTIES:

- Operate department owned equipment and vehicles
- Represent Deputy Commissioner/Sealer in Deputy's absence
- Perform other duties as assigned or necessary as they apply to applicable laws, regulations, and policies

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

KNOWLEDGE OF

Level I

General agricultural and/or weights and measures practices; public speaking and writing skills; basic mathematics; computer literacy.

Level II

The above, 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; principles of administrative hearing and courtroom testimony.

Level III

The above, plus Federal, State, and County laws and regulations pertaining to agricultural, environmental, and weights and measures programs; principles of supervision; program organizing and coordinating techniques.

ABILITY TO:

Level 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 and write investigation reports; communicate verbally in a clear and effective manner
- Learn, interpret, apply, and enforce laws, regulations, and rules relating to the work of the Agricultural Commissioner's office
- Prepare and maintain accurate records and files in relation to all phases of work
- Demonstrate willingness to be flexible in work assignments

Level II

- The above, 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
- Qualify for and maintain County driver's permit

Level III

- The above, 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
- May be required to represent Deputy Commissioner/Sealer in Deputy's absence

EDUCATION:

- **Levels I/II/III** require possession of a bachelor's degree from an accredited four-year college or university with a specialization in appropriate disciplines in agricultural, biological, chemical, or physical science. 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 a Bachelor's degree from an accredited four-year college in any discipline with a minimum of 30 semester units, or equivalent, in one or any combination of the following disciplines: agricultural science, biological science, chemical science, physical science, mathematics, and/or statics. The educational requirements may be satisfied if specialized requirements of the Bachelor's degree program include any combination of one or more of these disciplines totaling at least 30 semester units, or equivalent, or may be satisfied through additional college level education, or combination thereof. 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 applicant's qualifications **OR**
- Possession of one or more valid statewide specific category license as a County Agricultural Inspector/Biologist

LICENSES

- **Level I** requires possession of at least one 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

- **Level II** requires possession of five valid licenses issued by the California Department of Food and Agriculture. Of the five licenses required, three must be Pesticide Regulation, Pest Prevention and Plant Regulation, and Weight Verification, and the other two may be any combination of the following Investigation and Environmental Monitoring, Integrated Pest Management, Commodity Regulation, Measurement Verification, or Transaction and Product Verification
- **Level III** requires possession of all eight valid licenses issued by the California Department of Food and Agriculture.

DRIVER'S LICENSE:

- A valid California driver's license is required and must be maintained throughout employment. In addition, employees may be required to provide and utilize personal transportation during the performance of duties. A valid California commercial driver's license is required prior to or after appointment for staff assigned to the Heavy Capacity Weight Truck

EXPERIENCE:

Level I

This is an entry level and does not require previous Inspector/Biologist experience

Level II

- This level requires one year of full-time paid work experience as an Inspector/Biologist I for a California Agricultural Commissioner or Sealer's office or equivalent

Level III

- This level requires two years of full-time paid work experience as an Inspector/Biologist II for a California Agricultural Commissioner or Sealer's office or equivalent

DESIRABLE QUALIFICATIONS

LEVEL I

- Experience working with computer equipment, particularly in using word processing, spreadsheets, and Windows
- Ability to speak, read and write in Spanish and/or a Southeast Asian language

LEVEL II

- Significant and pertinent work and/or educational experience in quality and quantity control of agricultural commodities
- Significant and pertinent work and/or educational experience in plant agriculture
- Possession of a Qualified Applicators Certificate issued by the California Department of Food and Agriculture
- Possession of a valid California Commercial Drivers License

LEVEL III

- Significant and pertinent work and/or experience in basic supervision
- Possession of Deputy Commissioner/ Sealer license(s)
- Possession of a Qualified Applicators Certificate issued by the California Department of Food and Agriculture

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 Technican Services Bargaining Unit for labor relations purposes.

EQUAL EMPLOYMENT OPPORTUNITY

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

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 form.**

TESTING ACCOMMODATIONS

Arrangements may be made to accommodate disabilities or religious convictions. Describe the special test arrangements you require in the "Additional Information" section of the application form.

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.

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.
- Establish and maintain effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, color, national origin, ancestry, political affiliation, sex, sexual orientation, religion, marital status, age (over 40), pregnancy related condition, medical condition (cancer related), physical (including AIDS) or mental disability.
- Maintain confidential information according to the legal standards and/or County regulations as required.

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".