



## **Redickville Operations Assistant and Crop Scout:**

### Summer Position - Redickville Location

*Holmes Agro is a progressive ag-retailer with 4 locations servicing southern and central Ontario. Our mission is to provide quality service, products and agronomic information in the area of crop inputs in order to help our customers be efficient and profitable, while being recognized as leaders in the agricultural industry. Holmes Agro strives to be a service-oriented company which sells commodities through value added techniques, thus differentiating ourselves from others to enhance the profitability of our growers. In order for us to accomplish our goals we rely on a dedicated team of individuals specializing in customer service, sales and agronomy, operations management, and professional application. The members of our team are passionate about agriculture and form the backbone of our business and the support network for our customers. As our business continues to grow we are seeking motivated, and dynamic individuals who can help us achieve new objectives for our company and our customers*

Holmes Agro is seeking individuals for summer opportunities to fill the following position at our Redickville, location:

### **Redickville Operations Assistant and Crop Scout:**

#### **The successful candidate will have the following skills:**

- Organization
- Attention to detail
- Communication
- Time management
- Customer service
- Work independently and in group setting
- Capability of obtaining forklift license
- Capable of lifting 25 kg

#### **Key Job Elements**

- Primary responsibility is to assist in shipping and receiving of bulk fertilizer, seed, and chemical products. This will involve unloading of trucks, blending fertilizer, shipping of fertilizer and chemical products and when required delivering product to the farm customers.
- Interact with customers in a professional manner both in person and on the telephone.
- Maintain the appearance and professional environment of the fertilizer tower, warehouse, and surrounding areas.
- Take a pro-active approach with respect to maintenance of the fertilizer facility which includes clean out procedures, greasing of bearings, and other housekeeping duties. Maintenance checklist to be established and reviewed upon commencement of the job.
- Be familiar and comfortable utilizing the companies agre system for shipping, receiving, and inventory control.
- Be familiar and comfortable with the companies myfarm software for inputting and retrieving recommendations for customers, as well as using the mobile scouting application for record keeping when scouting potatoes
- Work in conjunction with staff at other locations to maximize efficiencies for the entire company. (logistics, dispatching, paperwork) etc.
- Participate in the process of maintaining inventory control on all fertilizer, seed, and chemical products at the location. This will involve reconciling physical inventory on hand versus computer inventory.
- Participate in the companies IPM program for potato production and work with both growers and crop advisors to communicate field findings effectively and in a timely manner.

Please direct resumes, cover letter and further inquiries to:

**Archie Wilson**

Holmes Agro – Orangeville

Email: [archie@holmesagro.com](mailto:archie@holmesagro.com)

