

Limagrain Cereal Seeds



Job Description: Seed Production Associate

POSITION DESCRIPTION SUMMARY: Assist production coordinator with Breeder seed production, conditioning, processing, and packaging to ensure seed purity is maintained. Coordinate with growers, federal or state agencies, contractors, and LCS staff to get required inspections, seed testing, Operate, maintain, repair small seed production equipment for use in field or seed processing. Apply agricultural chemicals including pesticides as necessary for optimum production of Breeder seed. Assist Production coordinator in seed inventories and warehouse space management. Work closely with other LCS staff in day-to-day operations as well as train and supervise temporary employees.

This position is based in Windsor, CO and reports to the Seed production coordinator.

Essentials duties and responsibilities:

- Assist winter cereals Breeder seed production, including securing production fields, seed preparation, planting, fertilization, weed control, roguing, and harvest. Ensure all production activities are carried out in a manner that maintains seed purity.
- Assist spring cereals Breeder seed production, including securing production fields, seed preparation, planting, fertilization, weed control, roguing, and harvest. Ensure all production activities are carried out in a manner that maintains seed purity.
- Coordinate with appropriate State Certifying Agencies to obtain seed purity inspections for pre-breeder and Breeder seed production as required.
- Liaise with appropriate State Department of Agriculture representatives to ensure compliance with and accessibility to phytosanitation certification.
- Assists in the cleaning, conditioning, sampling, treatment, and packaging of Breeder seed in a manner that maintains seed purity.
- Submit Breeder seed samples to appropriate seed lab for testing of purity, germination, seed count and other tests as appropriate.
- Manage trial seed cleaning, conditioning, and packaging for internal, state, and associate partners field trial
- Follow Quality Assurance protocols to ensure purity of Breeder and Foundation seed stocks
- Supervise temporary workers as required for Breeder seed production.
- Assist Production Coordinator in Fort Collins seed inventories management (seeds discard, warehouse organization, remnant).
- Manage PVPA phenotypic collection information for experimental varieties for submission to state review boards and PVP office
- Manage maintenance, service, and repair of equipment. Including but not limited to small tractors, threshers, plot combines, planters and seed processing equipment.
- Manage and organize warehouse space, ensure equipment and seed is stored properly so that egress access is maintained.
- Serve on the LCS Safety Committee as the production representative for Windsor, CO

- Provide light facility maintenance of LCS headquarters.

Required knowledge & Skills

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Technical Skills** – Practical knowledge and experience in all aspects of crop production and/or seed production. The ability to acquire and maintain a commercial driver's license (Class A) and forklift operators certificate.
- **Interpersonal Skills** – Possess strong leadership and communication skills. Ability to develop and maintain productive work relationships with various positions within the organization such as research associates, breeders, lab personnel, sales managers, financial and administrative staff.
- **Teamwork** - Team player with a positive attitude. Ability to lead as well as collaborate.
- **Judgment** - Exhibits sound and accurate judgment. Accepts personal responsibility for task fulfillment and job performance.
- **Professionalism** - Highly self-motivated individual, with a high level of time management and organizational skills and a creative aptitude. Well-organized, committed, accurate and thorough, with attention to detail.
- **Adaptability** - Ability to deal with frequent change, delays, or unexpected events. Ability to handle multiple projects simultaneously. Ability to travel domestically and internationally on a regular basis. Ability and willingness to work extended hours in the outdoors in variable environmental and ergonomic conditions.
- **Attendance/Punctuality** - Ensures work responsibilities are covered.
- **Dependability** - Ability to work in an independent and self-directed manner.

Education & work experience required:

- Minimum of a A.A.S.degree and equivalent job experience in agronomy, agriculture, or horticulture is desired.
- Experience in managing field crops is desired.
- Experience with cereal production and related agronomic practices is desired.

Miscellaneous:

- Reports to: Seed Production Coordinator
- Supervisory responsibilities: Temporary workers.
- Status: **non-exempt**
- Internal relations: all employees of Limagrain Cereal Seeds and occasionally other companies in the Group.
- External relations: Group Limagrain contacts, state CIAs, State Dept. of Ag's, contractors, extension services, private agronomists, growers, and seed distributors.
- Physical requirements: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is frequently required to stand; walk and reach with hands and arms. The employee is occasionally required to balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.