



**California Department of Food and Agriculture
Pierce's Disease Control Program
Agricultural Technician I (Seasonal)
Duty Statement**

I. Program/Position Identification

The primary mission of the Pierce's Disease Control Program (PDCP) is to minimize the statewide impact of Pierce's disease (PD) and the glassy-winged sharpshooter (GWSS). PDCP is a partnership that includes the California Department of Food and Agriculture (CDFA), County Agricultural Commissioners (CAC), the United States Department of Agriculture (USDA), the University of California and the California State Universities, other state and local agencies, industry, and agricultural organizations throughout the state.

Given the infrastructure and expertise, PDCP has been implementing Biological Control Programs of the glassy-winged sharpshooter (GWSS) and the Asian citrus psyllid (ACP) in order to suppress the pest populations and stop the further spread of these two pests in California. As both invasive pests in California, GWSS and ACP transmit incurable, plant-pathogenic bacteria to health trees after feeding on the infected plants. Specifically, GWSS transmits the Pierce's disease (PD) into grapevines and ACP transmits Huanglongbing (HLB, aka citrus greening) into citrus trees. As a key component of integrated pest management approach, PDCP Biological Control Program is responsible for ensuring that the selection, production, and field-release biological control agents are carried out efficiently and effectively. At CDFA Arvin field station, PDCP Biological Control staff performs a variety of activities including growing host plants of the target pests, rearing the insects, mass-production of their biological control agents, and field-release and post-release survey of the biological control agents at strategic locations in California.

Under the supervision of a Senior Environmental Scientist (Supervisory), the incumbent will work closely with various PDCP Staff. The incumbent is responsible for performing more routine, technical activities pertinent to the operations of the Biological Control Program. This is an entry-level, seasonal position in Pierce's Disease Control Program of the California Department of Food and Agriculture. The incumbent must be able to work at greenhouse, field, laboratory, warehouse, and office settings in both entomological and plant-related work assignments of average difficulty. The incumbent must be able to establish and maintain effective working relationships with those contacted during the course of the work; work well with others, using tact and interpersonal skills; work independently in completing assigned work, take direction, and meet required deadlines. Apply consistently rational judgment in analyzing work situations and interactions with others and draw sound conclusions.

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Classification:	Agricultural Technician I (Seasonal)
Working Title:	Agricultural Technician I (Seasonal)
Requirement:	California Class C Driver's License
Position Number:	018 482 0034 996
Location:	Arvin, CA
Date Prepared:	March 9th, 2026
Tenure/Timebase:	Temporary/Intermittent
Work Hours/Shift:	Various Hours

II. Essential and Non-Essential Job Functions

A. Essential Functions:

Function #1: Growing of Host Plants and Rearing of Insects 40%

- Grow and help sustain the host plants of target insects to ensure a steady supply of clean and healthy plants.
- Prepare and maintain the plant-growing materials (i.e., plant seeds, potting soil, planting containers) in a clean condition to prevent contamination by other pests and diseases during plant-production process.
- Visually check the growth and quality condition of the host plants to detect and correct any problems or concerns.
- Screen daily infestation of greenhouse pests on the host plants for early detection and provide technical assistance for pest control practices in greenhouses.
- Select and prepare the host plants in appropriate quality for insect rearing at the greenhouse and transfer the plants to insect rearing facility.
- Monitor proper operation of the greenhouses (i.e., pest-barrier screens, irrigation lines, cooling/heating system, louver vent, etc.) for early detection of any malfunction, to arrange necessary repair in a timely manner.
- Maintain greenhouses in clean condition to keep optimal environmental condition for the production of host plants, target pests and biological control agents.
- Provide technical assistance on the activities required for rearing and maintaining insect colony to mass produce the biological control agents (parasitic wasps).
- Record daily activity data on plant-production, insect-rearing and other technical data.
- Maintain technical data used to generate accurate and complete reports (as necessary daily, weekly and/or monthly) for the lead and supervisor, which helps monitor production system and maintain optimal production and release levels.

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Function #2: Biological Control Activities

40%

- Routinely conduct the insect monitoring activities, field-releases, and post-release survey of the biological control agents at the field sites in California.
- Read maps correctly to determine the routes to the field sites, and record the site data (e.g., address, geographical coordinates, host plant, survey time and sample data).
- Collect plant or insect samples at field sites during the survey, per established protocols.
- Prepare and process plant and insect specimens for further identification or analysis per established protocols, when collected during the field monitoring activities.
- Conduct identification of biological control agents under the production and common parasitoids emerging from samples collected.
- Record accurate technical data of the field activities and report the data to the lead and supervisor to generate weekly progress report.
- Participating in biological control experiments with supervisor, the lead, and other biological staff aimed to improve the biological control operations
- Maintain cooperative working relationships with property owners and growers to enable continued access to the field sites for current and future releases and surveys.
- Using a State vehicle, inspect insect traps bi-weekly for detection of GWSS and other pests, as needed, in a designated territory.
- Implement a variety of field survey techniques in agricultural areas (e.g. citrus orchards, vineyards, etc) using State vehicle to effectively detect the GWSS infestation and activity in a timely manner.
- Ensure proper and safe operation of a State vehicle by routinely checking vehicle and tire condition (e.g., warning light, tire pressure, headlight, windshield cracks) by following the Defensive Driving policy and immediately report abnormal vehicle conditions to supervisor in order to arrange timely repair or maintenance service.
- Safely and effectively utilize office, laboratory and greenhouse equipment and materials by following user instructions, labels and other safety precautions, and maintain the equipment cleanliness.

Function #3: Engage in Other Activities

15%

- Conduct other job-related duties as directed by Management to accomplish its goal in suppressing the spread of agricultural plant pests in the state of California.
- Provide temporary technical assistance on the operations of PDCP Arvin Field Station (e.g., warehouse operation, trapping, and facility maintenance), as requested by Supervisor or Manager.
- Complete job-required, mandatory training courses in a timely

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- manner and consistently comply with CDFA workplace policy.
- Perform all duties in a safe manner by fully complying with PDCCP Injury and Illness Prevention Program (IIPP) in order to prevent workplace injury and illness.
- Document and maintain personal vehicle mileage log, attendance records, timesheet, location log, training record, and other job reports for timely submission.

B. Non-Essential Functions:

Function #1: Miscellaneous Duties

5%

- Perform other job-related duties as requested by supervisor.

III. Work Environment

The duties of this position occur primarily outdoors at a variety of agricultural field and nursery locations, including unpaved roads and private property throughout the state under various types of weather conditions. The incumbent typically works outside alone in agricultural field setting, inspecting insect traps daily while operating a State motor vehicle. The incumbent will be required to drive, exit and re-enter the work vehicle many times during the workday. Due to nature of primarily outdoor duties, the trapping employees will be exposed to extremes in temperature, moisture and humidity characteristic to the months of May through October in San Joaquin Valley. The trapping employees are encouraged to wear clothing, hats, and sturdy footwear appropriate for the outdoor weather conditions and work activities. The noise level constantly varies. Terrain encountered varies from smooth and stable to irregular and unstable.

At agricultural fields, road and ground surface can be wet or very dry and dusty. Trapping at the agricultural fields requires navigation over plowed, disked or loose ground. The incumbent may experience exposure to dust, pollen, odor, humidity and moisture. Incumbents may be required to work with pesticides or work at agricultural fields where pesticides were previously sprayed but only after the restricted-entry interval (REI).

The incumbent must maintain a valid driver's license and a safe driving record as documented by the Department of Motor Vehicles to operate a State motor vehicle safely and responsibly. (A safe driving record is one free from convictions in the past two years for repeated moving violations, or a single serious violation, such as drunk driving or reckless driving).

The incumbent in this position must be able to maintain focus and work well under extreme time constraints, exercise good judgement, and provide accurate assessment of changing situations to achieve maximum result.

Travel by State vehicle to various locations throughout the state may be required.

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II. Employee's 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 Signature ²	Date	Supervisor Signature	Date
_____		_____	
Print Name		Print Name	

**CC: Employee
Employee Personnel File
Supervisor's Drop File**

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.