



Stanislaus County

Agricultural Commissioner and Weights & Measures



Deputy Agricultural Commissioner and Sealer

\$64,896.00-\$97,344.00

Apply by: Open Until Filled

Applicants are encouraged to apply as soon as possible.

This is a continuous recruitment and can be closed at any time.

Deputy Agricultural Commissioner and Sealer (Manager II)

The County of Stanislaus invites resumes from qualified candidates for Deputy Agricultural Commissioner and Sealer (Manager II) to fill a vacancy in the Agricultural Commissioner and Sealer of Weights and Measures department.

ABOUT THE COMMUNITY

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 545,267 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices. The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the featured industries. The County is also home to California State University Stanislaus, Modesto Junior College and benefits from satellite locations of other high-quality educational institutions. The County was established in 1854 and has a total land area of 1,515 square miles. Temperatures range from an average low of 43 degrees in the winter, to an average high of 92 degrees in the summer. Temperatures move up into the high 90s during the summer months with low humidity and cool evening breezes from the San Joaquin Delta.

Stanislaus County has a current year total budget of \$1.4 billion and over 4,500 full-time positions within 27 agencies and departments.

ABOUT THE DEPARTMENT

The Stanislaus County Agricultural Commissioner's Office is responsible for the implementation of laws and regulations designed to support and protect the well-being of agriculture, business and the community. Recognizing the vital role that agriculture plays in the community, the Stanislaus County Board of Supervisors adopted a board priority of A Strong Agricultural Economy/Heritage to support the County's strong agriculture economy and heritage. Agriculture is Stanislaus County's number one industry, generating close to \$3.6 billion a year. The Department has 40 full time and 19 seasonal employees with a Fiscal Year 2020-2021 budget of \$6 million. The Department is committed to developing and delivering innovative solutions and is dedicated to providing excellent service to the community.



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THE POSITION

The Deputy Agricultural Commissioner/Sealer reports directly to the Assistant Agricultural Commissioner and is responsible for the day-to-day supervision of staff engaged in inspection and enforcement work. The ideal candidate will have a thorough knowledge and understanding of the role of the Agricultural Commissioner and Weights and Measures office as both an inspection and compliance entity. This leadership position performs highly complex and technical work while exercising independence of action and decision making. Good communication and customer service skills are required for this position.

TYPICAL TASKS

- Plan, assign, train, supervise and evaluate the work of subordinates;
- Assist in the development and implementation of departmental policies and procedures;
- Serve as department representative at meetings, trainings, or other professional functions;
- Act as a hearing officer and/or advocate in civil administrative hearings;
- Assist in the preparation and review of the department budget;
- Review complex reports and investigations;
- Develop and monitor program work plans;
- Resolve highly technical problems or questions relating to agriculture or weights and measures activities;
- Perform subordinate level inspections and assignments when necessary;
- Prepare correspondence and reports related to office, program, or departmental activities; and
- Interpret Federal, State and County agricultural laws and insure subordinates are informed of changes in laws or enforcement practices.

MINIMUM QUALIFICATIONS (Knowledge, Skills, Abilities, Education and Experience)

KNOWLEDGE

- Supervisory techniques used in the effective oversight of personnel and programs;
- Laws, regulations, policies and agreements pertaining to the functions of the office of the County Agricultural Commissioner and Sealer of Weights and Measures;
- Effective inspection, investigation, and enforcement principles and techniques;
- County organization and general operations;
- Public speaking techniques;
- Rules of evidence, due process hearings, and courtroom procedures; and
- Procedures for the coordination of personnel safety practices.

SKILLS/ABILITIES

- Plan, coordinate, implement, and evaluate project objectives and activities to meet identified goals;
- Supervise, train, and oversee the work quality of subordinate personnel;
- Administer special projects and oversee assigned administrative functions;
- Identify training needs, develop and deliver training programs to internal and external customers;

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- Initiate and maintain effective relationships with co-workers, customers, professional groups and associations, and local, state and federal personnel and agencies;
- Prepare complex reports, investigation reports, group presentations, and proposals;
- Provide consultation and comprehensive explanations to County managers, professionals, legal advisors, community leaders and customers;
- Communicate both verbally and in writing in a clear, professional and effective manner; and
- Perform the duties of a hearing officer and/or advocate.

EDUCATION/EXPERIENCE

Education

- Graduation from an accredited four-year college or university. (Progressively responsible experience in a related area may be substituted for the required education on a year-for-year basis.)

Experience

- Two years of experience in the enforcement of at least one of the following: agricultural laws, weights and measures, agricultural pest control operations, and/or the production, processing or marketing of agricultural commodities.

Licenses Required

- Possession of a valid California Driver License; **AND**
- Possession of a valid Deputy County Agricultural Commissioner license, or a valid Deputy County Sealer license, issued by the State of California Department of Food and Agriculture.

BENEFITS PACKAGE

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County employees including:

- Excellent retirement benefits (2% at approximately age 61 formula);
- Medical, dental, vision, and basic term life insurance plans;
- County paid Deferred Compensation at 1.5% of base salary;
- Two weeks annual vacation upon entering County service;
- 32 additional vacation hours annually;
- 56 hours administrative/management leave per year (does not carry over);
- 96 hours of sick leave annually;
- 10 paid holidays annually;
- \$900 annual Professional Development reimbursement;
- Car allowance;
- Moving allowance;
- Disability protection;
- Optional participation in Flexible Spending Account programs;
- Optional Supplemental Life & AD&D insurance plans; and
- Employee Assistance Program.

Details available upon request.

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CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered 'at-will' and is designated Management for labor relations purposes. Incumbents are also subject to overtime, standby, callback, weekend, holiday and shift assignments. The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under "Disability Management".

APPLICATION PROCEDURES/FINAL FILING DATE

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made on your qualifications.

Resumes will not be accepted in lieu of a complete application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodation Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form. <http://www.stancounty.com/personnel/pdf/ADATestingForm.pdf>

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment drug screening *if applicable and job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understandings, and such information prevails over information contained in this flyer. Questions regarding this announcement may be directed to the Stanislaus County Chief Executive Office/ Personnel.



County of Stanislaus and its employees embrace the Club Wellness Mission Statement.

The Mission of Club Wellness is to facilitate and encourage the “good health” of the county workforce. “Good health” is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.

For more information on Club Wellness go to www.myclubwellness.org

