

COUNTY OF SOLANO

AGRICULTURAL BIOLOGIST/WEIGHTS & MEASURES INSPECTOR (SENIOR)

DEFINITION

Leads and performs duties associated with promoting and protecting agriculture while ensuring a safe, affordable and abundant food supply and environmental protection through enforcement of State laws and regulations; ensures equity in the marketplace through enforcement of laws and regulations associated with transactions involving a count, weight or measure; performs inspections and pest detection; enforces pesticide use; maintains related records; issues violation notices and recommend hearings or prosecutions; and performs related duties as required.

CLASS CHARACTERISTICS

This is the advanced journey level in the Agricultural Biologist/Weights & Measures Inspector series. Incumbents are expected to use considerable independent judgment and discretion in performing agricultural/weights and measures inspection and enforcement work. The Agricultural Biologist/Weights & Measures Inspector (Senior) is required to act as a lead worker for subordinate Agricultural Biologist/Weights & Measures Inspectors on special projects. Incumbent may be responsible for all areas of work in an assigned geographical area. This class is distinguished from the Agricultural Biologist (Supervising) class in that the latter is responsible for supervising the staff of a specific work unit within the Agricultural/Weights & Measures Division.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from an Agricultural Biologist (Supervisor) or a Deputy Agricultural Commissioner/Sealer of Weights and Measures.

Provides technical and functional assistance to lower-level Agricultural Biologist/Weights and Measures Inspector staff.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include but are not limited to the following:

1. Serves as lead worker in coordinating agricultural biology/weights & measures projects; provides direction, training, guidance, and assistance to lower-level employees; coordinates daily work activities; organizes, prioritizes, and assigns work; monitors status of work, inspects completed work, and troubleshoots problem situations; assists in selecting new employees.
2. Inspects pesticide mixing, loading, application, storage, and disposal operations by pest control businesses, operators, private applicators, and government agencies; inspects structural/field fumigations, aerial/ground agricultural applications, structural applications, and lawn/landscape applications.
3. Ensures compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures; ensures adherence to established safety procedures; initiates any actions necessary to correct deviations or violations; issues notices of violation, compliance

instructions, cease and desist orders, or other enforcement/compliance actions including notices of proposed action; gathers evidence and prepares reports for administrative hearings or court action; testifies at hearings and in court.

4. Inspects records and facilities where pesticides are stored, sold, and used.
5. Sets and inspects traps to detect pests, such as apple maggots, gypsy moths, fruit flies, glassy-winged sharpshooters, or Japanese beetles.
6. Investigates episodes of alleged human illness, property loss, adverse environmental impacts, or other effects related to pesticide use.
7. Issues or denies restricted material/pesticide use permits.
8. Participates in rotational office duty with other biologists/weights & measures inspectors; receives public requests, inquiries, and complaints; sells rodent bait and gives information/instructions on their use; issues burn permits; answers questions from the public and the media on agricultural issues; conducts office hours at satellite office.
9. Ensures proper notification is made prior to restricted material/pesticide application.
10. Reviews and corrects pesticide use reports.
11. Conducts pre-application site inspections and fieldworker safety inspections.
12. Registers agricultural pest control businesses, maintenance gardeners, agricultural pest control advisors, pest control aircraft pilots, farm labor contractors, and structural pest control businesses.
13. Conducts examinations and issues licenses/certificates for private and structural applicators.
14. Works in cooperation with the Environmental Management Department to conduct hazardous materials storage and record inspections for compliance with laws and regulations.
15. Inspects agricultural products for evidence of disease or insect infestation; enforces plant quarantines and supervises treatment or destruction of quarantined products/materials; inspects incoming shipments of plant material arriving at retail nurseries, United Postal Service warehouses, and other points of entry to ensure compliance with federal, state, and local quarantines; collects, identifies, and submits for analysis specimens from shipments for detection of pests.
16. Inspects commercial crops, rangeland, and rights-of-way to detect, manage, control, and eradicate pests.

17. Issues state/local certificates of origin compliance destined for other states/counties; issues federal/state phytosanitary certificates for agricultural commodities destined for export to foreign countries.
18. Visits residents, County/city parks, or other locations to assist in identifying and controlling garden and household pests.
19. Conducts surveys to determine the presence or spread of pests; conducts surveys of weed/insect sites for the release of biological control agents.
20. Collects insects, nematodes, and diseased plants for laboratory analysis.
21. Notifies California Department of Food & Agriculture (CDFA) of significant problems, finds, or incidents requiring specialized attention; conducts delimitation surveys and trapping; acts as a liaison between CDFA and residents to ensure effective public relations and enlist public cooperation.
22. Coordinates weed management program; conducts surveys and checks for infestations of various weeds, especially noxious weeds; conducts geographic surveys to identify infestations, and applies herbicides and physically conducts plant removal.
23. Inspects retail markets, packing facilities, fruit/vegetable stands, warehouses, and other places where fruits, vegetables, nuts, honey, and/or eggs are sold, stored, or processed to enforce standards for quality, freshness, proper labeling of containers, maturity size, freedom from insects, mold, decay, and mechanical damage; inspects production grounds and issues certificates to permit individuals to sell products at certified farmers' markets; inspects production grounds, records, and processing facilities for organic producer registration; inspects retail locations selling organic commodities for compliance with applicable laws/regulations.
24. Reviews farmers' market rules and issues certified farmers' market certificates; conducts inspections at certified farmers' markets to ensure that commodities sold have been produced by certified producers and that certified producers have certificates posted.
25. Inspects egg production and retail facilities for compliance with state/federal egg surveillance program.
26. Inspects nurseries for nursery licensing, quality/care of plants, proper product identification, and evidence of insects, diseases, or other pests.
27. Inspects beehives for diseased colonies; registers hives and enforces regulations for registration; inspects movement notices and notification of pesticide applications; enforces quarantine regulations for imported hives.
28. Supervises treatment of soil for nematode or other pest control.

29. Visits stores and seed storage facilities to inspect seeds for compliance with federal/state seed laws; checks labeling, purity of seed, and percentage of mixtures of variety seeds; takes samples of seeds; Inspects feed and grain mills to ascertain freedom from weed and seed pests.
30. Inspects certified mill harvesters and equipment; issues certificates and inter-county seed permits.
31. Tests light capacity scales (e.g., computing, spring, counter, monorail, platform, jeweler, prescription, and point of sales scales) for accuracy, correctness, and appropriate electrical/mechanical functions; seals or condemns scales based on outcome of testing.
32. Tests heavy capacity scales (e.g., livestock, factory, agricultural, overhead hopper, truck, crane, and rail scales) for accuracy, correctness, and appropriate electrical/mechanical functions; uses forklift to apply and properly spot 500-pound and 1000-pound test weights on scale, up to 22,000 pounds of test weights; drives large flatbed truck with trailer to move test weights; uses hand cart to move up to 9000 pounds of weights to each scale section; seals or condemns scales based on outcome of testing.
33. Conducts weigh master inspections and audits for accuracy; maintains appropriate records.
34. Verifies tare weights of vehicles, boxes, bins, pallets, and gas cylinders.
35. Tests light capacity measuring devices (i.e., fabric measuring devices, wire/cordage meters, liquid measuring devices, taximeters, odometers, and metal tape measure devices) for accuracy, tolerance, correctness, and maintenance; seals or condemns devices based on outcome of testing.
36. Tests measuring devices (i.e., electric, water, and vapor submeters) used as utility submeters for accuracy, tolerance, and correctness; seals or condemns devices based on outcome of testing.
37. Tests liquid petroleum gas meters for accuracy, correctness, tolerance, and maintenance; utilizes a 102-gallon prover pulled behind a truck in testing procedure; seals or condemns liquid petroleum gas meters based on outcome of testing.
38. Uses a 100-gallon prover to test vehicle meters liquid and petroleum meters on delivery trucks for accuracy and correctness; seals or condemns meters based on outcome of testing.
39. Tests trucks and truck trailers which are subdivided into compartments, and seals test-proven capacity markers, using water and liquid gasses; operates pumps during testing procedure.
40. Tests retail service station petroleum dispensers to determine accuracy; inspects hose condition and device functioning; seals or condemns dispensers based on outcome of testing; test diesel fast-flow meters with a 100-gallon prover.

41. Inspects postings and labels on retail service station signs, petroleum storage tanks, and petroleum dispensers for compliance with codes and regulations.
42. Inspects labeling on packaged petroleum products (i.e., oil and kerosene) and automotive fluid products (i.e., brake fluid and automatic transmission fluid) for compliance with codes and regulations.
43. Inspects retail packages and commodities for correct weight, measure, and labeling compliance; uses statistical samples and average error calculations to determine losses and shortages.
44. Inspects meat counter weights for proper tare and net weights; uses statistical samples and average error calculations to determine losses and shortages.
45. Conducts purchases and product measurement of commodities that weighed at point of sale for accuracy; uses statistical samples and average error calculations to determine losses and shortages.
46. Conducts price verification inspections/audits by comparing posted prices to actual price charged; uses scanners in conducting inspections/audits.
47. Inspects and measures loads of firewood for accurate volume measurement in reply to customer complaints.
48. Investigates and responds to complaints; recommends appropriate course of action; conducts unannounced inspections in response to complaints or on own initiative; seals or condemns devices and recommends enforcement action based on outcome of inspections.
49. Participates in continuing education seminars for holders of private applicator certificates, pest control advisors, qualified applicator licenses, and qualified applicator certificates; conducts public outreach and education to inform the public of departmental operations and of federal, state, and local rules, regulations and procedures; prepares written materials and conducts presentations; conducts individual consultations with various members of the community; interacts with the media, as directed by supervisors.
50. Implements and administers grants relating to department projects.
51. Prepares or completes various forms, reports, correspondence, and other documents.
52. Receives various forms, reports, correspondence, pesticide use reports, pest/damage reports, pesticide use permits, pesticide labels, plant quarantine updates, Department of Measurement & Standards (DMS) reports, trapping guides, quarantine guides, standards, codes, regulations, policies, procedures, bulletins, manuals, directories, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

53. Maintains a comprehensive, current knowledge of applicable laws/regulations: maintains an awareness of new trends and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate;

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge/Skills/Abilities

Knowledge of:

Policies, procedures, and activities of the County and of departmental practices as they pertain to the performance of duties; departmental and County rules and regulations which impact on program operations, equipment, and staff.

Federal, state, and local laws, ordinances, standards, and regulations governing agricultural/weights and measures inspection and regulation in the areas of certification.

Terminology, principles, and methods utilized within the department.

Considerable knowledge of the goals/objectives of a comprehensive agricultural/weights and measures inspection and regulation program.

Types and uses of pesticides and baits.

Types of weeds and pests found in the County and effective methods for the management, control, eradication, or prevention of pest infestations.

Various species of plants.

Types of agricultural products, fruits, vegetables, and nuts raised, sold, imported, or exported from the County and symptoms/causes of damage to these products.

Symptoms of diseased beehives.

Methods and techniques used in inspection of various weighing and measuring devices, including those dispensing petroleum and compressed gases.

Working knowledge of state-of-the-art equipment, substances, techniques, and/or computer hardware and software that will assist in meeting program objectives;

Location and needs of users of the program's services.

Effective training methods.

Skills to:

Drive a motor vehicle and/or truck at varying speeds in urban and rural areas, in all types of weather and road conditions.

Use a microscope and other specialized tools.

Operate a personal computer and other general office equipment.

Operate equipment, scales, and tools associated with work activities.

Ability to:

Comprehend, interpret, explain, and apply laws, regulations, policies, procedures, and related information governing agricultural/weights and measures program operations; comply with laws, regulations, and professional practices regarding agricultural programs.

Understand program objectives in relation to departmental goals and procedures; implement and carry out a variety of agricultural/weights and measures program objectives; keep abreast of major changes in assigned program.

Work independently in all areas of licensing.

Lead the work of others engaged in performing agricultural/weights and measures inspection and enforcement work.

Collect and analyze data to draw logical conclusions and make appropriate recommendations.

Work safely with flammable gases and fumes, and with related equipment.

Test a wide variety of packaged products using scales, liquid measures, and linear/cubic measures.

Gather samples.

Identify plants, animals, pests, weeds, diseases and damage to plants, and agricultural products.

Instruct and assist growers, residents, retailers, and others in complying with appropriate laws and regulations during the course of conducting inspections.

Effectively communicate and interact with people of diverse socioeconomic backgrounds and temperaments; establish and maintain cooperative working relationships.

Ascertain and resolve complaints, problems, and violations.

Issue permits and certificates.

Read, understand, and interpret technical, biological, and agricultural reports and related materials.

Follow precisely procedures designed to ensure safety.

Research regulations, procedures and/or technical reference materials; prepare narrative and statistical reports; maintain accurate records and document actions taken.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Gather evidence; prepare court cases and documents; testify at administrative hearings and in court.

Experience and Education/Training

Experience:

Two (2) years of work experience equivalent to an Agricultural Biologist/Weights & Measures Inspector in a California Agricultural Commissioner's Office, including experience in inspection, pest detection, pest control, pest prevention, consumer protection, and agricultural enforcement activities.

SPECIAL REQUIREMENTS

Incumbents must possess **all** of the following eight (8) licenses of eligibility as an Agricultural Biologist/Inspector and Weights/Measures Inspector issued by the California Department of Food & Agriculture:

- Pesticide Regulation;
- Pest Prevention & Plant Regulation;
- Investigation & Environmental Monitoring;
- Integrated Pest Management;
- Commodity Regulation;
- Weights Verification; Measurement Verification;
- and Transaction and Product Verification.

Incumbents must also possess accreditation as an Authorized Certification Official for Federal Phytosanitary Certification.

Possession of a valid Class C or higher California driver's license is required. Some assignments may require a valid Class A California driver's license.

SUPPLEMENTAL INFORMATION

ADA Compliance

Physical Ability: Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds); may occasionally involve lifting or moving heavier objects and materials (up to 100 pounds).

Sensory Requirements: Some tasks require visual perception and discrimination. Some tasks require oral communications ability.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, odors, wetness, humidity, rain, temperature and noise extremes, fumes, hazardous materials, machinery, electric currents, traffic hazards, bright/dim light, toxic agents, disease, pathogenic substances, animal/wildlife attacks, or animal/insect bites. Incumbents may be exposed to chemicals, plant/animal diseases, or poison oak; must have a tolerance for chemical and agricultural odors.

Other:

Independent travel is required.

Incumbents will be required to drive vehicles or trucks through fields/orchards and walk agricultural lands in various weather conditions; some assignments require operation of a forklift and/or heavy capacity truck; may be required to spend a great deal of time in a vehicle during hot weather.

Position allocated to this class may require bilingual skills.

Incumbents may be subject to drug/alcohol testing as required under the Federal Omnibus Transportation Employee Testing Act of 1991. Testing includes pre-employment and post-accident, as well as random and reasonable suspicion testing as required by law.

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