**JOB TITLE: Agricultural Inspector II**

**JOB TYPE: Permanent, Full Time**

**STARTING SALARY: PW05 $3,196.42‬– $3,700.25 (step 1 – step 4) DOE**

**FLSA STATUS: Union eligible, eligible for overtime.**

**Position Summary**

The Chelan-Douglas Horticultural Pest & Disease Department is hiring a full time permanent *Agricultural Inspector II* position.

This position serves as a Case Monitoring Specialist and assistant to the department Director. The incumbent will be the point person for specific projects taking place in both counties, as well as assisting with routine department operations. The position works closely with the public and the candidate must have the ability to remain courteous and professional at all times.

Must be willing to drive up to 80% of the time. May be required to occasionally use personal vehicle and will be reimbursed for mileage at the Chelan County mileage rate.

**Purpose and Mission**

The Chelan-Douglas Horticultural Pest & Disease Board/Department enables the counties to more efficiently control and prevent the spread of horticultural pests and diseases. The Chelan-Douglas Pest Board is granted its authority within Washington State Law 15.09. The Chelan-Douglas Pest Board investigates complaints received on unsprayed, neglected or abandoned vegetation. This can be anything from a single backyard tree to commercial orchards. The Chelan-Douglas Horticultural Pest and Disease Department is managed by a director appointed by the board of representatives, four representatives from each county, one WSU Extension Specialist and one WSDA Representative.

Mission - To eradicate infested fruit trees that threaten commercial orchards and work with the public to keep back yard fruit trees free from pest infestations.

**Duties**

Primary

* Serves as a point person for ArcGIS Mapping and database management.
* Use computer and tablet applications including MS Office, FileMaker, and ArGIS.
* Use surveying equipment such as iPads and GPS units.
* Creates pest management plans with property owners.
* Administers office procedures.
* Surveys geographical areas in Chelan & Douglas Counties.
* Collect samples of infected fruit, fruit pests, or plant materials for analysis.
* Keep accurate case records, pesticide application records, time sheets, and work orders

Secondary

* Place, monitor, service and remove insect traps.
* Safely operate trimming equipment, including chainsaws to remove fruit trees.
* Use herbicides and/or pesticides and spray equipment.
* Safely use and maintain a 4x4 trucks, trailers, and ATV’s.

A candidate needs to be able to successfully perform all above listed duties and additional duties as appointed. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The requirements listed below are representative of the necessary knowledge, skills, and abilities.

**Qualifications**

Graduation from high school or GED, including one year of high school science & math and three years of experience as an Agricultural Inspector I.

OR

Completion of an Associate’s Degree in Horticulture, Tree Fruit Production, Technical Sciences or closely related field with two years of related work experience.

OR

Completion of a Bachelor’s Degree in Horticulture, Tree Fruit Production, Technical Science, or closely related field with one year of related work experience.

Combination of work experience and college course work may be substituted to meet qualifications.

Required:

* High School Diploma/GED
* Exceptional Computer Skills
* Ability to read/speak/write in English.
* Math Skills.
* Use common sense, good judgment, and the ability to follow instructions.
* A current Washington State Driver’s License.
* WSDA Private/Public Applicator and/or Consultants License or ability to obtain one the first three months of employment.

Desired:

* Experience with ArcGIS
* Experience with FileMaker
* Bachelor’s Degree in tree fruit production, horticulture, or closely related field.
* GPS equipment, and mapping experience.
* Knowledge and proficiency with Microsoft Office Applications and/or databases.
* Professional Writing
* Ability to speak and/or write in Spanish.
* Previous herbicide/pesticide experience.

**Physical Demands**

This position with be a combination of office duties and field duties. Some days will require long driving commutes. It is expected that the candidates have a good driving record. The employee will be regularly required to stand and walk. The employee frequently is required to stoop, kneel, crouch or crawl.

**Work Environment & Conditions**

Occasionally work hours outside of the regular 8:00 am - 5:00 pm, Monday-Friday work hours including evenings and weekends.

The employee must be able to work independently with limited supervision, in all weather conditions. May be required to work in difficult terrain and surfaces. The noise level in the work environment is usually moderate.

While performing the duties of this job, stressful situations will arise when dealing with unfriendly property owners. Employee must be able to maintain composure under these stressful situations. This position is commonly exposed to dogs, snakes, biting/stinging insects, and hazardous plants.