



## Location Manager

### Employer

Farmers Grain Company  
Winfield Area  
(580) 478-6029  
aatkins@farmersgrain.net

**Job Title:** Location Manager  
**Reports To:** Area Manager  
**FLSA Status:** Exempt  
**Safety Sensitive:** Yes  
**Job Location:** Winfield Area  
**Position Type:** Full-Time

### SUMMARY OF THE POSITION

This position is accountable for the management and daily operation of a branch location owned by Farmers Grain Company. This includes providing outstanding service to customers and generating a profit for the company.

### ESSENTIAL DUTIES AND RESPONSIBILITIES (include the following and others may be assigned)

- Manages the operations of the location in accordance with the Cooperatives policies and procedures
- Supervises the grading of all grains delivered to the location and maintaining grain quality
- Oversees local agronomy department daily activities and communicates with the Agronomy Department Manager
- Oversees feed mill production activities with procurement, maintenance, and quality control activities to obtain optimum production and utilization of human resources, machines, and equipment
- Represents the Cooperative in a positive manner daily
- Provides leadership, training, and supervision to the location's employees
- Oversees the operation and maintenance of the location's facilities, equipment, and property
- assists with the planning and supervision of major repairs

- Responsible for inventory control, pricing, stocking, ordering, billing, and maintaining adequate inventory levels to meet customer demands
- Sells products and services
- Provides constructive feedback to Area Manager and General Manager
- Works effectively with all department managers
- Organizes and conducts producer meetings for the location
- Makes crop production recommendations
- Responsible for planning and budgeting for the location
- Maintains and promote safety awareness; follow safety policies, procedures, and reporting requirement
- Submits accurate location reports in a timely manner
- Maintains a positive attitude that promotes teamwork within the Cooperative and a favorable image of the Cooperative
- Keeps work area neat, clean, and organized
- Provides excellent customer service by managing difficult or emotional situations; responding promptly to customer needs, resolving questions, complaints, and concerns immediately and meeting commitments
- Effectively communicates by verbal and written means with customers, employees, and management
- Maintains and promotes safety awareness; follows safety policies, procedures, and reporting requirements
- Complies with all state and federal laws, codes, and regulations
- Presents a clean and professional appearance
- Employee is required to perform all other duties as directed by supervisor.

### **SUPERVISORY RESPONSIBILITIES**

This position has supervisory responsibilities. The Location Manager carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications, demands and environments described below are representative of those an employee encounters while performing the essential functions of this job. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Farmer Grain Company is an EOE/ADA employer.

## **EDUCATION and/or EXPERIENCE**

A Bachelors' degree in agri-business or a related field is preferred; and one to three years of management experience; or an equivalent combination of experience and education.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Valid Driver's License  
Grain Handling Certification  
Fumigation License (preferred)

## **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

## **MATHEMATICAL SKILLS**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

## **REASONING ABILITY**


Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Must be able to think quickly and perform a mental assessment of workplace hazards, take appropriate precautions, and choose appropriate personal protective equipment (PPE) as dictated by need, regulation, and labeling.

## **PHYSICAL DEMANDS**

While performing the duties of this Job, the employee is frequently required to use hands to finger, handle, or feel; reach with hands and arms; talk or hear; taste or smell; stand; walk; sit and climb or balance. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must frequently lift and /or move up to 50 pounds and occasionally lift and/or move over 100 pounds. The employee may frequently need to climb ladders (may range from 20' to 180') and stairs. This may include structural ladders as well as climbing into applicator rig, large vehicles, and/or tractors. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. This is a safety sensitive position. "Safety-sensitive" means any job that includes tasks or duties that the employer reasonably believes could affect the safety and health of the employee performing the task or others. including, but not limited to, any of the following:

- the handling, packaging, processing, storage, disposal, or transport of hazardous materials.
- the operation of a motor vehicle, other vehicle, equipment, machinery, or power tools.
- repairing, maintaining, or monitoring the performance or operation of any equipment, machinery or manufacturing process, the malfunction or disruption of which could result in injury or property damage.

## **WORK ENVIRONMENT**



While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; risk of electrical shock; and vibration. The noise level in the work environment is usually loud (although not believed to exceed the eight-hour threshold for working in or around loud equipment). Employee must understand and implement all related safety policies, procedures and programs for prevention and protection while performing job duties in various work environments.

### **BENEFITS**

Farmers Grain Company offers competitive wages, good benefits, dual retirement, and paid time off.

**Application Instructions:** Apply now online at <https://tinyurl.com/FGCjobapp> or visit any of our full-service locations to complete an application. Visit <https://tinyurl.com/FGCcareers> for more information.

