

## Position Description:

<b>Position title:</b>	Yardman
<b>Reports to:</b>	Dealer Principal
<b>Location:</b>	As specified in the employment agreement

**Purpose:** This role will be responsible for the cleaning and preparation for sale or repair of tractors and machinery to a high standard and odd jobs around the yard as requested by the Dealer Principal in line with employee's skill set.

**Accountabilities:**

- Responsible for the general upkeep and presentation of new and used machinery stock, including the building itself and grooming of machinery
- Assist with freight loading and unloading
- Making sure the yard is tidy
- Ensuring the showroom is attractive and tidy
- Assist with the preparation of demonstration equipment
- Greeting customer onto the yard and directing to the appropriate person
- Assist in the setup of shows and field days as required
- Attend training courses as required
- General duties as required
- Comply with Power Farming's quality, environmental and health and safety procedures so as to proactively develop a culture of, continuous quality improvement and the provision of a healthy and safe workplace, ensuring that all practical step are taken to meet current Worksafe NZ requirements.
- Provide professional and ethical behaviour in your actions ensuring compliance with legislation and industry standards.
- Ensure you are familiar with and comply with all organisational policies and procedures.
- *The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the position and the incumbent*

**Key relations:**

- All internal staff
- All external Customers

## Person Specification:

### Essential:

### Desirable:

<b>Skills and knowledge:</b>	<ul style="list-style-type: none"><li>• </li></ul>	<ul style="list-style-type: none"><li>• Mechanical knowledge</li></ul>
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<b>Qualifications required:</b>	<ul style="list-style-type: none"><li>• </li></ul>	<ul style="list-style-type: none"><li>• Driver Licence</li></ul>
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<b>Key competencies:</b>	<ul style="list-style-type: none"><li>• Sound communication skills</li><li>• Key listening skills</li><li>• Motivated to deliver a strong customer focus</li><li>• Always looking to develop the brand of Power Farming</li><li>• Organised</li><li>• Well presented to reflect the nature of the business</li><li>• A strong work ethic, with the ability to work alone and as part of the team</li></ul>
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<b>Work experience:</b>	<ul style="list-style-type: none"><li>• Agricultural based</li></ul>	<ul style="list-style-type: none"><li>• Mechanical</li></ul>
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**Approved by:**

Wendy Matheson

**Date:**

Nov 2020