

|                       |   |                            |                          |
|-----------------------|---|----------------------------|--------------------------|
| <b>Job title</b>      | <i>Custom Applicator</i>  | <b>Job Classification</b>  | <i>Hourly Non-exempt</i> |
| <b>Reports to</b>     | <i>Full line: Location Manger<br/>Dotted line: Agronomy Manager</i> | <b>Salary Range</b>        |                          |
| <b>Direct Reports</b> | <i>N/A</i>  | <b>EEOC Classification</b> | <i>Operatives</i>        |

## About Pro Cooperative

**Our Mission:** Building lasting partnerships by being PROactive, PROgressive and PROfessional.

**Our Vision:** To provide premier services to every customer through personalized relationships, whole farm solutions, and advanced technical knowledge.

### Our Core Values:

- *Trust* - working to earn TRUST every day, operating with reliability and integrity.
- *Service* – SERVING others with understanding, respect and care.
- *Fun* – having FUN building a Positive Team and Family Spirit while removing barriers and letting people do what they do best.
- *Safety* - Ensuring the SAFETY of our people; doing what’s best to create the safest environment now and for the future.

## Job purpose

- The position of a Custom Applicator is of great significance to Pro Cooperative.
  - A person in this position is accountable to operate custom application equipment to properly and efficiently apply fertilizer and chemicals while maintaining clean and safe equipment and facilities.

## Duties and responsibilities

These are the basic duties and responsibilities of the position and must be performed competently.

- Apply agronomy products to customer’s fields including dry and liquid fertilizer, chemicals and lime.
- Assist in housekeeping and maintenance of facility grounds including mowing, spraying weeds and moving snow.
- Assist with outbound and inbound agronomy products.
- Operate all equipment & vehicles according to Pro Cooperative policy and procedure along with all local, state, and federal laws.
- Maintain & record maintenance of application equipment, tending equipment, NH<sub>3</sub> equipment, pickups and side dress units.
- Record daily application logs.
- Assist with measure and counting of inventory of dry and liquid fertilizers, NH<sub>3</sub>, lime, and chemicals.
- Communicate daily activities, needs, & accomplishments with agronomy leader or location supervisor.
- Operate post spraying equipment, tender trucks, other application equipment and NH<sub>3</sub> equipment
- Reads and understands label information from manufacturers and distributors of pesticides, fertilizers, and other products containing dangerous chemicals.
- Evaluates label information to determine that directions for use are followed during application.
- Applies products in a timely, effective and accurate manner.
- Follows guidelines for recording information on weather conditions, product used, field conditions and rates.
- Maintains equipment to insure safe and accurate application. Performs or ensures routine maintenance is performed.
- During non-application seasons, assist other departments as needed.
- Understand and maintain the professional image of Pro Cooperative.
- Establish cohesive working relations with other Pro Cooperative employees, its patrons and vendors to establish a positive work environment.
- Complete training and attend meetings/workshops/seminars/continuing education appropriate to the position, as assigned and approved by direct supervisor.
- Inform direct supervisor of all relevant departmental issues in a timely manner.

- Perform all other duties as assigned by direct supervisor.
- Assist other locations as needed.
- Comply with all federal, state, and local regulations and Pro Cooperative’s policies, including Pro Cooperative’s safety policies.

**Minimum experience and qualifications**

- Associate's degree (A. A.) or equivalent from two-year college or technical school; or High school diploma or general education degree (GED) and related experience and/or training.
- Class A CDL required or ability to obtain one within 30 days of hire.
- Valid Commercial Applicators License preferred or willing to obtain within 30 days.
- Possesses a valid state motor vehicle operator’s license and a driving record that meets or exceeds Pro Cooperative driving guidelines.
- Available to work extended hours when needed
- Have an excellent understanding of general maintenance of machinery, equipment and vehicles owned and operated.
- Agronomy experience preferred.
- Possess a strong understanding of weather conditions and cardinal directions.

**Physical demands**

Physical activities typically performed while on this job.

| ACTIVITY                               | FREQUENCY             | ACTIVITY                  | FREQUENCY             |
|--|-----------------------|---------------------------|-----------------------|
| <b>Bending/Stooping</b>                | Frequently (34%-66%)  | <b>Sitting</b>            | Frequently (34%-66%)  |
| <b>Climbing-stairs, ladders, slope</b> | Frequently (34%-66%)  | <b>Standing</b>           | Frequently (34%-66%)  |
| <b>Crawling</b>                        | Occasionally (1%-33%) | <b>Twisting</b>           | Frequently (34%-66%)  |
| <b>Grasping/Handling</b>               | Constantly (67%-100%) | <b>Walking</b>            | Frequently (34%-66%)  |
| <b>Kneeling</b>                        | Frequently (34%-66%)  | <b>Balancing</b>          | Occasionally (1%-33%) |
| <b>Neck Flexion/Extension</b>          | Constantly (67%-100%) | <b>Squatting</b>          | Occasionally (1%-33%) |
| <b>Reaching Forward</b>                | Constantly (67%-100%) | <b>Change of Position</b> | Constantly (67%-100%) |
| <b>Reaching Overhead</b>               | Frequently (34%-66%)  | <b>In/Out of Machine</b>  | Constantly (67%-100%) |

**Physical effort**

Physical effort typically applied while performing this job.

| LIFT/CARRYING        | FREQUENCY             | PUSHING/PULLING      | FREQUENCY             |
|----------------------|-----------------------|----------------------|-----------------------|
| <b>1 – 10 lbs.</b>   | Frequently (34%-66%)  | <b>1 – 10 lbs.</b>   | Frequently (34%-66%)  |
| <b>11 – 20 lbs.</b>  | Frequently (34%-66%)  | <b>11 – 20 lbs.</b>  | Frequently (34%-66%)  |
| <b>21 – 50 lbs.</b>  | Frequently (34%-66%)  | <b>21 – 50 lbs.</b>  | Frequently (34%-66%)  |
| <b>51 – 100 lbs.</b> | Occasionally (1%-33%) | <b>51 – 100 lbs.</b> | Occasionally (1%-33%) |
| <b>100+ lbs.</b>     | Occasionally (1%-33%) | <b>100+ lbs.</b>     | Occasionally (1%-33%) |

**Working conditions**

Work conditions typically encountered on this job.

| CONDITION             | FREQUENCY             | CONDITION                           | FREQUENCY             |
|-----------------------|-----------------------|-------------------------------------|-----------------------|
| <b>Dust</b>           | Occasionally (1%-33%) | <b>Chemical Agents</b>              | Frequently (34%-66%)  |
| <b>Excessive Heat</b> | Occasionally (1%-33%) | <b>Fumes, Odors</b>                 | Occasionally (1%-33%) |
| <b>Excessive Cold</b> | Occasionally (1%-33%) | <b>Solvents, Petroleum Products</b> | Occasionally (1%-33%) |
| <b>Noise</b>          | Frequently (34%-66%)  | <b>Others Specify:</b>              | N/A                   |
| <b>Vibration</b>      | Frequently (34%-66%)  | <b>Others Specify:</b>              | N/A                   |

**Job specific conditions/demands**

Job specific conditions/demands typically encountered on this job.

| CONDITIONS/DEMANDS                 | FREQUENCY            | CONDITIONS/DEMANDS           | FREQUENCY            |
|------------------------------------|----------------------|------------------------------|----------------------|
| <b>Driving – Vehicle/Equipment</b> | Frequently (34%-66%) | <b>Power Tools/Equipment</b> | Frequently (34%-66%) |
| <b>Indoors</b>                     | Frequently (34%-66%) | <b>Hearing</b>               | Frequently (34%-66%) |

**Outdoors**

Frequently (34%-66%)

**Talking**

Occasionally (1%-33%)

|                       |  |
|-----------------------|--|
| <b>Approved by:</b>   |  |
| <b>Date reviewed:</b> |  |

*Employee signature below constitutes employee's understanding of the requirements and essential functions of the position. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This job description is subject to change at any time and doesn't constitute a contract of employment. Company may exercise its employment-at-will rights at any time.*

Employee (Print Name & Sign): \_\_\_\_\_ Date: \_\_\_\_\_