

**New York State Department of Civil Service**  
**DIVISION OF CLASSIFICATION & COMPENSATION**

Classification Standard

**Occ. Code 1201100**

<b>Veterinarian 1, Grade 24</b>	<b>1201100</b>
<b>Veterinarian 2, Grade 27</b>	<b>1201200</b>
<b>Veterinarian 3, Grade 29</b>	<b>1201250</b>
<b>Assistant Director Animal Industry, M-4</b>	<b>1202800</b>
<b>Director Animal Industry, M-8</b>	<b>1202900</b>

Brief Description Of Class Series

Positions in this series perform professional activities, requiring training and experience in the medical treatment of animals, to manage, direct, formulate, and implement policy governing the State's program of prevention, control, and eradication of infectious diseases of livestock and poultry, and animal diseases communicable to humans.

These positions are found only at the Department of Agriculture and Markets.

Distinguishing Characteristics

*Veterinarian 1:* entry level; performs the full range of surveillance, diagnostic, disease control and eradication, and preventive animal health activities within an assigned geographic region under the general direction of higher level veterinarians.

*Veterinarian 2:* full performance level; independently manages one or more Statewide programs as medical expert and administrator; may supervise Veterinarians 1, Animal Health Inspectors and clerical staff.

*Veterinarian 3:* regional manager; manages field assigned Veterinarians 1 and 2, and oversees disease control and eradication, and emergency and disaster preparedness plans for an assigned region.

*Assistant Director Animal Industry:* one position class; functions as the overall second-in-command to the Director of the New York State Animal Industry program.

*Director Animal Industry:* one position class; functions as the director of the New York State Animal Industry Program.

## Related Classes

Animal Health Inspectors perform various investigative and inspection activities to detect, control and eradicate communicable diseases in animals. They inspect and test large domestic animals; collect samples for laboratory tests; and inspect and review the records of municipal animal shelters, pet dealers and breeders, and livestock markets and premises. The positions are licensed veterinary technicians.

Animal Industry Investigators investigate and perform surveillance of possible bioterror events or the introduction of foreign animal disease agents, and of illegal activities in the cattle industry, complaint reports, violations of statutes or regulations, and follow-up of routine inspection reports.

## Illustrative Duties

### *Veterinarian 1*

Conducts surveillance, investigation and diagnosis to improve the health, productivity, and marketability of New York's livestock.

- Applies standard medical and program practices, recognized diagnostic procedures, and techniques during the review and evaluation of problem animals and birds, livestock markets, truckers, abattoirs, and factors such as farm management, environment, wildlife, immunization, or animal purchase and health history which contribute to the cause of disease eruption or spread.
- Conducts evaluations of animal health program operations that are experiencing persistent herd or flock disease problems to determine the solutions needed in the form of medical or program procedural adjustments or modifications.
- Analyzes medical and technical data from field investigations, laboratory tests, and pathological examinations of existing or potential disease epidemic problems and correlate the data with farm management, environment, wildlife, immunization, or animal purchase and health history for contributing factors leading to the eruption or spread of the disease.
- Performs active surveillance and monitoring of poultry markets and investigation of positive Avian influenza and salmonella enteritidis disease finding.
- Performs or monitors the performance of various tests on cattle for evidence of brucellosis, tuberculosis, and other diseases and condemn animals reacting positively to tuberculin tests. Maintains test records and prepares related reports of brucellosis and tuberculosis.

- Maintains surveillance to rapidly detect, identify, and control any foreign or exotic animal disease introduced into the State.

Participates in the prevention and treatment of animal diseases.

- Interprets and enforces State and federal laws, rules, and regulations pertaining to animal health activities for dealers, brokers, truckers, and the public.
- Inspects animals and serves as consulting veterinarian at State, county, and town fairs and other events.
- Inspects and evaluates livestock markets, truckers, and abattoirs for the effectiveness of disease prevention and control procedures and ensures program requirements are being met.
- Oversees the testing and inoculation of cattle performed for the State by local privately practicing veterinarians.
- Executes projects including field test theories, detailed observations and evaluations, and implements proven methods designed to control brucellosis, including calf vaccination.
- Trains accredited veterinarians and private veterinary practitioners in techniques in risk assessment, test strategies, biosecurity procedures, disposal options, and regulatory movement requirements; and presents programs to breeders and professional organizations on the control of animal diseases.

Performs animal emergency response and preparedness activities.

- Implements containment, quarantine, or euthanasia procedures, and development and modification of bio-security plans with producer establishments in live poultry markets upon positive Avian influenza and salmonella enteritidis finding and diagnosis.
- Coordinates animal disease control efforts with public health officials at the State level, if the animal disease involves human health risks.

### *Veterinarian 2*

In addition to the above duties, the Veterinarian 2 represents the agency before public and private livestock groups and individuals for the promotion of disease prevention, control, and eradication programs.

Provides sole administrative, medical expertise, and technical responsibility for Animal Industry Statewide Programs such as Hog Cholera, Pseudorabies, Equine Infectious

Anemia, Rabies, Tuberculosis, Brucellosis, Bovine Spongiform Encephalopathy, Scrapie, Dog Licensing, Animal Population Control, and Zoonotic Diseases.

### *Veterinarian 3*

Manages animal industry and infectious animal disease control programs.

- Establishes and implements broad animal disease control and eradication policies and programs.
- Oversees advances in the veterinary medical science field into proposed, adopted, or modified disease program inspection procedures and professional materials.
- Coordinates and conducts epidemiological studies, develops, and implements new and improved procedures for obtaining and analyzing factors causing the spread of diseases; and provides expertise on effective epidemiological surveillance systems and diagnostic abilities.
- Oversees uniform and accurate application of State standards for detection, diagnosis, and disposition of emergency diseases in animals and birds.
- Reviews and makes recommendations on State and federal legislative and policy documents and regulatory and enforcement proposals for comment, feasibility or impact on industry, consumers, and the Department.
- Implements the State's procedure for the accreditation of veterinarians in New York State.
- Manages the issuance of certificates for sale or movement, import, and export of livestock.
- Manages the County and State Fair Livestock Inspection Program, Domestic Animal Health Permit and Livestock Market Inspection Program.

Manages a regional team of field assigned veterinarians and animal health inspectors.

- Conducts staff meetings and conferences with Veterinarians 2 and Animal Health Inspectors 2 to discuss operating problems, organizational and personnel matters, technical problems, and the status of current workloads, programs and priorities.
- Directs and monitors the activities of the Animal Industry Investigators to ensure adherence to Department policies and procedures.

- Reviews and establishes field staff assignments, hiring and promotions; identifies and recommends field staff development plans; and develops and implements a performance evaluation program for field employees.

Participates in emergency preparedness and response activities.

- Implements the investigation of outbreaks of contagious and infectious animal diseases and serves as operations section chief in the event of activation of an Incident Command System to deal with a disease outbreak. Implements the Incident Action Plan for each operational period.
- Ensures that all veterinarians and Division staff are fully trained at the appropriate Incident Command System Level.

Provides and develops Statewide training and seminars.

- Researches and evaluates medical, technical, technological, and industry changes to ensure that staff and industry are focused on significant disease problems and issues.
- Identifies, develops, and organizes training needs and research programs for Division staff by personal contact, review of inspection reports, surveys and questionnaires.
- Speaks at industry and professional groups' events to keep them abreast of preventative and regulatory State and federal programs; and represents the Department at State and national meetings.

#### *Assistant Director Animal Industry*

Assists the Director with the administration and enforcement of the animal industry, companion animal, and infectious animal diseases programs (e.g. program and policy development, budget preparation, personnel management, emergency management planning, and training); negotiates agreements with the United States Department of Agriculture and Food and Drug Administration representatives in conjunction with Department legal and fiscal staff; directs implementation of program policy and procedures with Division staff; directs the investigation of regional or Statewide outbreaks of contagious and infectious animal diseases; and serves as expert advisor on all matters related to animal health.

#### *Director Animal Industry*

Develops policies, procedures and program objectives for the State animal industry, companion animal, and infectious animal diseases programs; approves the annual budget and program expenditures; reviews and submits legislative changes pertaining to animal industry rules and regulations; approves and prepares written

reports on program activities; directs regulatory activities regarding the development and enforcement of health, sanitary, and care standards for livestock, licensing, and inspection programs for regulated businesses, individuals, and events; speaks before industry and professional groups about the animal industry program, and enforcement activities; and directs training programs for State and accredited veterinarians to ensure that uniform procedures and techniques are used to detect, control, and eradicate the spread of infectious animal diseases.

### Minimum Qualifications

#### *Veterinarian 1*

Open Competitive: possession of a Doctor of Veterinary Medicine Degree from a college/university accredited by the American Veterinary Medical Association or equivalent; possession of a license to practice veterinary medicine in New York State; and proof of accreditation by the Animal and Plant Health Inspection Service of the United States Department of Agriculture.

#### *Veterinarian 2*

Promotion: one year of permanent service as a Veterinarian 1.

Open Competitive: possession of a Doctor of Veterinary Medicine Degree from a college/university accredited by the American Veterinary Medical Association or equivalent; possession of a license to practice veterinary medicine in New York State; and proof of accreditation by the Animal and Plant Health Inspection Service of the United States Department of Agriculture; and three years of experience dealing with livestock diseases including horses, cattle, sheep, swine, and poultry or wildlife.

Completion of six courses from the Federal Emergency Management Agency's Emergency Management Institute or accredited education institution in the following areas may substitute for up to one year of experience: Foreign Animal Diseases, Zoonotic Diseases, Bioterrorism Select Agents and Emergency Preparedness, Animals in Disasters, Livestock in Disasters, Principles of Emergency Management, Principles and Methods of Epidemiology, or Statistical Inference.

#### *Veterinarian 3*

Promotion: one year of permanent service as a Veterinarian 2.

#### *Assistant Director Animal Industry*

Non-competitive: Possession of a Doctor of Veterinary Medicine Degree from a college/university accredited by the American Veterinary Medical Association or equivalent; AND a license to practice veterinary medicine in New York State; AND six

years of general veterinary medicine experience dealing with diseases of livestock, including horses, cattle, swine, sheep and poultry; at least three years of which must have included experience in a management position administering a major program of detection, prevention, control and eradication of a variety of animal diseases.

*Director Animal Industry*

Non-competitive: Possession of a Doctor of Veterinary Medicine Degree from a college/university accredited by the American Veterinary Medical Association or equivalent; AND a license to practice veterinary medicine in New York State; AND seven years of general veterinary medicine experience dealing with diseases of livestock, including horses, cattle, swine, sheep and poultry; at least four years of which must have included experience in a management position administering a major program of detection, prevention, control and eradication of a variety of animal diseases.

**Note:** Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

Date: 07/2015