



Job Title: Operations Supervisor
Location: Dieterich
Reports to: Location Manager
Salary: Compensation commensurate with experience

Required Education and Experience: B.S. Degree in Agriculture and/or a related field is preferred. Experience in the retail and/or wholesale business of Fertilizer, Ag Chemicals and Seed.

Job Requirements:

- Ability to read, analyze and interpret technical journals, financial reports, and legal documents.
- Ability to respond to common inquiries or complaints from customers, suppliers, regulatory agencies, or members of the business community.
- Ability to make effective written or verbal presentations to management, employees, and customers.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to interpret an extensive variety of technical instructions dealing with several abstract and concrete variables.
- Commercial driver's license, Commercial pesticide license with required endorsements for these licenses.

Work Environment: Nature of job/business requires extended hours. Follow all established personnel, safety policies/procedures, and regulatory requirements.

Essential Functions:

1. Follow all personnel and safety policies and procedures
2. Meet or exceed budgeted Branch earnings and goals.
3. Assist location manager with the development of, sales, marketing, forecast, and operations programs that are beneficial for the customers and profitable for Effingham Equity.
4. Assist location manager with interviewing, hiring, and training employees. Planning, assigning, and directing work; evaluating performance, addressing complaints and resolving problems. Perform and assist with terminations as needed.
5. Assist in operations of the branch.
Includes:
 - Administration, employees, facilities, rolling stock, sales, safety & regulatory
 - Analyze branch work flow and employee job duties
 - Review reports of operational performance
 - Maintain company focus on exceptional customer service
6. Maintain a thorough knowledge of competitive products, services and market.
7. Continue to seek on-going training and educational opportunities as directed by Region Director.
8. Working knowledge of our company software and computer system.
9. Understanding of the company's stock and patronage structure.

Other Duties: Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change.

Effingham Equity shall not be liable for, shall not pay, and expressly rejects and disclaims any and all responsibility or liability for any commission, expense, fee or cost claimed or charged by any recruitment or employment agency, firm, or company in connection with the employment of any candidate selected by Effingham Equity for the position described above unless a written contract is executed by Effingham Equity and such employment agency, firm or company before Effingham Equity makes an offer of employment to such candidate.