

Job Title:	Refined Fuel Operations Manager	Job Category:	Operations Manager
Department/Group:	Energy Division	Job Code/ Req#:	
Location:	Whitelaw, WI	Travel Required:	
Level/Salary Range:		Position Type:	Full-time
Contact:	Bill Hoeltke, VP of Energy	Date posted:	3-9-18
Applicant(s):	Must hold or acquire CDL/Hazmat/Tanker endorsement	Posting Expires:	3-25-18

Applications Accepted By:

E-mail: bhoeltke@cvcoop.com Subject Line: Operations Manager Attention: Bill Hoeltke	Mail: Country Visions Cooperative Attn: Bill Hoeltke 10932 US Highway 10 Cato, WI 54230 In person: Same
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Job Description

ROLE AND RESPONSIBILITIES:

- Supervision of employees
- Delegate work load and adjust work force when needed
- Maintain accuracy in record keeping
- Assist with sales, purchasing and pricing
- Utilize and train other staff on Energy Software program
- Work with Division Manager to coordinate the division’s operations
- Ensure general maintenance on all bulk plants and equipment is complete

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Must hold or acquire CDL/Hazmat/Tanker endorsement

PREFERRED SKILLS

Supervisory skills. Accuracy, confidence and dependability. Good communication.

ADDITIONAL NOTES

Benefits include when qualifications are met:

- Paid time off • Floating Holidays • Paid Holidays • 401K • Health Insurance • Dental and Vision
 • FSA and HSA • Company paid Life Insurance, STD and LTD