

## GRAIN SAMPLER 1

### KIND OF WORK

Entry-level para-professional/technical work involving sampling and weighing grain for inspection and weight certification purposes.

### NATURE AND PURPOSE

Under general supervision, obtain a true and representative sample of grain and to certify the official weighing of grain and grain by-products in accordance with the Minnesota Standards and the United States Grain Standards Act; functions as an official representative of the State of Minnesota in all assignments; performs related work as required.

This class differs from Grain Sampler 2 in that at the 2 level, positions provide leadwork direction to Grain Sampler 1's.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Obtain official, representative samples of grain so that each sample is given proper identity during all processing and grading of samples by traveling to the various sites of operation (grain shippers, grain elevators, growers, commission firms, transporters and processors) and taking samples.

Accurately weigh and record all types of grain commodities and grain by-products so that commission firms will have official weights for the purpose of buying or selling by operating various types of scales and other necessary equipment.

Issue official weight scale tickets for each car, hopper, and truck so that an official certificate may be issued on a daily basis to the firms involved by issuing official scale tickets immediately upon completion of each weighing.

Verify the accuracy of scales so that there are no deviations of official weights and the possibility of error is eliminated by balancing scales at least twice each day and/or refusing weighing service on defective equipment.

Maintain constant contact with management so that workload may be properly scheduled without delaying the loading or unloading of cars, hoppers, and trucks by contacting management daily and establishing daily work priorities.

Maintain accurate records of seals, weight tickets, grain container identification, and other vital information relating to the identification of the grain carrier so that the proper identity of all grain and commodities is recorded and this information is available for possible litigation or other positive verification that may be required, and the charges will correspond with the present fee schedule by recording and mailing reports daily.

Conduct preloading inspections for sanitation and condition so that the original quality or weight of the grain will not be affected or downgraded by inspecting and recording/reporting all irregularities found prior to containers being loaded.

Assure that all firms requesting inspection service are served promptly so that the grain may be marketed in an orderly manner by immediately scheduling the inspection.

Work with federal agencies concerning questionable factors that are foreign to grain so that proper procedures and uniformity are accomplished by reporting any questionable factors immediately to supervisor.

Assure that the elevator equipment relating to the weighing or sampling, which includes the various legs, spouts, pits, headhouse, and garners are in good operating condition so that any leakage or spillage which would affect an official weight or grade will be eliminated by conducting equipment checks for malfunctions and order shut-down for necessary repairs.

Maintain the sampling equipment in a good, workable condition so that a true, representative sample is obtained at all times by seeing that all sampling equipment is properly serviced within the time specified by the U.S. Grain Standards Act.

#### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Applicable state laws, regulations, and federal requirements sufficient to conduct appropriate sampling and weighing of grain in order to obtain a true and representative sample of grain.

All types of grain sufficient to properly identify them.

Operating functions and procedures of grain elevators and processing plants sufficient to conduct inspections for sanitation purposes and ensuring that equipment is in good operating conditions.

Rail and truck movement of grain commodities and by-products sufficient to obtain a true and representative sample of grain.

Grain inspecting techniques and procedures sufficient to determine a representative sample and to conduct and record appropriate information for certification purposes.

Equipment used in the weighing of grains sufficient to verify accuracy and to be able to identify any malfunctions.

Safety requirements for grain elevators, processors at any assigned location, and the various methods in which these products are transferred sufficient to ensure that there are no delays in the sampling of grain or the shipping of grain.

Skills in:

Using the prescribed methods for each container, including trucks, hoppers, boxcars, barges, storage tanks, and belt runs sufficient to obtain grain samples.

Adjusting the balance of scales in addition to other minor adjustments that may be required sufficient to ensure accuracy and proper working conditions of equipment.

Ability to:

Detect fumigants, heating, musty, or souring conditions of grain sufficient to properly determine condition of grain.

Recognize various defects or other contaminants sufficient to determine whether or not to accept the grain or refuse it.

Verbal and written communication sufficient to write reports, provide information for individuals and groups in a clear and concise way, and to give clear directions to staff of grain shippers, grain elevators, transporters and operators.

Recognize the varying conditions that could affect an official weight and obtain evidence as to the probable causes for leakage or spillage sufficient to obtain accurate weights.

LEGAL/LICENSURE REQUIREMENTS

FGIS license to sample and/or weigh grain.

Valid Minnesota Drivers License or the ability to get one.

SPECIAL WORK CONDITIONS

Physical ability to obtain samples from various places and under extreme weather or other hazardous conditions.

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Rev.: 8/91  
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T.C.:  
Former Title(s):