

STATE OF OHIO (DAS) CLASSIFICATION SPECIFICATION	CLASSIFICATION SERIES: Agriculture Laboratories Director	SERIES NO.: 6598
	MAJOR AGENCIES: Agriculture only	EFFECTIVE DATE: 01/09/2005
<p>SERIES PURPOSE: The purpose of the animal disease diagnostic laboratory director occupation is to administer overall operations of animal disease diagnostic laboratory & consumer analytical laboratory & supervise professional & technical staff.</p> <p>At the managerial level, incumbent administers overall operations of animal disease diagnostic laboratory & consumer analytical laboratory & supervise professional & technical staff.</p> <p>This classification is to be utilized at the Ohio Department of Agriculture only.</p>		

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>PAY RANGE</u>	<u>EFFECTIVE</u>
Agriculture Laboratories Director	65981	18	01/09/2005

CLASS CONCEPT:

The managerial level class works under direction from agency director & requires extensive knowledge of veterinary diagnostic medicine in order to serves as director of animal disease diagnostic laboratory & consumer analytical laboratory, administers operations & programs of both testing laboratories & supervises lower level laboratory administrators, supervisors & technical personnel.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Agriculture Laboratories Director	65981	EX	01/09/2005	18

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.)

Serves as director of animal disease diagnostic laboratory & consumer analytical laboratory, administers operations & programs of both testing laboratories & supervises lower level laboratory administrators, supervisors & technical personnel, (e.g., exercises initiative & autonomy in directing, planning, preparing, coordinating, training, budgeting, purchasing & reporting), administers operations & programs of both testing laboratories, develops & implements policy, organization & procedures needed to obtain & maintain operations & standards of an AAVLD (American Association of Veterinary Laboratory Diagnosticians) accredited laboratory, & monitoring human food supply & agricultural programs allied thereto.

Administers overall operations of animal disease diagnostic laboratory to include virology, avian, serology, pathology, toxicology & bacteriology sections, supervises professional & technical staff, develops, implements & maintains laboratory operational standards, policies & procedures sufficient to achieve & maintain accreditation by AAVLD, provides direct input & establishes laboratory priorities in areas of budgeting, staffing, programs & resource utilization, provides direct input & makes decisions on facility needs & priorities as relates to capital improvements, renovation, repairs & facility expansion & coordinates professional development & training of laboratory staff.

Consults, coordinates & evaluates laboratory activities with Ohio State University College of Veterinary Medicine, Ohio Agricultural Research & Development Center (OARDC), AAVLD, other state diagnostic laboratories, National Veterinary Services Laboratories (NVSL), other state agencies (e.g., Health, EPA, ODNR), other divisions of ODA & appropriate federal agencies; initiates contacts with federal & state agencies for food, animal, & environmental related testing & analytical services; negotiates, implements, & monitors cooperative agreements for services rendered to USDA, USEPA, USFDA, other state or federal agencies & for testing for toxic environmental residues in fish, fruits, vegetables, milk & meat products.

Acts as liaison with OSU College of Veterinary Medicine, Ohio Agricultural Research & Development Center, American Association of Veterinary Laboratory Diagnosticians & State Diagnostic Laboratories, universities, National Veterinary Service Laboratory & other state agencies (e.g., Ohio Department of Health, Ohio Department of Natural Resources & Environmental Protection Agency) to develop programs & achieve common goals; coordinates & participates in training of OSU veterinary medical students, veterinarians, inspection staff & technical staff.

Acts in public relations &/or information exchange role (e.g., prepares & presents speeches to industry groups, state & federal agencies, educational institutions or related facet of agriculture); represents agency pertaining to ODA's laboratories; attends meetings. Serves as agency representative at regional & national conferences & at ad hoc committee meetings; plans & coordinates divisional, interdivisional, agency & inter-agency meetings & conferences; provides technical assistance to agency field staff on a statewide basis.

MAJOR WORKER CHARACTERISTICS:

Knowledge of veterinary diagnostic medicine; microbiology; histopathology; pathology; toxicology; virology; general management; state & federal regulations applicable to practice of veterinary medicine & diseases in livestock, food borne illness of animal origin in humans; supervisory principles/techniques; public relations; employee training & development; manpower planning; research techniques. Ability to write instructions & specifications concerning inspection & veterinary procedures; develop good rapport with government officials, industry representatives & professional level specialists; resolve complaints from general public, government officials & livestock industry representatives; prepare & deliver speeches before specialized audiences & general public.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

License to practice veterinary medicine issued by Ohio Veterinary Medical Board; accreditation under CFR Title 9, Part 161 issued by U.S. Department of Agriculture; completion of graduate core program in related field of veterinary diagnostic medicine (i.e., Pathology, Toxicology, Microbiology, Virology); 5 yrs. trg. or 5 yrs. exp. in veterinary diagnostic medicine; 3 yrs. trg. or 3 yrs. exp. in supervisory principles/techniques; 12 mos. trg. or 12 mos. exp. in state & federal laws regarding veterinary medicine; 12 mos. trg. or 12 mos. exp. in employee training & development; must provide own transportation.

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

Not applicable.

UNUSUAL WORKING CONDITIONS:

Not applicable.