



JOB TITLE: GRAIN & AGRONOMY OPERATIONS

OVERVIEW: Responsible for grain handling, loading, and unloading grain as directed by management in a manner that results in outstanding customer service. Responsible for performing functions that may include maintenance of equipment, plant, rolling stock, operation of forklifts, loaders and other duties as required. Grain operations responsibilities involve customer service, safety and maintenance, reporting, and other duties as assigned by management. Grain operations will maintain a positive attitude that promotes teamwork within the cooperative and a favorable image of the cooperative.

OBJECTIVES:

UNITED & FRIENDLY:

- Proudly conveys the strengths of United Farmers Cooperative, its services, and opportunities to others, including, but not limited to customers, communities, and co-workers.
- Approaches daily work with enthusiasm and energy.
- Maintains a team focus and is willing to serve as inside/outside sales and operational support to an assigned location as staffing needs arise.
- Acts as the first line of support for the UFC Grain Department's Sales team.

CONNECTED & COMMITTED:

- Able to lift, always push or pull 50 lbs., as well as climb heights of 75 ft on equipment, train cars, and grain storage facilities.
- Dump and receive producer's grain.
- Clean up grain spills promptly to avoid spoilage.
- Take responsibility for good grain condition and monthly facility inspections as by OSHA inspection standards.
- Maintain grain inventory moistures and temperatures of silos and tanks.
- Transport agronomy products and merchandise according to orders received.
- Ensure all required documents are always in the vehicle, fill out and turn in log sheets daily.
- Perform and document daily truck/trailer inspections, keep equipment clean and follow regular maintenance schedules and drive responsibly.
- Verify the correct product and product amount is loaded/unloaded and secured before leaving premises.
- Handle and deliver product as assigned.
- Fuel and load truck to prepare for the next day if possible.



- Maintain equipment, fertilizer and chemical warehouse and report repairs, unsafe equipment or working conditions to your supervisor.
- Assist in loading and unloading company and customer vehicles with product based upon work order or customer tickets.
- Ensure customers are informed of safe product handling.
- Maintain at a minimum Seasonal Commercial Drivers License.
- Report any unsafe equipment or working conditions to your supervisor.
- Observe OSHA, state, and federal safety regulations and follow all company and regulatory agency safety policies.
- Uphold all UFC's policies and perform other duties as assigned by management.
- Professional representation of the company through appearance and helpful attitudes.
- Ensure no product or customer problems result due to your services.
- Use extreme caution while working around customer trucks to avoid damage.
- Notify supervisor and aid in resolving customer complaints promptly.

VISIONARY:

- Develop operational knowledge to assist in other departments.
- Proactively identifies areas of opportunity in Grain and Agronomy and collaborates with co-workers and management team to enhance efficiency and success.
- Continues to grow personal knowledge of grain and United Farmers Cooperative locations and services and the Cooperative business model to improve product recommendations and services to the Cooperative's customers.

Disclaimer: This job description indicates the general nature and minimum level of work expected. It is not designed to cover every activity, duty, or responsibility required of the employee. The employee may be asked to perform other duties to the successful performance of the job.