

Chemical Warehouse Supervisor

Summary/Objective

This position is responsible for managing the Chemical Warehouse for Belgrade Cooperative. Inventory Management will be at the forefront of this position's related responsibilities. The right individual will manage all inbound and outbound chemical receipts relating to inventory management and point of sale. Customer service is essential in that paperwork is completed timely and the product is prepared, packaged, and delivered within expectations set forth by Belgrade Cooperative and the customer. The Chemical Warehouse Supervisor will work closely with the Agronomy Manager, Operations Manager, and all Sales Agronomist to coordinate ordering, manage deliveries, ensure paperwork and pricing is accurate and assist with forecasting for the future. This position will report directly to the Agronomy Manager.

Essential Functions (other duties as assigned)

- Work with the Agronomy Manager to build forecast and projections based on warehouse storage available and timing of deliveries.
- Provide Agronomy Manager monthly inventory physical count reports.
- Provide leadership to the Belgrade Coop within the chemical warehouse both assisting customers as well as sales agronomist.
- Work with Belgrade Cooperative Sales Agronomist to ensure product deliveries are accurate and timely.
- Communicate with applicators and truck drivers to ensure products are on-hand and prepared for custom application units.
- Work closely with the Agronomy Manager to budget chemical inventory and pricing.
- Learn and understand product labels to ensure recommendations and use rates are accurate for customer service.
- Ensure product is packaged correctly and in the right place based on customer needs.
- Work with Sales Agronomist to build and coordinate sound agronomic recommendations related to chemistry management.
- Responsible for chemical inventory position reports long and short
- Evaluating sales and booking reports to inventory is positioned properly ahead of season.
- Attend training and meetings related to new products, chemistry to ensure knowledge stays adequate and up to date.
- Read and stay up to date on labels of products and research the latest trends and industry knowledge or use rate updates.
- Spend time with the Agronomy Manager and sales agronomist to understand the needs and trends of our customers.

Competency

- Attention to detail/organizational skills.
- Knowledge of inventory management
- Proficient computer skills
- Effective communication ability
- Agronomic knowledge
- Valid driver's license
- Good mathematical aptitude

Supervisory Responsibility

No personnel management, but overall product/inventory management within the Chemical Warehouse

Work Environment

This position is performed in outside weather conditions including extreme heat and cold.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is regularly active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee must frequently lift and/or move items over fifty pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Position Type/Expected Hours of Work

This is a full-time position, and hours of work and days are Monday through Friday, 8:00 a.m. to 5 p.m. Seasonal hours during peak times of the year are required.

Wage Disclosure

The pay range for this role is hourly (\$23.00-\$27.00/hr) DOE. This includes a full-time benefit package, paid holidays and vacation, overtime after 40 hours, and the ability to participate in profit sharing.

Travel

Minimal travel required within Belgrade Cooperative territory as need or assigned.

Preferred Education and Experience

[Indicate education based on requirements that are job-related and consistent with business necessity. See examples below.]

1. High school diploma or GED.
2. Customer service experience.
3. Ability to operate/obtain certification of forklift.
4. Currently has or has ability to obtain Commercial Pesticide License

Additional Eligibility Qualifications

None.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.