JOB DESCRIPTION

**JOB TITLE**: Mill Operator

**DEPARTMENT**: Operations

**JOB RELATIONSHIPS**:

Supervised by: Mill Supervisor, Assistant Mill Supervisor, Team Leader

Supervises: None

**POSITION SUMMARY:**

This individual is responsible for performing all phases necessary for daily feed production, operation and the receiving of grain and ingredients. The Mill Supervisor, Assistant Mill Supervisor or Team Leader assigns specific daily duties.

**ESSENTIAL JOB FUNCTIONS:**

May be responsible for all or part of the following duties and responsibilities to be determined by the Mill Supervisor, Assistant Mill Supervisor or Team Leader:

1. Receive daily shipments of grain and ingredients by rail and truck.
2. Control and monitor feed production through the computer center.
3. Effectively operate the pellet mill and all other machinery.
4. Perform the function of "hand-adds,” the manual addition of feed ingredients.
5. Clean and maintain the cleanliness of the mill.
6. Perform general mechanical duties as determined by the Supervisor/Team Leader.
7. Monitor and keep accurate ingredient/grain inventories.
8. Maintain bag inventories, stacked and orderly.
9. Effectively communicate and coordinate weekly bag runs.
10. Perform other duties determined by the Mill Supervisor, Assistant Mill Supervisor or Team Leader.
11. Maintain usage reports and operational records as needed.
12. Navigate, use and understand Wenger System as appropriate.
13. Complete required training in a timely manner

**QUALIFICATIONS NEEDED:**

1. Ability to work with close supervision and independently
2. Ability to understand and follow Food Safety Standards
3. Basic math skills
4. Ability to operate various types of machinery and heavy equipment
5. Ability to lift up to 100 lbs. on occasion
6. General maintenance skills
7. Ability to climb ladders and work in high places
8. Ability to work in confined spaces
9. Basic computer skills
10. Ability to work in dusty conditions
11. Ability to work weekends and overtime as needed
12. Ability to work in a safe and efficient manner