



GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

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| JOB TITLE: | PS:CHEM/MAT ANALYS SPEC(SP)(WORKING TITLE: SEED LABORATORY MANAGER) |
| POSITION NUMBER: | 00052115 |
| LOCATION: | TIFTON, GA |
| POSTING DATE: | JULY 8, 2015 |
| APPLICATION DEADLINE: | JULY 22, 2015 |
| WHO MAY APPLY: | ALL QUALIFIED CANDIDATES |
| PAY GRADE: | 16 |
| ENTRY SALARY: | COMMENSURATE WITH EDUCATION AND EXPERIENCE |

DESCRIPTION OF DUTIES:

1. Manage Seed Laboratory operations. Manage personnel, facilities, purchasing and budget for Seed Laboratory. Supervise analysts and perform germination and purity testing of official, certified and service samples according to AOSA rules. Perform additional service tests such as cold test and calcium testing of peanut. Implement and conduct new testing procedures such as genetic testing and trueness-to-variety grow-out testing. Maintain accuracy of results, high sample throughput and short turn-around times. Manage reporting of results and billing for services.

2. Implement and manage Seed Laboratory quality management plan. Develop and implement policies, procedures and methods necessary to attain and manage USDA/SRTD accreditation of Seed Laboratory. Train seed analysts to achieve certification. Implement appropriate QA procedures for germination and purity analysis, including proficiency tests and control charting.

3. Provide technical support to seed regulatory staff. Work with Plant Industry Division regulatory staff to take appropriate regulatory action under the Georgia Seed Law. Actively engage with USDA/SRTD to support the federal Seed Act. Participate in seed complaint investigations and arbitration cases. Actively participate in professional organizations such as AOSCA and AOSA to remain current on seed testing methods and rules, and to help guide development of rules affecting the Georgia seed industry.

4. Interact with seed industry. Work with Georgia Crop Improvement Association and Georgia Seed Development Commission in the process of seed development and certification. Interact with regulated community of seed producers, dealers and consumers to improve seed quality.

5. Cooperate with the university community. Work with research and extension specialists to address concerns over seed testing and quality.

MINIMUM QUALIFICATIONS: Completion of a Bachelor's degree in a physical or natural science from an accredited four (4) year college or university AND two years of experience at a level equivalent to a Chemical/Material Analyst 2 or 3.

PREFERRED QUALIFICATIONS: Preference will be given to applicants, who, in addition to meeting the Minimum Qualifications, possess knowledge, skills and abilities in the following areas:

- Advanced degree in a related field;
- Currently hold Certified Seed Analyst or Registered Seed Technologist status;
- Experience in seed laboratory management.

HOW TO APPLY: (WE ACCEPT STATE APPLICATIONS BY EITHER TRANSMISSION LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION.)

- Mail a completed State of Georgia application to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334; or
- Fax a completed State of Georgia application to (404) 463-8196; or
- Team Georgia Careers <http://team.georgia.gov/careers/>; or
- E-mail a completed State of Georgia application to GDAPersonnel@agr.georgia.gov.

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

The GDA is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law.

All qualified applicants will be considered, but may not necessarily receive an interview. No notification will be sent to applicants except those who are selected for interviews.

**IF YOU NEED AN ACCOMMODATION FOR AN INTERVIEW,
PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615.**