

WAREHOUSE EXAMINER SUPERVISOR

KIND OF WORK

Administrative work in the supervision of the local grain warehouse and general storage warehouse division.

NATURE AND PURPOSE

The employee in this class is responsible for administering laws and Public Service Commission regulations governing the buying, transporting and storing of grain and for supervising and training Warehouse Examiners. This person is responsible for licensing and bonding grain, hay and straw commission merchants, and public terminal grain warehouse persons. This person is also responsible for the preparation of comprehensive reports for the commission, federal government, and private bonding companies, which may be used as evidence in district courts. Direction is received from the Public Service Department Director and reviews are made through conferences and approval of reports.

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

Investigates complaints of unfair practices, discrimination or fraud in the buying or handling of grain and determines what action to take in order to ensure compliance with the law and regulations.

Exercises final authority for approval of grain storage and grain buyers ensuring that action is uniform and in compliance with statutes.

Appraises need for and recommends amendments to existing laws or regulations so that needed changes will be put into effect.

Supervises the collection of state license fees so that action is uniform and in compliance with statutes.

Attends conferences of the various Grain Worker's Associations so that these groups are aware of the laws and regulations governing the buying, selling, handling and storing of grain.

Trains, assigns and supervises field examiners so that direction is provided for staff and the statutory requirements are carried out efficiently.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Extensive knowledge of public grain warehouse auditing methods and procedures.

Thorough knowledge of procedures in weighing, sampling and inspection of grain.

Thorough knowledge of federal regulations with respect to grain loans and public grain warehouses.

Ability to:

Ability to explain laws and regulations to investigators, warehouse operators, Grain Worker's Associations and other interested groups.

Make detailed investigations and prepare comprehensive reports.

Assist in the preparation and presentation of evidence at hearings before the Public Service Commission.

Train and assign field examiners and to supervise office personnel.

Est.: 8/25/41
Rev.: 10/23/53; 5/78
Ckd.: 9/30/60; 3/81

T.C.: 4/84, 10/96
Former Title(s): Grain Marketing
Inspection Supervisor and
Grain Inspection Marketing Supervisor