



INSPECTOR LIVESTOCK II

CHARACTERISTICS OF WORK:

This is inspective and law enforcement work in a statewide livestock disease and parasite-control program and may include some supervisory work over Inspectors in lower classifications. Incumbents in this classification are responsible for enforcing the rules and regulations of the department in which employed. The work consists of investigating violations, securing information, maintaining reports, preparing and dealing with emergency management animal health issues, assisting in prosecution and enforcement of quarantine regulations, and supervising of State and/or Federal Livestock Inspector Aides. The job assignment requires personal contact with livestock owners, auction barn personnel, livestock buyers, slaughters, vending house employees, federal personnel, and the general public. Supervision is frequently received from a Livestock Inspector in a higher classification.

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 Bachelor's Degree from an accredited four-year college or university in Agriculture or Animal Science.

OR

Education:

Completion of two (2) years of college in Agriculture or Animal Science;

AND

Experience:

Two (2) years of experience in livestock inspection, livestock disease, parasite control, or in the operation of a livestock or dairy farm.

OR

Education:

Graduation from a standard four-year high school or equivalent (GED);

AND

Experience:

Four (4) years of experience in livestock inspection, livestock disease, parasite control, or in the operation of a livestock or dairy farm.

Licensure:

Incumbent must possess a valid driver's license.

Documentation Required:

Applicant must attach a valid copy of his/her transcript or other evidence to verify completion of required coursework.

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.

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

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to walk; stand; 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:

Report Writing: Documents daily and weekly information in a clear and legible manner.

Prepares and maintains records, reports, and required forms following established procedures and state/federal guidelines. Submits reports in a timely manner free of mistakes.

Investigative Performance: Examines and evaluates all relevant facts to determine a logical and supported conclusion.

Investigates violations. Secures evidence to be used in court proceedings against law violators. Inspects livestock. Inspects hog farms and exotic livestock to ensure that premises, equipment, and practices meet standard requirements.

Compliance: Ensures compliance of state, federal, and agency regulations, including quarantine regulations.

Ensures quarantine and other livestock disease control measures to prevent, control, and eradicate livestock diseases such as BSE, CWD, Avian Influenza, etc. Assists in enforcing interstate and intrastate regulations and quarantines, especially during emergency. Prepares and deals with emergency management animal health issues. Conducts stockyard and dealer inspections to ensure compliance with state/federal regulations.

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. Conducts stockyard and dealer inspections and/or investigations to ensure compliance with state/federal regulations.
2. Performs vaccinations and tags/brands livestock.
3. Tests livestock for diseases.
4. Prepares reports and required forms following established procedures and state/federal guidelines.

EXAMPLES OF WORK:

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

Inspects livestock at sales barn and requests veterinarian to examine animals that appear sick.

Inspects and disinfects livestock to control and eradicate diseases and parasites.

Conducts frequent and regular inspection of hog and exotic livestock farms to ensure that premises, equipment, and practices followed meet standard requirements.

Assists in enforcing interstate and intrastate regulations and quarantines, especially during emergency periods.

Secures evidence to be used in court proceedings against law violators.

Takes necessary legal steps and appears in court as a witness to force violators of disease control laws to comply and cooperate.

Vaccinates calves; draws blood samples in the brucellosis program; and runs agglutination tests as required.

Enforces quarantine and other livestock disease control measures to prevent, control, and eradicate livestock diseases such as BSE, CWD, Avian Bird Flu, etc.

Supervises and coordinates work assignments of assigned State and/or Federal Inspector Aides.

Maintains detailed records and submits reports and recommendations.

Compiles and prepares livestock marker reports.

Responds to animal health disaster emergencies.

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.