

**COUNTY OF SOLANO**  
**AGRICULTURAL /**  
**WEIGHTS AND MEASURES AIDE**

**Est. 06/02**

**DEFINITION**

Under close supervision, performs a variety of tasks in support of agriculture and/or weights and measures inspector activities; performs related duties as required.

**DISTINGUISHING CHARACTERISTICS**

Incumbents in this class assist agricultural biologists/weights and measures inspectors by performing a variety of routine and repetitive tasks that do not require the skill and knowledge of agricultural biologist/weights and measures inspectors. Incumbents do not perform the full range of biologist/inspector duties and are not empowered to issue certificates or to enforce agriculture and weights and measures laws and regulations.

**EXAMPLES OF DUTIES**

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

1. Inspects or assists in inspecting incoming shipments of plant material arriving at various points of entry to ensure compliance with federal, state and local quarantines; inspects agricultural products for evidence of disease or insect infestation; assists with enforcing plant quarantines and overseeing treatment or destruction of quarantined products/materials;
2. Collects, identifies and submits for analysis specimens from shipments for detection of pests; conducts surveys to determine the presence or spread of pests; collects insects, nematodes and diseased plants for laboratory analysis; inspects traps to detect pests such as gypsy moths, fruit flies and glassy winged sharpshooter.
3. Inspects or assists in inspecting commercial crops, range land and right-of-ways to detect, manage, control and eradicate pests; visits residents.
4. Assists with inspection of gasoline pumps and their remote consoles, oil and automatic transmission fluid meters, dairy milk tanks, cordage and fabric meters, odometers/taximeters, liquid graduates, and similar measuring devices. Assists with inspection of devices and petroleum storage tanks for correct labeling.
5. Assists with inspections of truck, cattle and retail scales, including electronic point of sale systems, using test vehicles and standard weights.

6. Conducts surveys and checks for infestations of various weeds, especially noxious weeds; controls infestations by manual removal or by applying herbicides; surveys high hazard areas and submits samples of unknown plants for identification; inspects feed and grain mills to ascertain freedom from weed seed pests.
7. Assists with repair and maintenance of test vehicles, weights, and other department equipment.
8. Keeps accurate records of inspections, plots locations of traps on maps.

## **QUALIFICATION GUIDELINES**

### **Education and/or Experience**

No experience is required. However, applicants must demonstrate possession of and competency in the requisite knowledge and abilities. Possession of a high school diploma or GED.

### **Knowledge/Skills/Abilities**

**Working knowledge of** record keeping and basic arithmetic.

**Ability to** learn, understand, interpret and apply laws, regulations and policies governing agricultural program operations; learn to make decisions and independent judgments; communicate effectively with people of diverse socio-economic backgrounds and temperaments; establish and maintain cooperative working relationships; learn to determine the appropriate course of action in emergency or stressful situations; prepare narrative and statistical reports; comply with laws, regulations and professional practices governing agricultural programs, services and operations; follow written and verbal instructions; deal firmly and fairly with clients of various socio-economic backgrounds and temperaments; maintain accurate records and document actions taken; learn to ascertain and resolve complaints/problems/violations; learn to organize and prioritize work assignments; make routine arithmetical calculations; learn to research regulations, procedures and/or technical reference materials; learn to gather samples; learn to identify plants, animals, pests, weeds, diseases and damage to plants and agricultural products; learn to assist growers, residents, retailers and others in complying with agricultural standards and regulations through timely inspections, project a positive image; provide an effective liaison between the department and the public.

## **SPECIAL REQUIREMENTS**

Possession of a valid Class C California driver's license is required.

Independent travel will be required.

Incumbents will be required to drive autos or small trucks through fields or orchards; walk agricultural lands in various weather conditions; may be required to spend a great deal of time in a vehicle during hot weather.

**SUPPLEMENTAL INFORMATION**

Incumbents may be exposed to chemicals, plant/animal diseases or poison oak and must have a tolerance for chemical and agricultural odors.

Positions allocated to this class may require bilingual skills.

Incumbents must be able to lift and carry objects weighing up to 50 pounds.

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Department Head

Date