

Effective Date: June 14, 1992

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

GRAIN INSPECTOR - LEADWORKER

I. INTRODUCTION

A. Purpose and Use of this Classification Specification

This classification specification is the basic authority (under ER 2.04, Wis. Adm. Code) for making classification decisions relative to present and future positions located primarily within the Department of Agriculture, Trade and Consumer Protection's Marketing Division which perform technical grain inspection, regulation and oversight work to certify its grade, according to standards established by the United States Department of Agriculture-Federal Grain Inspection Standards (USDA-FGIS) Act, and interpreted through State codes and regulations. Grain inspection determines official grades used by the grain industry to establish prices used in commodity purchase contracts and for national or international trading.

This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing program emphasis in the future. Rather, it is designed to serve as the framework for classification decision-making in this occupational area.

B. Inclusions

This classification encompasses positions primarily in the Department of Agriculture, Trade and Consumer Protection's Marketing Division which oversee grain weighing, sampling and grading activities and perform technical field inspection, regulation, and grading work to promote and enforce Federal and State laws, standards, and codes related to the inspection of grain to certify grade, weight, condition, size, and quality.

C. Exclusions

Excluded by this classification specification are positions responsible for spending a majority (i.e., 50% or more) of their work time in the performance of the following duties and functions:

1. Inspections and investigations fostering and enforcing laws, regulations, and standards pertaining to the food, meat and dairy industries;
2. Sampling grain, routine grain inspection (non-technical), or weighing grain;
3. Investigations related to civil violations of state and federal laws, rules, and regulations;
4. Supervisory and managerial duties as statutorily defined; and
5. All other positions which are more appropriately identified by other series.

D. Entrance Into this Classification

Employees enter this classification through competitive examination. Employees in this classification must maintain USDA-FGIS licensure.

II. DEFINITION

GRAIN INSPECTOR - LEADWORKER

Under general supervision of higher level supervisors, these positions perform inspection, technical assistance and oversight work directing grain sampling, inspection, grading, weighing and certification activities at an assigned terminal grain elevator, or at a number of smaller sites serviced by one inspection facility. Employees in this class are responsible for the activities of state personnel at the assigned location(s). They determine job priorities; assign and coordinate work of lower level staff; monitor work performance and written documents for completeness and accuracy; and maintain daily time records. In addition, employees at this level directly oversee the testing, inspection, and grading activities performed by other personnel at the inspection facility; oversee equipment maintenance; assist in training of lower level Grain Inspectors; coordinate and monitor weighing activities at private grain elevators and related locations; inspect and determine the official grade of grain samples; and document official grades and factors on truck and rail car inspection tickets and ship inspection logs legibly and accurately.

Certain duties of these positions may be identified in other classifications, but such duties would not comprise the majority (i.e., 50% or more) of the time.

III. QUALIFICATIONS

The qualifications required for this classification will be determined on a position-by-position basis at the time of recruitment. Such determinations will be based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience(s) which provide reasonable assurance that the knowledge and skills required upon appointment have been acquired. However, it should be noted that employees in the Grain Inspector - Leadworker classification must maintain USDA-FGIS licensure.

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