

<b>POSITION TITLE:</b>	Feed Mill Assistant Manager
<b>DEPARTMENT:</b>	Feed Mill
<b>REPORTS TO:</b>	Feed Mill Manager
<b>SALARY GRADE:</b>	E002

<b>OVERALL RESPONSIBILITY:</b>	Work with Feed Mill Manager to supervise employees to ensure efficient Mill operations and oversee the processing of all feed orders for the Culpeper Feed Mill.
<b>KEY TASKS AND RESPONSIBILITIES:</b>	<ul style="list-style-type: none"> <li>• Manufacture all feed types (pellets, meals, textured); set up daily production runs for all feeds; ensure proper sequencing of feed manufacturing.</li> <li>• Perform mixer cycle test on WEM and transfer formulas from Merchant to WEM.</li> <li>• Check Drug Room inventory at start of day; maintain Drug Room records, and weigh back drugs at end of day.</li> <li>• Communicate products that need to be loaded into micro system to Feed Processor (Crimper Operator).</li> <li>• Assist Control Room Operator with hand-adds and other duties.</li> <li>• Transfer complete feeds back to Merchant Ag after feed is batched.</li> <li>• Maintain production records.</li> <li>• Assist Feed Processor (Pellet Mill Operator) as needed, operating pellet mill and manufacturing pellets as needed.</li> <li>• Grind grains as needed.</li> <li>• Must be forklift trained.</li> <li>• Maintain housekeeping in control room and pellet mill mixer room are of mill, performing basic maintenance and lubrication on pellet mill, hammer mill, and air compressor.</li> <li>• Follow proper safety standards in the assigned work area.</li> <li>• Perform any other duties, as directed.</li> </ul>
<b>SKILLS AND ATTRIBUTES:</b> <b>SKILLS AND ATTRIBUTES:</b>	<ul style="list-style-type: none"> <li>• Team-Oriented Personality</li> <li>• Strong Organizational Skills</li> <li>• Analytical Skills</li> <li>• Ability to Provide Clear Verbal Instructions</li> <li>• Must attain Registered Tech pesticide license within 9 months in position, with goal of attaining 1A certification</li> </ul>
<b>EXPERIENCE REQUIREMENT:</b>	<ul style="list-style-type: none"> <li>• Minimum 2 Years Experience in Feed Production Environment or Equivalent</li> <li>• Training or Coursework in Business and Production Scheduling</li> </ul>