JOB DESCRIPTION - DETAILED

Feed Truck Operator

**What is a Job Description?**

A job description defines the responsibilities, competencies, education, experience, knowledge, and other requirements for success in a position.

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| POSITION | FEED TRUCK OPERATOR |
| Department/Team | [Insert department or team the position belongs to] |
| Supervisor/Manager | [Insert position name of Supervisor/Manager] |
| Location | [Insert location of site] |
| Term of Work  | [Insert whether work is seasonal, permanent, full-time, part-time] |

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| **POSITION PURPOSE** |

State the nature of the position, why it exists, and how it helps the organization achieve its goal(s).

A feed truck operator provides feed and water to cattle; operates farm equipment and tools; operates and maintains working order and compliance of trucks.

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| **COMPANY DESCRIPTION** |

Describe the nature of your company, its goals, values and mission statement.

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| **MAIN RESPONSIBILITIES** |

List key responsibilities for the position.

**Provide feed and water to cattle**

* Receive feed and supplements
	+ Unload feed and supplements from delivery vehicles
	+ Transport feed and supplements to designated storage location(s)
	+ Inspect bags and labeling to ensure quality
	+ Inspect quality of feed to examine potential issues:
		- moisture
		- mould
		- weight
		- contaminants
		- insects
		- pests
	+ Report problems with feed and supplements to management
	+ Complete records of the shipment
* Prepare feed for cattle
	+ Follow delivery and mixing instructions
	+ Prepare feed rations
	+ Report variances
* Prepare feed equipment
	+ Check that feed equipment (manual or mechanical) is functioning well and is ready for use
	+ Clean feed equipment (e.g., feed mill or feed truck)
	+ Clean feed bunks
	+ Maintain feed equipment
	+ Dispose of waste from feeding systems
* Monitor watering equipment for cattle
	+ Check that watering equipment (manual or mechanical) is functioning well and is ready for use
	+ Clean watering equipment
	+ Maintain watering equipment
* Supply feed to cattle by the method specified
	+ Load ingredients using farm machinery
	+ Feed out using farm machinery
	+ Place feed in bunks
	+ Maintain adequate feed levels
	+ Check feed supplies for cleanliness and freshness
	+ Monitor the condition and quality of feed ingredients
	+ Address problems that occur with the feed or feeding equipment
	+ Report to management, as appropriate, problems with feed and feeding equipment
	+ Dispose of waste from feeding systems
	+ Complete feeding records as required
* Monitor cattle feeding behaviour
	+ Monitor cattle for abnormal behaviour during feeding
	+ Report to management any concerns or unexpected changes in the feeding and drinking habits of the cattle
* Check pens
	+ Check feed bunks and pen structures for damage
	+ Report to management, as appropriate, damage to feed bunks and pen structures
* Recommend improvements to procedures for feeding cattle

**Operate farm equipment and tools**

* Operate machinery and equipment, such as:
	+ - Feeding and watering equipment
			* portable feed millers/mixers
			* feed mixers
			* feed trucks
			* loaders
		- General farm equipment such as
			* trucks with and without equipment in tow
			* tractors with and without attachments (e.g., trailer, mounted implements, loaders)
			* power take off (PTO)
			* balers
			* bale wagon
			* augers
			* skid-steers
* Use communication technologies (e.g., phones, radios)
* Use computer hardware and software including touch screens, GPS, databases, and spreadsheets
* Recommend improvements to procedures for using equipment, tools and technology

**Operate and maintain truck**

* Manage emergency/unexpected situations
* Follow company procedures for incidents and collisions
* Follow operating procedures to operate specialized equipment
* Follow loading procedures to ensure appropriate goods placards are in place
* Perform pre-trip inspection on truck / tractor and on trailer
* Perform post-trip inspection on truck / tractor and on trailer
* Follow preventative maintenance
	+ Check oil, fuel, fluid levels and filters
	+ Report vehicle concerns and malfunctions to management
* Ensure interior and exterior maintenance of vehicle
* Prepare equipment for next load

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| **COMPETENCIES** |

List the competencies required to perform the position.

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| **FARM EQUIPMENT AND MACHINERY** |

List the tools and equipment used by the position and the frequency of use. Include protective gear or uniforms if required.

* Personal Protective Equipment (PPE)
* Safety equipment

**EQUIPMENT:**

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| Basic hand/shop tools  | Phones |
| Cattle handling equipment | Power take off (PTO) |
| Computer hardware | Radios |
| Computer software | Skid-steers |
| Emergency standby generators | Tractors and attachments |
| Feeding and watering equipment | Trucks and tow equipment |

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| **WORKING CONDITIONS** |

List the working conditions related to the job.

* Outdoors under various weather conditions
* Physically demanding

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| **TRAINING/EDUCATION AND WORK EXPERIENCE** |

List any training requirements and the minimum required level of education to perform the position. Include recommendations if applicable. State whether previous work experience is required.

**Training/Education:**

On-the-job training will be provided. Previous training is desirable.

**EXPERIENCE:**

Previous/extensive relevant farm experience is preferred.

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| **QUALIFICATIONS** |

List certificates, licenses, or other professional designations necessary to perform the position. Include recommendations if applicable.

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| **LANGUAGE** |

List the language(s) requirements for the role, including both oral and written communication.

* English

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| **DRIVER’S LICENSE** |

State the type of license required for the role.

License Class III is preferred

Drivers license

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| **REMUNERATION** |

List the remuneration available for the position.

Hourly wage: $ per hour

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| **BENEFITS** |

List the benefits available for the position.

Benefit package:

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| **OTHER** |

List other requirements of the job.

Provide own transportation