

GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement



JOB TITLE:	AGRICULTURE INSPECTOR 1 (WORKING TITLE: RETAIL FUEL INSPECTOR)
POSITION NUMBER:	00052810
LOCATION:	FUEL & MEASURES, ATLANTA, GA <i>(APPLICANT MUST RESIDE IN DEKALB OR ROCKDALE COUNTY OR BE WILLING TO RELOCATE)</i>
POSTING DATE:	MARCH 8, 2016
APPLICATION DEADLINE:	MARCH 12, 2016
WHO MAY APPLY:	OPEN TO ALL APPLICANTS
PAY GRADE:	E
ENTRY SALARY:	2,291.62/MONTH

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

DESCRIPTION OF DUTIES: *(APPLICANT MUST RESIDE IN DEKALB OR ROCKDALE COUNTY OR BE WILLING TO RELOCATE)*

1. Licenses, regulates and inspects wholesale/commercial fueling stations or any fueling station that is not considered retail. Facilities include airports, terminals, pipelines, etc. Inspector performs inspection activities according to appropriate established regulations, directives and procedures in an efficient manner;
2. Collects samples of petroleum products, pests or suspected diseased animals and routes to laboratory for identification and analysis. Inspectors have a 50 gallon test-unit or test kit that allows them to test fuel;
3. Inspects for proper marking, handling, and labeling, etc. according to established rules and regulations;
4. Inspects facilities and equipment for accuracy, and compliance regulations;
5. Documents and records all inspection findings in an accurate and timely manner according to established policies and procedures;
6. Completes time and leave reports within established timeframes;
7. Maintains knowledge of all assignments in District in order to schedule/reschedule inspectors as required;
8. Writes reports of findings and recommendations and advises petroleum vendors;
9. Treats customers with respect, courtesy and tact; listens to customer and interacts with customer as a person while maintaining business relationship;

10. Interacts with all levels of state government in a way that promotes respect, encourages cooperation and contributes to excellent performance; and/or

11. Other duties as assigned.

MINIMUM QUALIFICATIONS:

Vocational or technical degree in agriculture, horticulture, environmental science, pest control, entomology or a closely related field from an accredited college; OR a high school diploma or GED and one year of experience in the area of assignment; OR two years of college, which included 12 semester/20 quarter hours in chemistry or life sciences.

NOTE: If you are applying for this position based on the college credit, you will need to submit a copy of your **official** college transcript along with your state application to the Georgia Department of Agriculture, Personnel Office, 19 Martin Luther King, Jr. Drive, Room 300, Agriculture Building, Atlanta, Georgia 30334 to help determine if you meet the qualifications for this position. Failure to submit a transcript may result in not being eligible for this specific position.

HOW TO APPLY: (We accept state applications by any method 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. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided.

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