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Grain Facility Operator

Legacy Cooperative Overview:

Legacy Cooperative is a leading grain handling and agricultural/consumer retailer in North Central North Dakota. We operate from locations in Bisbee, Cando, Dunseith, Egeland, Overly, Perth, Rock Lake, Rolette, Rolla and Wales, North Dakota. Our services include Agronomy, Automotive Parts & Service, Convenience Stores, Energy, Farm/Ranch & Home, Lawn & Garden and Grain Handling.

Position Overview:

Legacy Cooperative has an exciting opportunity to work in our grain division as a Grain Facility Operator. This is an entry-level position works in all grain handling operations of the business. This position will report to the Grain Location Manager.

Essential Duties & Responsibilities:

- Handling - Loads and unloads trucks, weighs and tests grain, optimizes bin storage and loads out grain to trucks and rail.
- Quality Assurance - Inspects stored grain periodically and moves grain as necessary.
- Blending - Blends all grains as necessary at shipment to achieve best grade and price.
- Grain Drying - Grades and tests grain before and after grain drying and reports grade results to bookkeeping.
- Sampling & Inspecting - Samples and grades all incoming and outgoing grain shipments and reports to bookkeeping grain specifications and bin location.
- Performs operational duties in all areas of the premises. Maintains outside grounds and property perimeter; including but limited to: snow removal, weed removal and control, lawn care, and driveway maintenance.
- Adheres to daily schedule of operations. *Performs general maintenance and general housekeeping that meets and exceeds Legacy Cooperative and OSHA compliance standards.*

General Duties & Responsibilities:

- Customer Service (Relations) - Ensures the highest quality customer experience. Is responsive and courteous. *This position requires effective and regular in-person and telephone interactions with customers.*
- Image - Maintains a consistent company image both internally and externally during both business and non-business hours.
- Work Ethic - Demonstrates reliability, punctuality, efficiency and quality. Exercises entrepreneurial spirit for the success and growth of the company and self. Accepts empowerment, responsibility and accountability.
- Communication - Demonstrates ongoing communication with all levels and divisions of the company to enhance teamwork and effectiveness and alignment of company and division goals.

- Teamwork - Supports team objectives and efforts of others on the team. Encourages a spirit of inclusion, participation and belonging.
- Safety and Compliance - Contributes to a culture that ensures that all facilities, equipment and personnel adhere to federal and state safety and compliance regulations.
- Maintenance - Coordinates with operations manager(s) to ensure proper maintenance of property and equipment.
- Credit Policy - Enforces the credit policy of the company.
- Other Duties & Responsibilities as assigned.

Basic Qualifications:

- High school diploma or GED.
- Experience working with heavy equipment.
- Grain fumigation license.
- Ability to work in dust and adverse weather conditions and temperatures.
- Computer and data entry skills.

Preferred Qualifications:

- 1 year of experience in grain handling and grain facility operations.
- Previous experience as a Grain Facility Operator.
- Previous agricultural cooperative or agriculture related experience.

Required Physical Demands:

- While performing the duties of this job, the employee is regularly required to sit, stand, walk, bend, twist or lift objects up to 75 pounds.
- The employee will be exposed to grain dust while working.
- The employee may be required to climb or be at elevated heights to inspect facilities.
- This position requires prolonged periods of standing, walking, bending, kneeling, stooping, crouching, crawling and climbing.
- This position requires extended periods of exposure to heat and cold outdoors.

Additional Details:

- Legacy Cooperative is an equal opportunity employer and offers competitive salary and benefits. For more information about us, please visit us at www.legacy-cooperative.com.

Receipt Acknowledgement: _____

SIGNATURE

DATE