

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES**

Correctional Beverage Processing

SERIES NUMBER

5354

MAJOR AGENCIES

Rehabilitation & Correction only

EFFECTIVE

02/26/2012

SERIES PURPOSE

The purpose of the correctional beverage processing occupation is to oversee inmate workers & participate in receiving, processing & supplying dairy products &/or juice to all correctional facilities in the state's penal system.

Incumbents oversee inmates in receiving, packaging & shipping of processed milk &/or juice.

CLASS TITLE

Correctional Dairy Processing Plant Operator

CLASS NUMBER

53541

PAY RANGE

08

EFFECTIVE

01/09/2005

CLASS CONCEPT

The full performance level class works under general supervision & requires considerable knowledge of milk processing methods & techniques & skill in operating dairy plant equipment in order to oversee inmates in all phases of receiving, processing, packaging & shipping of processed milk, &/or juice, operate milk processing equipment & conduct required tests on milk & dairy products.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Correctional Dairy Processing Plant Operator	53541	06	01/09/2005	08

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Monitors inmate workers in all phases of receiving, packaging & distribution of processed milk &/or juice (e.g., cleaning & bagging empty cartons; filling cartons with processed milk &/or juice; loading trucks) & participates in same.

Operates milk processing equipment (e.g., separator, homogenizer, holding tanks), cleans & sanitizes holding tanks & pipelines, conducts variety of tests on milk (e.g., butter fat, milk fat, antibiotic, acidity, lactometer & phosphate tests) & monitors & adjusts temperature & gauges of coolers & holding tanks.

Maintains building security; secures windows, doors & tools; operates milk bulk tanker to deliver milk &/or juice; writes conduct reports on inmates & records figures regarding quantity & milk testing.

MAJOR WORKER CHARACTERISTICS:

Knowledge of milk processing methods & techniques; security measures for detention of felons in controlled environment*; fractions, decimals & percentages. Skill in operation & maintenance of dairy processing & testing equipment. Ability to understand system of mechanical procedures; read, copy & record figures; lift up to 55 lbs.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Formal education in English & arithmetic that includes reading, writing & speaking English & fractions, decimals & percentages; 12 mos. trg. or 12 mos. exp. in operation & maintenance of dairy processing equipment.

-Or equivalent of Minimum class Qualifications For Employment noted above.

Note: If assigned to operate milk bulk tanker; valid Commercial Driver's License is required.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Must obtain & annually renew milk hauler & milk processor license as issued by Board of Health pursuant to Section 3707.374 ORC & milk handlers license & appropriate licenses for weigher, sampler, tester & bulk tank operator as issued by Department of Agriculture pursuant to Section 917.04 & 917.11 ORC. Employees must be licensed within 1 yr. from date of hire.

UNUSUAL WORKING CONDITIONS:

Exposed to constant noise; potentially dangerous equipment & inmate conflicts.