

EDITED TASK LISTING

CLASSIFICATION: Pest Control Technician, Correctional Facility (CF)

NOTE: Each position within this classification may perform some or all of these tasks.

Task Statements	
1.	Establish the preventive pest control program to promote the health and safety of the institution utilizing Statewide Automated Preventive System (SAPMS), Business Information System (BIS), Integrated Pest Management Program (IPM), Strategic Offender Management System (SOMS), Department of Operations Manual (DOM), California Code of Regulations (CCR) Title 3 and Title 15 and the Structural Pest Control Act, on a daily basis.
2.	Inspect all areas of institutional buildings and grounds to determine the presence of vertebrate/invertebrate pests by conducting visual inspections, as needed.
3.	Eliminate pests through the use of pesticides and material to promote the health and safety of the institution, as necessary.
4.	Make minor and/or initiate work order repairs (e.g., filling holes in walls, adding caulking, screen material, etc.) to the institution to prevent pest entry or control infestation, as required.
5.	Order pest control materials and supplies (e.g., chemicals, traps, sprayers, personal protective equipment [PPE], etc.) in the performance of daily duties, as necessary.
6.	Check equipment (e.g., cleaning spray tips, checking hoses for holes or cracks, inspecting holding tanks, etc.) to maintain proper functionality in the performance of daily duties, as necessary.
7.	Train/instruct institutional staff and inmates/youthful offenders in the methods of pest infestation prevention utilizing product labels, on an ongoing basis.
8.	Cooperate with public health officials during inspections to identify the recommendations and make the necessary changes to be in compliance utilizing professional knowledge, as mandated.
9.	Maintain daily records (e.g., preventive maintenance and work orders) of inspections to identify possible pest infestations in the institution utilizing environmental health and safety audits, as mandated.
10.	Maintain daily records of infestations to verify accurate information is provided to institution staff, as mandated.
11.	Maintain daily records of remedial actions taken at the institution to verify completed staff work, as mandated.
12.	Prepare the County Agriculture Department usage report summarizing the list of pesticides used, total amount of each pesticide applied, and total number of applications utilizing the perpetual inventory log (CDCR Form 2280), as mandated.
13.	Establish a preventative pest control program to maintain operational needs of the institution, as mandated.
14.	Monitor the preventative pest control program in the institution to meet operational needs, as mandated.

Tasks highlighted in bold text are not currently on the SPB classification specification

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15.	Maintain order and supervise the conduct of persons committed to the California Department of Corrections and Rehabilitation (CDCR) to promote the safety and security of the institution, as mandated.
16.	Prevent escapes and injury by persons committed to CDCR to promote the safety and security of the institution, as mandated.
17.	Maintain security of working areas to promote the safety and security of the institution, as mandated.
18.	Inspect premises and search inmates/youthful offenders for contraband (i.e., weapons, illegal drugs, cell phones, etc.) to promote the safety and security of the institution, as mandated.
19.	Provide safety training (e.g., Safety Data Sheets [SDS], PPE, product labels, etc.) to staff and inmates/youthful offenders to comply with safety regulations utilizing Injury Illness Prevention Program (IIPP) and Code of Safe Practices as mandated by Senate Bill 198.
20.	Use PPE (e.g., safety glasses/goggles, gloves, Tyvek suits, respirator protection, etc.) when applying product and material to prevent exposure to pesticides and materials in compliance with the pesticide label instructions, as required.
21.	Uses PPE when mixing and loading pesticides and materials to prevent exposure to pesticides and materials in compliance with the pesticide label instructions, as required.
22.	Set traps or glue boards utilizing manufacturer's instructions in and around the institution areas of expected activity to control or eliminate rodents, as needed.
23.	Apply bait by distributing into cracks and crevices in and around the institution utilizing a gel gun or syringe or by placement of bait stations to eliminate pest infestation according to the manufacturer's label, as needed.
24.	Spread pesticide granules (e.g., Maxforce, Delta Gard, Extinguish, etc.) with broadcaster spreader around the exterior structure of the institution or on lawns to prevent possible pest infestation, as needed.
25.	Inject pesticide (e.g., Demon Max, Termidor, Cykick, etc.) into institutional structural wall voids utilizing a duster or by drilling holes and spraying with space sprayer to eliminate pest infestation, as needed.
26.	Apply pesticide in cracks and crevices in or around the institution utilizing crack and crevice injection equipment or hand sprayer to eliminate pest infestation, as needed.
27.	Apply pesticide around doorframes, thresholds and baseboards in or around the institution utilizing crack and crevice equipment or hand sprayer to eliminate pest infestation, as needed.
28.	Apply pesticide utilizing compressed air, hand sprayer or space sprayer to treat pests in or around the institution to eliminate pest infestation, as needed.
29.	Apply pesticide utilizing power sprayer to the outer perimeter of the institutional grounds to control active pest infestation, as needed.

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30.	Perform visual inspection of locks on the pesticide storage facility to prevent illegal and unauthorized entry utilizing the Institutional Operational Procedure Plan, as mandated.
31.	Eliminate rodents utilizing traps, bait stations, and exclusion to promote the health and safety of the institution, as needed.
32.	Eliminate insects utilizing equipment, chemicals and procedures to comply with environmental health standards, as needed.
33.	Maintain reports (e.g., safety training, inmate disciplinary records, tool control etc.) for staff and inmates/youthful offenders to provide information for institutional use, as needed.
34.	Repair equipment (e.g., spray tanks, power sprayers, foggers, etc.) to confirm proper functionality in the performance of daily duties utilizing wrenches, screw drivers, pliers, etc., as necessary.
35.	Clean equipment to confirm proper functionality in the performance of daily duties utilizing product label instructions, as necessary.
36.	Maintain daily records of chemical inventories to provide an accurate report to the Hazardous Material Specialist utilizing CDCR Form 2280, as mandated.
37.	Dispose empty pesticide containers to prevent contamination of ground water and non-target exposure to pesticides utilizing manufacturer's specifications and county regulations, as mandated.
38.	Inventory the pesticide storage facility to verify the types of pesticides and material are stored accurately to prevent contamination of ground water and non- target exposure to pesticides in compliance with pesticide label instructions, as mandated.
39.	Inspect the pesticide storage facility ventilation system to verify compliance with fire department requirements utilizing Safety Data Sheets and pesticide labels, as mandated.
40.	Rotate the location of pesticides and materials based on shelf life to maintain the potency of pesticides utilizing the first in first out (FIFO) rotational method, as needed.
41.	Verify warning signs, inventory of stored pesticides and the institution evacuation plan is posted to maintain the safety and security of the institution utilizing the Institutional Operational Procedure Plan, as mandated.
42.	Maintain inmate/youthful offender records to confirm accurate timekeeping and attendance utilizing institutional operational procedures, as needed.

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