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## Grain Elevator Manager

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**DIVISION:** Grain

**REPORTS TO:** Grain Department Manager

**STATUS:** NON- Exempt

### **PURPOSE AND SUMMARY STATEMENT**

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

### **ESSENTIAL JOB FUNCTIONS**

Supervises, leads, and develops assigned full-time and part-time elevator employees.

Trains assigned employees to meet state, federal and company regulatory and safety criteria.

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

Implements grain pricing considering sample and inspection grade on all incoming and outgoing grain shipments. Ensures service charge levels are maintained.

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 increased sales.

### **OTHER JOB FUNCTIONS**

Performs related duties as assigned.

### **REQUIREMENTS**

Normally requires a college degree, preferably in Ag Economics, Ag Marketing or Agri-Business plus 3 or more years of supervisory experience to demonstrate the ability to provide leadership for location management.

Prefer a knowledge of cooperative philosophies and principles.

Understanding and experience in grain handling, competitive adeptness, grain marketing, regulatory requirements, and compliance along with budgeting and planning.

Proven team building skills and the ability to work independently and in a team-oriented environment.

Proven professional communication, interpersonal, persuasion, and presentation skills.

Must be willing to work extended hours beyond those considered normal.

Proven computer skills and the ability to use the computer to enhance business processes.

Demonstrated core competencies including business knowledge, collaboration, communication, customer focus, decision making and skill development.

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