



***Shared growth.  
Shared success.***

**DATE REVISED:** January 31, 2005

**CLASS:** Exempt

**JOB TITLE:** Agronomy Operations Manager

**REPORTS TO:** Area Manager

**JOB SUMMARY:** Responsible for supervising agronomy operations for assigned locations including agronomy sales, quality of application, maintenance on all agronomy equipment, control of all agronomy product inventory, and maintaining safety and regulatory compliance issues. This position provides management direction to a staff of spray rig operators and tender truck drivers. Completes special projects as assigned by area manager.

**ESSENTIAL QUALIFICATIONS:**

1. Proven management skills.
2. Current operational knowledge of all spray rigs and tender trucks located at assigned location and knowledge of applicable OSHA, EPA, and DOT regulations.
3. Good working knowledge of seeds, chemicals, and fertilizer products.
4. Planning, Coordinating, Communication, Supervisory, and Training skills.
5. Organization and Analytical skills.
6. Commercial Driver's License (A) with Hazardous Materials and Tanker endorsements.
7. Custom Applicator's License.
8. Able to work independently with minimum supervision.
9. Computer and data entry skills.
10. Ability to react to change productively and handle other essential tasks as assigned.
11. Ability to handle emotional customers and resolve complaints.
12. Frequently lift or move 50 pounds and occasionally lift or move 50 pounds.

**PERSONAL PROTECTIVE EQUIPMENT:**

Eye protection is required in restricted areas. Appropriate clothing required when handling chemicals.

**REQUIRED EDUCATION AND/OR EXPERIENCE:**

A Bachelor's degree in Agronomy or 5 years of equivalent experience is required.

## **JOB REQUIREMENTS:**

1. Oversee operational functions of agronomy department at assigned locations including: operation of spray rigs and tender trucks; completion of work orders; training of spray rig operators; quality of spray applications; resolving of customer complaints in a timely manner.
2. Make agronomic recommendations to customers using best practice decisions for the grower.
3. Oversee the compliance with all applicable regulatory agencies (DOT, OSHA, EPA) and responsible for compliance training of employees.
4. Maintain knowledge of all government regulations that affect your position.
5. Supervise the daily activities of the spray rig operators and nurse truck drivers including: interviewing applicants, making hiring decisions, conducting training, writing performance appraisals, recommending salary and position changes..
6. Oversee sale of seeds, chemicals, and fertilizer at assigned locations.
7. Responsible for inventory control of seeds, chemicals, and fertilizer at assigned locations.
8. Prepare and operate within budgets for all areas of responsibility.
9. Train your new employees on all applicable MKC safety policies, conduct monthly safety meetings, insure your employees comply with MKC safety policies, and maintain safety records.
10. Serve as back up to certified spray and spreader operators if needed.
11. Work directly with Field Marketer assigned to your locations.
12. Attend training classes assigned by your manager.
13. Improve the agronomy sales for your assigned territory.
14. Complete special projects assigned by your manager.

## **WORKING CONDITIONS:**

Job involves work inside a climate-controlled office atmosphere and outside in hot and cold weather.

**This job description does not list all the duties of the job. You may be asked to perform other instructions or duties.**

**Management has the right to revise this job description at any time. The job description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason.**

**Please sign below to acknowledge that you have received and understand this job description.**

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**EMPLOYEE SIGNATURE**

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**SUPERVISOR'S SIGNATURE**

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**DATE**

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**DATE**