

BURLINGHAM SEEDS, L.L.C.

Job Description

POSITION TITLE: Production Agronomist

POSITION LOCATION: Rickreall, Oregon

JOB SUMMARY: The Production Agronomist will manage all aspects of seed production. This position is a critical element in Burlingham Seeds' supply chain. This position will direct the progress and process of each product line.

KEY RESPONSIBILITIES AND TASKS:

- Represent Burlingham Seeds in a professional manner.
- Conduct field inspections in a timely manner for quality assurance.
- Furnish technical support to growers by advising, guiding, and teaching.
- Maintain genetic and mechanical integrity of company varieties by working closely with plant breeders and certification agencies.
- Encourage growers to improve cultural practices.
- Promote and sell production contracts to growers based upon its merits.
- Identify potential problems by actively listening to grower needs and concerns.
- Allocate and distribute seed stock based upon contracted acres and available seed stock.
- Process necessary paperwork to track seed stock in a timely manner to ensure accurate records.
- Gather information from growers on current industry news.
- Establish relationship with local chemical / fertilizer field representatives to keep abreast of changes in the industry.
- Communicate with local chemical / fertilizer field representatives regarding recommendations on growers' fields.
- Coordinate production with company sales team to ensure production meets with marketing needs.
- Prepare and maintain production reports including forecast crop yields.
- Communicate with sales team any changes in crop yields.
- Coordinate and communicate cleaning and shipment schedules with cleaning facilities.
- Establish and monitor allocation of bags to cleaning facilities.
- Support sales team in all ways possible.
- Respond to internal and external communication in a timely manner.
- Participate in industry meetings and committees as needed.
- Host tours of fields and surrounding area for customers.
- Provide agronomy expertise to support sales.
- Responsible for training, overseeing and assisting field work laborers to maintain genetic and mechanical purity of fields.

SPECIFIC JOB SKILLS:

- Valid Driver's License to operate company vehicle
- Ability to communicate in English in order to understand primary functions and responsibilities, as well as understand company policies and safety rules.
- Excellent oral and written communication skills.
- Strong independent judgment and decision making skills.
- Ability to conduct field inspections of production fields under varied conditions
- Ability to lift up to 55 pounds and manipulate large or awkward items.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in agriculture or related subject.
- Knowledge of agriculture production – preferably in the production of small grains, grasses and legumes.
- Familiar with current software such as Microsoft Word and Excel.

Note: The responsibilities and tasks outlined in this document are not exhaustive and may change as determined by the needs of the company.

To apply mail or email cover letter and resume to:

Burlingham Seeds
P.O. Box 46
Rickreall, OR 97371

email: Vickie@burlseed.com