



COUNTY OF LAKE
Invites applications for the position
of:

EXTRA HELP – AGRICULTURAL SPECIALIST
Agricultural Department

SALARY: \$15.84 per hour

The Lake County Community Development Department is currently seeking an Extra Help Agricultural Specialist

(Full Job description, including minimum requirements are below) This extra help position is limited to no more than 25 hours per week and no more than 900 hours per fiscal year. Incumbents are paid only for hours worked, and are entitled to legally mandated benefits, which does not include paid vacation or holidays. Extra help employees do not have status with the County.

Please complete a hard copy application, available on the County website or in person at the Human Resources Department and indicate ***“Extra Help Agricultural Specialist – Agricultural Department”*** as the title of the position on the application.

Applications may be submitted in person or by mail to the below address:
Human Resources Department, 255 North Forbes St. Lakeport, CA 95453
Or The Department of Agricultural

DEFINITION:

After initial training by and under the direct supervision of the Detection Trapping Supervisor with the Department of Agriculture, carries out the duties assigned in the Insect Detection Trapping Program. This is an Extra-Help temporary position starting the last week of April and ending last week of October. This is an Extra Help (temporary) classification that is limited to no more than 900 hours per year. Incumbents are paid only for hours worked, are not entitled to benefits except those provided by law, and do not have status

DISTINGUISHING CHARACTERISTICS

This is extra help position for the performance of physical labor, assistance with field work in the Insect Detection Trapping Program with the Department of Agriculture. The individual will be involved in deploying insect traps, identifying insects and host, maintaining record and other assignments.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from the Deputy Agricultural Commissioner-Sealer of Weights. Exercises no direct supervision over staff.

EXAMPLES OF ESSENTIAL DUTIES:

Class specifications are intended to present a descriptive list of the scope of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

- Deploy and service insect trap lines daily.

- Learn, understand, and apply written procedures and oral instructions for the placement and inspection of insect detection traps
- Identify target insects and host plants
- Read and follow maps and directions
- Create accurate hand drawn maps of insect trap locations
- Keep and maintain inspection records;
- Ability to use Excel to complete monthly activity summaries and timesheets
- Adhere to a set schedule of trap servicing
- Employ a courteous and professional rapport with members of the public.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Basic functions and responsibilities of the County Agricultural Commissioner and the County Sealer of Weights and Measures
- Basic knowledge of plant types and identify host plants
- Safe work procedures
- Applicable business equipment and software applications

Ability to:

- Identify different insects in the County.
- Travel to both urban and agricultural locations throughout the County.
- Draw location maps and ability to read and follow maps.
- Ability to recognize plant diseases and insects
- Follow written and oral directions.
- Effectively represent the department with the public, community organizations, county staff, and other government agencies.
- Utilize a computer, relevant software applications, and/or other equipment as assigned;
- Constantly demonstrate cooperative behavior with colleagues, supervisors, and customers/clients.

Education / Experience: A combination of education and experience that has provided the applicant with the knowledge, skills and abilities necessary for satisfactory job performance.

Previous work experience with nursery, landscaping, insect trapping or familiarity with host plants is highly desirable.

Classes/courses in Botany and Entomology is highly desirable.

Special Requirements: Possession of a valid California driver's license

WORKING CONDITIONS, ADA AND OTHER REQUIREMENTS

The County of Lake is an equal opportunity employer. The County of Lake will comply with its obligations under the law to provide equal employment opportunities to qualified individuals with disabilities.

Positions in this class typically require: sitting, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Light Work: Exerting up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for light work.
Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 25 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions and occasionally in the field where they may be exposed to inclement weather. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Incumbents generally work outside of a typical office environment and may be exposed to extreme temperatures, loud noise, fumes, noxious odors, dust, mist, gases, and poor ventilation; underground, confined, or restricted workspaces.

Disaster Service Workers: As members of the County of Lake Emergency Services Organization, all County of Lake employees are designated as Disaster Service Workers during a proclaimed emergency and may be required to perform certain emergency services at the direction of the department/county.

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The County of Lake assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a “meet and confer” process and are subject to the Memorandum of Understanding currently in effect.