



Job Description

Job Title: Field Scout Internship			
Division:	Agronomy	Hours:	8-5 Mon-Fri; OT as needed
Location:	Willamette Valley or Central Oregon	Travel Required:	No
Level\Pay Range:	Non-exempt \ \$13 to \$18/hr	Position Type:	Seasonal, specialized labor
Reports to:	Site Manager		
Job Description			
<p>PURPOSE</p> <p>This job is to assist crop advisors in a variety of ways to provide interns with basic experience related to agronomic customer service and all the associated work activities. This will help interns to learn about the role of agronomic retail and give them exposure to available careers in the industry.</p> <p>The following are specific tasks and responsibilities related to this position, but the position may require other duties and special projects as assigned.</p> <p>TASKS & RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Scout and report on fields as assigned by crop advisors • Take soil and tissue samples and send to labs as assigned by crop advisors • Assist with field technology: equipment, managing information on databases • Some direct interaction with customers • Assist with fertilizer and chemical mixing and delivery • Assist with research trials, placement, harvest, etc. <p>EXPECTATIONS</p> <ul style="list-style-type: none"> • Comply with federal, state, and company policies, procedures, and regulations, maintaining familiarity with the employee handbook • Function in a way that fulfills Pratum’s Values <ul style="list-style-type: none"> ○ Integrity: always doing the right thing ○ Safety: committed to a safe environment for our employees and customers ○ Professionalism: dealing with all relationships in a courteous and respectful manner with a positive image, timeliness ○ Results Oriented: delivering on your promises ○ Teamwork: respecting one another with humility, working with the ag management team ○ Stewardship: careful and responsible management of our resources and environment 			



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- **Customer Service:** exceeding expectations of those we serve
- Passionate engagement with Pratum Agronomy, motivated to contribute to Pratum’s success and the fulfillment of our mission, vision and values
- Good math and organizational skills with the ability to prioritize multiple assignments
- Willingness to work overtime and some Saturdays during the busy seasons

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- BSc degree in agri-science or related degree (or working toward)
- On-the-job training available
- Hands-on experience in the field of agriculture is appreciated

PREFERRED SKILLS

- Excellence in word processing, spreadsheets, database programs
- Efficient and effective communication
- Familiarity with and willingness to learn how to use various field technology
- Ability to work well with others

Prepared By:	Mark Garland, HR Manager	Date:	February 2, 2018
Approved By:	Doug Kuenzi	Date:	February 2, 2018
Last Updated By:	Mark Garland / Peter Kuenzi	Date/Time:	January 17, 2022
Employee Name:		Email:	Click here to enter text.
Employee Signature:	Click here to enter text.	Date:	Click here to enter a date.



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Physical Requirements

General Notes:

A sales support position with some significant physical requirements

Tools & Equipment Used:

Typical office equipment, pickup truck, quad, field sampling equipment.

ENDURANCE

	Never	Seldom 1-5%	Occas. 6-33%	Freq. 34-66%	Continuous 67-100%	Total Hours At one time	Total Hours in a work day
Sitting				X		2	5
Standing				X			
Walking				X			
Change Positions?				X			

LIFTING AND CARRYING

	Never	Seldom 1-5%	Occas. 6-33%	Freq. 34-66%	Continuous 67-100%
1-20 lbs				X	
21-50 lbs				X	
51-75 lbs			X		
>75 lbs		X			

Maximum # lifted/carried without assistance 80 Lifts/carries exceeding this weight are done with 2 people or lift device

OTHER PHYSICAL REQUIREMENTS

	Never	Seldom 1-5%	Occas. 6-33%	Freq. 34-66%	Continuous 67-100%
Bend/Stoop				X	
Twist			X		
Crouch/squat			X		
Kneel/Crawl		X			
Walk-Level surface				X	
Walk-Uneven surface				X	
Climb Steps/Ladder			X		
Work at heights		X			
Reach at or above Shoulder			X		
Use of Arms, Wrist				X	
Use of Hands grasping/squeezing				X	
Operate foot controls				X	

ENVIRONMENT: Inside 33 % of time Outside 67 % of time
 Temperature Extremes Yes No Vibration Yes No
 Works on or around moving machinery or mechanical parts Yes No

SIGNATURES

If, at any time during my employment, I think my job requires physical exertion beyond these limits, I will notify my direct supervisor for authorization before I exceed these limits.

Employee Signature _____

Date _____

Employer Representative(s):

Print Name	Title	Signature	Date