

New Mexico State University
Professional Position Description

POSITION TITLE: Inspector IV, NMDA

POSITION SUMMARY: To perform regulatory inspections and otherwise enforce consumer and producer protection laws and regulations, with independent action required.

KEY DUTIES AND RESPONSIBILITIES:

Work to be performed in accordance with advertised position announcement. Any one position of this class may not include all duties listed; nor do listed examples include all duties. Some examples of work to be performed are as follows:

Agricultural and Environmental Services:

- Inspect agricultural and horticultural plants for disease, insects, and other plant pests.
- Inspect bee colonies for disease; sample feed, seed, and fertilizer for laboratory analysis.
- Inspect pesticide applicators for compliance with the Pesticide Control Act.
- Perform marketplace inspections of pesticide products.
- Assist in cooperative spray programs.
- Assist in applicator training programs.

Marketing and Development:

- Inspect fruits and vegetables for quality, characteristics, and grades.

Standards and Consumer Services:

- Examine weighing and measuring devices for accuracy.
- Obtain product samples for lab analysis.
- Evaluate prepackaged items for correct weight, price, and label information.
- Inspect eggs for size and quality.

QUALIFICATIONS:

Knowledge of: University and department policies and procedures; livestock and agricultural sector in New Mexico and the United States; state and federal laws and regulations; principles and practices of organization and administration; principles of supervision, training, and performance evaluation. (Refer to advertised position announcement for specific qualifications for any one position.)

Skill in: Short- and long-range planning; problem analysis and resolution; report preparation and presentation; public contact and relations.

Ability to: Direct, evaluate, train, and supervise the work of assigned personnel; organize and direct several activities; communicate effectively in written and oral form; understand and interpret policies and procedures; develop and maintain effective working relationships; maintain accurate and orderly records; use independent judgment and initiative; investigate complaints of alleged violations; analyze and evaluate information.

REQUIRED EDUCATION AND EXPERIENCE:

A typical way to obtain this knowledge, skill and ability would be:

- Bachelor's degree in agriculture, marketing, or a related field.
- More than 7 years experience.