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## Consumer Safety Officer 07

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### GS-0696-07

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

Assignments include all aspects of inspection at fishery products processing facilities that have a limited variety of processing techniques. May also conduct lot inspections.

#### II. MAJOR DUTIES AND RESPONSIBILITIES

Conducts sanitation checks; samples products to assure compliance with grading standards, wholesomeness, and adherence to specifications; and makes reports of findings. Notifies plant management of products found not in compliance or of unsatisfactory sanitation or processing operations. Prepares score sheets, official certificates, billing sheets, and other records and correspondence required by the assignments. May provide on-the-job training to lower-grade trainees regarding basic, first-order inspection techniques. Receives advanced training through classroom and on-the-job instruction.

#### III. FACTOR LEVELS

Factor 1 - Knowledge Required FL 1-6, 950 pts.

Knowledge of Federal statutes, regulations, standards, and NMFS instructions and policies in order to inspect fish and seafood products and processes. Knowledge of fish processing equipment, facilities, and techniques, and ability to understand a wide variety of plant and QC situations, product forms, processing methods, and types of establishments to conduct sanitation checks and assure compliance with grading standards. Ability to interpret and apply provisions of contracts and specifications to assure adherence to standards and specifications. Working knowledge of quality control, critical control points, and processing parameters to carry out fishery products sampling plans.

Factor 2 - Supervisory Controls FL 2-2, 125 pts.

Receives technical and administrative supervision from first-line supervisor, or technical guidance from a higher-graded Consumer Safety Officer when assisting in new or more complex operations. Works independently on familiar types of assignments. Seeks confirmation for proposed actions. Reports submitted and records kept are reviewed closely for accuracy and completeness, and adherence to procedures and policies.

Factor 3 - Guidelines FL 3-2, 125 pts.

Written and oral instructions, policies, standards, specifications and prescribed techniques. Judgment is used in applying guidelines to a broader spectrum of fish products processing.

Factor 4 - Complexity FL 4-3, 150 pts.

Assignments require the ability to adapt and apply procedures and techniques to a small variety of establishments; to communicate with plant management clearly and effectively; and to apply provisions of technically worded contracts and specifications to the inspection of processed foods purchased by government

agencies. Plants are of moderate size and production volume, with one or two lines running, and where fish may be combined with other ingredients; usually present few sanitation problems; and have a history of compliance. Product forms and characteristics are more varied than at the entry level as are processing equipment and operations. Lot inspections have more variables than at the entry level.

Factor 5 - Scope and Effect FL 5-2, 75 pts.

The work involves conducting 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 pts.

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 7-2, 50 pts.

Contacts are to inform as to findings, notify of problems and suggest remedies, and to explain inspection procedures as requested.

Factor 8 - Physical Demands FL 8-2, 20 pts.

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 pts.

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 = 1540 PTS.

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

#### **IV. UNIQUE POSITION REQUIREMENTS**

(Last Updated: November 4, 1994)

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