

Agricultural Marketing Service
Deputy Administrator, Marketing Program
Tobacco Programs
Raleigh, NC, or Lexington, KY, Regional Office
Agricultural Commodity Grader (Tobacco)
GS-1980-05

SJ TB6

Introduction

The Division must provide a group of graders (referred to as "sets") for each official auction sale conducted during the tobacco marketing season. These sets are grouped geographically for administrative and program control purposes into "circuits. " Both the circuits and their sets are designed to provide tobacco grading service during a marketing season which begins in the southern flue-cured belts and progresses northward, ending in the burley region.

This is basically a trainee position and the incumbent, as a member of the set, is engaged in learning tobacco inspection work and in the performance of related duties.

Duties

Studies the official standards for tobacco in the types trained. Learns the terms, definitions, and rules which are used to make grade determinations.

Receives instructions as to the drawing of samples from lots of tobacco and draws samples that are representative of the lot. Observes the characteristics of the tobacco according to class and type and notes apparent variations in grade factors, including color, group factors, and quality factors such as size, finish, soundness and cleanness, body width, texture, and length. Makes preliminary recommendations as to grade and records the decision on a ticket for review of a higher grade tobacco inspector, who then assigns the official grade.

Accompanies a higher grade tobacco inspector as inspections are made on the auction floor or at other locations in order to receive instructions and observes the grades assigned. Marks tickets to show the official grade determination.

Performs similar duties when on assignment at other inspection points in the various tobacco belts.

1. Knowledge Required by the Position

Knowledge of the common range of tobacco types and of basic characteristics which are relevant to grade determinations, such as characteristics of various leaf types, typical color shadings, and common types of injury or damage. To a much lesser extent, knowledge of usual harvesting, curing, and marketing practices.

The ability to learn the official standards and regulations, and to learn the specific grading and inspection procedures.

The ability to develop skill in applying grading techniques.

2. Supervisory Controls

The work leader or senior employee gives specific instructions on assignments for each phase of the work.

The employee makes only preliminary determinations which are reviewed by a higher grade tobacco inspector.

3. Guidelines

Written guides consist of the official standards and rules, instructions, and definitions covering grading procedures, and incidental administrative instructions. However, the trainee works with a senior employee who explains procedures and grading techniques as the work is being performed.

4. Complexity

The work consists primarily of applying related grading techniques and methods of the same general nature of various types of tobacco. Duties require little consideration of storage, transit, or processing techniques associated with the product.

5. Scope and Effect

The work involves sampling and making initial grade determinations on individual lots of tobacco. The work affects the speed and accuracy of the final determinations issued by higher grade employees.

6. Personal Contacts

Contacts include growers, warehousemen and their employees, other graders and office personnel and, to a lesser extent, buyers.

7. Purpose of Contacts

The purpose is to develop and maintain cooperation of industry personnel; to promote and explain the grading program and standards; and to arrange for timely grading work. Difficult situations involving explanations and/or defending grade determinations to growers or other financially interested persons is always referred to senior employees.

8. Physical Demands

Grading at auction requires constant bending, stooping, crouching, and standing as well as exertion of pulling samples from lots weighing several hundred pounds.

9. Work Environment

The work environment involves working in temperatures ranging from over 100 degrees to below zero and exposure to tobacco-dusted air.