

DAIRY INSPECTOR 1

GENERAL

This is the recruitment and training level in various areas of dairy extension and inspection. Individuals assigned to this classification assist and advise producers and/or processors in solving minor quality problems in the production and processing of milk and dairy products and in extending information relating to new developments within the dairy industry. This includes inspection of dairy farms and dairy processing plants with respect to milk and dairy product quality. Work is initially performed under close supervision according to well-defined procedures and instructions. Gradually staff assume more difficult and responsible tasks and are less closely supervised.

TYPICAL DUTIES

- a. At fluid milk processing and dairy manufacturing plants:
 1. May check weights, grades, tests and payments to see that the primary producer is paid according to the provisions in the Dairy Act and regulations.
 2. May work with management in fluid milk processing and dairy product manufacturing in order that quality products are manufactured, packed, stored and sold.
 3. May assist processors in solving minor quality problems related to fluid milk processing and dairy product manufacturing.
 4. May check plant and employee sanitation.
 5. May examine applications, both practical and written, for licences to grade cream, test milk cream, make butter and make cheese.
 6. May take samples of milk and dairy products for testing and bacteriological examination.

- b. In relation to fluid and industrial milk production:
 1. May call at milk producers for purposes of determining conditions of production.
 2. May check calibration of farm bulk tanks.
 3. May check bulk milk receivers periodically to insure that correct procedures are followed.
 4. May examine bulk tank drivers relative to the issuing of a licence.
 5. May assist producers in solving minor quality problems related to milk production.

- c. Performs other duties as assigned.

QUALIFICATIONS

“This information is available in alternate formats upon request.”

Knowledge, Abilities and Skills

In the farm area, a thorough knowledge of milking techniques, milking machines and milk handling equipment and other factors related to dairy farm management (e.g. feeding, breeding, etc.).

In the fluid milk and dairy products processing area, a good knowledge of the manufacturing procedures and equipment for milk and milk products.

In addition, a good understanding of sanitation and quality control is required.

Education, Training and Experience

- In the farm area, a Diploma in Agriculture plus experience related to dairy herd management.
- In the plant area, a Diploma in Dairying plus experience in the dairy processing industry.
- In the absence of the above qualifications, the Civil Service Commission may grant credit for other experience or academic qualifications such as a Certificate in Public Health Inspection.

Physical Standards

Physically capable of performing the duties assigned.

DAIRY INSPECTOR 2

GENERAL

This is the full working level in various areas of dairy extension and inspection. Individuals assigned to this class assist and advise producers and/or processors in solving major quality problems in the production and processing of milk and dairy products and in extending information relating to new developments within the dairy industry. This includes inspection of dairy farms and dairy processing plants with respect to milk and dairy product quality. The work is performed under general supervision.

TYPICAL DUTIES

- a. At fluid milk processing and dairy manufacturing plants:

1. May check weights, grades, tests and payments to see that the primary producer is paid according to the provisions in the Dairy Act and regulations.
 2. May work with management in fluid milk processing and dairy product manufacturing in order that quality products are manufactured, packed, stored and sold.
 3. May assist processors in solving major quality problems related to fluid milk processing and dairy product manufacturing.
 4. May check plant and employee sanitation.
 5. May examine applications, both practical and written, for licences to grade cream, test milk cream, make butter and make cheese.
 6. May take samples of milk and dairy products for testing and bacteriological examination.
- b. In relation to fluid and industrial milk production:
1. May call at milk producers for purposes of determining conditions of production.
 2. May check calibration of farm bulk tanks.
 3. May check bulk milk receivers periodically to insure that correct procedures are followed.
 4. May examine bulk tank drivers relative to the issuing of a licence.
 5. May assist producers in solving major quality problems related to milk production.
- c.
1. May assist with education and training of dairy producers, dairy plant personnel and bulk milk receivers.
 2. May assist with training and supervision of other Dairy Inspectors.
- d. Performs other duties as assigned.

QUALIFICATIONS

Knowledge, Abilities and Skills

- In the farm area, a thorough knowledge of milk production and dairy farm management (e.g. feeding, breeding, herd health).
- In the processing area, a thorough knowledge of the manufacturing procedures and equipment for milk and milk products.
- A comprehensive knowledge of the Dairy Act, the Milk and Dairy Products Control Act and the Public Health Act.
- A working knowledge of the principles of sanitation and quality control as they relate to milk production, milk handling and the processing of milk and dairy products.

Education, Training and Experience

- In the farm area, a Diploma in Agriculture plus experience related to dairy herd management.
- In the plant area, a Diploma in Dairying plus experience in the dairy processing industry.
- In the absence of the above qualifications, the Civil Service Commission may grant credit for other experience or academic qualifications such as a Certificate in Public Health Inspection.
- In addition, an employee in this class should have two or more years as a Dairy Inspector

Physical Standards

Physically capable of performing the duties assigned.

DAIRY INSPECTOR 3

GENERAL

This is advanced work in dairy extension, inspection and supervision. Incumbents assigned to this class assist in planning and implementing various programs in the dairy industry consistent with the general objectives of the department. They work with a large degree of independence.

The Dairy Inspector 3 is differentiated from the Dairy Inspector 2 in that the incumbent serves in a specialist capacity in solving very complex sanitation and quality problems requiring broad experience; is involved to a great degree in extension services and exercises supervision over the Dairy Inspectors 1 and 2.

TYPICAL DUTIES

- Plans, organizes and implements various programs related to milk and dairy products sanitation and control.
- Ensures that work of subordinates is carried out in accordance with accepted guidelines.
- Performs in a specialist capacity in solving very complex sanitation and quality control problems requiring broad experience.
- Organizes and conducts education programs for bulk milk receivers, milk producers or dairy plant personnel.

- Responsible for issuing of licences to bulk milk receivers, milk producers and dairy processing plants and plant personnel.
- Investigates and responds to consumer and industry complaints.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge, Abilities and Skills

- Extensive knowledge of dairying, milk production and processing of dairy products.
- Extensive knowledge of the Dairy Act, the Milk and Dairy Products Control Act and the Public Health Act.
- Extensive knowledge of sanitation and quality control as they relate to milk production, milk handling and the processing of milk and dairy products.
- Ability to train and supervise inspectors and assist inspectors in problem areas.

Education, Training and Experience

- In the farm area, a Diploma in Agriculture plus experience related to dairy herd management.
- In the plant area, a Diploma in Dairying plus experience in the dairy processing industry.
- In the absence of the above qualifications, the Civil Service Commission may grant credit for other experience or academic qualifications such as a Certificate in Public Health Inspection. In addition, an employee in this class should have a minimum of five years as a Dairy Inspector 2.

Physical Standards

Physically capable of performing the duties assigned.