

**Job Class Profile:** Fisheries/Agrifood Quality Technologist

**Pay Level:** CG-35 **Point Band:** 766-789

| Factor | Knowledge | Interpersonal Skills | Physical Effort | Concentration | Complexity | Accountability & Decision Making | Impact | Development and Leadership | Environmental Working Conditions | Total Points |
|--------|-----------|----------------------|-----------------|---------------|------------|----------------------------------|--------|----------------------------|----------------------------------|--------------|
| Rating | 5         | 6                    | 3               | 3             | 5          | 5                                | 5      | 1                          | 3                                |              |
| Points | 233       | 100                  | 19              | 14            | 150        | 108                              | 103    | 21                         | 32                               | 780          |

## JOB SUMMARY

The Fisheries/Agrifood Quality Technologist identifies food safety issues for primary producers and secondary processors and assists in the development and implementation of food safety systems for all levels of industry. Assists primary and secondary producers in their application for funding for Food Safety, Biosecurity and Traceability Initiatives.

### Key and Periodic Activities:

- Designs, produces, interprets and implements a Food Safety Manual for the value added sector based on government recognized food safety systems.
- Provides technical expertise and assistance by providing support to producers in the implementation of strategies and protocols that identify and/or minimize food safety risks associated with their commodity.
- Provides resources in networking, communication and education to aid in the implementation of food safety and traceability systems for the local sectors of the Agri-Foods industry.
- Develops course materials, coordinates, implements and delivers training workshops.
- Prepares a mock audit of the food safety system to ensure its accuracy after training and implementation of programming.
- Coordinates a team approach with government, industry groups and individual producers to help implement strategies, protocols and policies that will meet the standards and requirements of industry and consumers.
- Provides producers and processors with food safety systems and regulatory information relevant to the construction of agricultural facilities needed for the expansion of their businesses.
- Provides quarterly progress reports and proposals to management.
- Provides a budget for expenditures requested under approved programs.
- Prepares briefing notes upon request.

## SKILL

### Knowledge

**General and Specific Knowledge:**

- Knowledge of food safety relevant to the agricultural industry
- Applicable legislation and regulations

**Formal Education and/or Certification(s):**

- Minimum: Undergraduate degree or Specialized Post-Secondary Diploma in Food Technology/Safety or related field

**Years of Experience:**

- Minimum: 4 - 5 years

**Competencies:**

- Ability to apply established techniques; coordinate a range of related work or project activities; develop training materials, instruct Food Safety Programming and provide advice.
- Written and verbal communication skills.

**Interpersonal Skills**

- A range of interpersonal skills such as listening, asking questions, providing routine and specialized information, promoting services, instructing, providing expert advice, (technical expertise relating to implementation of food safety programs), gain the cooperation of others to complete work, facilitate meetings and make formal presentations (delivers workshops and training sessions related to food safety systems).
- Communications occur with employees/peers/supervisor/executive members, students, clients (primary and secondary producers), other government representatives and with professional associations/advisors.
- Most significant contacts are: Manager of Market Development (to obtain direction and guidance); Livestock and Dairy Specialists (to obtain industry insight and support); and Food Safety, Biosecurity and Traceability Representative with Agriculture and Agri-Foods Canada (to review federal programs and policies when required).

**EFFORT****Physical Effort**

- The demands of the job do not result in considerable fatigue, requiring periods of rest.
- Regularly required to lift or move objects 10 - 25 lbs such as training materials and educational aids for information booths and training sessions.
- The use of fine finger/precision work to produce manuals, training materials and other reports and correspondence is a regular occurrence. Sits for extended periods of time and occasionally stands, walks, climbs and drives to perform other activities such as visiting farms or processing facilities.

**Concentration**

- **Visual** concentration is required when performing majority of tasks such as reading, conducting training sessions and using a computer to write reports and correspondence.
- **Auditory** concentration is required when listening intently during training sessions.
- **Other sensory demands** such as taste and smell may be used to test a product for freshness when visiting farms or processing facilities.

- **Time pressures and deadlines** may be experienced when briefing notes and reports are required. **Pace of work** is generally controlled by management requests and public enquiries on food safety issues or education.
- Using a computer, providing instruction during workshops and training sessions and driving require a certain amount of **eye/hand coordination**.
- **Exact results and precision** is required to ensure information is accurate and up-to-date, especially when teaching food safety, preparing a comparative report or briefing note.

### Complexity

- Tasks and activities range from repetitive/well defined (providing producers and processors with food safety systems and regulatory information) to different and unrelated (developing course materials, coordinating, implementing and delivering training workshops).
- Required to keep abreast of trends and developments in food safety and related industry. Some tasks may have policy significance, particularly when developing and implementing food safety programs.
- Typically challenges/problems/issues have obvious solutions and can be addressed by following procedures or guidelines, however, some must be defined and practical solutions found. An example is encouraging a local food producer/processor to implement food safety programming either on a farm or at a food processing facility. For the non-supplied managed commodities, food safety standards are voluntary and the challenge is to assist producers in understanding the benefit of implementing food safety programs versus the cost of implementation.
- Reference material available includes manuals, policies and procedures, acts and regulations.

## RESPONSIBILITY

### Accountability and Decision-Making

- Work tasks and activities are moderately prescribed or controlled.
- Can coordinate training sessions with industry.
- Policy changes and adjustments to project guidelines, travel and purchasing requires supervisory approval.
- Must exercise discretion and judgement when assisting industry groups and individuals implement strategies, protocols and policies that will meet the standards and requirements of industry and consumers.
- Provides advice on food safety standards to producers and processors.

### Impact

- Impacts are felt internally within the immediate work area/department/government as well as externally with clients and general public. Resources affected include processes and systems, information (relating to requirements of food safety), and corporate image.
- The consequences of a mistake or error as a result of information provided can affect the way producers and/or processors implement programming on a farm or at an abattoir. Food safety is becoming more and more of a critical issue for the general public as the awareness of food safety concerns continue to rise. Therefore, the development and implementation of food safety standards within the agricultural industry of the province is critical.

- Work is generally carried out in accordance with an educational manual, therefore deviations from the material normally does not occur, mitigating the risk or consequences of an error.

#### **Development and Leadership of Others**

- There is no supervision of staff.
- Provides on-the-job advice/guidance to new employees.

## **WORKING CONDITIONS**

### **Environmental Working Conditions**

- Safety equipment and/or precautions such as hard hat, safety boots, vests, coveralls, lab coat, gloves, respirator and other equipment, if specified by a harvester or processor, are required when visiting farms or processing facilities.
- There is limited likelihood for injuries or illnesses resulting from hazards given that all health and safety regulations are followed.
- Occasional exposure to unusual/distracting noise, dirt, dust, filth or garbage, glare, fumes, limited ventilation or lighting, vibration, hazardous chemicals, odours, dangerous heights or depths, wet or slippery surfaces, awkward or confining workspaces, radiation, physical dangers, sharp objects, heavy machinery, adverse weather conduction and travel when visiting farms and processing facilities.