

Agronomy Plant Manager

Department: Wrightstown
Reports to: V.P. of Agronomy
FLSA Status: Exempt

Applications Accepted By:

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SUMMARY:

The Wrightstown Facility Manager is responsible for the establishment and daily execution of all facility operational functions and goals. These duties include being a team leader for all of the location staff and the direct supervision of all personnel at the facility. In addition to leading the team, this position is expected to maintain sales responsibility by providing a consistent high level customer service for customer satisfaction. This position will focus on specific large critical existing accounts for expanded company-wide sales growth. This position will also explore “new venture” accounts and will establish a unique business model with these accounts for development of a long term business partner relationship. The Facility Manager is expected to act as a promoter of Country Visions Agronomy in all customer and employee interactions as well as demonstrating a high quality of work in all tasks performed.

PRIMARY JOB EXPECTATIONS:

Basic requirements for employment at Country Visions are: Positive attitude, initiative, strong work ethic, cooperation, team support, integrity, and tact with fellow employees and customers.

Operations:

- Establishment and monitoring of facility operational goals.
- Responsible for facility expenses and profitability on a monthly basis.
- Co-ordinate labor activities with the Plant Operator.
- Responsible for monitoring inventories of all products and ordering appropriate inputs.
- Have a working knowledge of blending and mapping software.
- Primary company contact for all crop protection manufacturers and distributors at location.
- Co-ordinate and implement the purchase of required crop protection products with CPP Management for location.
- Establish location work hours depending on seasonal demands.

Administrative:

- Completion and weekly submission of maintenance purchase orders and records to Accounts payable.
- Responsible for submission of accurate information for billing of all agronomy products.
- All interviewing and hiring will be done by the Facility Manager and submitted to HR with prior approval from senior management.
- Administer and approve all personal requests for vacation and time off.

Sales:

- Keep senior management informed of situations that may have a negative impact on a customer's financial stability.
- Identify specific large existing key accounts to grow Country Visions share and develop a more long term sustainable business partnership.
- Identify a select core group of prospect "new venture" accounts to develop as we address the changing producer demographics.
- Be aware of and take appropriate action on a customer's past due status and follow direction on future sales activities.
- Work in conjunction with sales Agronomy, Fuel, and Grain Sales specialists to increase individual customer share of business as well as gain new accounts.
- Responsible for maintaining and increasing the sales of crop inputs and related products to established customers.
- Identify and prioritize potential new accounts and work to secure their business through identification of appropriate opportunities.
- Identify and respond to the customer needs your competitor is overlooking.
- For the top 20 accounts identify what communication style they are in to better prepare for sales calls. Communicate bi-weekly. Planned sales call monthly.
- Complete the one page Pre-Call planning sheet prior to a sales call and put in the customer file for reference.
- Use of provided computer software for field mapping, crop planning and record keeping of customers operations.
- Demonstrate frequent use of organizational skills to plan and prioritize daily activities
- Maintain records of prospect call activities and targeting plans.
- Provide operations personnel with concise directions and communications to insure smooth efficient customer service and avoid costly errors.
- Accessible to customers and fellow employees during hours of business operations.

Supervisory:

- Employee meetings will be held, preferably on Monday mornings, to update and inform location personnel on weekly activities for the facility.
- This individual will carry out supervisory responsibilities in accordance with company policies including training employees, assigning and directing work, as well as addressing complaints both internal and external.
- The company philosophy of teach, reward and correct will be implemented in daily activities and in performance evaluations and developmental activities.
- Annual Reviews will be required for all direct reports usually occurring in September detailing specific accomplishments towards goals and a plan developed for continued job development.
- A mid-year review will be conducted with all direct reports in the March timeframe to give feedback and solicited input on status of Job Expectations. This process will not be as detailed as the annual review but will be used as a guide to individual progress.
- Direct reports include: Plant Operator, Professional Applicators, and receptionist.
- Oversee Agronomy Sales Specialist assigned to the location.

SKILLS & COMPETENCIES NEEDED FOR THE POSITION:

Including education and/or work experience, physical demands and work environment.

- Minimum of an Associate Degree with four years' experience.
- Preferred is a Bachelor's Degree with three years' experience and CCA certification.
- A valid driver's license and a clean driving record are required.
- Travel between Country Visions offices, customers, and vendors will be required.
- Be able to motivate others and make decisions affecting the operation of the facility on a routine basis.
- Must be able to communicate both verbally and in written form clearly and be able to work with numbers.
- Computer skills adequate to operate blending and mapping software and communicate electronically.
- A working knowledge of products and services is required.
- Ability to troubleshoot equipment and repair as necessary.
- Hours are Monday through Friday with Saturday and Sunday mornings shared with other leadership team members.
- Ability to lift 60 pounds.
- Wisconsin Commercial Pesticide Operators License preferred.
- Class A CDL is preferred, but not required.

QUALITIES NEEDED TO EXCEL BEYOND EXPECTATIONS:

- Develop "new venture" accounts and assist in planning to secure their business.
- Development of direct reports both in their current job function as well as development of selected individuals for promotion within Country Visions.
- Develop new programs and systems that bring value to existing large key growers which result in new income streams to Country Visions.
- Improve efficiencies at the location which bring additional revenue, and improve overall operations at the location.