



Company: Farm Service Cooperative - Denison

Job Title: Grain Elevator & Feed Operations

FLSA Designation: Non-Exempt

Reports to: Aaron Bauer - Feed Division Manager

Grain Elevator & Feed Operations Role: Operate the grain elevator for the Denison location. Assist with ingredient and warehouse inventory, bag feed deliveries, grain receiving, handling and inventory.

Accountabilities/Essential Functions:

- Operate all grain equipment at Denison elevator to include manipulation of controls, levers and valves to start elevator equipment and to adjust equipment positions, speeds, timing and material flows.
- Weigh or measure materials and products, using scales or other measuring instruments, or read scales on conveyors that continually weigh products to verify specified tonnages and prevent overloads.
- Operation of feed storage bins for bulk feed products.
- Manage bag and bulk feed inventory to include recording production data such as weights, types, quantities, and storage locations of materials, as well as equipment performance problems and downtime.
- Perform bagged feed deliveries, as needed, including loading and unloading of corn or soybeans.
- Assist Feed Department in receiving, handling and quality control of grain and ingredients needed.
- Conform to safety and regulatory compliance requirements, as directed and per company policy.
- Perform or implement housekeeping and maintenance, as needed, of grain and feed facilities.
- Complete monthly inventory of feed warehouse and monthly grain inventory in elevator.
- Become knowledgeable and familiar with FSC's products, policies and procedures.
- Review suggestions of ways to improve work methods and procedures made by employees and decide on course of action.
- Coordinate procurement, maintenance, storage and quality control activities of feed to obtain optimum production and utilization of human resources, machines, product and equipment.
- Work in cooperation with other divisions, locations, customers, supervisors and managers with a positive attitude and willingness to provide positive feedback to them.
- Travel to other FSC locations and/or vendors is required.
- Perform other duties and tasks as assigned by the Feed Operations Manager.

Knowledge, Skills and Experience:

- Ability to communicate information or ideas effectively in oral or written form.
- Ability to listen to what other people are saying and ask questions as appropriate.
- Perform basic math operations (add, subtract, multiply, divide) to include, but not limited to, use of whole numbers, fractions, decimals, percentages and discounts.
- Knowledge of principles and methods involved in promoting, showing and selling of products or services. This includes marketing strategies and tactics, product demonstration and sales techniques, and sales control systems.
- Work and communicate with internal and external customers to meet their needs in a polite, courteous and cooperative manner. Committed to quality service.
- Ability to identify and analyze problems associated with work processes.
- Develop constructive and cooperative relationships with others.
- Ability to organize and work on multiple tasks concurrently.
- Demonstrate responsible behavior and attention to detail.
- Encourage and facilitate cooperation, pride, trust, and group identity. Foster commitment and team spirit.
- Knowledge of principles and processes involved in business and organizational planning, coordination and execution. This includes strategic planning, resource allocation, manpower modeling, leadership techniques and production methods.
- Knowledge and skill in judgment and decision making, negotiation, and management of material resources.
- Ability to establish division objectives and to assess progress toward their achievement.
- Ability to analyze organizational and operational problems and develop timely and economical solutions.
- Capacity to adjust to change, work pressures or difficult situations without undue stress.

Education, Training, Certifications Required:

- Class B Commercial Driver's License, helpful, not required.
- Current medical card if a commercial driver's license is held.
- Farm or Agricultural background

Equipment, Tools, Machinery Used:

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| • Company vehicles | Forklift | Postage Meter |
| • Computers/Office Equipment | Calculators | Fax/Copier |
| • Market Information Computer | Telephone | Smart Phone/Blackberry |
| • Elevator equipment | | |

Special Conditions of Employment (licenses, certificates, credentials, altered work schedules, furloughs, travel, etc.):

- Valid Class B Commercial Driver's License, helpful but not required.
- Current medical card if a commercial driver's license is held.

Protective Clothing and Devices:

- Some of the job duties of this position may require you to wear personal protective equipment (PPE), if so, when, and how to use this equipment will be explained to you at the time of hire.
- To determine ability to perform job functions where the use of a respirator is required, employees will be given a physical examination prior to performing this type of work.

Working Conditions and Physical Demands:

- Ability to lift a minimum of 60 pounds on a consistent basis.
- 90% of work is performed in daily operation of grain elevator or feed warehouse.
- 10% of work performed in Denison office, as needed.
- Ability to workdays, evenings and weekends, with or without prior notice.
- Requires exposure to high places, minor burns, cuts, bites, or stings, contaminates.
- Requires standing, walking, bending, stooping, pinching, grasping, reaching above and below shoulder.
- Requires working in non-controlled environmental conditions, including indoors or outdoors and exposure to all weather conditions, including very hot (above 90 F degrees) or very cold (below 32 F degrees) temperatures.
- Includes exposure to sounds and noise levels that are distracting or uncomfortable.
- Job tasks are performed in close physical proximity to other people, cramped workspaces and/or getting into awkward positions.