Job Class Profile:

Sawmill and Scaling Specialist

Pay Level:

CG-37

Point Band:

814-847

						Accountability		Development	Environmental	
		Interpersonal				& Decision		and	Working	Total
Factor	Knowledge	Skills	Physical Effort	Concentration	Complexity	Making	Impact	Leadership	Conditions	Points
Rating	5	5	4	5	4	6	5	4	4	
Points	233	83	25	24	120	130	103	86	43	847

JOB SUMMARY

The Sawmill and Scaling Specialist ensures that high quality measurement standards of all primary forest products are adhered to for the forest industry and forest ecosystem management by ensuring the Provincial Timber Scaling Program (PTSP) is properly managed and delivered for: scaler certification, training, compliance issues, arbitration facilitation, data acquisition and analysis, and for all aspects of the program as determined by legislation. Gathers and maintains forestry statistics and provides an extension service to the forest industries, with emphasis on the sawmill industry.

Key and Periodic Activities

- Develops and administers the provincial timber scaling program. Prepares and administers qualification tests and trains scalers on proper measurement methodologies for certification and licensing under the PTSP as required by legislation. Facilitates training courses at a local college as well as on demand from industry and various forestry groups. Issues certificates to successful candidates.
- Advises industry and relevant departmental personnel on various scaling matters regarding actual measurement practices, compliance issues, legislative concerns, PTSP delivery, etc.
- Develops measurement standards through direct activity as a member of the Canadian Standards Association Technical Committee for measurement of primary forest products in Canada. This is achieved through meetings, conferences calls, WEBEX presentations and personal contact.
- Maintains, analyzes and monitors a statistical data centre/databases to produce reports regarding: sawmill production, licensing, tenure, royalties, etc.: individual scaler's activity for continued endorsements and licensing certification; special requests for relevant information required in the forest ecosystem management process.
- Engages with industry in problem solving regarding scaling methodologies and mill efficiencies. Conducts analysis and assessments of existing systems and/or new technology and makes recommendations on which to use. Audits systems for accuracy, precision, efficiency and relevant application.
- Supervises, assigns and reviews the work of the Provincial Check Scaler and other staff hired for special projects to ensure high measurement standards are maintained in their daily work.
- Arbitrates disputes between company, loggers, unions, etc. on matters of specific scaling activity including facilitating scaling audits as required.

Key and Periodic Activities

- Analyzes databases from scaling sampling systems employed to develop a mass scaling program for the forest industry, as well as databases of other scaling systems as required.
- Develops a new Timber Scaling Manual and updates as necessary for use by all scalers and industry.
- Provides information and input for developing legislation and policy on all matters involving scaling and delivery of the PTSP.
- Coordinates special projects and Chairs Provincial Scaling Committee and other committees regarding relevant concerns.

SKILL

Knowledge

General and Specific Knowledge:

- Forest scaling methodologies, standards and processes and legislation.
- Forest industry especially harvesting systems, sawmilling and related operational practices.
- Statistical and mathematical techniques for volume measurement and statistical analysis.
- Policy and legislative review and development processes.

Formal Education and/or Certification(s):

Minimum: A Diploma or Degree in Forestry plus a Timber Scaling course and certification as a Licensed Scaler in the Province of Newfoundland and Labrador. A valid Drivers licence is also required.

Years of Experience:

— Minimum: 10+ years

Competencies:

- Coordinate related work
- Provide advice
- Write text to communicate complicated ideas
- Report writing
- Conduct analysis and assessment

Interpersonal Skills

- A range of interpersonal skills are used including listening to obtain information, asking questions to gain information, reporting routine information and direction and specialized information and ideas to others, conduct formal interviews, facilitate meetings, make formal presentations, instruct and deliver training, coach and mentor, gain the cooperation of others to solve problems and complete work, deal with upset people, provide expert advice or counselling and resolve disputes between people.
- Organizes, chairs and facilitates meetings with company officials, department staff, managers and union officials. Facilitates and delivers timber scaling training sessions/program. Arbitrates disputes between forestry companies, loggers and unions, etc. involving timber scaling.
- Most significant contacts are with employees supervised to provide direction and feedback,

co-workers/employees and managers in the department to provide advice, report on projects and seek direction and industry officials to provide advice and interpretation.

EFFORT

Physical Effort

- Work occasionally results in considerable fatigue requiring periods of rest.
- Work requires occasional lifting of objects 25-50lbs. and over 50 lbs. such as logs to position for measurement.
- Requires periods of regular sitting, occasional standing, walking, climbing and driving. Driving can be for extended periods as the scope of work covers the whole province.
- There is regular fine finger/precision work when at the computer and taking measurements.
- Occasionally requires gross motor skills, maintaining physical balance, using hand tools that require accurate control and steadiness, awkward body movement and strength and endurance.
- Majority of work is performed in an office environment at a desk using a computer. However, when in the field or industrial sawmill environment the degree of physical effort is more demanding. There is movement and rotation of logs, traversing of cutovers, a great deal of bending and kneeling to measure timber.

Concentration

- Visual concentration or alertness is required when assessing data quality and conducting statistical analysis, while conducting research and reviewing and preparing documents and technical regulations/legislation and when measuring timber.
- Auditory demands are present when working in a noisy industrial environment and around mobile heavy equipment to be safe.
- **Repetitive use of scaling/measurement tools requires alertness** always to ensure accuracy and precision for volume determination.
- A higher than normal level of alertness for the health and safety of others is required when directing staff in activities in hazardous environments.
- Time pressures and interruptions occur when there is a requirement to resolve scaling disputes for logger payment, compliance issues involving court time, conducting scaling system audits, and advising officials of immediate concerns.
- Lack of control over the work pace is experienced when depending on information from others to complete reports, involved with the courts as an expert witness and adverse weather hampers travel and completion of projects.
- **Eye/hand coordination** is required at all times when using scaling/measurement tools and recording observations of sample logs on a live log deck for instance.
- A high level of **exact results and precision** is required because the work deals with measurements of products to determine what workers will be paid and for use in identifying the amount of resource used for the annual allowable cut statistical models. As well in teaching and monitoring methodology and procedure has to be beyond reproach.

Complexity

- Work involves a series of tasks and activities which are different/unrelated which requires a

range of skills and knowledge.

- Tasks range from repetitive/well defined to different and unrelated based on breadth of provincial responsibilities for regulatory, training, technical advisory, dispute resolution, supervisory, administrative and national committee roles.
- The most typical and challenging issue is having to explain measurement procedures to people who have very limited expertise and thus limited and varied understanding of what is being explained. Forest products measurement utilizes many units of measure (sawlogs-board foot; sawlogs- meters cubed solid; pulpwood, studwood and fuelwood meters cubed stacked; pulpwood and studwood –kilograms, etc. and varying procedures to calculate. The results of these measures are compiled in one unit of measure and then converted to a legislated unit of measure utilizing fixed conversion factors. The explanation of these procedures, methodologies conversions is very frequent, important and challenging. `
- There are some technical tasks or problems and tasks with strategic or policy significance.
- Limited in house or industry expertise for reference. Networking with peers from other jurisdictions across Canada and involvement in the national CSA Technical Committee for Scaling of primary forest products as references for developing and introducing new methodologies and technologies to the province.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks are somewhat prescribed or controlled. Work is performed under general direction and requires strong decision making and analytical skills and be professionally accountable.
- Subject matter expertise and knowledge is exercised in review, analysis, provision of technical and policy advice and recommendations.
- Without approval, can facilitate meetings and make presentation, facilitate training initiatives around the province; assign and schedule projects/work/disputes to subordinate Provincial Check Scaler; make binding decisions on a dispute settlement; make decisions on the acceptability or not of results of a systems assessment; make recommendations on revisions to processes within scaling methodology; make purchases of necessary tools/items for day to day delivery of the PTSP.
- Decisions requiring supervisory approval include out of province travel to attend annual meetings and workshops relevant to PTSP and tour facilities to view new technologies; recommendations for changes to legislation, program budget increases and large scale purchases.
- Has some discretion within predetermined limits and procedures in determining how to proceed in resolving a timber scaling dispute determined by the nature and complexity of each dispute; may be a calculation error or an inherent system problem to be addressed.
- An example where discretion and judgement are used to interpret directions and apply guidelines is when implementing a mass scaling program utilizing a system used in another jurisdiction and making any necessary adaptations to the system.
- A high degree of independent discretion and judgement is exercised and required when assessing the work of others and/or systems being used as the impacts can be great on pay received by loggers and paid by companies, validity of scaled volumes, and annual allowable

cuts growth yield models/overharvesting. Also, when representing the province at national technical committee meetings for new and updated technologies to improve measurement standards.

Impact

- Results are directly felt within the industry, department, and by clients.
- Results directly impact equipment, processes and systems, information, finances, material and human resources and corporate image.
- Consequences of errors could be felt within and outside the organization and have a significant impact on industry and the natural forest resource of the province, on equipment, processes and systems, information, finances and corporate image.
- All processes managed are inputs into the equation to determine end results for payment purposes, production information, statistical databases, etc. As Chief Scaler, decisions impact commercial harvesting operations and subsequent payments and therefore impacts finances and corporate image. Disputes settled are final.

Development and Leadership of Others

- Typically responsible for direct and ongoing bargaining unit supervisory activities for a small size work group of employees (1 to 4 employees).
- Serves as a technical advisor/ subject matter expert to departmental staff and external clients with a great deal of leadership and development responsibilities such as training, mentoring, evaluating, project and technical team leadership.

WORKING CONDITIONS

Environmental Working Conditions

- Requires special precautions and safety equipment when in the industrial environments.
- The likelihood of minor and serious injury or illness is limited as long as precautions are followed and safety equipment is worn.
- Predominantly in an office environment however also has to work in an industrial environment such as mill yards, sawmills or manufacturing plants of varying sizes, harvesting sites, remote log landing sites, etc. where there is occasional exposure to adverse environmental conditions and hazards.
- Occasionally exposed to unusual or distracting noise, dust and dirt, fumes, limited lighting and limited ventilation, vibration, wet or slippery surfaces, electrical shocks, isolation, awkward or confining workspaces, temperature extremes, physical dangers, sharp objects, heavy machinery, adverse weather conditions and travel.