



Michigan Agricultural Commodities, Inc.

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Middleton, MI 48856
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Job Description: Grain/Agronomy Operations

Position Summary

Michigan Agricultural Commodities is seeking a full-time hourly Operations employee for the Middleton location. Middleton is one of the most diverse of the MAC facilities and this role is critical to the continued success of the organization. MAC is a progressive leader in the grain industry, continually investing in our facilities and employees to expand our footprint across Michigan. The ideal individual for this role will have experience or interest in agricultural operations, demonstrating a desire to utilize skills to positively impact the company and customers.

Scope of Responsibilities: Must work in coordination with peers and supervisors to successfully complete daily facility operations. Daily operations include (but are not limited to) housekeeping activities, shipping and receiving of product, and equipment operation and maintenance. Ensure all housekeeping procedures are followed in all areas of responsibility.

Job Requirements:

- **Safety:** It is the policy of MAC to provide a safe and healthy workplace. The ability to perform all tasks in a safe manner and in accordance with company policy is essential. All company policies and procedures to be followed.
- **Grain Operations:**
 - Maintain an understanding on how the plant is set up and how to move grain throughout the facility. Essential duties to accomplish this include, but are not limited to:
 - Operate grain receiving pits and conveyor controls; monitor pit during unloading to guard against spills.
 - Check grain quality during unloading to ensure consistent quality of load and proper destination for grain within the elevator, report any problems to supervisor.
 - Operate conveying equipment to ensure grain gets binned properly when it is received and when grain is transferred throughout the facility
 - Operate grain drying equipment
 - *Grain Shipments:* Assist in the loading of rail cars and trucks. Inspect cars for cleanliness and damage. Operate controls to deliver product from bins to rail cars. Monitor loading, check grain quality, and guard against product spills or overloads. May use rail mover or locomotive to position rail cars for loading. Occasionally required to assist in unloading cars (dependent on meeting grade specifications).
 - Grade inbound and outbound grain; determine if quality issues exist
 - Assist with bin measurements and other inventory count procedures
- **Housekeeping:**
 - *Grain Dust Control:* Maintain dust inside and outside the plant at minimal levels. Sweep bins, floors, and outdoor concrete to maintain minimal dust levels. Remove dust from control panels as necessary.
 - *Product Spill Control:* Clean up spilled product as soon as possible; return spilled product to inventory or move it to a safe area. May require the use of Front-End Loader.
 - *Facility Appearance:* Take steps to maintain and enhance facility appearance. May mow lawn, grade drives, sweep scale, paint, weed whip, etc.
- **Equipment Operation and Maintenance:**
 - Understand how grain handling equipment works and its necessary components to be able to understand when maintenance is needed.
 - Operate equipment to move grain among bins and dryers. Use control panels, assist in manual set-up and positioning of gates (requires climbing). Occasionally drive trucks for internal grain transfers.
 - Conduct basic maintenance.

- **Agronomy:** general Agronomy operations as assigned
- **Physical Requirements:** Physical condition must not limit the ability to climb (highest point 200'), lift at least 100#, or get in and out of confined spaces which is necessary to perform the basic tasks of this position. Some operations require the wearing of protective gear that may seem heavy or restrictive. Good vision and hearing are essential to personal safety and the safety of co-workers.
- **Other tasks as assigned**

Desired Skills/Competencies

- Physical strength and endurance
- Ability to use necessary tools and machines
- Comfortable working in variable weather conditions
- Able to handle fast pace of busy harvest season
- Minimum high school degree required
- Required: must be able to pass a comprehensive background check and substance screening.

*This job description should not be construed as an employee contract. Management retains the right to employ-at will.

*Michigan Agricultural Commodities is an equal opportunity employer dedicated to a policy of nondiscrimination in employment on the basis of race, color, religion, sex, national origin, age, disability, veteran status, genetic information, or other group status protected by Federal, State, or local laws.

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