



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code: 6390
6391

POTATO SEEDSTOCKS AND DIAGNOSTIC LABORATORY SPECIALIST

SCOPE OF WORK:

Work involves the production of minitubers and providing diagnostic laboratory testing services at the North Dakota State Seed Department.

DUTIES PERFORMED AT ALL LEVELS:

- Perform tissue culture cutting activities in a sterile laboratory environment.
- Propagate plantlets for transplant to greenhouse for increase and resale to other greenhouses.
- Maintain disease-free, genetically pure lines in the tissue culture bank.
- Maintain records of cutting and production to ensure quality and provide documentation for resale.
- Monitor greenhouse computer system, and make necessary adjustments to ensure proper growing conditions for production of high-quality seed stocks.
- Answer questions from growers regarding minituber orders.
- Order supplies for tissue culture laboratory, greenhouse, and diagnostic laboratory.
- Perform viral, bacterial, and other tests using sterile technique for a variety of crops; analyze and record results and distribute data to growers or other interested parties.
- Collect, evaluate, record, and report data; maintain records and prepare various reports to ensure quality, and provide documentation for sale of minituber production.
- Monitor, track, analyze, schedule, report, and bill tissue culture and greenhouse production.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**POTATO SEEDSTOCKS AND DIAGNOSTIC LABORATORY SPECIALIST I 6390
GRADE J**

LEVEL DEFINITION:

Work at this level involves assisting with minituber production and performing diagnostic laboratory testing.

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ND Class Description
Potato Seedstocks and Diagnostic Laboratory Specialist

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Assist in production, planning, and soliciting of minituber orders from growers.
- Oversee activities in the Tissue Culture Laboratory area in the absence of the supervisor.

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in plant pathology, plant physiology, plant sciences, or other closely related science degree.

**POTATO SEEDSTOCKS AND DIAGNOSTIC LABORATORY SPECIALIST II 6391
GRADE L**

LEVEL DEFINITION:

Work at this level involves managing minituber production, and supervising and providing diagnostic laboratory testing services.

ADDITIONAL DUTIES PERFORMED AT THIS LEVEL:

- Manage potato seedstocks tissue culture laboratory and tissue culture bank in a sterile environment to maintain disease-free, genetically pure lines.
- Solicit minituber orders from potato growers, and manage tissue culture laboratory cutting schedule to meet orders.
- Plan and execute greenhouse planting and production based on orders, season, history, and storage and delivery requirements to maintain genetic purity and quality.
- Plan and supervise harvest, grading, and storage of greenhouse minituber production.
- Schedule and coordinate shipping and delivery of minitubers.
- Evaluate and implement new methods and procedures in testing and production.
- Hire, train, schedule, supervise, and evaluate staff.
- Represent the State Seed Department at national and state trade shows, and meetings.

MINIMUM QUALIFICATIONS:

Requires a bachelor's degree in plant pathology, plant physiology, plant sciences, or other closely-related science degree, and three years of laboratory or tissue culture work experience.

Eff. Date: 09/00

Rev: 07/12 – Conversion to Hay System

Rev: 12/13 – Updated title, scope, duties, and minimum qualifications

Rev: 11/16 – Added lower level