



Crop Supervisor - Irrigation Position Description

POSITION DETAILS					
Position Title	Crop Supervisor - Irrigation				
Department	Nursery				
Reports to	Nursery Operations Manager / Grower (dotted line)				
Location	Perth, Tasmania				
Incumbent	Vacant				
Prepared by	Sonia Murat, HR Manager	Signature		Date	16/9/2021
Approved by Manager	Richard Shenfield, National Nursery Manager	Signature		Date	16/9/2021
Direct Reports (Titles)	Nil.				
POSITION SUMMARY					
<p>The primary purpose of this role is to provide general supervision and oversight of field operations (planting, trimming, training, spraying, harvesting and other related activities) with specific focus on irrigation. Ensuring activities are performed in accordance with plant propagation best practice, standard operating procedures, quality and safety standards, and meet productivity and labour efficiency targets.</p>					
KEY LIASONS					
Internal	Nursery Operations Manager, Nursery Assistant Manager, Grower(s), Administration Supervisor, Horticulturist, Irrigation Technician, Irrigation Assistant, General Farm Hands, and Farm Equipment Supervisor, other Nursery team members, and HSE Officer.				
External	Labour Hire Agencies.				
KEY RESULT AREAS AND PERFORMANCE TARGETS					
Key Result Areas	Objectives	Key Performance Indicator(s)			
Field Operations	<ul style="list-style-type: none"> ▪ Working in liaison with Management, plan and prepare for the provision of labour requirements in line with production needs. ▪ Oversee field workers (both direct/indirect) and assist in rostering arrangements. ▪ Monitor the worker welfare arrangements of third party labour on site and ensure compliance with company policies. 	<ul style="list-style-type: none"> ▪ Achievement of productivity targets as set by Management. ▪ Accurate reporting on productivity metrics to Nursery Operations Manager as required. 			

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	<ul style="list-style-type: none"> ▪ Operate tractors, forklifts and other farming machinery. ▪ Report on any productivity issues or improvement opportunities using basic productivity metrics. ▪ Report underperformance and personnel issues (are they arise) to Nursery Management. ▪ Organise and supervise all labour related activities at designated working areas. 	
Irrigation	<ul style="list-style-type: none"> ▪ Monitoring of crops to ensure accurate timely irrigations. ▪ Ensure water is applied at correct times and is functioning correctly; this will require at times require observation throughout daylight periods, 7 days a week, in peak season. ▪ Set up irrigation systems in accordance with irrigation programs to achieve adequate fertigation of plants to deliver high quality plants. ▪ Identify best practice water management initiatives to deliver sustainable water management outcomes. ▪ Undertake preventative servicing, diagnostic and troubleshooting activities, & maintenance. ▪ Provide support to wider Nursery team when irrigation is not running; this may include tractor operations, field work, manual labour, labour supervision ▪ Work within harvest & trim crews during peak harvest periods ▪ Report any problems to Grower, As Nursery Operations Manager, Production Manager or Maintenance ▪ Support overall site (other propagation teams) with irrigation operations including weekend and after hours 	<ul style="list-style-type: none"> ▪
Training	<ul style="list-style-type: none"> ▪ Train and supervise up to 5-10 field casual labour workers and ensure correct procedures applied in the planting, plant husbandry, trimming and other related activities. ▪ Record training and document in training systems. ▪ Ensure all crew members are training in work procedures including Safe Operating Procedures and completion of Competency Assessments. 	<ul style="list-style-type: none"> ▪ Documented on-boarding and training of all field crew members. ▪ Achievement of productivity targets, including quality of plants.
Safety	<ul style="list-style-type: none"> ▪ Ensure field operation activities are performed in accordance with both regulatory and company standards and policies. ▪ Monitor the health and wellbeing of workers and report any incidents as they arise. ▪ Assist in the investigation of a reportable incident or injury. ▪ Ensure the timely reporting of all incidents and hazards. 	<ul style="list-style-type: none"> ▪ Zero LTI achievement. ▪ Reduction of AIFR by 10% YOY for designated work group.

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	<ul style="list-style-type: none"> ▪ Contribute to site safety committee meetings and discussions. 	
QUALITY & INNOVATION		
<ul style="list-style-type: none"> • Ensure the standard operating procedures for critical process are developed and maintained. • Ensure management information and records are correctly maintained in accordance with Company procedural requirements. • Contribute, share and communicate to foster team work. • Generate creative solutions and attempt at different and novel ways to deal with problems and seek opportunities. 		
WH&S		
<p>All employees of Driscoll's Australia must be able to demonstrate the following work practices and commitment to WH&S systems and processes:</p> <ul style="list-style-type: none"> • Follow all Workplace Health and Safety policies and procedures at all times; • Ensure that all staff under supervision abide by the Workplace Health and Safety policies and procedures at all times; • Continuously aim at improving safety in all aspects of their work and to encourage staff under direction to do likewise; • Work with a "safety mind" and will not carry out any activity unless confident that they have sufficient knowledge to do is safely. If the incumbent is in any doubt as to the safety of the activity and / or process he / she will stop and seek guidance from a qualified person. • Report any safety hazards to the relevant supervisor / manager. 		
EMPLOYEE RIGHTS & RESPONSIBILITIES		
<p>The incumbent has an obligation to uphold the following principles:</p> <ul style="list-style-type: none"> • Everyone at shall treat each other with mutual respect and trust; • All employees should have the right to be treated fairly and with proper courtesy; • All employees should feel confident that they are working in a workplace free of harassment; • Abide by equal opportunity and anti-discrimination policies and principles. • Take the time to listen to and respect the views of others. • Encourage and support others in the workplace. • Accept responsibility for my actions. • Accept and provide constructive feedback. 		
COMPETENCIES		
Functional/Specific Position Competencies	Rating	
Tertiary Experience: Completion of Certificate or Diploma level in Horticulture or similar preferred.	Useful	

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Industry Experience: Understanding of plant farming processes (horticulture background preferred but not essential).	Useful
Initiative: Actively monitoring productivity requirements and ensuring labour plan to requirements.	Important
Problem Solving: Ability to identify productivity issues and to have in place counter-measures.	Important
Communication: Ability to communicate effectively with small to medium teams and have well developed inter-personal skills.	Important
Leadership/Supervision: Ability to apply effective supervision and leadership skills to drive small teams to achieve goals and objectives.	Important
Software and Systems: Ability to use Excel for financial reporting purposes and basic computer skills. Basic understanding of productivity reporting metrics.	Important
Certificates/Licences: First Aid Level 2, Forklift Licence and Drivers Licence	Important
Availability: Must be available to be rostered on weekends from time to time.	Important