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Consumer Safety Officer 11

GS-0696-11

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

This position performs assignments in support of the NMFS fishery products/process quality certification program.

II. MAJOR DUTIES AND RESPONSIBILITIES

Inspects plants, products, and/or establishments; recognizes current or potential problems; formulates remedies for client managers' consideration. Approves/disapproves client proposals to remedy unsanitary conditions or non-conforming products.

Carries out sampling inspections; monitors client sampling programs for adequacy; and conducts first stage assessment of the adequacy of sampling and other quality control schemes developed by clients new to the program. Consults with clients on the implications for their processing, staffing, or facilities due to changes in regulations, government programs, technology, etc. Provides OJT for lower-graded employees. May be assigned short-term projects, such as developing a manual for species identification.

III. FACTOR LEVELS

Factor 1 - Knowledge Required FL 1-7, 1250 pts.

Thorough knowledge of statutes, regulations, standards, and NMFS instructions and policies governing inspection of fish and seafood products and processes, and of most fish processing equipment, facilities, and techniques. Ability to interpret and apply provisions of contracts and specifications. Above knowledges are to work independently and cost-effectively, be assignable to almost any inspection situation, or to consult with management on the adequacy of improvements or corrections they propose to make.

Knowledge of industry trends so as to understand new facilities or processes when they are encountered or to advise plant management concerning cost-effective measures they might adopt to correct problems or enhance operations.

Knowledge of current chemical and microbiological standards for fishery products to know whether certain tests are needed for products from a given source, e.g., the Great Lakes, or for certain species of fish, and ability to advise clients concerning tests needed and available.

In-depth understanding of the sampling process to administer sampling schemes and assess whether proposed or extant schemes will satisfy proposed standards, or whether results of in-house sampling activities that appear adequate.

Factor 2 - Supervisory Controls FL 2-4, 450 pts.

Receives primarily administrative supervision from first-line supervisor, except when problems arise beyond his/her authority to handle, e.g., which have the potential for effects beyond the plant, or disputes with clients

which cannot be dealt with at the local level. Assessed for adherence to program policies and procedures as evidenced by records kept and reports submitted; for handling multiple functions simultaneously; for planning inspections cost-effectively; and for the quality and comprehensiveness of OJT provided to lower-graded employees.

Factor 3 - Guidelines FL 3-3, 275 pts.

Guidelines include Federal, state, and other-agency regulations, grading standards, specifications, NMFS instructions, and for some situations, prescribed sampling plans. Must interpret, adapt, and apply these guidelines to novel plant and product situations.

Factor 4 - Complexity FL 4-4, 225 pts.

Assignments entail a large number of variables; potential for economic fraud or client management problems; complex processes with standards that are critical to public health; the need to assist plants new to inspection to set up in-house quality control programs or consultative services such as preliminary review of plant construction, modification, or expansion to counsel on whether there are obvious shortcomings in design, product protection, etc.; serving as investigator for other entities where QC procedures may not have been specified at the outset.

Factor 5 - Scope and Effect FL 5-3, 150 pts.

Assignments entail inspection of a wide variety of plants, products, and establishments, entailing numerous types of processes, with wide latitude for recommendations to client management that may involve significant expenditures or changes to operations. Work affects the wholesomeness and safety of fish and seafood products and, ultimately, the well-being of consumers. Work also affects the economic well-being of plant/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 7-3, 120 pts.

Contacts are to enforce regulations; explain actual and potential problems uncovered; to persuade users to adopt corrections which will bring their products into compliance or avoid their coming into non-compliance; and to advise on establishing or the adequacy of existing quality control systems and standards.

Contacts with lower-graded employees are to explain work methods, enhance their knowledge of species characteristics and product forms, and of inspection considerations in general. Contacts with the general public are to answer questions about the scope of operations in the local area or about the presence or absence of hazards in fish products.

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

Must be able to spend a major portion of the workday standing; 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 work unusual shifts and overtime; travel frequently and on short notice. Must be able and licensed to operate a passenger vehicle or light commercial van.

TOTAL = 2535 PTS.

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

IV. UNIQUE POSITION REQUIREMENTS

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