

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Dairy Farm Specialist		Class Code: 001NN3
	FLSA Status: Non-Exempt	Salary Schedule: PAT 3	Effective Date:
	Summary: Incumbent performs work at the journeyman level working with dairy farm personnel and bulk haulers to ensure that the raw milk is free of visible abnormalities and is produced, handled and transported in a sanitary manner. The incumbent seeks compliance with laws and regulations through programs of surveillance, consultation and enforcement.		

Duties:

- Checks barns, milk houses and cow lots for general sanitary conditions and physical construction;
- Observes cows for general health status, primarily external cleanliness and physical abnormalities;
- Inspects milk lick-up procedures and aseptic sampling techniques by bulk milk haulers;
- Observes daily waste storage facilities and disposal methods;
- Checks equipment in barns and milk houses for cleanliness and proper construction;
- Checks to ensure that there is no storage of pesticide or antibiotics in milk houses;
- Performs organoleptic examination of milk, including temperature and sediment tests;
- Inspects individual water supply and residential sewage disposal facilities;
- Prepares technical reports of inspections, documents findings and makes recommendations for action, including some certification;
- Maintains current continuous records of inspections and laboratory findings;
- Aseptically samples milk and water;
- Investigates reported food poisonings and hazardous events such as fires, floods, tornadoes and truck/train wrecks or breakdowns affecting food supplies to ensure dangerous, contaminated and substandard products are eliminated from distribution channels;
- Interprets state and federal laws and regulations governing foods utilizing written communications and public information materials;
- Reviews and comments on blueprints and specifications of proposed construction and remodeling projects submitted for approval;
- May participate as a speaker or panel member at meetings with industry and allied professionals;
- May appear as expert witness in a court of law as required;
- May train new personnel and public health students;
- Performs related work as required.

Job Requirements:

- Specialized knowledge of milk protection principles and practices;
- Thorough knowledge of and ability to interpret and apply, federal, state and local laws, regulations and ordinances that govern the scope of activities with a milk protection component;
- Working knowledge of basic bacteriology and chemistry;
- Working knowledge of legal and court procedures for collecting evidence and preparing to testify in court cases as an expert witness;
- Working knowledge of inspection and investigation methods, procedures and techniques;
- Ability to observe and recognize potential adverse sanitation conditions and law violations and prepare reports documenting findings;
- Working knowledge of individual water supplies and residential sewage facilities;
- Working knowledge of, and the ability to review, plans and other drawings of facility construction, equipment and layout and make recommendations for needed changes;
- Practical knowledge of, and ability to operate, testing equipment required in field of specialization, such as light meter, thermometers, PH paper, sediment gun, etc.;
- Ability to tactfully communicate, verbally and in writing, with individuals or in group situations for problem solving purposes;
- Ability to obtain a valid driver's license and the ability to perform moderate to extensive travel by automobile.

Difficulty of Work:

Incumbent makes judgments and decisions in the field based upon knowledge of laws, technical information and application of powers of observation and evaluation. The incumbent is required to adapt and apply them in order to secure improvements through cooperative problem solving with dairy farmers, milk haulers, and milk route owners. The scope involves sanitation of dairy farms, sampling, milk route operations, collection procedures and testing of raw product and water and follow-up with farms or route management including recommendation for improvements and compliance.

Responsibility:

Incumbent determines compliance or noncompliance with laws and regulations and recommends possible corrective actions to be taken for future compliance. The incumbent has the authority and responsibility to immediately shut down the dairy farm or milk route when conditions warrant. Emergency situations that have an impact on agency policy are discussed with supervisor. Work is reviewed for overall accomplishments and compliance with an impact on agency goals, policies, objectives and boundaries, but the work is normally organized by the incumbent. The incumbent also selects and establishes approaches and procedures to be utilized and follows through to completion of the project.

Personal Work Relationships:

The work relationships are broad in scope and include contracts with individuals such as owners and operators of dairy farms, bulk hauling operations and milk route representatives of federal, state and local agencies and organizations such as Associated Milk Producers, Farm Bureau, Kentucky-Indiana Farmer, Indiana Association of Sanitarians, local government, Indiana State Department of Health staff and the general public. These contacts are for the purpose of giving information for problem solving and soliciting cooperation during the process of conducting inspections.

Physical Effort:

Individual should be able to negotiate barriers such as ladders, fences, ledges, water hazards and the like. Duties will include irregular hours including weekends and holidays and the use of equipment found in the dairy industry.

Working Conditions:

Some of the work will be outdoors in a variety of weather conditions or indoors in a variety of dairy production situations varying from modern facilities to lean-tos. Work will often occur in conditions that include bright/low light, hot or cold temperatures, dry/dusty or humid air, wet and slippery or dry surfaces, and others typically found around animals. Duties will include:

- Working in immediate proximity of excitable, large or small animals;
- Handling animals;
- Working in the presence of hazardous materials including chemical and biological substances utilizing appropriate protective measures;
- Operation of motor vehicles and overnight travel.