

Class Concept

Commodity Grading

This is managerial, technical, and supervisory work in coordinating a large and varied program for either the fruits, vegetables and peanuts commodity-grading program or the poultry and eggs grading program within the Marketing Division of the North Carolina Department of Agriculture and Consumer Services. Employees administer and supervise Federal/State Cooperative Grading Programs in a specific commodity group, ensure the establishment of work procedures to be used by the graders, review the records and reports required by the United States Department of Agriculture (USDA) and the North Carolina Department of Agriculture (NCDCA), determine the appropriate action to take for irregularities, administer program budgets, and coordinate the programs with the federal government. Work requires considerable public contact with members of the respective commodity industry to promote services, to assist them with problem solving, to explain and enforce regulations, and to negotiate fees. Work may include other duties as assigned.

Seed and Fertilizer Administration

This is administrative and technical work in the enforcement of state laws and regulations regarding quality and labeling of seed, fertilizer, and soil additives offered for sale in North Carolina and overseeing a seed testing service to determine seed quality. Employee administers all provisions of North Carolina Seed and Fertilizer Laws and Regulations. Employee plans, develops and administers a statewide seed and fertilizer regulatory program; establishes program objectives, goals and priorities; develops requests for funding, personnel, equipment and supplies. Responsibilities include developing, implementing and evaluating programs for regulating seeds and fertilizer offered for sale in North Carolina; drafting proposed changes in the laws, rules, regulations, definitions, and standards; providing information concerning the seed and fertilizer program to various organizations, industry, commodity groups, and the general public; and providing technical expertise to field and laboratory personnel. Duties include confirming or rescinding stop sale orders written by the field personnel; writing stop sale orders based on laboratory analysis; assessing penalties when applicable; managing the collection of license fees; and investigating complaints. Work requires close cooperation with other state, federal and foreign government officials; and participation on state, regional and national committees and organizations. Work may include other duties as assigned.

Recruitment Standards

Knowledge, Skills, and Abilities

Commodity Grading

- Thorough knowledge of the USDA standards, principles, and procedures for grading agricultural commodities in the area of assignment.
- Thorough knowledge of processing procedures and sanitation standards as applied to the determination of grade.
- Considerable knowledge of equipment calibration, maintenance and use in the area of assignment.
- Considerable knowledge of the packing and shipping requirements of the various contractors and receivers.
- Ability to analyze market needs in the area of assignment and to assist the commodity industry with the formulation of plans to meet these needs.
- Ability to prepare and monitor a program budget supported by fees for services rendered. Ability to plan for, and coordinate staff to meet changing market demands.
- Ability to plan, direct, and coordinate agricultural commodity graders and office staff.
- Ability to conduct quality control tests to ensure quality and uniformity in grading procedures.
- Ability to establish and maintain effective working relationships with industry officials, growers,

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.

- producers, graders, and the general public.
- Ability to complete required forms, records, and reports.

Seed and Fertilizer Administration

- Considerable knowledge of state and federal laws related to seed, fertilizer, lime, landplaster and soil additives.
- Extensive knowledge of crop science, agronomy and horticulture.
- Ability to interpret applicable laws and regulations related to seed and fertilizer.
- Ability to review and analyze program and policy needs and to develop related laws or regulations related to seed and fertilizer.
- Ability to effectively supervise staff personnel.
- Ability to establish and maintain effective working relationships with farmers, commodity groups, state and federal agencies, and the general public.

Minimum Education and Experience:

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Associate's degree in an agricultural related curriculum from an appropriately accredited institution and six years of experience grading in the area of assignment including two years of supervisory experience, or High school or General Educational Development (GED) diploma and seven years of closely related experience including six years of experience grading in the area of assignment and including two years of supervisory experience; or an equivalent combination of education and experience.

Necessary Special Qualification:

Licensure by USDA for commodities graded; possession of a valid state driver's license.

Seed and Fertilizer Administration

Bachelor's degree in crop science, agronomy, horticulture or a closely related curriculum from an appropriately accredited institution and four years of related work experience; or an equivalent combination of education and experience.