

**California Department of Food and Agriculture
Integrated Pest Control Branch – Cotton Pest Control Program
Agricultural Technician I (Seasonal)
Duty Statement**

I. Program/Position Identification

The primary responsibilities of the Integrated Pest Control Branch (IPCB) are the detection and control or eradication of exotic and invasive pests that threaten California’s agricultural and natural resources. This is accomplished through a number of general, federal, and industry funded Programs. These programs include Cotton Pest Control Program, Cotton Seed Bug Program, Silverleaf Whitefly Monitoring Program, Beet Curly Top Virus Program, Broomrape Program, Navel Orangeworm Program, Hydrilla Eradication Program, Vertebrate Pest Control Research Program, Pink Hibiscus Mealybug Program, Terrestrial & Aquatic Weed Grant and County Weed Program, Statewide Weed Management Areas, Biological Control Program, Apiary Program, Bee Brand, and County Beekeeper Registration Program.

The Cotton Pest Control Program (Program) encompasses one of the most successful and longest running, area-wide integrated pest control programs in the world. Through the success of the Program, the United States Department of Agriculture (USDA) declared the eradication of pink bollworm from all cotton growing regions of the United States in 2018. The Program continues to provide pest monitoring throughout California for pink bollworm and other cotton pests. Additionally, the Program provides program updates and reports to industry, and verifies cotton acreage data for all of California.

Under the supervision of the Senior Environmental Scientist (Supervisory), the Agricultural Technician I performs duties of average difficulty in regard to the pest monitoring and trapping activities for the Integrated Pest Control Branch.

Classification:	Agricultural Technician I (Seasonal)
Working Title:	Agricultural Technician I
License or Other Requirement:	Valid Driver’s License, Safe Driving Record Completion of one semester college in Agricultural Subjects OR one season (approx. 3 months) of Agricultural related experience
Position Number:	018-425-0034-996
Division/Branch/DAA:	PHPPS/Integrated Pest Control

Classification: Agricultural Technician I

Position Number: 018-425-0034-996

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Location:	Blythe, CA
Date Prepared:	March 2024
Work Hours/Shift:	0600 – 1630/Four – 10 Hr Days Hours and shifts may vary

II. Essential and Non-Essential Job Functions

A. Essential Functions:

Function #1: Pest Monitoring and Trap Servicing **45%**

- Establish specified pink bollworm (PBW) trapping zones according to Program protocols. Place pheromone baited insect traps within the trap zone. Push bamboo rods into the ground to suspend traps. Properly label all traps with required information.
- Inspect all serviceable PBW traps (30-60 traps) daily for suspected specimens. Submit traps with suspected specimens for identification to the State's Insect Biosystematist at the USDA lab in Phoenix, Arizona. Replace lost or dirty traps and pheromone lures at designed intervals or as needed. Replenish trapping supplies daily.
- Record all PBW trap service data and maintain cotton maps with any changes throughout the growing season using ArcGIS Field Maps application.
- Assemble delta-shaped insect sticky traps for use in pink bollworm detection.
- Drive to specific cotton sites. Collect ten leaves from ten different cotton plants at each site to be examined for Silverleaf Whitefly (SLWF).
- Place a bamboo rod in ground, attach a SLWF service card to the bamboo rod, and mark each card with the date of collection/placement.
- Examine collected cotton leaves for the SLWF. If found, conduct preliminary identification and count the immature stages of SLWF and other whitefly that may be found.
- Record the presence or absence of armyworm, mites, aphids, honeydew, and sooty mold. If found, observe and record the evidence of parasitism to aphids and whitefly.
- Conduct boll collection and inspection activities for the cotton seed bug survey. Collect cotton bolls and suspect specimens according to cotton seed bug survey guidelines.
- Package up collected cotton bolls and suspect specimens and send to the CDFA Plant Pest Diagnostics Lab for inspection.

Function #2: Reporting **35%**

- Complete daily trapping and survey reports to the Agricultural Pest Control Supervisor and/or the Environmental Scientist.
- Record the number of trap or survey sites visited each day.

Function #3: Vehicle Operation and Equipment Maintenance **10%**

- Responsible for the care and maintenance of assigned State vehicle and State gasoline credit card.
- Perform daily inspection of vehicle for oil, coolant, brake fluid, and automatic transmission fluid levels, and tire pressures. Clean vehicle interior as needed.
- Update mileage logs that are kept in the state vehicle daily. Write mileage driven, list destinations visited, and note the program(s) for which the vehicle was used. Complete required State accident reports when needed.
- Maintain a valid California Driver's License with a good driving record.

Function #4: Public Relations **5%**

- Communicate program objectives to growers, ranch/farm managers and workers, cooperating federal, state, and county agricultural agencies as needed.

B. Non-Essential Functions:

Function #1 - Miscellaneous duties **5%**

- Maintain and replace operating equipment necessary for facilities operations.
- Clean and maintain inside of facility and outside grounds.
- Notify the Environmental Scientist when materials, office supplies, and equipment are needed or needs repair in a timely manner.
- Perform other job-related duties as requested by supervisor.

III. Work Environment

The duties of this position primarily occur outdoors, approximately 85% of the time. The incumbent typically works outside in an agricultural field setting inspecting traps and/or surveying sites weekly. Some work areas are remote and uninhabited and have limited public services. Usually, agricultural technicians report to work at a district office/warehouse, where they pick up trapping/survey supplies and their assigned vehicle. Agricultural technicians are exposed to the environmental extremes in temperature, humidity, and moisture characteristic to the months of May through October. The employee routinely services 30 to 60 insect traps per day or surveys 30-60 sites per day and typically get in and out of the truck 100 to 125 times per day. Trapping and survey sites are located at the edges of cotton

fields within large, assigned cotton-growing regions. Work requires agricultural technicians to navigate from the vehicle to trap sites, at the edge of the cotton field (6 to 300 feet), to inspect traps or conduct surveys. Agricultural technicians frequently navigate over plowed, disked, or loose ground. Road and ground surfaces can be wet, or very dry and dusty. Agricultural technicians report back to their district office at the close of the workday to complete necessary paperwork and return their assigned vehicle.

Agricultural technicians are encouraged to wear clothing appropriate for the weather conditions. Sunscreen lotion, hats, long sleeve cotton shirts, and long pants are recommended for sun and heat protection. Water bottles are provided. Protective gloves are provided for installing bamboo rods. Sturdy footwear, suitable for walking over uneven (wet or dry/dusty) ground, is recommended. No open toe sandals are allowed. Cotton fields are sometimes in isolated areas, and ice chests, or similar containers, are recommended for carrying lunches and cold drinks. Restroom facilities are limited in some areas.

While in the office setting performing any administrative duties (work accomplishment reports, timesheets, etc.), the incumbent will be in a normal office setting (desk/chair) with the typical office equipment (i.e., computer, fax machine, printer, telephone). Typical computer programs used: MS Office Suit (Word, Excel, Access, Publisher, Outlook) MapInfo®, and Internet Explorer. Brooms, brushes, hand scrapers, high pressure/hot water cleaners, soap, and disinfectants are used in cleaning operations. Nearby equipment includes pumps, tanks, metal sinks, forklifts, tractors, carts, paper cutters, small laminators, electric staplers, etc. Office and warehouse flooring is concrete, and parking lots are asphalt. Cotton leaf and boll collection personnel are provided with necessary protective clothing including shoe coverings, and chemical resistant gloves. Pesticide applications are common in most agricultural areas. While agricultural technicians are not directly involved with pesticide application, personnel receive basic personal pesticide safety training relative to: how to avoid contamination; personal hygiene; pesticide poisoning symptoms; emergency medical care; and reporting suspected pesticide poisoning.

IV. Employee's Statement

(Initial applicable statement)

_____ I have read and understand the duties and essential functions of the position. I understand Reasonable Accommodation¹ and how it applies to essential functions. I can perform the duties of this job without Reasonable Accommodation.

OR

_____ I have read and understand the duties and essential functions of the position. I understand Reasonable Accommodation¹ and how it applies to essential functions. I will need Reasonable Accommodation to perform one or more of the essential functions described in this duty statement.

Employee Signature² Date

Supervisor Signature Date

Print Name

Print Name

¹ A reasonable accommodation is an adjustment or modification to a job or workplace that allows qualified employees or prospective employees to perform the essential functions of the job successfully.

² Duties of this position are subject to change and may be revised as needed or required. If/when duties change you will be provided a revised duty statement to sign.