

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION
GRAIN SAMPLING TECHNICIAN

I. INTRODUCTION

A. Purpose and Use of this Position Standard

This position standard is the basic authority (under ER 2.04, Wis. Adm. Code) for making classification decisions relative to present and future positions located within the Department of Agriculture, Trade and Consumer Protection's Division of Trade & Consumer Protection which perform grain sampling, routine sample preparation/inspection, weighing and handling work according to standards established by the U.S. Department of Agriculture-Federal Grain Inspection Standards (FGIS) Act, and interpreted through State codes and regulations.

B. Inclusions

This classification encompasses positions in the Department of Agriculture, Trade and Consumer Protection's Division of Trade & Consumer Protection which perform grain sampling, sample preparation, weighing, and commodities inspections to promote compliance with Federal and State laws, standards, and codes related to the grain regulation and inspection program.

C. Exclusions

Excluded by this standard are positions responsible for spending a majority (i.e., 51% or more) of their work time in the performance of the following duties and functions:

1. Inspecting, grading and certifying grain in accordance with the FGIS Act;
2. Inspections and investigations fostering and enforcing laws, regulations, and standards pertaining to the food, meat and dairy industries;
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 typically enter this classification by competitive examination. Employees must obtain and maintain USDA-FGIS licensure.

II. DEFINITION**GRAIN SAMPLING TECHNICIAN**

Under general supervision or direction from program supervisors or Grain Inspectors, these positions perform objective level grain sampling and weighing work at an assigned terminal grain elevator, or at a number of smaller sites serviced by one inspection laboratory involving a variety of functions associated with the grain regulation and inspection program.

Duties include: drawing grain samples from railroad cars, boats, bins and trucks; recording data for proper identification of the samples; preparing grain samples for grading; determining grain factors using mechanical devices and making minor equipment repairs; performing routine inspections of inbound vehicles, scales pits, and elevator operations for leaks, spills or excessive build-ups; monitoring scales operations; issuing correct and accurate weight certificates; and conducting inspections, sampling and checkloading of commodities for processed grain products. Work may also involve coordinating the activities of limited term and new employees.

In these positions, the majority of the time will be spent in the performance of sampling duties, although certain duties of the positions may be identified in other classifications.

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 Sampling Technician classification must obtain and maintain the following USDA-FGIS licensure: Sampling; Sample Processing; and Handling Grain.

III. ADMINISTRATIVE INFORMATION

This classification was created effective January 7, 1996 and announced in Bulletin CC/SC-47 as a result of a study of the grain Technician 1-3 classifications which were abolished and this classification and the Grain Weighing Technician classification were created.

This classification specification was updated effective February 12, 2012 and announced in Bulletin OSER-0299-MRS/SC in order to reflect the current division title and to confirm the definition statement of work performed based on DATCP Division management review.

ECO/TMH
AJS/CD
71400