

**BOARD OF REGENTS
STATE OF IOWA
REGENT MERIT SYSTEM**

Class Title: Seed Analyst III

Class Code: 3813

Pay Grade: 412

GENERAL CLASS DESCRIPTION:

Under general supervision, directs standardized and special testing procedures to evaluate the seed quality of all species submitted. Supervises and monitors the quality of work of Seed Analyst I and II and other Seed Laboratory employees. Assists Laboratory Managers as a resource person for seeds persons, students, and other visiting groups to the Seed Laboratory. Provides in-service training, organizes and presents lecture and laboratory sessions to analysts and students.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

1. Trains beginning analysts and provides leadership for analysts with less training and experience. Organizes and prioritizes workflow. Directs activities and supervises Seed Analysts I and II and student employees.
2. Train Seed Analysts I in purity testing methodology and routinely checks the quality of work of Seed Analysts I and II.
3. Maintains seed collection, determines classification errors, and identifies unknown seeds submitted to the Laboratory.
4. Examines germination samples and seedling classifications made by Seed Analysts I and II and provides guidance in performing these activities.
5. Directs special tests on seeds, such as tetrazolium, seedling vigor, seed health, stress, cold, varietal purity, moisture percentage and fluorescent tests.
6. Conducts tour groups through the laboratory, describing how its activities relate to seed quality, Iowa agriculture and food production. Teaches seed analysts and seeds persons in short course and seminars. Alleviates critical situations and responds to client's questions on submitted samples.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed, nor is it intended that related duties cannot be required.

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KNOWLEDGES, SKILLS AND ABILITIES:

1. Comprehensive knowledge of AOSA, ISTA and Agriculture Canada "Rules for Testing Seeds", Federal Seed Act, Iowa State Seed Law, and other related publications such as Seed Laws and Handbooks concerning seed testing issues.
2. Comprehensive knowledge of seed morphology and physiology (equivalent to holding a degree in Biological sciences, Botany, Plant Sciences, or related field). Extensive skill in all phases of seed analysis.
3. Extensive knowledge of seed and plant taxonomy and herbarium organization.
4. Ability to identify agricultural crop seeds, commonly encountered weed seeds and all noxious weed seeds recognized by state seed laws.
5. Comprehensive knowledge of early growth characteristics of all groups of seeds in order to properly evaluate their growth potential.
6. Ability to organize work to facilitate efficient work flow and ensure accurate results.
7. Ability to supervise, train and motivate employees.
8. Ability to communicate orally and in writing.
9. Ability to conduct tours through laboratory and to discuss various aspects of seed testing with visitors and clients.
10. Ability to obtain proficiency certification in purity and germination.
11. Ability to perform mathematical computation in order to determine percentages from the weight calculations.
12. Ability to work under a variety of conditions such as noise, pollen, odors, chemicals, dust and mold.

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MINIMUM ELIGIBILITY REQUIREMENTS:

1. Registered Seed Technologists (RST) and/or AOSA Certified (Purity and Germination) Analyst with a minimum of four years of experience testing a wide range of species; or
2. Degree in Biological Sciences, Botany, Plant Sciences, or a related field from which one has acquired an extensive knowledge in all areas of seed analysis or equivalent post-secondary education.

REVISION EFFECTIVE: July 1, 1993