



## **SUPERVISING AGRICULTURAL BIOLOGIST**

**DEFINITION:** Under general direction, plans, organizes, and directs the activities of the Agriculture/Weights and Measures division of the Agricultural Commissioner's Department; coordinates the work of the division with other departments and agencies; performs related duties as required.

**DISTINGUISHING CHARACTERISTICS:** Positions in this class are characterized by their responsibility to administer, as well as perform actual inspections, services, and controls as required by law, of all divisions, including Special Services, Pesticide Regulation, Pest Prevention and Weights and Measures. Incumbents should possess a high degree of scientific analytical ability; good oral and written communication skills; and the ability to work effectively with others.

**ESSENTIAL JOB DUTIES:** Conducts field surveys and inspections in areas applicable to the Agricultural Commissioner/Sealer's Office, including fruit, vegetable, and egg quality control, nursery compliance, pest disease control, pesticide safety, weighing and measuring devices, quantity control of package commodities, weighmaster and petroleum products, electric meters and liquid petroleum gas; investigates and determines commodity fitness and recommends remedial measures used in regulation of agricultural industry such as suggestions or reprimands, issuing certificates of compliance or notices of non-compliance ordering reconditioning or destruction of commodities, office hearings, or issuing citations; disseminates agricultural and weights and measures policies, legal requirements, and information; advises and serves general public, community groups, government agencies, and private industry on agricultural and weights and measures problems and concerns; conducts studies and reports such as annual crop statistics, pesticide illness investigations, statistical sampling surveys, follow-up inspections, and investigation of complaints and infractions; prepares routine reports and correspondence; makes oral presentations; plans work schedules and monitor work progress to assure program integrity; performs programs as planned; prepares reports as required by the programs and keeps the Agricultural Commissioner/Sealer informed; performs remedial legal actions required to obtain compliance with State laws and regulations; supervises personnel engaged in agricultural and weights and measures inspections and investigations; performs

departmental administrative work relating to programs, personnel, budget, and reporting functions; represents the Agricultural Commissioner/Sealer to the public and other agencies as required; speaks to various groups on departmental activities; works with members in all facets of the agricultural industry, and other industries and agencies; obtains compliance, preferably by education rather than by enforcement; compiles statistics; maintains an inventory of equipment and supplies; provides vacation and temporary relief as required; other related duties as assigned.

### **MINIMUM QUALIFICATIONS:**

**Education/Experience/Licensing Requirements:** Incumbents in this class must possess licenses in all eight Agricultural Biologist and Weights & Measures Inspector categories; within the first year of employment, incumbents will need to obtain a State of California “Qualified Applicator Certificate” in Regulatory Category “G”.

**Knowledge of:** State laws, regulations, policies, and agreements pertaining to the function of the Agricultural Commissioner/Sealer’s Office; enforcement powers and obligations of the Agricultural Commissioner, rules of evidence, investigating techniques and court procedures; mechanics and operation of scales and other weighing and measuring devices; general agricultural and weights and measures practices and issues; methods for treating and controlling plant pests and diseases commonly found in California; rules and regulations governing general inspection of agricultural pests and the sale and use of pesticides and economic poisons; basic principles of county budgeting methods; knowledge of personnel supervision and principles of program management.

**Ability to:** Interpret and enforce agricultural standards, laws, and regulations; inspect, test and seal commercial weighing and measuring equipment; keep accurate records and prepare reports; operate a computer in the course of work; understand and carry out oral and written directions; establish and maintain cooperative working relationships with those contacted during the course of work; ability to supervise personnel engaged in agricultural and weights and measures inspections and investigations; plan, coordinate, and review inspection programs; perform departmental administrative work relating to programs, personnel, budget, and reporting functions.

**Physical ability to:** Work outdoors, often in adverse conditions, including extreme temperatures, sun, wind, water, and insects; walk distances on difficult and remote terrain, and lift and carry for some distance weights of up to 50

pounds; operate specialized equipment.

**Special Requirements:** Must be willing and available for overnight travel. Within the first year of employment, incumbents will need to obtain a valid “Class B” operator’s license, issued by California Department of Motor Vehicles.