



Job Description

Job Title: Assistant Harvesting Manager

Job Summary/Purpose: To assist the Harvesting Manager in the process of field and plant preparation, including the provision of appropriate farm services on a planned process throughout the year; to deliver products in the best-possible quality and yield.

Reporting to: Harvest Manager

Duties and Responsibilities:

Health and Safety:

Develop and actively promote a positive Health & Safety culture

Ensure that full safety checks are made on the field prior to operation

Ensure machines are operated in compliance within company Health and Safety policies

Identify any safety improvements within the department and escalate if necessary

Adhere to all health and safety requirements, at all times

Food Safety:

Ensure all machinery is suitable to run within a food safe environment, prior to operation

Ensuring the machines are operated in compliance within company Food Safety policies

Adhere to and ensure all staff adhere to Business Food Safety Standards at all times

Escalate any potential Food Safety issues immediately

Operations

Ensure Harvesting site visits are carried out on a daily basis

Ensure all required machines are fit for purpose, road legal where applicable and ready for operation / production

Ensure all legislative requirements, maximum permitted hours and "best practice" methods are adhered to

Ensure that all harvesting sites remain clean and tidy

Plan and coordination of field facilities

Management

Deputise for the Harvest Manager when required

Supporting the Harvesting Manager with the management of the Harvest Team Leaders

Coordination of the field harvesting operations of the business, ensuring the highest possible yields are obtained whilst at the same time ensuring that customer specific quality requirements are met

Ensure that all subordinates have been inducted and have had the appropriate level of training and support

Management of a range of soft and stone fruit crops

As required to support your teams in a hands-on capacity to the extent that your training permits

General

To constantly seek ways to improve the business

To carry out any other tasks that may from time to time be requested of you by Farm Management.

To assist other departments of the business (e.g., husbandry, tunnels, irrigation, camp, engineering) where required using the farm operations resources at your disposal". "When assisting other departments to carry out tasks as per their requirements

I confirm I have read and understand the job description for my position which describes my duties and responsibilities, I also understand that I am responsible for performing other related duties as required which may not be listed.

Name (Printed)	Signature	Date

***This document is designed for guidance only and is not exhaustive.
Duties may change or be added and deleted to meet the changing requirements of the business.***