

# **Agri Trails Coop**

## **Job Description**

**Job Title:** Tender Truck Driver/General Elevator Operator, Gypsum

**Department:** Agronomy/Grain

**FLSA Status:** Non-Exempt

**Reports to:** Location Manager

**Date:** June 2, 2025

### **Summary**

This position has responsibilities in the agronomy and grain departments, ensuring customer demands are met throughout the season. This position is responsible for driving tender trucks loaded with liquid fertilizer, dry fertilizer and/or pesticide to custom applicators in a manner that maximizes efficiency for the agronomy department. This position is also responsible for handling and conditioning grain in the elevator as well as ground piles and bunkers.

### **Essential Duties and Responsibilities**

- Drives truck to designated customer location and delivers product to custom applicator.
- Delivers fertilizer to producers
- Performs daily pre/post trip inspections of vehicles and/or trailers and reports findings to supervisor when appropriate.
- Completes all DOT and other required documentation and paperwork.
- Assists with all necessary preventive maintenance
- Provides courteous customer service when interacting with customers.
- Operate all elevator loading and unloading equipment.
- Load and unload fertilizer and/or grain into trucks for transport.
- Assist in preparation, filling, and reclaim of grain ground piles/bunkers
- Receive fertilizer and/or grain from producers.
- Attends safety and job skills training as requested by management.
- Performs all other duties assigned by Location Manager.
- May float to other ATC locations to support business needs

### **Competencies:**

- Job Knowledge
- Communication Skills
- Problem Solving
- Customer Service

### **Work Environment**

The performance of this position will include regular exposure to dust, loud noise, extreme heat and cold, and agricultural chemicals which may require the use of personal protective equipment. While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles. The position is also exposed to moving machinery and other powered equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk, hear, sit, stand, and walk. The employee must be able to work extended hours when required by the seasonal nature of this job. The employee is

occasionally required to use hands to finger, handle or feel, stoop, kneel, crouch or crawl. The employee must frequently lift and/or move objects weighing up to 50 pounds and occasionally lift and/or move objects weighing up to 100 pounds. Specific vision abilities required by this job include distance vision and depth perception.

### **Position Type / Expected Hours of Work**

This is a full-time position. Days and standard work hours are Monday through Friday, 8am – 5pm, and Saturday, 8am – 12pm. Please note that during peak seasons, overtime is required to meet customer demands.

### **Required Education and Experience**

- High school diploma or general education degree (GED).
- One to three months related experience and/or training.
- Prior work experience in agriculture.
- Active CDL with clean driving record
- Hazardous/Tanker endorsement, or willingness to attain.

\*\*Equivalent combination of education and experience would be considered.

### **Language Skills**

Ability to read and comprehend simple instructions, procedural manuals, correspondence and safety rules. Ability to write basic reports and correspondence. Ability to speak and listen to employees, customers and the general public.

### **Mathematical Skills**

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio and percent.

### **Reasoning Ability**

Ability to apply common sense understanding to carry out detailed but uninvolved instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **Other Duties**

This job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities that are required of an employee for this position. Duties, responsibilities and activities may change at any time with or without notice.

Employee Signature: \_\_\_\_\_ Date:\_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date:\_\_\_\_\_