

**AGRICULTURAL INSPECTOR/BIOLOGIST II****DEFINITION**

Under general supervision, performs a variety of inspections; investigates and enforces those provisions of the California Food and Agricultural Code, Code of Regulations, Business and Professions Code, and County Ordinances governing the work of the County Agricultural Commissioner's Office; and does other work as required.

**DISTINGUISHING CHARACTERISTICS**

The Agricultural Inspector/Biologist classes are found only in the Office of the Agricultural Commissioner, a regulatory and enforcement entity, with the authority to issue administrative fines and penalties, and responsible for programs to monitor compliance issues within the industries of the County, and to ensure the health, safety and welfare of consumers and workers.

Incumbents perform journey-level inspection tasks in their assigned district and are expected to possess all the licenses and certificates necessary to complete their assignments. Since incumbents are licensed to work in three inspection areas, they often work independently while performing assignments. They may assist with inspection duties in another district in a training capacity. Supervision is received by means of periodic checks and close review of inspection reports. Agricultural Inspector/Biologists II may give direction and guidance on specific assignments to Agricultural Inspector/Biologists I.

This is a flexibly staffed series; incumbents appointed at the lower level may be promoted up to the next higher level without further competition, subject to meeting the employment standards and licensing requirements for this class.

The class of Agricultural Inspector/Biologist II is distinguished from the lower, entry-level class of Agricultural Inspector/Biologist I in that the latter works under the close supervision of licensed personnel or performs routine assignments until more experience is gained. It is further distinguished from the next higher class of Agricultural Inspector/Biologist III in that the latter is the advanced working-level with lead responsibilities, performing difficult and complex agricultural inspections in all major programs as well as county-wide responsibility as designated.

**EXAMPLES OF DUTIES**

In addition to the duties listed for Agricultural Inspector/Biologist I:

1. Independently investigates a variety of incidents such as pesticide related complaints, illnesses, reports of loss, environmental effects, plant quarantine violations; gathers samples and evidence, and prepares investigative reports; reviews and evaluates evidence to ascertain if a violation has occurred and recommends appropriate action including potential fines.
2. Prepares case files for enforcement actions such as Agricultural Civil Penalties, or civil/criminal actions with the District Attorney; may testify as a witness.
3. Reviews application and documentation for organic certifications. Conducts site inspections for organic certifications.
4. Prepares and delivers continuing education for private and commercial applicators and pest control licensees and makes oral presentations.

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5. Independently evaluates restricted use pesticide permit applications; identifies hazards, sensitive sites, determine likelihood of adverse impacts and conditions permit with feasible mitigation measures; prepares and issues permits; monitors applications for consistency with permit and use requirements.
6. Issues quarantine certificates of compliance, and notice of violation, origin certificates, and phytosanitary certificates and hold orders.
7. Establishes and maintains effective working relationships with customers such as the public, growers, media, schools, etc.
8. Identifies potential environmental and human effects hazards during inspections and investigations.
9. Conducts field worker safety inspections and employee safety record audits; performs Pest Control Advisor audits and Pest Control Business audits.
10. Evaluates businesses for compliance with laws and regulations as part of certification programs such as organic certification or food safety.

### **QUALIFICATIONS**

A combination of experience, education and training which substantially demonstrates the following knowledge, skills and abilities.

#### Knowledge and Skills:

#### Working knowledge of:

1. California Food and Agriculture Code, California Code of Regulations, Business and Professional Code, export plant quarantine requirements, County Ordinances and other county, state and federal laws and regulations pertaining to county agricultural operations
2. The Pesticide Use Enforcement Program
3. Plant Quarantine Program, including export requirements

#### Some Knowledge of:

1. Plant and insect identification
2. Integrated Pest Management
3. Commodity Regulation
4. Personal computer usage including the following software: Word, Excel, Access, PowerPoint, as well as Internet research methods; use of specialized programs such as for restricted materials permits

#### Skill and Ability to:

1. Interpret, apply and enforce provisions of the Food and Agriculture Code, and agricultural standards, laws and regulations
2. Deal tactfully and effectively with the public and others contacted in the course of work
3. Establish and maintain effective communication in enforcement situations that may be difficult or tense
4. Speak in public before large and small groups
5. Communicate effectively, both orally and in writing
6. Prepare and maintain detailed reports and accurate records of inspections
7. Distinguish basic insects/pests through a hand lens

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8. Analyze situations and make decisions on routine enforcement problems, in accordance with departmental policies and procedures
9. Maintain confidentiality of protected records

### **REQUIRED CONDITIONS OF EMPLOYMENT**

In addition to all basic requirements listed for the Agricultural Inspector/Biologist I classification, as a condition of employment, the incumbent will be required to:

1. Possess the following three (3) valid core licenses designated by the County Agricultural Commissioner and issued by the Secretary of the California Department of Food and Agriculture:
  - a. Pest Prevention and Plant Regulation
  - b. Pesticide Regulation
  - c. Investigation and Environmental Monitoring
2. Obtain the Federal Cooperators' License for phytosanitary certification within one year of appointment to Level II position
3. Obtain either the Integrated Pest Management or Commodity Regulation licenses within two years from date of appointment and promote to the journey-level Agricultural Inspector Biologist III level

### **EXAMPLES OF EXPERIENCE/EDUCATION**

The knowledge, skills and abilities listed above may be acquired through various types of experience, education or training, typically:

#### Experience:

One year of experience in agricultural inspection and enforcement work comparable to that of an Agricultural Inspector/Biologist I in Monterey County

**AND**

#### Education:

Graduation from an accredited four-year institution of higher education with a Bachelor's degree specializing in one or more appropriate disciplines in the agricultural, biological, chemical, physical sciences or other appropriate disciplines as determined by the Secretary of the California Department of Food and Agriculture to qualify for licensing exam

### **PHYSICAL AND SENSORY REQUIREMENTS**

The physical and sensory abilities required for this classification include:

1. Operate a motor vehicle, including forklifts, ATVs, trucks with trailers
2. Lift, push pull and/or carry a 50-pound object
3. Visually observe and monitor a pesticide application at 100 yards while driving over uneven terrain; may have to differentiate between colors while conducting tests
4. Verbally communicate and to hear cell phones in field or noisy environments

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5. Smell and detect the presence of chemicals and/or pesticides in open and closed environments. Detect odors and aromas for potential hazards
6. Read maps, fine print, gauges, meters and other calibrated or precision measuring instrument, data on computer screen, and to visually detect differences between agricultural pests, crops, plant material, etc.
7. Sit and/or walk for approximately 8-10 hours a day
8. Distinguish and identify sounds and voices in a noisy environment, able to recognize potential danger
9. Project a voice that can be heard over loud noises
10. Work outdoors, on uneven ground or floor surfaces, and on slippery surfaces, or come into contact with water
11. Work under adverse weather conditions
12. Climb a ladder

**CLASS HISTORY**

Class Code: 30N20  
Established Date: October 1969  
Revised Date: January 2007  
January 1992  
Former Title: N/A

**CLASS DATA**

Job Group: 14  
EEO Category: T  
Work Comp. Code: 9410  
Bargaining/Employee Unit: J  
FLSA: C  
MOCO OT: Y

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Approved by:

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County Administrative Office

5/16/08  
Date