

AGRICULTURAL COMMODITY GRADER III

This is skilled grading work in the marketing of agricultural commodities in grading complex commodities or grader-in-charge work in the Marketing Division, North Carolina Department of Agriculture.

Employees perform work in one of the following roles: skilled grading of a variety of complex products such as the new poultry products; grader-in-charge work and/or training personnel in a shall poultry or shell egg plant, or fruit and vegetable, peanut or grain station; working as a relief terminal market grader; or a closely related set of duties. Skilled grading work includes working with a wide variety of graded products and/or packs for multiple contract specifications. Grader-in-charge duties include program coordination with plant management, completion of required reports, and the training and supervision of permanent and/or temporary personnel. Work is performed under the general supervision of a grading supervisor and reviewed through periodic conferences and reports for accuracy and uniformity in applying grading standards. Work may include other duties as assigned.

I. DIFFICULTY OF WORK:

Complexity - Work involves the sampling and grading of a variety of complex products, such as the new poultry products, and/or packs for multiple contract specifications, the training and supervision of plant graders on an assigned shift and the maintenance of records. Grader-in-charge duties include maintaining program coordination with plant management or producers/farmers, training and supervising permanent and/or temporary personnel (including plant graders), maintaining records, maintaining time sheets for employee payroll and billing the industry for services performed, completing certificates, forms and reports as required by NCDA, the United State Department of Agriculture (USDA), and the packers, shippers and receivers. Duties may also include the calibration and maintenance of equipment, conducting sanitation and safety inspections of the equipment, building and/or grounds, and advising management or producers/farmers concerning processing or packing procedures which will result in better grades and less product loss from breakage and spoilage.

Guidelines - State and federal rules, regulations and grading standards are varied, but specific to the work being performed and can usually be applied in most work situations. Additional direction is provided through various manuals, publications, and instructions and memorandums from management.

II. RESPONSIBILITY:

Accountability - Employees are responsible for sampling and the skilled grading of a variety of complex products or commodities in an assigned program in accordance with applicable state and federal rules, regulations and standards, or for working as grader-in-charge at a location to ensure accuracy and uniformity in applying grading standards, effective communications, and program management.

Consequence of Action - Failure to properly grade a commodity, to maintain uniformity in applying grading standards, to appropriately train and supervise staff, or to maintain effective communications with co-workers, plant management, and producers/ farmers, could cost the buyer or seller substantial financial loss, or poor product quality. Failure to appropriately maintain time sheets for the employee

payroll and billing the industry for services performed could adversely affect the income of the state-grading program.

Review - Work is reviewed by a grading supervisor through the review of written reports and regular observation for accuracy and uniformity in applying grades, effective communications with co-workers, plant management and producers/ farmers, and the review of payroll and billing records.

III. INTERPERSONAL COMMUNICATIONS:

Subject Matter - Employees must be familiar with state and federal (USDA) standards, principles and procedures for grading agricultural commodities in an assigned program to grade commodities, to train and supervise seasonal and temporary help in grading, and to explain grades or problems to co-workers, plant management, and others.

Purpose - Employees must be able to explain, interpret, and apply USDA standards, principles, and procedures for grading agricultural commodities in an assigned area.

IV. WORK ENVIRONMENT:

Nature of Working Conditions - Work requires graders to obtain samples from baskets, boxes, bags, trucks, train cars and other storage facilities. Work may be performed in an office, a warehouse, processing plant, fruit, vegetable, peanut or grain station, or at other locations.

Nature and Potential of Personal Hazards - Employees are exposed to inclement weather, moving machinery, cutting tools, dust, odors, all of which could contribute to personal injury.

V. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities - Considerable knowledge of USDA standards, principles, and procedures for grading agricultural commodities in the area of assignment. Considerable knowledge of commodity processing procedures and sanitation standards as applied to the determination of a grade. Working knowledge of equipment calibration and use in the area of assignment. Ability to recruit, train, and supervise employees in sample pulling, grading procedures, and equipment use. Ability to make uniform and constant decisions in assigning and certifying commodity grades. Ability to maintain effective working relationships with plant management, producers, shippers, receivers, co-workers, and others. Ability to complete required forms, records, and reports and to compute billing charges.

Minimum Training and Experience Requirements - High school or General Educational Development diploma and three years of closely related work experience including two years of experience in grading the commodities of the plant or station to which assigned; or an equivalent combination of education and experience.

Necessary Special Qualification - Ability to obtain licensure by USDA for commodities graded; possession of a valid state driver's license.