



FOOD AND DRUG INSPECTOR I

8.329

Duties Summary:

Receives formal and on—the—job training in the applied food and drug inspection sciences; orientation in inspectional and surveillance techniques and methods used in food and drug inspection; and instruction in the interpretation of food and drug laws, rules and regulations; and performs other duties as required.

Distinguishing Characteristics:

This is a trainee class which involves formal and on—the—job training to develop the theories and practices of the food and drug program. Work training assignments involve conferences with specialists in the field of environmental health and with higher—level Food and Drug Inspectors, training in the affection of basic sciences pertinent to the food and drug program, accompanying and participating with higher—level Food and Drug Inspectors in actual field inspections and educational assignments, and studying interpretations of laws rules and regulations and precedent cases involving the food and drug program.

Final decisions or recommendations are not made at this level. Person—to—person contacts are limited to observation assignments. Supervision is immediate and guidance, counseling and training is assured from an assigned and available higher—level Food and Drug Inspector.

Examples of Duties:

Receives orientation in the basic philosophy, principles and practices, organization and activities of the food and drug program and related environmental health programs; accompanies higher—level Food and Drug Inspectors in the surveillance of the storage, handling sale, display and use of food and drug products in drugstores, supermarkets, food—processing plants, farms and other establishments to inspect for compliance to food and drug laws; accompanies higher—level inspectors in the condemnation and disposal of commodities, and investigations of food poisoning; attends conferences and studies textbooks and material in program files to acquire knowledge of the basic laws enforced, the application of these laws to various types of food, devices, drugs and cosmetic products; receives interpretations of regulations, standards, project plans, policies and procedures connected with law enforcement and industrial practices in food, devices, drug, and cosmetic plants.

Knowledge and Abilities Required:

Knowledge of: Basic physical and biological sciences such as physics, chemistry, bacteriology, and social sciences.

Ability to: Understand the basic philosophy and practices of the food and drug and other environmental health programs; apply the physical, biological and social sciences to the field of food and drug inspection; understand and interpret food and drug laws, rules and regulations; apply inspectional and investigatory methods; and learn to communicate and deal with the public.

FOOD AND DRUG INSPECTOR II

8.331

Duties Summary:

Performs limited food and drug inspection activities in an assigned geographic or specialty work area; and performs other duties as required.

Distinguishing Characteristics:

At this level incumbents function in the food or drug areas of the program and participate in progressive training in the variety of types and interpretations of inspections and investigations involved in the total food and drug program. Work involves routine or recurring sampling and analysis of food or drug products for identifiable compliance to laws and regulations. Public contact involves advisory and consultative services pertaining to the work area, to persons involved in the production, processing, packaging, storage, sale or use of the food and/or drug commodities. Enforcement powers of embargo or condemnation of commodities in routine cases are delegated to this level. Complex determinations involving interpretation of laws and procedures are referred to the supervisor or higher—level Food and Drug Inspectors. Guides at this level include precedent actions and standards of quality, labeling, sale and use of products set forth by law.

Examples of Duties:

Plans weekly and daily milk, hamburger poi and other food and drug sampling schedules with approval of supervisor; conducts field tests such as organoleptic test of milk for taste and aromatic qualities; embargoes any milk of questionable quality; checks for adulterated or misbranded frozen desserts; collects samples of poi for

laboratory analysis to determine total solids content; investigates complaints of alleged adulteration and/or misbranding relating to milk and milk products and frozen desserts; participates with higher—level Food and Drug Inspectors in the investigation of food poisoning cases, food salvage and condemnation, and pesticide residue on crops; participates in investigation of alleged false food advertisements; attends legal hearings to observe food and drug cases in progress; attends in-service training to develop knowledge and application of all food and drug laws and inspectional and investigatory methods and techniques used in the program; participates in training activities of related environmental health branch programs.

Knowledge and Abilities Required:

Knowledge of: Principles, practices, techniques and objectives of the food and drug control program; laws rules and regulations pertaining to foods, drugs, cosmetics and devices; environmental health sanitation; working knowledge of bacteriology, chemistry, physics, vector control, and social sciences as applied to the food and drug program; inspectional and investigatory methods.

Ability to: Recognize and analyze violations of food and drug laws, rules and regulations; explain food and drug laws and regulations; deal tactfully and effectively with the public.

FOOD AND DRUG INSPECTOR III

8.333

Duties Summary:

Performs the full range of food and drug inspectional assignments; explains and enforces State food and drug laws; and performs other duties as required.

Distinguishing Characteristics:

This is the independent full range worker level in this series. Food and Drug Inspectors at this level inspect and make macroscopic examinations of food as well as drugs, cosmetics and devices for compliance to food and drug laws governing the production, processing, labeling, transporting, storage, sale and use of such commodities. Work is performed under general supervision. Technical responsibility for the evaluation of deficient conditions of foods and drugs and recommendation for legal proceedings to prosecute flagrant violators of the food and drug laws as well as

testifying in legal hearings are characteristics of this class. Immediate embargo, seizure or disposal of goods in the field is authorized at this level.

Work is performed within the scope of laws and departmental procedures. Work assignments include the moderately difficult to most complex inspection assignments. Public contact is significant as the incumbent must deal with the community to gain cooperation in the correction of conditions not in accordance with current food and drug laws.

Examples of Duties:

Plans and organizes surveillance and correctional food and drug activities in an assigned work area; makes macroscopic examinations of various foods, drugs, cosmetics and devices for adulteration, misbranding and unsanitary conditions; checks weights of various foods and drugs and collects samples of food or drug products for subsequent laboratory analysis; explains State and federal laws to the general public and affected manufacturers, wholesalers, retailers and distributors; inspects retail pharmacies and wholesale drug establishments to determine whether they are selling drugs and poisons in conformance with laws and regulations and also reviews propriety of prescription records at hospitals; investigates food poisoning cases for causative factors, including poisoning by pesticides, drugs and chemicals; investigates false or misleading food and drug advertisements; inspects pier areas to determine whether foods, drugs and cosmetics are being handled and stored properly; inspects and checks for the purity or propriety of ingredients in food and drug products and for proper processing, storage or labeling of such products; condemns, destroys and/or renders unsalable food products unfit for human consumption; oversees the destruction and/or disposal of condemned foodstuff; collects samples for bacteriological, pesticidal or chemical analyses; testifies and presents results of investigations in court proceedings; explains the food and drug program to the public.

Knowledge and Abilities Required:

Knowledge of: Thorough knowledge of the principles, practices, techniques and objectives of the food and drug control program; thorough knowledge of the interpretation and application of laws, rules and regulations pertaining to foods, drugs, cosmetics and devices; environmental health sanitation; thorough working knowledge of bacteriology, chemistry, physics, vector control and social sciences as applied to the food and drug control program; thorough working knowledge of food and drug inspectional and investigatory methods and techniques and legal processes.

Ability to: Plan surveillance and inspection schedules for assigned work area; analyze the condition of food and drugs and apply appropriate laws, rules and regulations; develop technical data for prosecution of violators and testify in legal hearings; explain the food and drug laws and regulations; deal tactfully and effectively with the public.

FOOD AND DRUG INSPECTOR IV

8.336

Duties Summary:

Conducts highly technical or complex investigations of the food and drug program; standardizes the interpretation of food and drug laws; and performs other duties as required.

Distinguishing Characteristics:

A Food and Drug Inspector at this level functions in the most highly technical or complex areas of the food and drug control program. The objective of the work is to establish precedent actions in controversial areas and to develop interpretations of laws and regulations for progressive development of the program. Work involves the conduct of investigations requiring complex technical analyses of the conditions affecting the product in areas where guidelines in the form of precedent actions or clear standards are not readily available. Incumbents are required to possess a comprehensive understanding of food and drug program policies and procedures and are held technically responsible for all recommendations regarding the prosecution of violators, definition of program laws, policies and procedures, and formulation of legislation. Public contact at this level is with governmental administrators, business managers and community officials.

Examples of Duties:

Initiates research in the highly technical and complex areas of the food and drug control program; interprets results and recommends changes in standards or methods of inspection and changes in food and drug legislation; conducts training courses for other Food and Drug Inspectors; consults with and advises manufacturers, processors, wholesalers, retailers and users of food and drug products of law requirements; investigates and resolves cases requiring precedent action or complex interpretation of food and drug laws; reviews developments in the technology of food, drugs, cosmetics, devices, pesticide residues, hazardous substances, and economic poisons for possible

effect on food and drug laws; testifies and presents the results of investigation in court proceedings; and explains the food and drug program to the public; may supervise lower level Food and Drug Inspectors on a project basis.

Knowledge and Abilities Required:

In addition to the knowledge and abilities required at the next lower level, this level requires:

A comprehensive knowledge of the policies and procedures of the program; a comprehensive knowledge of the socio—economic conditions surveyed by the program; a comprehensive knowledge of sciences as applied to food and drug control; and the effect of developments in food and drug technology on existing food and drug legislation.

An ability to conduct research and interpret results into standardizing the interpretation of laws and procedures employed by the program.

FOOD AND DRUG INSPECTOR V

8.337

Duties Summary:

Plans and supervises the operations of the food and drug inspection program; and performs other duties as required.

Distinguishing Characteristics:

A position in this class functions under the direction of the statewide administrator of the food and drug program in planning, developing and scheduling the work of a food and drug inspection staff according to program needs. This level involves formulation and development of recommendations for policies, program plans and operations. Guides involve administrative directives, program policies, and existing laws, rules and regulations. Public contact at this level involves discussion with business managers and their legal counsel on the interpretation of food and drug control laws, and gaining the cooperation of governmental administrators and community officials in the development of the food and drug control program. Primary responsibility at this level is for the development and supervision of a food and drug program which is part of a statewide food, drug, and drug abuse regulation program.

Examples of Duties:

Supervises and plans the work of a staff of Food and Drug Inspectors; reviews needs of the community and adjusts program activities accordingly; discusses with State legal officers interpretations of laws or regulations and basis for prosecution of violators; makes recommendations and comments to proposed legislation, regulations and resolutions; conducts meetings with violators with regards to contemplated criminal proceedings; interprets and explains the program to business, civic and other community organizations; reviews and acts on applications for permission to sell drugs, poisons and frozen desserts; reviews proposed labels, labeling and advertisements submitted by manufacturers to advise on compliance to food and drug laws; initiates recalls of dangerous or violable food and drugs; condemns, destroys or renders unsalable food products unfit for human consumption; supervises the destruction and/or disposal of condemned foodstuffs; recommends and initiates legal action against violators when requested; testifies and presents results of investigations in court proceedings.

Knowledge and Abilities Required:

In addition to the knowledge and abilities required at the next lower level, this level requires:

Knowledge of: supervisory principles and practices, departmental policies and objectives affecting the food and drug control program and program planning and development.

Ability to: plan, assign, direct and review the work of a staff of inspectors in food and drug enforcement; and participate in the development of the statewide food, drug and drug abuse program.