

**DEPUTY AGRICULTURAL COMMISSIONER – SEALER OF WEIGHTS AND MEASURES**

DEFINITION

To plan, coordinate, supervise and participate in the operations of the Agricultural Commissioner's Office, including enforcement of all laws and regulations which pertain to agricultural programs, weights and measures, air pollution and hazardous material programs, and to perform technical and administrative tasks related to areas of responsibility.

DISTINGUISHING CHARACTERISTICS

The single position classification is distinguished from the Assistant Agricultural Commissioner in that the former is a division or section supervisor without department wide responsibilities. Incumbents perform the more complex work of the unit without direction except as new or unusual circumstances arise. Judgment is required both in interpreting established policies, goals and objectives, and in applying concepts, plans and strategies which may deviate from traditional methods and practices.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Assistant Commissioner and Sealer of Weights and Measures; functions as a program manager for agricultural and weight/measures programs, supervising the duties of assigned agricultural biologists.

EXAMPLES OF DUTIES -- Duties may include, but are not limited to, the following:

Supervises subordinate agricultural biologists; supervisory duties include instructing, planning and assigning work, reviewing work, maintaining standards, coordinating activities, and acting on employee problems.

Provides and coordinates staff training in all agricultural and weights and measures fields.

Assists in developing and implementing departmental policies and procedures.

Assists in preparing the department's annual budget.

Establishes and maintains cooperative working relationships with other county and state officials and outside agencies.

Attends Deputy Sealer/Commissioners meetings and other meetings as appropriate.

Administers the pesticide use enforcement program. Investigates reports of loss or illnesses in pesticide use enforcement.

Evaluates requests for pesticide permits; keeps abreast of permit conditions placed on materials by the California Department of Pesticide Regulations and ensures the county permit conditions are in line with state regulations.

Designs and schedules field inspection activities; monitors pesticide applications.

Inspects various shipments of plant material to ensure compliance with plant quarantine laws; issues phytosanitary certificates. Inspects field for quarantine plant diseases seasonally.

Identifies hazardous materials that present a public health threat.

Tests large-capacity weighing devices using large-capacity weight truck and crane. Maintains weight truck, crane and weight cart, which may include welding and electrical work.

Supervises the pest detection trapping program.

Supervises the Certified Unified Program Agency program as it relates to hazardous waste stored by farm operators and pest control operators.

Captures and releases biological control agents for ecological control of noxious weeds.

Serves as hearing officer and advocate for Ag Civil Penalties.

Plans, schedules and makes educational / informative presentations to public and private groups; receives and responds to inquiries from the public, other government and private organizations and other county departments/divisions.

Manages the use of computer software and hardware, and trains lower-level staff on proper computer procedures.

Prepares and submits reports as required.

Performs duties of senior biologists as needed.

Performs related work as assigned.

#### QUALIFICATIONS:

##### Knowledge of:

Pertinent federal, state and county laws and regulations.

Principles and practices of agricultural, weights and measures, air pollution control, vegetation and pest abatement programs, and hazardous material management.

Proper pesticide use and enforcement, including methods of control and eradication of various weeds and pest animals.

Types of weighing and measuring devices and methods used in verifying the accuracy and content of packaged commodities.

Methods, equipment, chemicals and techniques used in spraying noxious weeds.

Principles of supervision, training and performance evaluation.

Principles and procedures of record keeping.

Computer programs, software and hardware operation.

Budget preparation methods.

Basic arithmetic, algebra and geometry, and statistical analysis.

Ability to:

Understand, apply and enforce pertinent laws, policies, rules and regulations.  
Supervise, train and evaluate assigned staff.

Make sound, educated decisions and work independently with little supervision.

Establish and maintain cooperative working relationships with those contacted during the course of work.

Communicate clearly and concisely, both orally and in writing.

Make required calculations accurately and quickly as required.

Mix and safely prepare solutions of poisonous and dangerous chemicals.

Conduct necessary inspections and prepare complete and accurate technical reports.

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Five years in agricultural inspection or weights and measures work, including one year of supervisory responsibility.

Training:

Bachelor's degree with specialization one or more of the appropriate disciplines: agriculture, chemistry, physics, engineering or related field.

LICENSE OR CERTIFICATE

Requires state licenses in agriculture and weights and measures and licenses as a Deputy Agricultural Commissioner, Deputy Sealer, and Qualified Applicator.

Possession of, or ability to obtain, a valid California driver's license.

Classification Code:	0576907
Bargaining Unit:	10
FLSA Status:	N
Workers' Compensation Code:	9410
Pay Table:	CNTY
Range:	Refer to current "Class Range Sort List"