



JOB DESCRIPTION

JOB TITLE: Dairy Herd Manager

ENTITY: Premier Dairy

LOCATION: Various locations in Southwest OH

REPORTS TO: Dairy Farm Manager

JOB SUMMARY: The Dairy Herd Manager is responsible for the oversight, supervision and performance of a designated dairy herd and farm seven days/week including holidays. This includes all aspects of high quality animal care, communicating facility repair and maintenance as needed at the site.

ESSENTIAL FUNCTIONS: (Note: The following list of essential functions is not exhaustive, and may be supplemented as necessary.)

1. Plan, direct, delegate and perform daily chores in a timely and organized fashion for the farm to include preparing the parlor, feeding animals as directed, milking, bottle calves, scraping holding pens, pitchforking patties, bedding stalls, and cleaning.
2. Maintain high quality healthy dairy herds. Identify and respond to health, environmental and nutritional requirements of cows, heifers, and calves when appropriate. Follow Dairy Farm Manager directives and veterinarian program.
3. Train, develop, schedule and supervisor the Dairy Farm Hands to carry out the day-to-day activities of the dairy farm.
4. Complete timely evaluations of Dairy Farm Hands and follow appropriate disciplinary policy, if applicable.
5. Manage the feed and inventory of the facility.
6. Ensure all organic dairy sanitation procedures are followed, to include the use of gloves when milking, disposing of treated cows' milk properly, and checking the cooler to verify it is cooling properly.
7. Perform necessary procedures to guarantee that milk shipped meets the current State Public Milk Ordinance.
8. Able to work alone and in a team environment with a strong sense of accountability and insight to communicate with proper management.
9. Clean the facility after any movement in or out of the barn in all weather conditions, and facilitate repair and communicate maintenance needed at the site to the Dairy Farm Manager.
10. Record and report data and maintain current and accurate information of farm performance timely and in an organized fashion.
11. Travel to and assist at other farms, and attend company meetings at other locations as assigned.
12. Mow and maintain fence rows, lanes, and barn yards.
13. Be on call 24/7 for animal care.
14. Ensure administrative/office duties are satisfactorily and timely completed and reported as needed (shipping, receiving documentation, etc.)
15. Perform all other duties as assigned.

ADDITIONAL COMMENTS: All employees of Premier Dairies are responsible for working toward the corporate mission and all quality goals of the organization. Confidentiality must be maintained at all times.

TIME ALLOTMENT TO WORK OBJECTS AND EQUIPMENT:

Operate machinery and equipment such as
Tractor with bucket, Kubota ATV, Pitchfork

HOURS PER DAY

As Needed

PHYSICAL REQUIREMENTS:

Mental/Visual (mind/eye/hand coordination)
Walk/sit/stoop/kneel/stand
Ability to work in adverse weather conditions
Climbing up to (30') bins
Driving (must have dependable transportation)
Lifting up to and including 75 lbs.
Operating machinery and equipment (Tractor w/bucket,
Kubota, Pitchfork)

HOURS PER DAY

8 +
8+
Full shift/Seasonal
As needed
As needed
1

As needed

EDUCATION AND EXPERIENCE: High School Diploma, or equivalent (GED) not required but preferred. Must have 5 – 10 years' experience with dairy cows and be at least 18 years old.

LICENSE AND SPECIAL TRAINING: Must have special training in pasture management and artificial insemination and have a valid driver's license.

SKILLS: Team player with excellent organizational, attention to detail, time management and communication skills required. Must be alert, strive for accuracy, and have the ability to exercise independent thinking and judgment, be a self- motivator, and be comfortable around large animals.

We provide equal opportunities for women, minorities, veterans and individuals with disabilities