



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## AGRICULTURAL INSPECTOR III

Job Number: 20000737

Job Code: 30030V170716

Job Group: 3000 - AGRICULTURAL AND ENVIRONMENTAL

Job Established: 02/16/1985

Job Revised: 07/16/2017

Grade: 11	Salary (MIN - MID):	<b>Special Entrance Rate:</b>
	\$13,581-\$17,990 - Hourly	<b>NONE</b>
	\$2,206.92-\$2,923.38 - 37.5 Hr. Monthly Salary	<b>NONE</b>
	\$2,354.04-\$3,118.28 - 40 Hr. Monthly Salary	<b>NONE</b>

### **PROBATIONARY PERIOD:**

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.pdf>.

### **CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Coordinates and assists in performing inspection, investigation and/or regulatory duties in relation to state and federal requirements administered by the Department of Agriculture; and performs other duties as required.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

High school graduate.

#### **EXPERIENCE, TRAINING, OR SKILLS:**

Must have two years of agricultural inspection experience.

#### **Substitute EDUCATION for EXPERIENCE:**

Vocational or technical training in agriculture or a related field will substitute for the experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

Experience in agriculture, retail sales, chemical application or a related field will substitute for the education on a year- for-year basis.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

Must possess a valid driver's license prior to appointment in this classification. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possess and maintains required licensure(s), certification(s) or other credentials.

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Coordinates the work load of other inspectors in regulatory areas administered by the Department of Agriculture. Inspects and tests livestock for diseases. Takes blood samples for laboratory testing. Places animals and areas under quarantine when necessary. Retests animals and recommends appropriate action. Collects milk samples for laboratory testing. Assists in administration of dog law regulations. Inspects swine feeding operations for disease control. Researches stockyard records for information to be used in court action. Inspects scales used in industrial, commercial and retail establishments for accuracy of weight. Inspects fuel pumps for accuracy of fuel delivery. Checks packaged products for accuracy of weight, measurement and labeling. Inspects egg processors and dealers for grading and labeling requirements and required licenses. Inspects amusement rides and attractions. Makes knowledgeable decisions and handles sensitive situations in accordance with governing statutes. Educates the public on the Teens and Tobacco Program. Leads education workshops in public and private schools and may work with summer day camps. Coordinates the workload of other inspectors in regulatory areas administered by the Department of Agriculture. Inspects and tests livestock for diseases. Takes blood samples for laboratory testing. Places animals and areas under quarantine when necessary. Retests animals and recommends appropriate action. Collects milk samples for laboratory testing. Assists in administration of dog law regulations. Inspects swine feeding operations for disease control. Researches stockyard records for information to be used in court action. Inspects scales used in industrial, commercial and retail establishments for accuracy of weight. Inspects fuel pumps for accuracy of fuel delivery. Checks packaged products for accuracy of weight, measurement and labeling. Inspects egg processors and dealers for grading and labeling requirements and required licenses. Inspects amusement rides and attractions. Makes knowledgeable decisions and handles sensitive situations in accordance with governing statutes. Educates the public on the Teens and Tobacco Program. Leads education workshops in public and private schools and may work with summer day camps educating youth. Work with retail owners and operators to insure they comply with SB 137. Organizes and assists local authorities in pests and weed control and eradication programs. Operates and maintains chemical application equipment. Inspects records and facilities of recipient institutions and programs for compliance with rules and regulations for allocation, usage and storage of commodity foods and products. Recommends corrective action or utilization for recipients of commodity goods. Checks recipient records for compliance with civil rights laws. Routinely meets with school superintendents and institution administrators to explain scope of the commodity program. Develops training modules for new employees in recipient agencies, as well as training modules for new development in current programs for all employees. Grades hay according to the hay grading program, explains the program to hay producers and associations, performs the technical duties to grade hay, and adheres to regulatory procedure to label hay for grade marketing. Completes operational records and reports.

**UNIQUE PHYSICAL REQUIREMENTS:**

Lifts weights used in the testing of scales and climbs storage bins to inspect grain.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Typical working conditions will require travel to such places as stockyards, farms, businesses, and amusement parks. Has close contact with livestock animals in such areas as stockyards, barns and/or barnyards.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*