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Consumer Safety Officer 05

GS-0696-05

NOTE: THE SENTENCE IN PART I DESCRIBING THE PURPOSE OF THE POSITION AND PARTS II AND III IN THEIR ENTIRETY ARE PERMANENT PARTS OF THE LIBRARY AND MAY NOT BE CHANGED OR EDITED IN ANY WAY.

I. INTRODUCTION

This position is located in

The position prepares employees for inspection of fishery products and establishments. Assignments enable trainees to apply knowledge gained in classroom and academic training.

II. MAJOR DUTIES AND RESPONSIBILITIES

Receives classroom and on-the-job training; makes inspections of fishery products processing plants or conducts lot inspections where the types of processing are very limited in terms of standards, product characteristics, labeling requirements, or sanitation problems.

Prepares score sheets, official certificates, billing sheets, and other records and correspondence required by the assignments.

Learns to recognize deficiencies in processing methods and plant sanitation, and assembles data to develop recommendations for corrective actions to preclude their recurrence.

III. FACTOR LEVELS

Factor 1 - Knowledge Required FL 1-5, 750 Points

Working knowledge of USDOC regulations and instructions, simpler grade standards or specifications, sanitation standards, Food and Drug Administration Good Manufacturing Practices, commercial item descriptions, and their interpretation.

Knowledge of: modern techniques of fishery products processing and sanitation practices; the quality characteristics of a number of species; how to apply appropriate inspection procedures; and application of simple statistical sampling methods.

These knowledges are used to inspect simpler products or plants.

Factor 2 - Supervisory Controls FL 2-1, 25 Points

The supervisor or higher-graded Officer makes specific assignments and provides clear, detailed and specific instructions. The employee consults with the supervisor or higher-graded employee on all matters not specifically covered by instructions or guidelines. Work is reviewed in progress for accuracy and adherence to instructions and established procedures.

Factor 3 - Guidelines FL 3-1, 25 Points

Written and oral instructions, policies, standards, specifications and prescribed techniques cover all aspects of assignments. Employee does not deviate from instructions.

Factor 4 - Complexity FL 4-2, 75 Points

Assignments entail learning and applying procedures, types of specifications, grading standards, and manufacturing equipment and processes. Assignments are controlled to minimize variables: one product line, an up-to-date, clean plant, simple operations, cooperative management, straightforward sampling procedures, etc.

Factor 5 - Scope and Effect FL 5-2, 75 Points

The work involves conducting simple inspection assignments to assure establishments are in compliance with applicable standards. The work affects the wholesomeness and safety of fish and seafood products and the economic well-being of individual plants/ establishment owners.

Factor 6 - Personal Contacts FL 6-2, 25 Points

Contacts are with plant and establishment owners and managers, with state and Federal officials, with lower-graded Officers and Inspectors, and at times, with the general public.

Factor 7 - Purpose of Contacts FL 7-1, 20 Points

Contacts are to obtain, transmit or exchange information.

Factor 8 - Physical Demands FL 8-2, 20 Points

Must be able to spend a major portion of the workday standing while performing inspection duties; be able to lift cases weighing up to 60 pounds; be able to identify abnormalities (defects) in product characteristics by smell, sight, and touch.

Factor 9 - Work Environment FL 9-2, 20 Points

Required to work in temperature extremes (e.g., cold storage facilities/warehouses and retort rooms of canneries), on slippery floors, and exposed to unusual smells and noise. May be required to work unusual shifts (e.g., split shifts and night shifts) and overtime on occasion; to travel frequently and on short notice for relief or emergency assignments; able and licensed to operate a passenger vehicle or light commercial van.

TOTAL = 1035 Points

This position is non-exempt from coverage under the Fair Labor Standards Act.

IV. UNIQUE POSITION REQUIREMENTS

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