

GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner



- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

JOB TITLE:	COMPLIANCE BUSINESS ANALYST 1 [FORMALLY MEAT COMPLIANCE OFFICER 1]
POSITION NUMBER:	00051926
LOCATION:	ANIMAL INDUSTRY DIVISION, MEAT INSPECTION SOUTH GEORGIA AREA (ROUGHLY SOUTH OF A LINE FROM LAGRANGE TO MACON TO MILLEN)
POSTING DATE:	JULY 27, 2016
APPLICATION DEADLINE:	AUGUST 10, 2016
WHO MAY APPLY:	ALL QUALIFIED APPLICANTS
PAY GRADE:	H
ENTRY SALARY:	\$2903.46 / MONTH

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

DESCRIPTION OF DUTIES: Under general supervision, within an assigned area of the State, detects and investigates suspected violations of established U.S. Department of Agriculture (USDA) and Georgia Department of Agriculture (GDA) statutes by businesses or others engaged in the processing, transportation, storage, distribution, etc. of meat products. Maintains regulatory control of adulterated and diseased meat products through detention and completes administrative reports. Other duties as assigned.

MINIMUM QUALIFICATIONS: Bachelor's degree in a related field from an accredited college or university; OR associate's degree in a related field from an accredited college or university and two years of related experience; OR three years of related experience.

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:

- State or Federal Meat Inspection experience;
- Knowledge of meat laws and rules;
- Demonstrated ability to communicate verbally and in writing, in a timely and accurate fashion, with peers, management, private industry, etc.;
- Ability to prioritize and schedule job duty requirements;
- Ability to work independently and implement various aspects of a program;
- Demonstrated skill in coordinating and solving problems;
- Strong organizational skills; and
- Computer skills including knowledge and experience with Microsoft Windows.

NOTE: If you are applying for this position based on the college credit, then you will need to submit a copy of your college transcript to the Georgia Department of Agriculture, Personnel Office, 19 Martin Luther King, Jr. Drive, Room 300, Agriculture Building, Atlanta, Georgia 30334 to help determine if you meet the qualifications for this position. Failure to submit a transcript will result in not being eligible for this specific position.

CONDITION OF EMPLOMENT: The selected candidate must successfully complete the U.S.D.A. Surveillance, Enforcement, and Investigative Methodology (SIEM) training at the first available opportunity unless he or she has already fulfilled this requirement.

HOW TO APPLY: WE ACCEPT STATE APPLICATIONS BY ANY TRANSMISSION LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION.

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

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

The GDA is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. 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. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided.

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