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## Grain Elevator Operations Personnel

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**DIVISION:** Grain  
**REPORTS TO:** Facility Manager

**EMPLOYEE:**  
**STATUS:** Part Time/Non-exempt

### **PURPOSE AND SUMMARY STATEMENT**

Under the direction of Facility Manager, is responsible for elevator operations including grain handling, safety and maintenance, rolling stock, and customer service.

### **ESSENTIAL JOB FUNCTIONS**

Responsible for grain handling including incoming, stored, and outgoing grain. Maintains the grain quality, blending, and providing grain drying services.

Responsible for the housekeeping generally involved with the handling of grain.

Responsible for compliance with OSHA, state, and federal safety regulations and maintenance and professional appearance of equipment, rolling stock and facilities.

Provides professional customer service that results in a pleasant experience for customers.

### **OTHER JOB FUNCTIONS**

Responsible for maintaining company equipment according to company standards, adheres to the company Uniform Policy, and maintains the appropriate professional image.

Performs related duties as assigned.

### **REQUIREMENTS**

Normally requires a high school diploma and/or experience in a related agricultural field.

Proven ability to work independently and in a team-oriented environment

Understanding and willingness to learn grain handling.

Understanding and experience with mechanical diagnosis, service, repairs, maintenance, and upkeep of equipment and vehicles.

Preferred basic computer skills and the ability to use the computer to enhance grain handling

Must have and maintain a valid driver's license and have the ability to travel independently and overnight when necessary.

Ability to work extended hours and on-call as business conditions warrant.

Occasionally exposed or required to:

- Extreme weather conditions (hot, cold, wet, etc.)
- Noisy conditions
- Working conditions may include dust, fumes, chemicals, and electrical hazards with appropriate safety measures
- Work at varying heights including climbs on grain bins, legs, etc.
- Lift 51 - 70 lbs.