

**MICHIGAN CIVIL SERVICE COMMISSION  
JOB SPECIFICATION**

**FOOD INDUSTRY FIELD SCIENTIST**

**JOB DESCRIPTION**

Employees in this job complete or oversee a variety of professional investigation, inspection, and training assignments to enforce food safety laws related to the production, processing, preparation, handling, transportation, storage, and sale of foods and beverages.

There are four classifications in this job.

**Position Code Title – Food Industry Field Scientist-E**

Food Industry Field Scientist 9

This is the entry level. As a trainee, the employee carries out a range of professional food industry field scientist assignments while learning the methods of work.

Food Industry Field Scientist 10

This is the intermediate level. The employee performs an expanding range of professional food industry field scientist assignments in a developing capacity.

Food Industry Field Scientist P11

This is the experienced level. The employee performs a full range of professional food industry field scientist assignments in a full-functioning capacity. Considerable independent judgment is used to make decisions in carrying out assignments that have significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

**Position Code Title – Food Industry Field Scientist-A**

Food Industry Field Scientist 12

This is the advanced level. The employee may function as a lead worker or senior worker. At this level, employees are responsible for overseeing the work assignments of other professionals or have regular assignments which have been recognized by Civil Service as having significantly greater complexity than those assigned at the experienced level.

**NOTE:** Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the required experience.

**JOB DUTIES**

**NOTE:** The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every

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position are included, nor is it expected that all positions will be assigned every duty.

Inspects establishments where food and beverage products are handled, manufactured, processed, stored, or offered for sale in order to ensure compliance with state food industry laws.

Inspects food handling and processing establishments to determine compliance with food safety standards.

Explains state food industry laws, both verbally and in writing, to producers and consumers involved in the production, processing, handling, sale, and consumption of food products.

Inspects food and beverages for purity, wholesomeness, and proper labeling in compliance with the hazardous analysis, critical control points, and guidelines.

Documents the existing of food safety violations through the use of notes, sketches and photographs.

Instructs violators of food industry laws in the proper methods and courses of action for correcting violations and verifies the corrections.

Oversees disposition of damaged and/or adulterated foods.

Tests size, weight and quality of food and beverage products to ensure accuracy and to detect fraudulent practices.

Conducts investigations, presents evidence, and testifies in court cases related to violations of food industry laws.

Assists in the training of new Food Industry Field Scientists.

Prepares and/or maintains reports, files, and written correspondence related to the work.

Performs related work as assigned.

### **Additional Job Duties**

#### **Food Industry Field Scientist 12 (Lead Worker)**

Oversees the work of professional staff by making and reviewing work assignments, establishing priorities, coordinating activities, and resolving related work problems.

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### **Food Industry Field Scientist 12 (Senior Worker)**

Performs on a regular basis professional food industry field scientist assignments which are recognized by Civil Service as more complex than those assigned at the experienced level.

### **JOB QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

**NOTE:** Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of health and sanitation standards.

Knowledge of the principles and practices of physical or biological sciences, sanitary science, or environmental health.

Knowledge of the principles and practices of the food industry.

Knowledge of the techniques of collecting and analyzing data.

Knowledge of food inspection techniques and procedures.

Knowledge of applicable state and federal food laws and standards.

Knowledge of standard practices, processes, tools, equipment, and materials related to the production, processing, handling, and sale of food products.

Ability to apply laws, rules, and regulations to the work.

Ability to observe critically and obtain accurate data.

Ability to travel as required by the work.

Ability to communicate effectively with others.

Ability to maintain favorable public relations.

Ability to maintain records, prepare reports and correspondence related to the work.

#### **Additional Knowledge, Skill, and Abilities**

### **Food Industry Field Scientist 12 (Lead Worker)**

Ability to organize and coordinate the work of others.

Ability to set priorities and assign work to other professionals.

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### **Working Conditions**

Some jobs require an employee to work in an office or a laboratory.

Some jobs require an employee to work in an environment that involves exposure to unpleasant and noxious fumes and odors.

Some jobs require an employee to some risk of sustaining illness and injury from the use of chemicals, high-pressure laboratory systems, biological materials, and exposure to disease, radiation, and toxic chemicals.

Some jobs require an employee to work in proximity to caustic chemicals in darkened and confined area.

### **Physical Requirements**

None.

### **Education**

Possession of a bachelor's degree in animal science, biochemistry, biology, chemistry, environmental health, food science/technology, microbiology, toxicology, veterinary science, or a related field including 10 semester (15 term) credits in a combination of biology and/or chemistry courses.

### **Experience**

#### **Food Industry Field Scientist 9**

No specific type or amount is required.

#### **Food Industry Field Scientist 10**

One year of professional experience in the enforcement of laws pertaining to the production, transportation, and storage of food products equivalent to a Food Industry Field Scientist, including one year equivalent to a Food Industry Field Scientist 9.

#### **Food Industry Field Scientist P11**

Two years of professional experience in the enforcement of laws pertaining to the production, transportation, and storage of food products equivalent to a Food Industry Field Scientist, including one year equivalent to a Food Industry Field Scientist 10.

#### **Food Industry Field Scientist 12**

Three years of professional experience in the enforcement of laws pertaining to the production, transportation, and storage of food products equivalent to a Food Industry Field Scientist, including one year equivalent to a Food Industry Field Scientist P11.

### **Special Requirements, Licenses, and Certifications**

None.

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**NOTE:** Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

**JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION**

**Job Code**

FOODSCI

**Job Code Description**

Food Industry Fld Scientist

**Position Title**

Food Industry Fld Scientist-E

Food Industry Fld Scientist-A

**Position Code**

FDISCIE

FDISCIA

**Pay Schedule**

H21-001

H21-009

ECP Group 2  
Revised 1/5/07  
SKF