AGRI PROGRAM ASSISTANT/ASSOCIATE

The Department of Animal and Dairy Sciences of Auburn University is seeking candidates for the position of Agri Program Assistant/Associate. Responsibilities include, but are not limited to: manage the purchase and sale of all livestock, meat and meat products for the Meats Laboratory; coordinate with department fiscal officer regarding accounts, vendors and budgeting; and supervise and assist with harvest, fabrication and processing of products. Ensure all activities are conducted in accordance with HACCP regulations, maintain proper HACCP documentation, and oversee cleaning, sanitation and maintenance of all equipment and rooms covered by the inspection program. Individual will supervise and train student employees in the operation of facilities and equipment and monitor and order supplies in accordance with budget allocations. Individual will assist with the instruction of meat science courses in meat judging and harvest, fabrication, processing, and packaging of meat products; coordinate research activities conducted at the meat laboratory; and assist faculty with extension activities involving food safety, processing, cookery, and packaging.

Designation as an Agri Program Assistant requires a Bachelor's degree in Animal Science, Meat Science, Food Science, Poultry Science, or related degree and 3 years experience or a Master's degree in the disciplines stated above or a related discipline. Designation as an Agri Program Associate requires a Bachelor's degree in the disciplines stated above or a related discipline and 6 years experience or a Master's degree in the disciplines stated above or a related discipline and 3 years experience. Applicant must have an understanding and working knowledge of HACCP; a working knowledge of basic meat processing equipment; and experience with developing Hazard Analysis and Critical Control Point plans for food operations. Excellent interpersonal, written communication skills, and demonstrated technical excellence is also required. Previous experience with intercollegiate meat evaluation is desired. Supervisory experience, management and budgeting skills are also desired. Candidate must meet eligibility requirements for work in the U.S. by the employment date. Please utilize the attachment feature on the on-line application system and attach the following: cover letter and resume. Only complete application packets will be considered for selection. Salary will be commensurate with education and experience.

Minorities and women are encouraged to apply.

Refer to Requisition # 20790 and apply on-line at:

www.auemployment.com

on any computer with internet access. If you need any assistance, contact Auburn University's Department of Human Resources at (334) 844-4145. Internet access is also available through your local state employment service office and public library.


Auburn University is an Affirmative Action/Equal Opportunity Employer.