



JOB TITLE Pingree Site Lead
REPORTS TO Operations Manager at Peterson Farms Seed
SUPERVISES (1) Site Associate

PURPOSE The Site Lead will be a working supervisor of a two-person team at the Pingree Transload site, overseeing all facility operations, including processing, transportation, grain storage, inventory management, site security and general grounds upkeep.

RESPONSIBILITIES

1. Unload all incoming grain products which may include sampling, grading, conveying, and associated documentation while working with farmers and drivers in a courteous and professional manner.
2. Oversee all processing/cleaning of grain products according to defined specifications.
3. Prepare and load trucks and railcars, which may require sampling, opening hatches, and inspecting and documenting railcar damage, and associated documentation.
4. Oversee all grain handling and storage to maintain highest quality and condition of products.
5. Understand and oversee the processing equipment, calibrate, troubleshoot and repair basic mechanical problems.
6. Supervise and assure that the facility is operated in a safe, clean and efficient manner according to safety protocols and OSHA standards.
7. Supervise all facility cleaning and maintenance to maintain the highest standards to include daily housekeeping, equipment and bin cleanouts and seasonal mowing snow removal.
8. Supervise, lead and develop the Site Associate(s) with emphasis on improving productivity, quality, and development of a safe workplace.
9. Perform other duties as assigned.

EDUCATION REQUIRED

- High School diploma or GED

SKILLS/TRAINING REQUIRED

- Ability to operate machinery such as forklifts, loaders, conveyors, rail equipment, cleaners.
- Ability to learn and work with the plant's computer systems.
- Ability to work extended hours during peak season to meet customer contract requirements.
- CDL license or the ability to get it.
- Agricultural experience.
- Forklift certification.

PHYSICAL REQUIREMENTS

- Ability to lift 60 pounds (not regularly)
- Ability to climb rail cars, ladders, stairs, and bins.
- Ability to work in dust and adverse weather conditions and temperatures.

EXPERIENCE REQUIRED

- Minimum of four years of plant/elevator experience.

EXPERIENCE PREFERRED

- Previous experience with railcar loading.

SUCCESSFUL CANDIDATE WILL POSSESS:

- Excellent relationship-building skills
- Strong written, oral and presentation skills
- The ability to demonstrate through action Peterson Farms Seed's Core Tenets:
 - Integrity
 - Team Contribution
 - Excellence
 - Positive Attitude