

GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner



- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

JOB TITLE:	TA PROGRAM COORDINATOR
POSITION NUMBER:	00051944
LOCATION:	ANIMAL INDUSTRY DIVISION, MEAT INSPECTION LOCATION TO BE DETERMINED BASED UPON APPLICANT SELECTED
POSTING DATE:	MARCH 20, 2015
APPLICATION DEADLINE:	MARCH 31, 2015
WHO MAY APPLY:	ALL QUALIFIED APPLICANTS
PAY GRADE:	PAYGRADE 15
ENTRY SALARY:	SALARY COMMENSURATE WITH QUALIFICATIONS OF APPLICANT SELECTED

DESCRIPTION OF DUTIES: Serve the Georgia Department of Agriculture's Meat Inspection Section (GMIS) as the Program Coordinator for the Federal-State Cooperative Inspection Program (FSCIP) involving approximately 56 federal meat and poultry establishments staffed by GMIS under the Talmadge-Aiken Act. Serve as the Field Automated Information Management (FAIM) Coordinator for the GMIS. Assist the Statewide Training Coordinator with the development and deployment of the statewide training program. Represent the GMIS at local, state, and national food-safety conferences. This position has **statewide responsibilities**.

MINIMUM QUALIFICATIONS: Completion of a bachelor's degree in agronomy, animal science, biology, chemistry or a related area **AND** Two years of experience conducting inspections and investigations for compliance
OR
Certification as a registered sanitarian or environmental health specialist **AND** Two years of experience conducting inspections and investigations for compliance
OR
One year in a position equivalent to the lower level

PREFERRED QUALIFICATIONS: Preference will be given to applicants, who, *in addition* to meeting the Minimum Qualifications, possess knowledge, skills and abilities in the following areas:

- One year of experience as a GMIS District Supervisor, Assistant District Supervisor, or Meat Compliance Supervisor;
- Three years of managerial or supervisory experience;
- Five years of experience in meat inspection including experience in slaughter and processing;
- Completion of USDA/FSIS Inspection Methods Training, USDA/FSIS Livestock Slaughter Inspection Training, USDA/FSIS Poultry Inspection Training, USDA/FSIS Enforcement, Investigation and Analysis Officer Training (EIAO);
- Excellent communications skills;
- Excellent reading comprehension, writing skills, and analytical ability;
- Computer skills including knowledge and experience with Microsoft Windows.

CONDITION OF EMPLOYMENT: If the selected candidate isn't already EIAO trained, he or she must successfully complete USDA EIAO training at the first available opportunity.

HOW TO APPLY: (WE ACCEPT APPLICATIONS AND/OR RESUMES BY EITHER TRANSMISSION LISTED BELOW.)

- Mail a completed State of Georgia application and/or resume to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334;
- Fax a completed State of Georgia application and/or resume to (404) 463-8196;
- E-mail a completed State of Georgia application and/or resume to GDAPersonnel@agr.georgia.gov.

PLEASE REFERENCE THE JOB TITLE AND POSITION NUMBER WHEN APPLYING. Applications/Resumes received without a job title or position number will be considered unsolicited applications and will not be reviewed. This position is subject to close at any time once a satisfactory applicant has been identified.

**ALL QUALIFIED APPLICANTS WILL BE CONSIDERED, BUT MAY NOT NECESSARILY RECEIVE AN INTERVIEW.
NO NOTIFICATION WILL BE SENT TO APPLICANTS EXCEPT THOSE WHO ARE SELECTED FOR INTERVIEWS.**

AN EQUAL OPPORTUNITY EMPLOYER

**IF YOU NEED AN ACCOMMODATION FOR AN INTERVIEW,
PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615.**