

EXHIBIT A

GLENN COUNTY

ENVIRONMENTAL BIOLOGIST I, II, III

DEFINITION

To perform a wide variety of inspection and enforcement duties related to Federal, State and local agricultural codes and regulations, weights and measures, air pollution and hazardous waste laws and regulations, including those contained in the Unified Hazardous Waste and Hazardous Materials Management Regulatory Program.

DISTINGUISHING CHARACTERISTICS

The **Environmental Biologist I** is the entry-level class in the Agricultural Biologist series. This class is distinguished from the Agricultural Biologist II/III classes by the performance of the more routine tasks and duties assigned to positions within the series. Since the I is typically used as a training class, employees may have only limited or no directly related work experience. Promotion to the II level requires that the employee possess at least four valid State Licenses in agriculture and weights and measures.

Environmental Biologist II/III are full journey-level classes within the series. Employees within these classes are distinguished from the Environmental Biologist I by the performance of the full range of duties as assigned. Incumbents receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions are flexibly staffed and are normally filled by advancement from the I level, or when filled from the outside, require prior agricultural inspection experience. Promotion to the III level required possession of at least six valid State Licenses in agriculture and weights and measures.

SUPERVISION RECEIVED AND EXERCISED

Environmental Biologist I - Receives immediate supervision from higher-level supervisory and management staff.

Environmental Biologist II/III – Receive general supervision from higher-level supervisory and management staff.

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

Inspects fruits, vegetables, nuts, eggs and honey at retail for compliance with state and federal grades, standards and labeling requirements; issues notices of non-compliance and disposal orders as necessary.

Inspects nurseries for compliance with pest cleanliness, grades, standards and labeling requirements; collects, prepares and submits pest specimens; issues off-sale orders and notices of violation as required.

Inspects, tests and seals commercial weighing and measuring devices; maintains records of inspections and tests made.

Environmental Biologist I, II, III
Rev.- 01/01/06
Rev.- 10/03/06
Rev.- 01/01/07
Rev.- 07/01/07
Rev.- 01/01/08

M.O. #8 of 1/04/06
Res. #2006- 76
M.O. #19b-1/4/07
M.O. #19b-1/4/07
M.O. #19b-1/4/07

Tests, samples and weights packaged retail and wholesale commodities for compliance with weights and measures laws and regulations; issues off-sale orders as required.

Conducts weed control on roadsides and other County-owned rights-of-way; calibrates, maintains and repairs spray equipment; mixes chemicals for weed control use.

Conducts pesticide use enforcement; inspects and issues pesticide permits to growers and pest control operators; maintains permit control records on computer; registers pest control advisers and pilots.

Assists in the inspection of commodities being shipped to foreign countries and other states.

Inspects and certifies seed fields for plant disease as required by local and foreign quarantine requirements.

Assists in preparing illness investigation reports and in conducting crop loss complaint investigations, air pollution patrol, and investigations of hazardous materials and agricultural burning violations.

Inspects apiaries for presence or absence of bee diseases; collects and submits samples.

Inspects establishments and properties for compliance with hazardous materials laws and regulations.

Participates in the activities of the Unified Hazardous Waste and Hazardous Materials management Regulatory Program.

Identifies plant diseases, pests and insects brought to the department's attention by the public.

Performs general office work as required, including but not limited to preparing reports and correspondence, entering computer data, copying and filing documents, answering the telephone, assisting the public, etc.

Performs related duties as assigned.

QUALIFICATIONS:

Environmental Biologist I:

Knowledge of:

Basic principles and practices of agriculture, weights and measures, air pollution control, vegetation and pest abatement, and hazardous waste management programs.

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

Basic methods, equipment, chemicals and techniques used in spraying noxious weeds.

Principles and procedures of record keeping.

Basic arithmetic, algebra and geometry.

Computer programs, software and hardware operations.

Environmental Biologist II/III (in addition to above qualifications):

Proper pesticide use enforcement.

Ability to:

Learn, understand, apply and enforce pertinent laws, policies, rules and regulations.

Learn to certify a variety of weights and measures devices in a safe and effective manner in routine situations.

Learn to mix and safely prepare solutions of poisonous and dangerous chemicals; mix poison baits for pesticide control work.

Learn to conduct necessary inspections and prepare complete and accurate technical reports.

Understand and follow oral and written instructions.

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.

Develop and administer grants.

Environmental Biologist II/III (in addition to above qualifications):

Work independently with minimal supervision.

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:

Environmental Biologist I : No experience is required.

Environmental Biologist II: One year of increasingly responsible experience in inspection and enforcement of agriculture, weights and measures, air pollution and hazardous waste programs comparable to that of an Environmental Biologist I in Glenn County.

Environmental Biologist III: One year of increasingly responsible experience in inspection and enforcement of agriculture, weights and measures, air pollution and hazardous waste programs comparable to that of an Environmental Biologist II in Glenn County.

Training:

Bachelor’s degree from an accredited college or university specializing in one or more of the following disciplines: agricultural, biological, chemical or physical sciences or other appropriate discipline.

LICENSE OR CERTIFICATE:

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

Environmental Biologist I: Requires at least one county agricultural inspector/biologist license in agriculture or weights and measures be acquired within the first twelve (12) months of employment.

Environmental Biologist II: Requires possession of four of the county agricultural inspector/biologist licenses in agriculture and/or weights and measures.

Environmental Biologist III: Requires possession of six of the county agricultural inspector/biologist licenses in agriculture and/or weights and measures.

Environmental Biologist	I	II	III
Classification Code:	3526150	3536155	3546160
Bargaining Unit:	40	40	40
FLSA Status:	Y	Y	Y
Workers’ Compensation Code:	9410	9410	9410
Pay Table:	CNTY	CNTY	CNTY
Range:	Refer to current “Class Range Sort List”		