

Agricultural Marketing Service
Tobacco Division
Regional Office
Student Trainee (Tobacco Grading)
GS-1999-1

TB10

I. INTRODUCTION

The incumbent is assigned to either the Raleigh, NC or Lexington, KY Regional Office and performs several basic routine duties designed to assist in the Federal inspection and grading services at an auction market sale during the market season. The incumbent will gain experience in the application of tobacco inspection, grading, and performing other related duties.

II. MAJOR DUTIES

Receives basic exposure to the tobacco inspection and, where applicable, to pesticide grading programs through on-site observation of processing operations at the market warehouses.

May assist graders in certifying grades of tobacco by recording the type of tobacco, drawing samples to be graded, etc., in accordance with official standards and regulations.

Receives basic exposure to inspection requirements in applying related grading techniques and methods to the grading of tobacco.

Performs other related duties as assigned.

Adheres to Equal Employment and Civil Rights policies, goals, and objectives in performing the duties of this position. Assures that written and oral communications are bias-free and that differences of other employees and clients are respected and valued.

III. SUPERVISION RECEIVED

Works under close supervision of higher grade personnel who provide detailed guidance and step-by-step instructions in the accomplishment of all but the most basic tasks. The supervisor reviews work in progress and upon completion to insure instructions have been followed. Guidelines include the official Standards and Division manuals and instructions.