

PURPOSE

To assist with the production of high quality seed corn by executing a variety of tasks based on field operations, bulk seek processing, warehousing, and distribution needs.

DIMENSION/FUNCTION

The Production Intern ensures all required processes and procedures are successfully completed within the seed corn operation. This position is located in Atkinson, IL.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list of duties and responsibilities is not all inclusive and may be expanded to include other responsibilities as management may deem necessary from time to time.

- Schedule and dispatch vehicles for return of seed during backhaul.
- Set up and maintain packaging supplies such as product tags, bagger and FastFill containers.
- Re-bag backhaul (returned) seed including labeling, tagging, bagging and palletizing seed corn.
- Organize, store, and maintain inventory of bulk and bagged seed utilizing electronic inventory system and entering information into a computer.
- Obtain seed samples for quality assurance.
- Interact and maintain a positive working relationship with growers, detasseling and roging contractors, Field Inspectors, and Detasseling Machine Operators.
- Conduct field inspections for quality checks.

EDUCATION/EXPERIENCE

- Currently enrolled in an Agriculture, Business, or related degree program
- Previous agriculture, production, research, and/or farm experience

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED

- Understanding of key concepts in agriculture
- Ability to operate computers for data collection and inventory management
- Ability to operate instruments to measure and record data
- Ability to work independently or in a team situation
- Effective communication and interpersonal skills
- Knowledge of safe working practices and procedures

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.

Voice	Voice communication with co-workers	Daily
Standing and Walking	In field and warehouse	Frequently
Vision	Inspecting fields, and reading written materials and computer screen.	Frequently
Lifting	20-100 pounds	Occasionally

WORK ENVIRONMENT

This position will be working indoors in a warehouse environment for a portion of the internship. The remainder of the internship will be outdoors in varying weather conditions most of the work day.