

## POSITION DESCRIPTION

**Position Title:** Agronomist

**Location/Unit:** Proserpine

**Classification:** Level 3, *Professional Employees Award 2020*

---

### PRIMARY PURPOSE

The primary purpose of this role is to provide agronomic advice and support to customers and employees of Pursehouse Rural. Additionally, the role will focus on promoting all Pursehouse Rural products and services, including agronomic advice, sale of chemicals, fertilisers, seed, general merchandise and other services.

In addition to agronomic duties, this role will provide back-up support to the customer services positions within the Branch as required.

---

### RELATIONSHIPS

**Position reports to:** Branch Manager

**Direct reports:** Nil

**Key Stakeholders:** Customers, Branch level employees including Branch Managers.

---

### KEY RESPONSIBILITIES

- Identify agricultural problems and provide accurate and timely advice to new and existing customers to address issues and increase production.
- Collect and analyse samples of soil, feed and plants to assist in advising customers on how to improve production of crops and livestock
- Research innovative technology and advancements in agriculture to support profitable outcomes for customers.
- Proactively grow customer base especially focusing on Sugar Cane and Livestock Production in the Whitsunday Region based in Proserpine Queensland
- Ensure accurate completion of agronomic paperwork, including provision of accurate maps and job sheets using the Company supported agronomy software packages and Grower Management programs providing maximum amount of detail to ensure the precision of work to be completed by customers / applicators.
- Maintain and manage agronomic records and administration via Company supported agronomy software packages, ensuring administrative and legislative compliance.

- Collaborate with the Branch Manager and other sales employees to ensure sufficient products, including seed, chemical, fertiliser and general merchandise, are available to meet demand.
- Engage in technical, cultural and business-related training and development activities.
- Actively contribute to the ongoing development of a positive work culture.
- Any other reasonable request consistent with the position's level of responsibility and field of expertise.

## GENERAL EXPECTATIONS

Pursehouse Rural needs, values and expects all employees to:

Live the Pursehouse Rural Values	Our values sit at the core of everything we do and are a key part of our success. We expect all employees to be respectful, reliable, resilient and responsible.
Be Self-Motivated	Display a positive attitude to getting things done; be positive and focus on continual improvement.
Communicate Constructively	Ability to communicate and influence effectively with employees and customers. Demonstrate a willingness to give and receive constructive feedback in a positive manner.
Display Business Acumen	Understand current and future business requirements and identify opportunities to minimise costs and improve profitability and productivity.
Effectively Plan and Organise	Manage tasks and projects through effective planning and the efficient allocation of time and resources.

## SKILLS, ATTRIBUTES, EXPERIENCE AND QUALIFICATIONS REQUIRED

### Essential Criteria

- Relevant qualification in Agronomy or equivalent relevant experience
- Demonstrated experience in similar role within the Agricultural sector
- Strong organisational and time management skills
- Effective communication skills and interpersonal skills
- Attention to detail and report writing skills
- Current Class C Drivers Licence

### Desirable Criteria

- Forklift license
- MR or HR Truck License
- Nutrient Advantage accreditation
- Experience with the safe operation of tractors and other farming equipment

---

## **COMMUNICATION**

The requirement to communicate with team members and customers in a clear, professional and friendly manner is essential. The incumbent in this role must be able to provide clear and articulate agronomic advice to customers and customer service staff alike, in order to optimize outcomes for both the customer and the business.

Effective communication skills will be required to establish and maintain positive stakeholder relationships with customers, Branch Manager and customer service staff.

---

## **JUDGEMENT & PROBLEM SOLVING**

The person in this role must be able to assess the agronomic needs of customers and provide customized advice and solutions based on their needs. The ability to quickly prioritise and respond to changing circumstances is critical to the provision of excellent service to our customers and maximizing results for the business. The incumbent of this role will be required to anticipate the future needs of customer's and plan in advance to cater to such needs, especially focusing on climatic changes and market trends.

---

## **BUSINESS FOCUS**

The focus of this role is on the provision of high-quality advice to agronomy customers. The advice provided must be customer focused and balanced against the commercial needs of the business. Repeat business through longstanding stakeholder engagement is one of the key drivers for success in this role. The position does have specific sales targets, which are set on an annual basis, in conjunction with the Branch Manager.

---

## **WHS ACCOUNTABILITY**

Your specific health and safety obligations and responsibilities include:

- taking reasonable care of yourself
- not doing anything that would affect the health and safety of others at work
- following any reasonable health and safety instructions from your employer

---

## **DELEGATIONS**

- Nil

---

## DECLARATION

### Position Description

I, \_\_\_\_\_, have read and understood, and I agree with, the terms and conditions contained in the **Position Description**, as Agronomist.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## PHYSICAL DEMANDS ANALYSIS

Position: Agronomist

Responsible Manager/Supervisor: Branch Manager

Assessment is to be based on an employee's average daily exposure to the tasks listed, with ratings as follows:

No Exposure = 0	Low Exposure 0 – 2hrs daily = 1
Medium Exposure 2 – 4hrs daily = 2	High Exposure 4 – 8hrs daily = 3

### PHYSICAL REQUIREMENTS

### WORKING CONDITIONS

Heavy Manual Tasks	1	Shovelling/Digging	0	<b>CHEMICALS</b>	.	<b>PHYSICAL</b>	
Light Manual Tasks	2	Pushing loads > 5kgs	1	Dusts	1	Inside Work	2
Repetitive Lifting	1	Pulling loads >5kgs	1	Liquids	1	Outside Work	3
Trunk Twisting	1	Frequent bending/ stooping	1	Mists / Fumes	1	High Temperatures > 38 degrees	2
Standing for extended periods	1	Sitting for extended periods	1	Gases/Vapours	0	Low Temperatures < 3 degrees	0
Kneeling for extended periods	1	Hearing above background noise	1	Odours	1	Operating Machinery	1
Extend arms for reaching	1	Walking on uneven ground	2	Working with Solvents	1	Working Near Machinery	1
Elevating arms above shoulder height	1	Walking for extended periods	2			Working at Heights	0
Climbing to access/ exit excavations	0	Colour Vision	2	<b>BIOLOGICAL</b>		Noisy Work Areas	1
Throwing	0	Depth Perception	0	Possible exposure to Hepatitis A, B, C	0	Vibration	0
Crawling	0	Balancing	0	Pesticide Spraying	0	Confined Spaces	1
<b>USE OF PERSONAL PROTECTIVE EQUIPMENT</b>		Fine Manipulation	0	Herbicide Spraying	0	Prolonged Driving (periods > 2hours)	0
Safety Boots/Shoes	3			Possible exposure to Tetanus	0	Working Alone	2
Dust Mask/ Respirator	0					Overhead Work	0
Protective Eyewear	0					Use of Computer for screen-based activities.	2
Ear plugs/Muffs	0			<b>BIOMECHANICAL</b>		Prolonged Sitting (periods > 1hour)	3
Hard Hat	0			Repetitiveness	1	Prolonged Standing (periods > 1 hour)	1
				Fatigue	1		

### Document Control

Date	Rev	Pg	Description	By	Approved	Signature
Date	1.0	All	Created			
Date	1.1	All	Updated – reformatted			