Fruit and Vegetable Quality Control Inspector
Exam Code: 0FAF1

Department: California Department of Food & Agriculture
Exam Type: Departmental, Open
Opening Date: Continuous Filing
Cut-Off Date: 8/7/2020
Locations: Statewide

CLASSIFICATION DETAILS
Fruit and Vegetable Quality Control Inspector – $3,495 to $4,783 per month.
View the class specifications for Fruit and Vegetable Quality Control Inspector

APPLICATION INSTRUCTIONS
Cut-Off Date: 8/7/2020
Who Should Apply:
Applicants who meet the minimum qualifications as stated on this examination bulletin. All applicants must meet the education and/or experience requirements by the cut-off date of August 7, 2020, unless otherwise noted on the class specification.

How To Apply:
Emailed applications are preferred. Submit your completed Examination/ Employment Application (STD. 678) via email at exams@cdfa.ca.gov. Please include Exam Code: 0FAF1 in the subject line of your email. You may also submit your completed Examination/Employment Application (STD. 678) by mail, parcel delivery, or courier service to:
California Department of Food and Agriculture
Examination Unit, Attention: Corina Zamora
Exam Code: 0FAF1
1220 N Street, Room 242
Sacramento, CA 95814

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS are not considered Postmark dates for the purpose of determining timely filing of applications.

All applications must be received by the Cut-off Date: Friday, August 7, 2020. Mailed applications must be POSTMARKED no later than the Cut-off Date. Applications postmarked after the Cut-off Date will be held over for the next examination.
Applications personally delivered or received via interoffice mail must be received by 5:00 p.m. on the Cut-off Date. Any applications received after the Cut-off Date will be held over for the next examination. Also note:

- The Examination/Employment Application (STD. 678) is available through your CalCareer account.
- The STD. 678 must include “to” and “from” dates (month/day/year) and hours worked. STD. 678s received without this information may be rejected.
- Resumes will not be accepted in lieu of a completed STD. 678.
- Your signature on your STD. 678 indicates that you have read, understood, and possess the basic qualifications required.

DO NOT SUBMIT EXAMINATION/EMPLOYMENT APPLICATIONS (STD. 678) OR SUPPLEMENTAL APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR).

**MINIMUM QUALIFICATIONS**

All applicants must meet the education and/or experience requirements as stated on this exam bulletin by the cut-off date to be accepted into the examination. Part-time or full-time jobs regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

**Fruit and Vegetable Quality Control Inspector**

**Either I**

*Experience:* Six months of experience performing the duties of an Agricultural Services Technician II, Range B, in California state service; and

*Education:* Equivalent to completion of nine semester units of college level course work in job-related sciences. (Applicants who are enrolled for the minimum appropriate college courses required may be admitted to the examination but must show proof of completion before they will be considered eligible for appointment.)

**Or II**

Six months of experience in the State's Fruit and Vegetable Quality Control Program sampling agricultural products for inspection in a class equivalent to that of an Agricultural Aid.

**Or III**

Two years of experience growing, harvesting, grading, packing, or inspecting fruits, nuts, or vegetables. (College work in agricultural subjects may be substituted for the required experience on the basis of two years of education being equivalent to one year of experience.) (Registration as a senior in a recognized college will allow admittance to the examination, but applicants must produce evidence of graduation or its equivalent before they can be considered for employment.)
Special Personal Characteristics:
Willingness to travel extensively throughout the State and color vision adequate to successfully perform the job as measured by the Ishihara Pseudo-Chromatic Plate Test or for persons failing the Ishihara, the Farnsworth D-15 Arrangement Test.

Additional Desirable Qualifications:
Education equivalent to completion of the twelfth grade.

NOTE: SUBMISSION OF TRANSCRIPTS FROM AN ACCREDITED U.S. COLLEGE OR UNIVERSITY IS REQUIRED TO VERIFY THE EDUCATION REQUIREMENT. APPLICANTS WITH FOREIGN DEGREES MAY BE ASKED TO PROVIDE AN OFFICIAL FOREIGN TRANSCRIPT EVALUATION WHICH INDICATES COURSE WORK IS EQUIVALENT TO A DEGREE FROM AN ACCREDITED U.S. COLLEGE OR UNIVERSITY. FAILURE TO ATTACH TRANSCRIPTS MAY RESULT IN A DELAY OF YOUR APPROVAL TO COMPETE IN THE EXAMINATION.

POSITION DESCRIPTION

Fruit and Vegetable Quality Control Inspector

This is the entry, first working and journey level of this series. Incumbents under direction perform a variety of inspection tasks while becoming proficient in the inspection and certification of fruits, vegetables and other commodities. As journeypersons, incumbents perform lead inspection duties, perform the more difficult inspections, train and guide lower level inspectors and supervise a crew of seasonal inspectors during peak seasons.

EXAMINATION SCOPE

This examination will consist solely of a Supplement Application – Weighted 100% of the final score. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the examination process. In addition to evaluating the competitor’s relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor’s:

Knowledge of:
1. Car lot shipping and loading methods
2. Quality, size condition, pack, and other factors involved in inspecting fruits, nuts, and vegetables
3. Provisions of laws, rules, regulations and grade standards applicable to fruits, nuts, and vegetables

Ability to:
1. Communicate effectively a level required for successful job performance
2. Interpret and apply Federal and State standards for packing, grading, and shipping of fruits, nuts, and vegetables
3. Deal tactfully with other members of the industry
4. Analyze situations accurately and act effectively
EDUCATION AND EXPERIENCE

If conditions warrant, this examination may utilize an evaluation of each competitor’s experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the “Requirements for Admittance to the Examination” shown on this announcement, even if that experience goes beyond the ten-year limit printed on the application. Supplementary information will be accepted but read the “Requirements for Admittance to the Examination” carefully to see what kind of information will be useful to the staff doing the evaluation.

ELIGIBLE LIST INFORMATION

A departmental, open eligible list for the Fruit and Vegetable Quality Control Inspector classification will be established for the California Department of Food and Agriculture (CDFA). The names of successful competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires twelve (12) months after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans’ Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans status is verified by the California Department of Human Resources (CalHR). Information on this program and the Veterans’ Preference Application (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

Career Credits will not be added to the final score of this examination, because it does not meet the requirements to qualify for Career Credits.

EXAMINATION INFORMATION

The cut-off date for this examination is Friday, August 7, 2020. It is anticipated the examination will be conducted sometime in September or October 2020.

Special Testing Arrangements:
If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact Information section of this bulletin.
CONTACT INFORMATION

If you have questions concerning this examination bulletin, please contact:

California Department of Food and Agriculture
Examination Unit, Attention: Corina Zamora
Exam Code: 0FAF1
1220 N Street, Room 242
Sacramento, CA 95814
Phone: 916-654-0790
corina.zamora@cdfa.ca.gov
California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice)

TTY is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.

DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your CalCareer Account.

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.
The California Department of Food and Agriculture reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all applicants will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.
The California Department of Food and Agriculture’s (CDFA) Fruit and Vegetable Quality Control Inspector examination is being given on a Departmental Open Statewide basis. The examination will consist of this Supplemental Application (Weighted 100%).

This Supplemental Application is designed to elicit a range of specific information regarding each candidate’s knowledge, skills, abilities, and experience to effectively perform the duties relative to the classification. The information you provide will be evaluated using predetermined rating criteria. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

Resumes, letters of reference, and other materials will not be evaluated or considered as responses to items in the Supplemental Application.

A “631 Location Preference Form” is included in this Supplemental Application to allow you to select the location(s) in which you are interested in working. You will not be scored on the “631 Location Preference Form”.

NOTE: FAILURE TO MEET THE MINIMUM QUALIFICATIONS AND/OR TO PROPERLY AND ACCURATELY COMPLETE THIS QUESTIONNAIRE WILL RESULT IN YOUR ELIMINATION FROM THE EXAMINATION. CANDIDATES WHO FAIL TO FOLLOW THE INSTRUCTIONS AND/OR WHO SOLICIT INPUT OR ASSISTANCE FROM OTHERS TO COMPLETE THIS QUESTIONNAIRE WILL BE ELIMINATED FROM THE EXAMINATION. IT IS IMPORTANT THAT YOU RETAIN A COPY OF THIS SUPPLEMENTAL APPLICATION FOR YOUR RECORDS.

**THIS AFFIRMATION MUST BE COMPLETED**

I hereby certify and understand the information provided by me on this Supplemental Application is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I understand this information may be verified at any time. I also understand if it is discovered I have made any false representations, I will be removed from the examination process, removed from the list resulting from this examination, and may not be allowed to compete in future examinations for State employment and I may be subject to prosecution for misdemeanor or felony offenses under California Law. Additionally, State employees may have adverse action taken against them up to and including dismissal.

Your signature (Required): ___________________________ Date: __________

Print your name (Required): ______________________________________

Your supplemental application will not be scored if you do not provide your name.

Submit your completed Supplemental Application AND your completed Standard State Application (STD. Form 678) via email at exams@cdfa.ca.gov or via mail, parcel delivery, courier service or drop off at:

California Department of Food and Agriculture
Examination Unit, Attention: Corina Zamora
1220 N Street, Room 242
Sacramento, CA 95814

Please include 0FAF1 on your application.
PART I

WILLINGNESS

The following questions are job requirements. Please read each question carefully and respond by marking either YES or NO for the following eight (8) questions. If you are not willing or unable to comply with some or all of the following job requirements, it may be grounds for elimination from the examination process. Not providing a response to an item will be considered a “NO” response.

Are you willing to?

1. Work on holidays, Saturdays, and Sundays?  ___YES ___NO
2. Work odd and irregular hours on a regular basis (shift work)?  ___YES ___NO
3. Work in remote locations throughout the state of California?  ___YES ___NO
4. Travel extensively, including overnight, throughout the state of California?  ___YES ___NO
5. Use various transportation methods on the job using a personal vehicle, state vehicle, train, or aircraft?  ___YES ___NO
6. Work in adverse working conditions such as excessive heat, snow, sleet, rain, wind, fog, dust, fumes, gases, odors, loud noise?  ___YES ___NO
7. Abide by and adhere to safety policies and provisions (e.g. wearing safety vests and hard hats, safety goggles, hearing protection, hair nets, shoe covers, and gloves, etc.) applicable to specific inspection activities and to meet biosecurity requirements.  ___YES ___NO
8. Take a color vision exam?  ___YES ___NO

If you have answered “NO” to any of the above “WILLINGNESS” questions, please explain why below.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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Bulletin Date: 7/17/2020
**INSTRUCTIONS:** Respond to each of the following items by indicating how it applies to you. Credit will not be given for items not marked or for incorrectly marked items.

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1. Perform inspection activities with a high level of independence (to include managing assignments, workload, and projects) to ensure efficiency minimal supervision.

2. Determine product compliance by selecting and testing a representative sample of various commodities (such as fruits, vegetables, nuts, or eggs) using appropriate standards.

3. Conduct inspections using various types of equipment/materials (e.g., cell phone/tablet, inspection checklist/forms) to record inspection information.

4. Enforce minimum quality standards, marking requirements, the Food and Agricultural Code, and California Code of Regulations.

5. Perform a variety of inspection and certification of fruits, vegetables and other commodities at wholesale, production, farmer’s markets, or swap meets/roadside stands to ensure commodities meet minimum standards.
**Fruit and Vegetable Quality Control Inspector**
**Supplemental Application**
**PART II**

**INSTRUCTIONS:** Respond to each of the following items by indicating how it applies to you. Credit will not be given for items not marked or for incorrectly marked items.

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6. Perform commodity inspections indoor and outdoor such as packing sheds, cold storage rooms, and in the field.  

7. Enforce state and federal marketing orders to maintain the high quality of produce which is on the market.  

8. Prepare, complete, and submit monthly travel expense claims, additional time worked reports, and State vehicle travel logs.  

9. Train new entry level and seasonal inspectors in Federal and State regulations, procedures, grades, and standards to ensure inspection activities are carried out uniformly.  

10. Participate in training and workshops with commissioners and their staff in commodity inspection techniques and procedures to ensure accuracy of training and uniformity between counties.
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<td>11. Issue Non-Compliance, Hold-Off Sale, and Notices of Violations for products which fail to meet registration, quality, grade, size, labeling, and refrigeration requirements.</td>
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<td>12. Answer questions from industry pertaining to California minimum standards to keep consumers apprised of Program laws and regulations.</td>
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<td>13. Collect information/data using a variety of techniques such as interviews, observations, or document review to assist with inspection/review procedures.</td>
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<td>14. Ensure non-compliant product is properly reconditioned, donated, or destroyed.</td>
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<td>15. Work with other state and federal agencies to ensure cooperative inspection activities are carried out uniformly.</td>
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| 16. Work with and provide technical oversight to county staff to ensure uniformity between counties in the way they enforce state and federal fruit and vegetable standards. | Knowledge Scale | Experience Scale |
| 17. Compile and analyze data collected to prepare reports and summaries to complete work tasks. | Knowledge Scale | Experience Scale |
| 18. Perform basic mathematical calculations with accuracy. | Knowledge Scale | Experience Scale |
| 19. Work independently, with minimal or no supervision, accomplishing daily assigned activities and meeting assigned timelines. | Knowledge Scale | Experience Scale |
| 20. Interpret and apply county, state, federal laws, regulations and procedures for packing, grading, and shipping of fruits, nuts, vegetables, and other commodities (such as eggs). | Knowledge Scale | Experience Scale |
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| 21. Effectively communicate orally with staff, managers, industry, the public, and government agency personnel in a courteous, respectful, and professional manner using proper tone, tact, and discretion appropriate to the circumstance. |
| 22. Work effectively in a team environment with staff, supervisors, and managers in a respectful, professional manner. |
| 23. Stand for an extended period of time in order to inspect commodities at various locations (e.g., border stations, farmer’s markets, in the field). |
| 24. Perform a variety of physical activities (e.g., standing, walking, bending, squatting, grabbing, carrying, heavy lifting) to fully access and account for commodities while performing inspections. |
| 25. Analyze problems or issues and determine appropriate solutions in a timely and effective manner. |
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<td>Moderate Knowledge – I possess a sufficient knowledge level that would allow me to perform this action successfully.</td>
<td>Some Experience – I possess 1 to 3 months of experience performing this action.</td>
</tr>
<tr>
<td>Extensive Knowledge – I could effectively perform this action under the majority of situations; and could instruct others on specific aspects of this action.</td>
<td>Extensive Experience – I possess 10 or more months of experience performing this action.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Experience Scale</th>
<th>Knowledge Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Experience – I have no experience performing this action.</td>
<td>No Knowledge – I have no knowledge of how to perform this action.</td>
</tr>
<tr>
<td>Some Experience – I possess 1 to 3 months of experience performing this action.</td>
<td>Basic/Limited Knowledge – I have some knowledge of how to perform this action but have not performed it on the job.</td>
</tr>
<tr>
<td>Moderate Experience – I possess 4 to 9 months of experience performing this action.</td>
<td>Moderate Knowledge – I possess a sufficient knowledge level that would allow me to perform this action successfully.</td>
</tr>
<tr>
<td>Extensive Experience – I possess 10 or more months of experience performing this action.</td>
<td>Extensive Knowledge – I could effectively perform this action under the majority of situations; and could instruct others on specific aspects of this action.</td>
</tr>
</tbody>
</table>

26. Utilize computer software (e.g., Microsoft, Outlook, database, etc.) in order to generate inspection reports/notice of violation.

27. Use computers and/or cell phones/tablets to conduct research and communicate with staff, government agencies, the public, and industry.
FRUIT AND VEGETABLE QUALITY CONTROL INSPECTOR
Supplemental Application

631 Location Preference Form

Please check the location(s) where you will accept employment

Ontario Regional Office
- Riverside (3300)
- Los Angeles (1900)
- Ventura (5600)
- San Bernardino (3600)
- Orange (3000)
- San Diego (3700)
- Imperial (1300)

Stockton Regional Office
- San Joaquin (3900)
- Stanislaus (5000)
- Merced (2400) all areas West
- Sacramento (3400)

Oakland Regional Office
- San Francisco (3800)
- Santa Clara (4300)
- Santa Cruz (4400)

Fresno Regional Office
- Fresno (1000)
- Kings (1600)
- San Luis Obispo (4000)
- Merced (2400) All areas East
- Madera (2000)
- Santa Barbara (4200)
- Kern (1500)
- Tulare (5400)

PRINT YOUR NAME

SIGNATURE