

LIVESTOCK WEIGHER 2

KIND OF WORK

Skilled work in weighing livestock.

NATURE AND PURPOSE

Under general supervision, provides accurate and impartial weights of hogs, cattle, sheep and other livestock through the issuance of Official Certificates of State Weight; detects and prevents irregularities of the weighing equipment (type registering beam and electronic digital scale); and provides leadwork direction to the Livestock Weigher 1. Performs related work as required.

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

Maintain a ledger of all weighings at each type registering beam scale and electronic scales so that records for each scale are available for informational purposes and to inventory all records for billing invoices to companies for the State weighing service bi-weekly by recording required data into the ledger books for each weighing operation and checking daily scale report sheets according to established procedures of the department for accuracy.

Assist meat packing companies, livestock auction markets, and livestock dealer applicants in completing the required forms so that appropriate bonds and licenses will be issued by furnishing proper forms when requested and answering inquiries and interviewing applicants, bankers, insurance agents, attorneys or other concerned parties. Necessary forms and information will be properly filed and appropriate licenses promptly issued.

Provide a reserve supply of at least two days needs of numerical weight certificates in sequence so that the scale is ready for operation when weighing service is ordered by maintaining adequate supply of working materials, scale book, daily reports, correction slips, weight tickets, pencils, and scratch pads in the scale house.

Review bi-weekly time and attendance records submitted by all the livestock weighing personnel so that the payroll time roster can be completed on time by checking for accuracy total hours worked, overtime worked, and sick and vacation used by employees as shown on time and attendance records.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

State and Federal rules and regulations relating to the weighing of livestock sufficient to conduct weighings in order to obtain an accurate and impartial weight.

Agriculture and livestock marketing practices sufficient to conduct accurate and impartial weighing processes.

Scales sufficient to be capable of operating any of them, such as adjusting the Spinks Indicator according to weather conditions, and recognizing malfunctions at the scale.

Methods and practices relating to the handling and shipping of livestock sufficient to conducting accurate and impartial weighings.

Skill in:

Human relations sufficient to provide work direction and guidance to Livestock Weigher 1's.

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:

Verbal and written communication sufficient to write reports, provide information for individuals and/or groups in a clear and concise way, and to give clear directions to stockyard personnel, livestock traders, and employees of packing companies as well as the farmers, producers, and truckers.

Make accurate and legible entries in all of the weighing records sufficient to issue Official Certificates of State Weight.

Recognize violations by meat packing companies, livestock auction markets and livestock dealers sufficient to correct erroneous information and ensure that the various laws and rules administered by the Department of Agriculture are followed.

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T.C.:
Former Title(s):