

**DESCRIPTION:** Under general supervision, performs advanced inspection work related to the regulation programs within the Nebraska Department of Agriculture. Positions allocated to this class work in a regulatory enforcement capacity. Works independently in the performance of inspections in a specific geographical area where periodic checks and consultations are performed with a supervisor; performs related work as assigned.

**DISTINGUISHING CHARACTERISTICS:** (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the second classification level of three in the Agriculture Inspection Specialist class series. Positions allocated to this class perform advanced inspection work in a regulatory enforcement capacity. This class is distinguished from the Agriculture Inspection Specialist I by the complexity of investigations performed and independence exercised. Positions allocated to the Agriculture Inspection Supervisor class, on a regular and recurring basis, supervise staff allocated to lower levels of this series.

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Conducts routine and complex inspections to ensure compliance with Nebraska law in one of the following areas: feed/fertilizer, entomology/horticulture, apiary, livestock, dairy, or weights and measurers.

Collects, codes and ships inspection samples to the State Agriculture Laboratory for further analysis.

Makes decisions as to the action to be taken on a violation of an Agricultural Law.

Consults with and educates the public, producers and business proprietors in the solution of problems and in explaining governmental laws, rules and regulations relating to programs within the Department of Agriculture.

Communicates with business partners and community members of the private sector; makes suggestions and recommendations to achieve an increased compliance with the law.

Licenses dealers, retailers, and producers in agriculture programs in accordance with state and federal laws.

Develops new testing and inspection procedures and refines current methods and procedures.

Conducts investigations of fires, accidents and natural disasters in which agricultural products are involved.

Develops and presents training programs for the general public.

Utilizes specialized instruments and procedures in conducting inspections in the specified area of agriculture.

Prepares inspection reports, and issues notices to operators requiring improvement of facilities or methods.

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Investigates complaints concerning noncompliance to determine the relevancy of the complaint, reports any violation, and schedules follow-up review of other appropriate action.

Attends applicable training sessions, seminars and meetings pertaining to assigned program area.

Attends advanced training in administrative, technical and/or laboratory policies, procedures and techniques.

Provides training for new Agriculture Inspection Specialists in conjunction with the supervisor.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: the laws and regulations in a specific area of inspection within the Department of Agriculture; techniques of interviewing; principles and practices of conducting inspections; sampling procedures; general personal computer operations; basic laboratory testing procedures; specialized laboratory and sampling equipment.

Ability to: interact with individuals to gain their confidence and to establish rapport; communicate with the public and business proprietors; interpret, apply and explain policies and standards; compare data with established criteria to determine similarities and differences and identify conformance with standards; make decisions and take action in dealing with noncompliance problems; work independently with little supervision; prioritize work in an efficient manner; compile and interpret inspection data; present findings; prepare accurate and concise reports; learn to maintain and repair specialized laboratory equipment; present information before large groups; work outdoors in inclement weather and in an environment exposed to physical hazards, infectious diseases and toxic/hazardous substances.

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Post high school coursework/training in agriculture, plant/animal or natural sciences, or other program related field OR a vocation certificate in electrical, mechanical, engineering or other program related field.

AND

Two years' experience working in agriculture, with experience in conducting animal inspections; plant inspections/identifications; insect identification; working with livestock; working with scales, mechanical, or electrical equipment; or other program related functions.

### **SPECIAL NOTES:**

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).

Specific positions in this class require an employee to possess a valid driver's license or the ability to provide independent authorized transportation.

Specific positions located in the Weights and Measures Division may require possession of a commercial driver license (CDL).

Regular overnight and extended travel may be required in this job.