



AN EQUAL OPPORTUNITY EMPLOYER  
(WOMEN, MINORITIES, AND DISABLED ARE ENCOURAGED TO APPLY)

ANNOUNCES AN OPEN RECRUITMENT FOR:

**FIELD ASSISTANT – SEASONAL**  
**Application Deadline: January 18, 2018**

**DEPARTMENT:** Agricultural Commissioner  
Eastern Sierra Weed Management Area Program and  
Mosquito Abatement Program

**LOCATION:** Inyo and Mono Counties (County-wide)

**SALARY:** Range PT50 \$15.05/hr. – no County benefits

**TERM:** Seasonal positions – April through September, 2018 or  
May through September, 2018  
40 hours per week

**ESSENTIAL JOB DUTIES:** Entails daily fieldwork during the summer months.

**Eastern Sierra Weed Management Program** - Operation of power herbicide spray equipment, hand herbicide sprayers, hand tools; driving four-wheel-drive vehicles and walking into remote areas to detect and spray noxious weeds.

**Mosquito Abatement Program** – Performing specialized work in the field of mosquito control; inspecting areas for mosquito breeding sources; determining stages of growth, types of mosquitoes, and factors important in applying control measures; applying control products in designated locations; digging drainage channels, cutting brush and performing other source reduction and control related labor. Exercising considerable judgment in inspection and control assignments in conformance with State laws, regulations, pesticide labels, and program policies.

Duties in both divisions require keeping accurate logs and records; exercising proper safety precautions; performing routine maintenance on vehicles and equipment; and maintaining equipment and facilities in a clean, orderly condition.

**EMPLOYMENT STANDARDS:**

**Education/Experience:** A high school graduate or equivalent with a minimum of one year of experience working in a similar position or at least 15 units of college coursework in a related field.

**Knowledge of:** Principles of power and hand tool safety and use; principles of ecology and the environment; prefer knowledge of principles of science, botany, and/or general biology; safe handling of pesticides; working knowledge of automotive and power equipment, both operating and maintenance; principles of data collecting and basic mathematics; geography of the Owens Valley; general knowledge of safety precautions; basic first aid.

**Ability to:** Organize and carry out daily activities with minimal supervision; operate and maintain power and hand tools; maintain good cooperative relationships with fellow employees and the public; work well independently and with others; operate a camera and Global Positioning System (GPS) equipment; read and write capably and input data into a computer; read maps and aerial photographs; keep accurate logs and records;

identify plants; identify different types of mosquitoes and stages of growth; work outdoors all day, often in adverse conditions, including extreme temperatures, sun, wind, water, and insects; walk up to five miles a day over difficult and remote terrain while carrying up to 40 pounds; maintain a safe working environment; exercise independent judgment. Availability to work variable work hours.

**Core Competencies:**

The core competencies listed below and the ability to immediately demonstrate these competencies consistent with the position's level in the department and the specific work assignment:

- **Intensity:** Goes after the goal with passion; is results oriented, and gets the job done. *Key Concepts:* Risk-taker; results-oriented; and initiative driver.
- **Ethical Behavior:** Does what is right regardless of temptations and pressures to do otherwise; upholds the public's trust; and conducts self-according to a set of principles. *Key Concepts:* Respect; trust; responsible; fair; and caring.
- **Influence:** Affects successful outcomes for the organization through the use of masterful leadership, collaboration, and a keen understanding of the organization, its goals, and the interests of all parties. *Key Concepts:* Engaged; collaborative; strategic orientation; situational awareness; organizationally savvy; inspirational; energizing-empowering; team orientation; and change agent.
- **Commitment:** Successfully builds relationships with and promotes involvement of diverse groups; considers the needs of diverse clients when developing policies and procedures related to service; works closely with diverse groups to identify and deliver services that meet their needs and the strategic objectives of the program; establishes customer service as the single purpose to which all resources are dedicated; focuses on delivering the best services possible to the public; focuses on customer needs; and is committed to public service. *Key Concepts:* Public servant; and customer service.
- **Interpersonal Skills:** Possesses and uses versatile communication styles and approaches; understands the underlying psychology of why people act as they do and changes approach to affect positive outcomes; builds rapport throughout the organization; and develops human potential. *Key Concepts:* Staff development; communication; listening; delegation; recognition; and buy-in.
- **Resiliency:** Is adaptable; takes direct action; leads by example; exhibits tenacity. This leader is ready, flexible, self-reliant, and has a reputation for finding opportunities in difficult situations. *Key Concepts:* Action-orientation; adaptability; flexibility; agility; tenacity; survivability; courage; confidence; and intuition.
- **Craftsmanship:** Rejects the "good enough for government work" attitude; takes ownership of work done and results accomplished; takes pride in delivering quality services to customers; seeks out opportunities to develop new and creative solutions and programs; imagines possibilities; defines a vision, and works to bring vision into reality. *Key Concepts:* Innovative; imaginative; inventive; pride-in-work; accountability; self-development; and self-starter.

**Special requirements:** Must possess a valid operator's license issued by the California Department of Motor Vehicles.

**SELECTION:** Selection procedures will be determined by the number and qualifications of applicants and will include a qualification screening and oral interview.

**APPLICATION:** Applications **must be received** in the Personnel Office, P.O. Box 249, Independence, CA 93526, no later than 5:00 p.m. on **January 18, 2018 (postmarks not accepted)**. Must apply on Inyo County application form. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. **It is not acceptable to complete the application with statements like "See/Refer to Resume" or "See Attached"**. Incomplete applications will not be processed.

**REASONABLE ACCOMMODATION FOR PERSONS WITH QUALIFYING DISABILITIES:** Inyo County will make reasonable efforts in the examination process on a case-by-case basis to accommodate persons with disabilities. If you have special needs, please contact (760) 878-0295 prior to the examination process.

**CITIZENSHIP/IMMIGRATION STATUS:** Inyo County employs only U.S. citizens and lawfully authorized non-citizens in accordance with the Immigration Reform and Control Act of 1986.

The County of Inyo has work sites located throughout the Owens Valley (Independence, Bishop, Lone Pine, Big Pine, and Olancho) and the Death Valley area (Death Valley, Tecopa, and Shoshone). All positions are considered Countywide. Positions are assigned to a work site based upon the needs of the County. Positions may be temporarily or permanently reassigned to another work site as deemed necessary by the Department Head and/or County Administration.