

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

Animal Health Inspector

**SERIES NO.:**

2111

**MAJOR AGENCIES:**

Agriculture Only

**EFFECTIVE DATE:**

9/21/2014

**SERIES PURPOSE:**

The purpose of the Animal Health Inspector occupation is to enforce state & federal laws, rules, & regulations regarding the keeping, movement, or processing of livestock & poultry &/or regarding domestic & dangerous wild animals. Incumbents inspect animals & facilities for compliance with state & federal animal husbandry laws & laws that prevent & contain human & animal diseases.

**JOB TITLE**

Animal Health Inspector

**JOB CODE**

21111

**PAY GRADE**

31

**EFFECTIVE**

9/21/2014

**CLASS CONCEPT:**

The full performance level class works under general direction & requires considerable knowledge of animal, poultry or dairy science in order to inspect livestock & poultry, &/or commercial dog breeding facilities, &/or dangerous wild animal facilities for compliance with state & federal laws, rules & regulations & procedures mandated to carry out provisions of animal health programs.

<b>JOB TITLE</b>	<b>JOB CODE</b>	<b>B. U.</b>	<b>EFFECTIVE</b>	<b>PAY GRADE</b>
Animal Health Inspector	21111	07	9/21/2014	31

**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.)**

Enforces state & federal animal health laws (e.g., animal disease, dangerous wild animals, commercial dog breeders); develops safety/testing plans; restrains animals; records animal ID & prepares for animal disease testing; collects biological samples, animal tracheal & cloacal swabs/samples, tissue samples, & oversees Contagious Equine Metritis (CEM) sample collection; transports animals, prepares biological animal samples for shipping; seals conveyances, issues movement permits & participates in joint agency highway monitoring; examines animal anatomical structures (e.g., hooves, lymph nodes, udders); performs cleaning & disinfection of animal quarters & equipment; performs slaughterhouse inspections; provides tuberculosis (TB) testing kits to slaughter houses; issues quarantines (e.g., animals, premises & conveyances); conducts rabies baiting, trapping & testing program; depopulates animals & euthanizes animals; investigates complaints & violations (e.g., importation); monitors livestock exhibition rules regarding tampering activities (e.g., illegal drugs creating unfair competitive advantages over other exhibitors).

Audits market records (e.g., financial, ID, responsibility) & dealer records; monitors buying/selling activity; verifies weigher & livestock scale for certification & monitors animal ID for traceability compliance; checks mortality disposal compliance; checks animal ID supplies (e.g., backtags, glue, eartags); verifies compliance to animal testing requirements, sheep & goat ID compliance (e.g., National Scrap Eradication Program [NSEP]); ensures compliance to swine market movement regulations, animal socialization requirements & compliance to transportation regulations; inspects animal housing, facilities, facility maintenance & sanitary conditions; reviews veterinary client & patient relations (VCPR) plans & verifies veterinary licensure of market staff; inspects garbage feeding; conducts inspection of rendering plant, rendering/collectors (R/C) conveyances, FDA targeted inspections, co-op inspections (e.g., FDA, USDA, FSIS); investigates unlicensed activity; performs Ohio Egg Quality Assurance Program (OEQAP) & Pennsylvania Egg Quality Assurance Program (PEQAP) audits; verifies salmonella enteritidis (SE) plan compliance; collects egg samples for FDA trace back & assists FDA with comprehensive egg inspections; researches complaints & conducts onsite investigations ensuring compliance of care standards (e.g., validate or dismiss); issues notices of violation; conducts outreach & education activities.

Prepares weekly schedules (e.g., itinerary, timesheet, travel & expenses); maintains facility files & contact information (e.g., facility, agency, emergency); completes inspection forms & reports (e.g., complaint/enforcement reports, sample submission forms); maintains job related tools & equipment (e.g., knives, taggers, sprayers); maintains seal inventory; develops & delivers presentations; provides training to specialized groups (e.g., pullorum testers certification training).

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of animal, poultry or dairy science; state & federal laws, rules & regulations regarding animal & poultry diseases\*; livestock anatomy; licensure of markets & dealers\*; licensure of renderers & collectors\*; addition, subtraction, multiplication & division. Skill in operation of animal restraint equipment; bio testing equipment; sample collection equipment; basic computer operation\*. Ability to recognize unusual or threatening conditions & take appropriate action; interpret variety of instructions in written, oral, picture or schedule form; define problems, collect data, establish facts & draw valid conclusions; copy records precisely without error; complete routine forms; maintain accurate records; prepare meaningful, concise & accurate reports; handle sensitive contacts with operators of agricultural operations, other governmental officials & general public; prepare & deliver speeches before specialized audiences & general public; demonstrate physical fitness, agility & dexterity necessary to restrain animals, operate restraints & use test equipment.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Completion of undergraduate core program in animal science, poultry science or dairy science or related agriculture field of study; valid driver's license:

AND

In addition, must meet one of the following, whichever is pertinent to the program area to be assigned.

For Livestock Program – 18 mos. exp. in agriculture

-OR for Commercial Dog program – 18 mos. exp. veterinarian technician field

-OR for Dangerous Wild Animal program – 18 mos. exp. with captive exotic species

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

NOTE: The official position description on file with the designated program is to reflect, in the minimum acceptable characteristics, the required related experience. Only those applicants possessing the required related experience listed in the position description are to be considered for any vacancies posted. The vacancy/job posting should also only list the required related experience commensurate with the position in question.

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

Must obtain pesticide application licensure within 12 mos. of hire; must maintain current pesticide application licensure; obtain mortality compost certification; obtain incident command system (ICS) certification & FDA certificate of commission.

**UNUSUAL WORKING CONDITIONS:**

Works outside exposed to varying temperatures & weather conditions; exposed to odors, waste & noise of livestock/poultry; possible exposure to zoonotic diseases & may require prophylactic immunization; works non-standard work week; requires travel.