



**Anita Robles/Parlier, CA** (OSAC – Member-at-Large)

[Crop Diseases, Pests and Genetics](#)

Secretary (Office Automation)

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I started my career with USDA-ARS, San Joaquin Valley Agricultural Sciences Center in Parlier, California, in August, 2007 as a Research Unit Secretary for the Crop Diseases, Pests & Genetics (CDPG) Research Unit under Dr. Drake Stenger. The CDPG unit is one of the largest units at the Parlier location, having 11 scientists, 4 post-docs, and more than 30+ support personnel (technicians, students, etc.), in addition to having 3-4 foreign visiting scientists on a regular basis. Some of my duties include working with ARIS maintaining many subordinate projects under 3 in-house CRIS projects, preparing foreign visitor requests, preparing domestic and foreign travel, time and attendance, personnel actions, AgLearn Administrator, purchasing for unit, Annual Reports, Annual and Mid-Year Performance Plans and Appraisals, assisting with ARMPS, OSQR, and RPES, etc. Prior to joining USDA-ARS, I worked in the private sector for a family law attorney as a Paralegal for 20 years, specializing in divorce law.

I am married to Robert, have 1 adult son, and 2 Labrador Retrievers (Showtime & Maximus). I enjoy camping, traveling, boating, and spending quality time with my family. I also enjoy baking and “Zumba” dancing.