



Title: Fertilizer Plant Manager	CFC Farm & Home Center	
		Date: 12/30/24

## Fertilizer Plant Manager

Utilize a broad knowledge of the fertilizer plant, delivery procedures, and vehicle and plant maintenance to supervise employees who mix and deliver lime, fertilizer, and crop protection products.

**REPORTS TO:** Director of Agricultural Operations

**DIRECT REPORTS:** Fertilizer Plant Employees

**ROLE:** Supervise the fertilizer plant personnel.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Work with Director of Ag Operations to Prepare annual division budget, and handle fixed-asset requests.

Coordinate customer orders with delivery and spreading schedules, assuring that fertilizer, lime, and crop protection applications are handled efficiently and in a cost-effective manner.

Schedule deliveries to Co-op patrons and stores through Retail Store Managers and Territory Sales Managers, as needed.

Ensure the proper loading, unloading, storage, and mixing of fertilizer, lime, and crop protection products.

Assure that the proper codes are used in billing and receiving.

Keep fertilizer plant records to assure proper billing, accurate inventory maintenance, and compliance with local, state, and federal laws and regulations.

Oversee the parts inventory for the fertilizer plant, purchasing parts when necessary.

Assist Retail Store Managers with special projects, and work directly with farmers on fertilizer application programs.

May work with soil sampling.

Maintain proper safety and housekeeping standards in the assigned work area, as described in the Employee Manual.

Perform any other duties, as directed.