

Position Description Senior Farm Hand (Feed Mixer Operator).

Location – Northern Victoria

About the Organisation:

Our client's farms are based in the Goulburn Valley in Northern Victoria. Their vertically integrated dairy business owns and operates dairy farms, fodder and cropping farms, a fresh milk processing plant with sales and marketing distribution domestically and internationally.

They are proud to be:

- A Sustainable, family-owned company with 6 generations and 160 years of agricultural experience.
- An Australian-owned and operated business with all aspects of the supply chain from grass to glass.
- Continuously striving to improve our environmental practices and animal welfare
- Promoting and developing a culture of high safety standards to ensure a safe working environment

1. ORGANISATIONAL RELATIONSHIP

This position reports to: Continuous Improvement Manager.

2. POSITION SUMMARY

This position is a part of the Fodder enterprise of the Farms. Working with Senior Management to ensure we have the feed in place to support the dairy farms.

3. MAJOR RESPONSIBILITIES

- Ensure that you always receive and follow adequate instructions for the safe operation of machinery and maintain a safe working environment at all times
- Responsible for the general appearance of Fodder farms ensuring feed storage areas, feed pads, feed troughs, buildings and sheds are always in a tidy state.
- Day to day roles include:
 - Tractor driving
 - Mixer wagon operation
 - Feed mixing
 - Feed distribution to farms
- Reporting on feed levels and ensure there is always feed on hand to meet daily feed requirements by ensuring adequate supplies are ordered with management.
- Aid to Farm 2 and farm 36 when required by providing general labor help.
- Strict adherence to company policies including Animal Welfare
- Compliance with all Workplace Health and Safety regulations
- Milk Harvesting on an ad hoc basis
- Devote time and attention to the business needs of the company and carry out all assigned duties to the highest standard.
- Keep accurate company records.
- Other duties as directed

4. EXPERIENCE / QUALIFICATIONS

- You must hold a current and valid Victorian Driver Licence
- Recent experience of operating tractors and loaders would be preferred.
- Experience with using a Mixer wagon is highly desirable.

5. OTHER DUTIES

Milk Harvesting – As required

- Collect cows from paddock to the dairy using machinery supplied and operate it within the farm guidelines. Set up tracks and gates for next grazing. Bring cows from yard to milking shed according to farm procedure.
- Check and start the milking system, milk cooling, refrigeration, washing and feed system. Cup up cows after attending to appropriate udder hygiene.
- Remove cups from cows following the standard operating procedures (SOP). Apply teat disinfectant for use according to SOP. Oversee the movement of cows from the dairy.
- Identify cows with clinical mastitis, teat damage, lameness and other illnesses. Follow protocols for the treatment and recording of the condition.
- At the completion of milking, follow the procedures for plant cleaning and the shutdown process. Prepare the dairy in readiness for the next milking according to the set guidelines.

Maintenance, Cleaning and Inventory – As required

- Easy Dairy up to date and maintained at all times.

- Responsible for Cow manager program, ensuring all cows are tagged and the data is being reviewed daily and decisions made as required.
- Ensure dairy ID system is working, maintained and feeding cows correctly and to the required amount.
- Dairy and surrounds are kept clean and tidy
- Water supply to dairy is maintained and is working
- Ensuring milking and schedules run as required and run to acceptable time frame
- Ensure all staff follow work procedures to maintain a satisfactory standard.
- Manage dairy grain mix, grain room and surrounds, silo's, all maintenance as well as ensuring supplies are adequate for usage.
- Quarterly stocktake on all livestock is conducted.
- Grain mix is made up as per procedure and includes ensuring all spilt grain is cleaned up and re-used if possible.
- Ensure all procedures in the dairy, vats, grain room/unloading trucks, are followed correctly and changed if required.
- Record all maintenance, including when liners need changing, pulsator checks, wheels and turn table greasing
- Maintain stock inventory and supply collecting from town, including minerals for grain mix's, dairy supply's- filter socks, gloves, spray paint, aprons, hoses, hose ends, teat spray, teat spray guns, teat creams etc. Also includes all chemicals. Oils, belts, grease and supplies for other KVDG farm's
- Maintain inventory of drugs, ensure all required drugs are on hand and refrigerated and the drug room is kept clean and tidy.
- Ensure cleaning roster is followed for staff room and toilet and make sure the office is kept clean and tidy.
- Communicate with management any issues regarding dairy supplies or maintenance that may require contractor's/consultants support.
- Maintain the bores at the dairy, this includes repairs and maintenance and ensuring the bores are running daily.
- Understanding budget restraints and ensuring that the decisions made are economical for the business.

6. PERSONAL COMPETENCY

Acceptance of direction

- Acceptance of direction and adherence to our code of behaviour and standard procedures.

Accuracy and eye for detail

- Demonstration of a concern for accuracy.
- Attention to all requirements of a task and implementation of checking and follow-up.

Punctuality and work ethic

- Ability to be punctual on a regular basis and appropriate communication used in the event of being delayed
- The commitment to work within the boundaries of what is a reasonable industry expectation.

Prioritising skills

- Identification of the important operational requirements of the farming enterprise and implementation of priority tasks within the resource capabilities available

Confidence

- A quality of self-reliance and boldness.
- A confidence and belief in own ideas and opinions and a willingness to express and act upon them in a respectful manner

Empathy

- The ability to perceive and understand the feelings of others
- Strict adherence to animal welfare policies

Handling pressure and stress

- The ability to continue to perform well under pressure or in stressful circumstances
- Demonstration of the ability to instigate, support and cope with change

Initiative

- An ability to take action when enterprise is required
- Actively seeks out opportunities to make extra contributions to benefit the business

Interpersonal skills and Communication

- The ability to interact appropriately and successfully with people of all different types and at different levels
- Ability to communicate clearly and effectively with the business in person, via phone, SMS, interpersonally or by email
- Present ideas and to document activities
- Source, read and interpret written information.
- Keep all team members up to date.

Listening skills

- The ability to give close attention to someone, follow instruction and be involved in discussion

Teamwork

- The ability to work with other people towards a common goal and establish effective, collaborative relationships with other people in the business.