



## FARM HAND L2 POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>FARM HAND</b>
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**POSITION AUTHORISATION:**

<b>INCUMBENT:</b>		..... (Signature)	..... (Date)
<b>PREPARED BY:</b>	Alan Cross (Operation Manager)	..... (Signature)	..... (Date)
<b>APPROVED BY:</b>	Executive Manager	..... (Signature)	..... (Date)

**POSITION DEMOGRAPHICS:**

<b>Business Group/Division</b>	Agriculture
<b>Reports Directly to:</b>	Crop Establishment Supervisor
<b>Reports Indirectly to:</b>	
<b>Subordinates:</b>	
<b>Team membership:</b>	
<b>Work Site:</b>	
<b>Job Status:</b>	Full time
<b>Hours in Attendance:</b>	
<b>Qualifications / Experience:</b>	<ul style="list-style-type: none"> <li>Minimum 5 year experience in agriculture (preferably with sugarcane)</li> <li>'HR' class license (essential)</li> <li>Manual C Class licence (essential)</li> <li>Senior first aid</li> <li>Agricultural Chemical accreditation</li> </ul> <p>Competency in relevant agricultural plant and machinery items. Eg. Forklift, crane, chainsaw, loader, dogman etc</p>

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### **POSITION PURPOSE:**

The Farm Hand forms part of the farming operations team and so is responsible for the support of the achievement of the farm's business plans and actively participating in the company's objectives within the position's defined responsibility areas.

This position supports ongoing farming operations to meet the current farm business plan targets. The Farm Hand is also expected to assist in improvement in the systems of work within the responsibility area to improve productivity and safety behaviour.

Reporting to the Farm Supervisor, the Farm Hand has the principle responsibility of carrying out all farming operations in the efficient production of sugar cane to the required quality and yield. The Farm Hand supports operators and contractors in the responsibility area across the farms.

### **AUTHORITY TO ACT**

Correspondence: Recording and reporting  
Employee Relations:

### **KEY RELATIONSHIPS (Internal & External)**

- The Farm Hand supports the South Johnstone farming team to ensure an overall business perspective is maintained. The Farm Hand also supports the other team members to deal with the ongoing production and farming issues within the responsibility area. Additional relationships need to be established with:
  - Crop Performance Supervisor
  - Agriculture Maintenance Supervisor
  - Agronomists
  - Harvesting staff
  - HR Manager and Payroll Officer
  - Cost control staff
  - Neighbouring land owners

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**KEY RESULT AREAS**

Areas	Elements
<b>Safety Compliance</b>	Participate in tool box meetings held regularly and recorded 100% of WH&S audits completed Incident Reports Environmental issues well managed Teams working to safe systems of work. Adherence to site policies and procedures
<b>Controllable Costs</b>	Be aware of cost control, through efficient operations, correct inputs and time management Accurate recording/allocation of cost codes on timesheets and purchases. Contribute towards YEJ Budget targets being achieved
<b>Capital Development</b>	NA
<b>Crop performance</b>	Monitor, review and fine tune farming practices on an ongoing basis to achieve maximum crop yield Conduct timely application of inputs and operations
<b>HR/People</b>	Complete basic performance appraisals Training and skills development
<b>Teams / Plans</b>	Conduct the daily maintenance of plant and machinery Contribute to the development and continuous improvement of the company farming system which delivers best practice principles efficiently and sustainably

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### SKILL REQUIREMENT

Skill Category	Skills
<b>Enabling Skills</b>	<p>Basic report writing Reading Labels and Safety Data Sheets</p>
<b>Essential Skills</b>	<p>Ability to setup, calibrate and operate specialised machinery, plant and equipment and GPS guided tractors Moderate mechanic/engineering skills Problem solving and decision making skills in an operational environment Well developed organisational and time management skills Moderate level of communication and negotiation skills Self-organised</p>
<b>Desirable Skills</b>	<p>Ability to enlist co-operation Handle conflict Reliability Punctual Thoughtful Diligent</p> <p><u>Other Criteria</u> Capacity to work in the following situations</p> <ul style="list-style-type: none"> <li>• Outdoor environment on cane farms in a full range of climatic conditions</li> <li>• Operate with minimal direction and under general supervision</li> <li>• Handling, lifting or carrying objects weighing up to 20kg</li> <li>• Inputting and accessing data from computer network</li> </ul>

### GENERAL

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This document outlines the unique characteristics of this position as a guide to role, scope and responsibilities of the position and skills required of the position incumbent.

In addition to these responsibilities the incumbent is an employee of the Mill and as such is accountable to the code of employee behaviour (Code of Conduct) defined by management and related to the company ten overarching policy statements.

Furthermore the incumbent's role is not limited to the areas defined but subject to the organization's needs, may be varied from time to time consistent with the incumbent's training and skills.

Finally, this document serves primarily to make clear to the incumbent the areas of organization activity for which the incumbent has sole or team member responsibility. Standards within which tasks are to be performed, performance is measured and targets are set for improvement will be covered under performance review and continuous improvement processes.

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