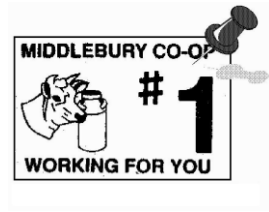


Middlebury Cooperative Milk Producers Association Inc.
301 East Main Street ▪ Room 3 ▪ Knoxville, PA 16928

Tel: (814) 326-4357 Fax: (814) 326-4381
Web Site: <http://middleburycooperative.com>



Middlebury Co-op Field Inspector:

Middlebury Co-op is seeking a full time Dairy Field Inspector to service all Middlebury dairy farms. Job hours include 9AM-5PM weekdays with on call hours as needed. Must be able to work independently and be able to diagnose a wide variety of problems on farms, while remaining calm, courteous, and respectful to all producers. Applications will be accepted from 6/27/19- 7/15/19. Please email resume to wattlesj13@gmail.com along with a cover letter describing Ag experience.

Thanks,

Joshua Wattles
General Manager

Aaron Butler
Board of Directors, President

Dairy Inspector Skills & Experience:

- Experience with dairy herd management, milking equipment, manufacturing procedures, and quality control measures. Must also become familiar with a variety of local, state, and federal regulations related to their inspection duties.
- Interpersonal skills: Inspections require positive interactions with owners and staff at dairy farms.
- Communication skills: Dairy inspectors must be able to discuss any issues that arise during their inspections with the owners of the dairy farms their inspecting and be able to write about them effectively in reports.
- Attention to detail: Inspectors must be able to notice even the smallest violations of rules and regulations during their inspections.

Dairy Inspector Job Duties:

- Maintain inspection licenses for PA & NY
- Maintain weigher/sampler license
- Have current driver license & maintain
- Basic working knowledge of computers
- Maintain F.A.R.M. certification
 - Keep all farms up to date on inspections
 - Keep online record up to date
- Review (at least) weekly quality & component tests
 - Understand the Co-ops quality program
 - Know federal, EU, & plant standards to help producers reach/maintain quality milk
 - Notify/assist producers with potential quality problems
 - Visit offending farms when there is a plant rejection

- Follow the Co-op's rejection policy
 - Input quality & component results in database
 - Make sure that an appropriate number of samples are being tested for each farm monthly – at least 4 component tests & 3 quality tests
- Visit/inspect farms (at least) every 6 months
 - Maintain records of visits
- Maintain all state regulated records
 - Water samples
- Maintain regular office hours
- Give monthly reports to board members at meetings
- Have working relationships with haulers, lab personnel, state inspectors, & other co-ops' inspectors
- Assist/participate in all Co-op sponsored events, i.e. Annual Meeting, fair booths, subsequent producer meetings
 - Deliver Christmas packages
 - Deliver awards post Annual Meeting to non-attending members
- Assist in producer procurement
 - Have working knowledge of Co-op's payment programs & policies
 - Maintain addition/withdrawal forms for the Market Administrator
- Attend PAMFES & other necessary seminars/conferences