



# Sales Agronomist

**REPORTS TO:** Agronomy Sales Manager

**DEPARTMENT:** Agronomy

**EEO Classification:** Sales

**Primary Purpose:** Responsible for sales of agronomic input products and services to Ray-Carroll County Grain Growers, Inc. Customers.

**General Description:** Sales and services of crop inputs to area producers.

## GENERAL RESPONSIBILITIES:

1. Ensure safety compliance, through plant inspections, near miss and unsafe condition reporting and direct communication with supervisor in regards to safety.
2. Follow all State and Federal DOT Rules and Regulations.
3. Read, understand and follow all Ray-Carroll County Grain Growers Policies and Procedures.
4. Comply with all Company, State and Federal Rules, Regulations and Policies.
5. Operate all equipment & vehicles according to Ray-Carroll County Grain Growers Policies and Procedures along with local, state and federal laws.

## SALES RESPONSIBILITIES:

1. Develop and maintain a current list of customers and prospects and rate them based on potential size of operation, credit worthiness and other pertinent marketing information.
2. Make sales calls throughout assigned territory to determine customer's agronomic needs, create solutions and build long term relationships with customers that will generate sales of seed, fertilizer, crop protection products and agronomy services.
3. Utilize current marketing programs, products, services and resources to sell agronomy products in an ethical manner.
4. Utilize financing options through various lenders and submit applications to lenders and Ray-Carroll Accounting department in a timely manner.
5. Use accurate pricing and discounts on any and all transactions.
6. Work alongside accounting department at sales persons locations to ensure accurate billing splits, pricing and billing terms.
7. Maintain and increase sales with existing customers and gain business from new customers.
8. Establish and attain sales goals that are compatible with Ray-Carroll County Grain Grower's goals.
9. Work with customers, suppliers and management to resolve product/service complaints fairly and equitably.
10. Make sound agronomic recommendations to customers by presenting solutions, products, services and/or concepts in order to maximize returns for the customer.
11. Manage sales in order to achieve target margins and product mix.
12. Monitor and evaluate potential accounts receivable risks on current and potential customers in order to maximize the company's accounts receivable risk exposure.

## KNOWLEDGE/ COMMUNICATION SKILLS:

1. Timely response to emails and messages.
2. Keep current on agronomic products, trends, problems and challenges to make educated recommendations to producers.
3. Recommend and sell products and programs to producers within the company credit and pricing policies.
4. Relay competitive sales, pricing and marketing information to management in a timely manner.
5. Communicate with management about products being sold or prepaid and problems with products, programs or producers. Relay requested sales contact and other pertinent information to management.
6. Plans and carries out test plots to demonstrate improved varieties of field crops such as corn and soybeans to use as a sales tool.
7. Provide consistent communication channel between Ray-Carroll Coop customers and location personnel in order to set proper service expectation levels, resolve problems and scheduling issues.

8. Advise and educate producers on the proper use of products and equipment.
9. Collaborate with other departments and/or locations to identify potential benefits to the customer from other company programs.
10. Develop account plans that include strategy and tactics for achieving desired customer results.
11. Assist location to monitor projected sales in order to monitor inventory needs.
12. Know the prepay procedures, transfers and purchase orders and billing procedures.
13. Provide timely feedback to Ray-Carroll County Grain Growers on execution of plans, needs, opportunities, value and obstacles discovered during the selling process.

**OTHER DUTIES:**

1. In the event of a mis-application of product resulting in damaged crops, it is the Sales Agronomist’s responsibility to:
  - a. Document and report the incident with detail to date, cause and location
  - b. Put together a plan outlining how the issue will be resolved
  - c. Meet with customer affected and have a signed agreement for resolution within 15 days of first notice of error
2. Able to work with entire sales team to build morale and group commitments to achieve goals and objectives.
3. Exhibit sound and accurate judgment.
4. Project a positive attitude to customers and employees at all times.
5. Provide courteous customer service.
6. Report even minor injuries using the employee injury report form.
7. Report all vacation and sick time to supervisor and HR personnel.
8. Other duties as assigned by supervisor.

**MINIMUM QUALIFICATIONS:**

**Qualifications:** CDL and other DOT qualifications for operation of a commercial motor vehicle. Valid state motor vehicle license, reliable vehicle to drive to and from work. 20/20 vision in both eyes, with corrective lenses (if applicable).

By signing and dating, all parties acknowledge the accuracy, completeness, clearness and conciseness of the position; that essential functions are aligned with organization goals and objectives; that compliance with all applicable legal considerations have been met, and the employee understands the job requirements.

<b>Employee</b>	<i>Print Name:</i>	<i>Signature</i>	<i>Date</i>
<b>Supervisor/Manager</b>	<i>Print Name:</i>	<i>Signature</i>	<i>Date</i>
<b>Human Resources</b>	<i>Print Name:</i>	<i>Signature</i>	<i>Date</i>

Distribution: Human Resources retains all copies of physician acknowledgement. Human resources reviews Job Description with employee during employee orientation (employee and Human Resources sign and date) forwarded to supervisor to sign and file in employee file. Employee is entitled to receive a copy if they so desire at any time during employment.