



## ENTOMOLOGIST

### **CHARACTERISTICS OF WORK:**

This is administrative, scientific, inspectional, and enforcement work within an assigned district in the control of pests and diseases. Incumbents are responsible for enforcing laws and regulations for the suppression of pests; directing various projects relative to pest and disease control; directing various inspectional work to determine illegal practices; and performing other related work. Supervision is received from an Entomologist in a higher classification or an administrative superior through the review of reports, conferences, and by results obtained.

### **MINIMUM QUALIFICATIONS:**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

### **EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

#### **Education:**

A Master's Degree from an accredited four-year college or university in Agriculture, Biology, Horticulture, Entomology, Plant Pathology, Medical Entomology, Forestry, or a directly related field.

OR

#### **Education:**

A Bachelor's Degree from an accredited four-year college or university in Agriculture, Biology, Horticulture, Entomology, Plant Pathology, Medical Entomology, Forestry, or a directly related field;

AND

#### **Experience:**

One (1) year of experience in a program of control and eradication of plant pests and disease which required the identification and recommendation for treatment of plant pests and diseases.

#### **Substitution Statement:**

Graduation from a standard four-year high school or equivalent (GED), directly related education, and directly related experience may be substituted on an equal basis.

## **PHYSICAL REQUIREMENTS:**

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

**Heavy Work:** May frequently exert force equivalent to lifting up to approximately 50 pounds and/or occasionally exert force equivalent to lifting up to approximately 100 pounds.

**Vision:** Requires the ability to perceive the nature of objects by the eye.

**Near Acuity:** Clarity of vision at 20 inches or less.

**Midrange:** Clarity of vision at distances of more than 20 inches and less than 20 feet.

**Far Acuity:** Clarity of vision at 20 feet or more.

**Peripheral:** Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

**Depth Perception:** Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

**Ability to adjust focus:** Ability to adjust the eye to bring an object into sharp focus.

**Color Vision:** Ability to identify colors.

**Speaking/Hearing:** Possesses the ability to give and receive information through speaking and listening skills.

**Taste/Smell:** Possesses the ability to use the sense of smell to recognize and distinguish odors. Possesses the ability to use the sense of taste to recognize and distinguish flavors.

**Motor Coordination:** While performing the duties of this job, the incumbent is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is frequently required to stoop, kneel, crouch, or bend. The incumbent is occasionally required to sit; and climb or balance.

## **COMPETENCIES:**

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed below each competency and are used for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful performance, the employee may be terminated. These competencies include, but are not limited to, the following:

## **PUBLIC SECTOR COMPETENCIES:**

**Integrity and Honesty:** Demonstrates a sense of responsibility and commitment to the public trust through statements and actions.

Models and demonstrates high standards of integrity, trust, openness, and respect for others. Demonstrates integrity by honoring commitments and promises. Demonstrates integrity by maintaining necessary confidentiality.

**Work Ethic:** Is productive, diligent, conscientious, timely, and loyal.

Conscientiously abides by the rules, regulations, and procedures governing work.

**Service Orientation:** Demonstrates a commitment to quality public service through statements and actions.

Seeks to understand and meets and/or exceeds the needs and expectations of customers. Treats customers with respect, responding to requests in a professional manner, even in difficult circumstances. Provides accurate and timely service. Develops positive relationships with customers.

**Accountability:** Accepts responsibility for actions and results.

Is productive and carries fair share of the workload. Focuses on quality and expends the necessary time and effort to achieve goals. Demonstrates loyalty to the job and the agency and is a good steward of state assets. Steadfastly persists in overcoming obstacles and pushes self for results. Maintains necessary attention to detail to achieve high-level performance. Deals effectively with pressure and recovers quickly from setbacks. Takes ownership of tasks, performance standards, and mistakes. Has knowledge of how to perform one's job. Knows the organization's mission and functions and how it fits into state government.

**Self Management Skills:** Effectively manages emotions and impulses and maintains a positive attitude.

Encourages and facilitates cooperation, pride, trust, and group identity; fosters commitment and team spirit; works effectively and cooperatively with others to achieve goals. Treats all people with respect, courtesy, and consideration. Communicates effectively. Remains open to new ideas and approaches. Avoids conflicts of interest. Promotes cooperation and teamwork.

**Interpersonal Skills:** Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

Demonstrates cross cultural sensitivity and understanding. Identifies and seeks to solve problems and prevent or resolve conflict situations. Encourages others through positive reinforcement.

**Communication Skills:** Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

Receives other cues such as body language in ways that are appropriate to listeners and situations. Takes into account the audience and nature of the information; listens to others, attends to nonverbal cues, and responds appropriately. May make oral presentations. Communicates ideas, suggestions, and concerns, as well as outcomes and progress throughout the process of an activity. Provides thorough and accurate information.

**Self-Development:** Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

Seeks efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development. Develops and enhances skills to adapt to changing organizational needs. Remains open to change and new information and ideas.

**TECHNICAL COMPETENCIES:**

**Communication:** Shares information in writing or verbally.

Concisely and correctly answers questions and/or explains or conveys information to the public, agency, co-workers, and other entities. Asks appropriate questions to gain information needed to assist the public or provide information to the public (landowners), agency personnel (e.g., personnel inside agency, outside agency, other state's agency personnel), or other entities. Participates effectively in meetings, seminars, and training sessions. Presents oral and written information internally or externally using proper grammar, punctuation, and content. Appropriately documents information using tools such as: letters, e-mails, reports, memoranda, etc. Communicates information in a courteous manner without invoking anger. Knowledgeably refers issues to appropriate agency or other personnel. Interacts professionally both over the telephone and in person with all types of people under a wide array of stressful and working relationships.

**Inspection:** Performs routine assigned inspections according to normal guidelines, policies, and procedures.

Performs structural inspections. Performs pesticide records inspections. Performs honey bee inspections. Collects routine state pesticide samples. Collects feed, fertilizer, and lime samples. Maintains knowledge in sampling procedures for feed, seed, pesticides, fertilizer, etc. Maintains extensive knowledge of the laws and regulations dealing with pesticides, feed, seed, fertilizer, plant pest quarantines and licensing of professionals in agriculture consulting and pest control, landscaping, and tree surgery. Maintains extensive knowledge of structural pest control practices and regulations. Maintains knowledge of reporting forms needed to be completed for all inspections.

**Professional Maturity:** Possesses the capacities and aptitudes acquired by means of personal or professional experience, which enable functions to be fulfilled, and enables the incumbent to deal with situations in the workplace in a professional manner.

Is able to assess the situation and appropriately respond. Exhibits the attributes of confidence, assertion, tolerance, patience, and empathy at the appropriate time in stressful or high-pressure situations. Manages conflicts and defuses situations. Knows when to refer an issue to the appropriate level. Aligns personal behavior with agency standards. Continuously assesses work unit for areas of improvements and suggests changes for continuous improvement. Responds appropriately to supervision and administrative decisions. Is able to work under and with authority and accepts decisions. Takes initiative to accomplish stated and unstated goals. Maintains appropriate standards of professionalism and only provides information within authority.

**Mentoring and Training:** The ability and willingness to take an active role in advising and guiding staff in the performance of work.

Mentors or otherwise assists co-workers as assigned helping them to improve their knowledge, skills, and abilities. Develops co-workers' skills and encourages growth. Facilitates co-worker learning. Fosters a positive attitude. Participates in job training programs (On the Job Training). Shares knowledge and wisdom with less experienced employees.

**ESSENTIAL FUNCTIONS:**

**Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:**

1. Enforces laws and regulations concerning the suppression and eradication of pests and the distribution, sale, and use of pesticides, feed, fertilizer, lime, and seed.

2. Supervises and participates in various projects involving diseases, insect pests, and enforcement of laws regulating pesticide use.

**EXAMPLES OF WORK:**

**Examples of work performed in this classification include, but are not limited to, the following:**

Enforces laws, rules, and regulations for the suppression of plant pests and to prevent the shipment of infected or infested plants, plant products, and honey bees.

Enforces laws, rules, and regulations pertaining to the sale of plants, plant produce, honey bees, feed, fertilizer, lime, seed, and any confiscated plant produce sold illegally.

Supervises and directs activities of a district and submits reports of field activities.

Inspects nurseries, apiaries, orchards, farms, markets, and storage plants for the presence of regulated plant diseases and insect pests.

Supervises and directs spraying, fumigation, and related activities for the control and eradication of regulated pests and diseases.

Inspects plants, plant products, honey bees, and beekeeping equipment moving into interstate commerce for proper tagging and certification, verifying that state and federal requirements have been met.

Assists growers, homeowners, and shippers by prescribing remedial measures for the suppression of plant pests.

Directs and supervises eradication programs for regulated pests and diseases.

Attempts to gain voluntary cooperation of the public for control and eradication measures before resorting to legal procedures.

Inspects establishments where pesticides are manufactured and sold to ensure proper registration, labeling, and compliance with requirements.

Samples marketable products to ensure that pesticides, feed, fertilizer, lime, and seed meet label guarantees on active ingredients and to detect contamination.

Inspects structures, crops; and other sites to assess effectiveness of pesticides and/or assess damage caused by pesticides.

Performs related or similar duties as required or assigned.

**INTERVIEW REQUIREMENTS:**

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.