



January 2019
Class Code: A-36 / A-50
FLSA: NON-EXEMPT

VECTOR CONTROL INSPECTOR I/II

DEFINITION

Under immediate (Vector Control Inspector I) or general (Vector Control Inspector II) supervision, performs inspections and control operations in an assigned zone or specialized functional area; treats area as indicated, selecting appropriate material, baits, dosage rates, and implements to obtain proper coverage and efficacy; prepares and revises operational maps of zones and areas in the District including properties, ponds, topographic characteristics, and other features relevant to vector control operations and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate (Vector Control Inspector I) or general (Vector Control Inspector II) supervision from assigned supervisory and management staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Vector Control Inspector I: This is the entry-level classification in the Vector Control Inspector series. Initially under close supervision, incumbents learn and perform routine vector control duties and general unskilled labor in source reduction activities. As experience is gained, assignments become more varied and complex; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Vector Control Inspector II level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Vector Control Inspector II: This is the fully qualified journey-level classification in the Vector Control Inspector series. Positions at this level are distinguished from the Vector Control Inspector I level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

This class is distinguished from the Vector Control Inspector III in that the latter performs the more complex work assigned to the series and provides technical and functional direction over lower-level staff.

Positions in the Vector Control Inspector I/II class series are flexibly staffed; positions at the Vector Control Inspector II level are normally filled by advancement from the Vector Control Inspector I level; progression to the Vector Control Inspector II level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification including any licenses and certifications; and (iv) management approval for progression to the Vector Control Inspector II level.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Job functions and performance are subject to provisions contained within the Personnel and Salary Resolution and Memorandum of Understanding applicable to the specified job classification. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Positions at the Vector Control Inspector I level may perform some of these duties and responsibilities in a learning capacity.

- Surveys assigned zone for vector breeding sources, such as ponds, mitigation sites, catch basins, marshy areas, horse stables, residential premises, schools and swimming pools; prepares inspection reports.
- Maintains an awareness of irrigation patterns, refuse disposal practices and other factors conducive to vector breeding; determines or identifies various vector species and/or stage of larval development; notes other factors, such as terrain, winds, and plant growth involved.
- Treats area as indicated, selecting appropriate material, baits, dosage rates, and implements to obtain proper coverage and efficacy; arranges for and conducts fish planting in targeted areas; re-inspects treated areas to evaluate effectiveness.
- Works as part of a crew; keeps assigned equipment in working order, reports deficiencies in equipment and problems to supervisors.
- Digs drainage channels, cuts vegetation, prepares trails for equipment movement, and performs general labor and routine equipment operations in source reduction activities.
- Makes trap collections and counts; performs routine arthropod and vertebrate identification and maintains records as needed.
- As assigned by management, provides technical and functional direction to part-time and seasonal staff.
- Prepares and revises operational maps of zones and areas in the District including properties, ponds, topographic characteristics, and other features relevant to vector control operations; records significant changes on maps; compiles data as directed on completed work, including types of service, costs, and vector population history; and otherwise assists in collecting and compiling data, and maintaining records.
- As assigned, initiates requests for aircraft service and provides information, such as species and stage of development and other data required for effective aircraft spray service; re-inspects sprayed areas to evaluate effectiveness of treatment.
- Advises property owners and the general public regarding vector problems and the need for vector control and source reduction; explains the reason for the vector control inspector's presence on property.
- Operates District vehicles including all-terrain vehicles pick-up trucks and powered and hand spray equipment; maintains equipment in working order and performs routine maintenance.
- Attends training sessions, reads agency manuals, and otherwise stays informed of policies and procedures.
- As assigned, keeps District buildings in a clean and orderly condition.
- As assigned, attends a variety of community outreach events to provide information to the public about District services.

- Responds to inquiries and explains District policies and procedures via written and verbal communications.
- Observes and complies with all District and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Positions at the Vector Control Inspector I level may exercise some of these knowledge and abilities statements in a learning capacity.

Knowledge of:

- Operational characteristics of specialized equipment used in the course of work.
- Methods and techniques of vector control, including the safe use and handling of pesticides and safety precautions.
- Familiarity with breeding and living habits of vectors.
- Methods and techniques of identifying the various life cycles of vectors.
- Methods and techniques of preparing reports on operational activities.
- Methods and techniques of reading and interpreting maps.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and procedures relevant to assigned area of responsibility.
- Record-keeping principles and procedures.
- District and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Conduct vector surveillance activities and identify issues in assigned geographic areas.
- Treat affected areas in accordance with District practices.
- Maintain vegetation and water transmission structures for source reduction.
- Prepare and revise maps.
- Prepare operational reports on work performed.
- Operate District vehicles and specialized equipment.
- Maintain logs and records.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Understand and follow oral and written instructions. Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

- Vector Control Inspector I/II: Equivalent to completion of the twelfth (12th) grade.

Experience:

- Vector Control Inspector I – One (1) year of experience performing technical duties in a vector control program.
- Vector Control Inspector II – (3) years of increasingly responsible experience performing technical duties in a vector control program.

Licenses and Certifications:

Vector Control Inspector I/II

- Possession of, or ability to obtain, a valid California driver's license by time of appointment.
- California Code of Regulations, Title 3, Article 2, Section 6722 requires that in order to mix and load toxic chemicals, employees must be at least 18 years old.

Vector Control Inspector I

- Possession of, or ability to obtain, certification in Public Health Vector Control Categories A, B and C, as required by the California Department of Public Health, within two years of appointment and maintained throughout employment with the District.

Vector Control Inspector II

- Possession of certification in Public Health Vector Control Categories A-D, as required by the California Department of Public Health, to be maintained throughout employment with the District.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various District sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards and/or collect samples. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

Employees must wear and use the proper Personal Protective Equipment (PPE).

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust and air contaminants, vectors and vector-borne diseases, wild and domestic animals, and poisonous plants and animals. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.