

JOB DESCRIPTION

NAME:

POSITION: Fencer General

EMPLOYER:

HOURS OF WORK:

LOCATION:

REPORTS TO: Ray Borcovsky

PURPOSE OF POSITION

To assist the owner to repair and improve farm infrastructure (with a focus on fencing and stock water), move and feed stock to achieve targeted performance levels and all other general farm tasks required across the dry stock aspect of the business owned by Ray Borcovsky and Borcovsky Holdings Ltd.

PERSONAL ATTRIBUTES REQUIRED

- Positive and enthusiastic manner.
- Strong observation skills and confidence to use your initiative with day to day farm activities.
- Able to work efficiently and effectively as part of a team and unsupervised.
- Good verbal communication skills able to raise ideas or concerns with the Manager.
- Committed to excellence in all aspect of your work.

SKILLS & EXPERIENCE

- A minimum of 3 years' farming experience
- Must be competent at fencing (conventional and electric)
- Operate 2 – 3 dogs under good control
- A current clean full Class 1 car license
- Competence in driving tractors and using associated implements is necessary for this role

KEY TASKS & RESPONSIBILITIES

Tasks & Responsibilities	Performance Standards
Maintenance of Farm, Plant, Machinery and Buildings	
<ul style="list-style-type: none"> • Ensure water is available to stock at all times. • Erect and repair electric and conventional fences • Ensure all electric fences operate with a minimum of 6,500 volts • Ensure all fences are stock proof • Spray weeds as per the weed control programme • Check yards, sheds and equipment are in good working condition prior to all stock handling activities and make repairs where required • Maintain all farm buildings and make repairs where needed • Report any damage or maintenance needs to the owner 	<ul style="list-style-type: none"> • Stock performance is not limited due to a lack of available drinking water • A problem with stock water supply is corrected within 2 hours of it being identified • The owner is notified of any stock water problem not able to be resolved within 2 hours • All new systems and/or repairs are completed to the required standard and within the expected timeframe. • All tools, equipment and machinery are cleaned and stored in the correct place at all times • Farm vehicles and machinery are driven safely within farm speed limits • Weeds are sprayed accurately with the correct amount of agrichemical and within the expected timeframe • No weeds reach flowering stage in the areas the Employee has responsibility for • All fence construction and/or repairs are completed to the required standard and within the expected timeframe • All fences are stock proof at all times
Mechanical Checks and Services	
<ul style="list-style-type: none"> • All vehicles, machinery and implements are in good working order <u>prior</u> to use • Undertake basic tractor and implement maintenance and repairs including, but not limited to: 	<ul style="list-style-type: none"> • Maintenance is carried out in accordance with manufacturer's specifications • Tyre pressure is checked each week and tyre wear and tear closely monitored

Tasks & Responsibilities	Performance Standards
<p><i>Lubrication of greasing points, nuts and bolts, bearings, transmission systems, covers, load bearing surfaces, alignments, couplings, removal and fitting of tyres and wheels</i></p> <ul style="list-style-type: none"> • Ensure all safety and emergency equipment is present and in good working order • The driving, hazard and plough lights are in good working order and correct safety signage and/or markers are used when required • Keep machinery and equipment clean and clear of debris • Fuel machinery at the end of the day 	<ul style="list-style-type: none"> • Requests for replacement parts or machinery servicing are raised with the Employer at least 3 days in advance of being required • All faults and damages are reported to the Employer within 8 hours • Safety equipment is on board and in a functional state during all tractor activities • Vehicles, machinery and implements are refuelled at the end of each day and washed down once a week • All tools, equipment and machinery are stored in the correct place at all times • All workshop equipment is used in the manner and purpose for which they were designed and are stored away after use in the correct place and in a clean and functional state • The work Ute is booked in for a Warrant of Fitness at least 2 weeks before it is due to expire. • Any repairs to be carried out on vehicles or equipment is discussed with the Employer prior to the work being undertaken
Tractors and Implements – Operation and Control	
<ul style="list-style-type: none"> • Drive a tractor and attach implements in a safe and controlled manner at all times • Implements are set and adjusted to suit the paddock conditions and job requirement • Equipment is operated correctly without endangering the driver or others in the work area • Any faults or damage caused to equipment or property are reported to the Employer promptly 	<ul style="list-style-type: none"> • Work areas are checked for hazards, and hazards are noted or removed in accordance with on-farm procedures • Implements are attached securely in sequence, is stable, and coupled enabling full function, including power take off (PTO) drive shaft where applicable • The tractor and implement are manoeuvred in a controlled manner suitable to the conditions

Tasks & Responsibilities	Performance Standards
<ul style="list-style-type: none"> • Store all equipment in the correct location and in a clean and functional state 	<ul style="list-style-type: none"> • Controls are used safely and in accordance with manufacturer's specifications • The tractor is driven without damage to the tractor, implement, property structures, or surfaces • The tractor and implements are left in a safe condition after operation and refuelled in accordance with on-farm procedures. • Any faults or damage are reported to the Employer within 8 hours of the event occurring • Vehicles and machinery are driven within the farm and legal speed limits and in a safe and controlled manner, at all times
<h3>Forage Crops and Supplements</h3>	
<ul style="list-style-type: none"> • Implement the agreed forage cropping programme. This includes preparing paddocks for cropping and organising the appropriate contractors to sow and/or harvest crops • Feed crops and supplementary feed to dry stock as necessary to achieve performance targets 	<ul style="list-style-type: none"> • Forage crops and supplementary feed is fed to livestock at agreed levels (feed is rationed) through winter and/or at other times as may be necessary from time to time • At least industry norm forage crop, Baleage and hay yields are achieved • Forage crop performance is not limited due to invasive weeds, insect pests or insufficient fertiliser use
<h3>Livestock Production and Performance</h3>	
<p><i>General Stock Activities</i></p> <ul style="list-style-type: none"> • Muster, move and yard livestock in a manner that ensures stock health and welfare is maintained at all times. • Manage livestock such that the performance targets set for the various classes of stock are realised • Plan mob routes in advance. • Weigh livestock. 	<ul style="list-style-type: none"> • All livestock handling activities are completed in accordance with animal welfare and industry guidelines and good farm practice • Routes taken when moving stock are time efficient and take into account natural stock pathways, the conditions underfoot and the mobility of the stock class

Tasks & Responsibilities	Performance Standards
<ul style="list-style-type: none"> Load and unload stock trucks and record tallies. 	<ul style="list-style-type: none"> Livestock are weighed accurately and within the required timeframe Mob and herd numbers are counted accurately and recorded correctly All NAIT details are passed on to the Employer in accordance with NAIT requirements and timeframes Dogs are kept under control at all times No smothers or injuries occur to stock under when being moved or when yarded
<p><i>Pre & Post Lambing, Calving & Mating Activities</i></p> <ul style="list-style-type: none"> Drench and dag/crutch ewes Undertake all pre-lamb animal health activities as detailed in the Animal Health Plan Bury/dispose of dead stock as necessary Lamb ewes and calve cows in difficulty 	<ul style="list-style-type: none"> Sheep are dagged and crutched to the required standard with stock health & welfare maintained at all times Accurate doses are given to stock during all drenching activities Dead and/or stock in severe ill health (needing to be put down), are disposed of/buried within 48 hours
<p><i>Shearing</i></p> <ul style="list-style-type: none"> Ensure stock are well prepared (crutched/dagged) for shearing Fill night pens and keep the shed full during the day for shearers Keep tallies of shorn sheep Complete wool specification documentation 	<ul style="list-style-type: none"> All activities relating to the collection and preparation of wool from the sheep flock are completed on time and in accordance with Employer expectations Wool harvesting and treatment of sheep in preparation for, and during shearing, dagging and crutching activities meet industry and NZ animal welfare standards Dogs are kept under control during all yard activities Documentation is completed correctly and accurately
<p><i>Docking/Tailing/Calf Marking</i></p> <ul style="list-style-type: none"> Prepare the yards and equipment for Docking/Tailing/Marking 	

Tasks & Responsibilities	Performance Standards
<ul style="list-style-type: none"> • Mark, castrate and remove tails as directed • Identify and draft off dry ewes. 	<ul style="list-style-type: none"> • Yards are set up correctly and on time, with all equipment in good working order • Castration, marking, tagging and tail removal activities are undertaken with care ensuring stock health and welfare is maintained at all times
<p><i>Drafting Stock for Sale</i></p> <ul style="list-style-type: none"> • Prepare livestock for sale • Record line tallies. 	<ul style="list-style-type: none"> • Livestock weights are accurate and recorded correctly, at all times
<p><i>Weaning</i></p> <ul style="list-style-type: none"> • Draft young stock from ewes • Sex draft young stock • Check mouth, udder, wool and feet in all ewes for culling purposes 	<ul style="list-style-type: none"> • Stock are drafted with care, into their correct classes and within the required timeframe, at all times.
<p><i>Animal Health</i></p> <ul style="list-style-type: none"> • Check for signs of ill health and identify any problems in stock during all activities involving stock handling, movement of stock and as part of day to day work activities • Administer oral and external animal health products in accordance with agrichemical and Employer instructions • Inject animal health remedies in accordance with veterinary guidelines • Separate animals showing signs of ill-health and raise any concerns with your Employer • Slaughter and dispose of critically ill animals when directed • Condition score sheep 	<ul style="list-style-type: none"> • Ill-health in stock is identified promptly during day to day activities and any concerns are raised with my Employer within 4 hours • Accurate doses are given to stock during all drenching, vaccination activities and when administering medicines and in accordance with product labelling • No stock are sold for meat processing while still within a treatment withholding period • Stock deaths are recorded in the farm diary and reported to the Employer within 8 hours
<p><i>Care of Dogs</i></p> <ul style="list-style-type: none"> • Working dogs are to be treated with care and respect • Ensure all worming and vaccinations are up to date 	<ul style="list-style-type: none"> • Working dogs are well cared for and not mistreated under any situation

Tasks & Responsibilities	Performance Standards
<ul style="list-style-type: none"> Maintain the housing/kennels provided for the working dogs, in a clean and tidy state, at all times 	<ul style="list-style-type: none"> All worming and vaccinations are up to date as per veterinary recommendations/Employer expectations The housing/kennels provided are kept in a clean and tidy state
<p><i>Record Keeping</i></p> <ul style="list-style-type: none"> Keep a diary detailing daily stock activities and other general farm matters that you need or want to discuss with your Employer Record mob numbers, liveweight's, tallies and deaths during all stock handling/stock moving activities Record details of all animal treatments administered (date administered, product, quantity and withholding period) 	<ul style="list-style-type: none"> Stock records are completed in accordance farm policies and comply with Quality Assurance and Traceability auditing
<p><i>Health and Safety</i></p> <p>As an employee, you are responsible to:</p> <ul style="list-style-type: none"> Keep yourself safe at all times Ensure your behaviour does not put <u>yourself or others</u> at risk of harm or injury Notify the Employer of <u>any</u> accidents and/or near misses you, or others in your care, are involved in, as soon as possible following the event Wear all protective clothing and use the safety equipment provided, at all times Drive ATVs/vehicles within the speed limit as per the farm policy Regularly assess the farm and activities you are involved with, to identify any significant hazards Implement all actions to control the hazards 	<ul style="list-style-type: none"> Zero accidents or injuries are incurred by the Employee on the farm All Health and Safety policies and legislation are complied with at all times The Employee is proactive in identifying hazards on the farm and assists the Employer and staff to resolve or fix any hazards The Employee wears and/or uses all safety equipment provided, as instructed, at all times Speed limits for driving vehicles and machinery are adhered to at all times No damage is caused to farm vehicles or machinery due to excessive speed or any other unsafe driving practices

Tasks & Responsibilities	Performance Standards
<ul style="list-style-type: none"> • Inform the Employer of any visitors you would like to take out on the farm, <u>prior</u> to their visit. 	
<p><i>Team Contribution</i> The Fencer General has a vital role in the achievement of the farm and business goals. We value our staff and enter this employment relationship with the intent of making this a rewarding and enjoyable career opportunity for you. As such we ask that you:</p> <ul style="list-style-type: none"> • Participate in farm meetings, contribute positively to discussions and future planning • Raise any concerns with regard to this employment relationship or conditions with us, as soon as possible so we can work together to resolve the problems and move forward. • Participate in 6 monthly Performance Reviews 	<ul style="list-style-type: none"> • A good working relationship is maintained with the Employer, Employers family, staff and other 'Agents' working with the farm • Regular and positive contributions are made at farm meetings and during business planning activities • Contributions to Performance Reviews are made in a positive way

General

This position description has been prepared to outline the specific tasks, duties and responsibilities that you will be undertaking. It also outlines the expected standards to which these are to be performed.

Although considerable care has been taken to ensure this position description includes all facets of your job, there may be other reasonable duties and tasks, not covered in this document that you may be asked to undertake from time to time.

The employee therefore agrees to perform these reasonable tasks and duties and comply with all reasonable instructions issued by the Manager, in the event that they are within the employee's competence and they are not unsafe or unlawful.

I, _____, acknowledge that I have:

Been allowed a reasonable amount of time to seek independent opinion on the contents of this job description; and

Have read and understood the position described and thus accept the responsibilities and expectations of me, in this position.

Fencer General

Signed:

Date:

Name:

Employer

Signed:

Date:

Name: