

Agricultural Marketing Service  
Deputy Administrator, Marketing Program  
Tobacco Programs  
Raleigh, N. C., or Lexington, KY, Region  
Agricultural Commodity Grader (Tobacco), GS-1980-9

SJ TB7

### 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.

The employee functions as a member of a set of graders who provide grading services at an auction market sale. The set travels to various locations as the market "moves" with the season. During the course of the marketing season, the employee grades two or more classes of tobacco involving several types.

### Duties

Draws samples from individual lots of tobacco to assure a proper evaluation. Inspects the product, basing the evaluation on a consideration of the characteristics of the particular type of tobacco involved. Establishes the product group, quality level, and color and applies the official standard to determine the product's grade. Certifies and records the grade on the lot's sales ticket. Normally grades several hundred lots per sale.

Occasionally is assigned to assist in gathering or disseminating market news information; and to arrange and conduct demonstration meetings for local farm groups to explain and interpret tobacco grade standards and regulations. Also performs other duties as assigned.

#### 1. Knowledge Required by the Position

Knowledge of the characteristics pertinent to an extensive range of tobacco types (2 or more classes each including a variety of types), which are relevant to grade determination, such as characteristics of various leaf types, typical color shadings, and common types of damage. To a lesser extent, knowledge of usual harvesting, curing, and marketing practices.

Knowledge of the official standards and rules also pertinent to an extensive range of tobacco types.

Skill in sampling and grading the product.

#### 2. Supervisory Controls

The work leader coordinates the grading at the auction site and provides the immediate assignment.

The employee independently samples, grades, and certifies the product making nearly all determinations, including most borderline cases. Only in especially difficult instances is the leader deferred to for decision.

The work leader spot checks the certificates and the grades to assure uniformity and proficiency of the technical work.

### 3. Guidelines

Guides consist of the official standards and rules, written instructions and definitions covering grading procedures, and incidental administrative instructions.

The primary guidelines, particularly the grade standards and rules, are applied by the employee to an extensive range (2 or more classes, each including a variety of types) of tobacco types. The employee uses judgment, especially in making borderline grading determinations but also in making numerous and rapid grading decisions during the normal auctioning process. The rapidity of the grading makes it impractical to refer to the written standards for specific guidance.

### 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 making final grade determinations on individual lots of tobacco. The product's grade directly affects the price the lot will bring at auction and affects the financial position of the producers, warehouse, and buyer.

### 6. Personal Contacts

Contacts include growers, warehouse, 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; to explain and defend grade determinations to growers or other financially interested persons; and to arrange for timely grading work.

### 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.