



Job Description

About the Company: Shooting Star Native Seeds is a wholesale provider of native grass and wildflower seed.

Position Title: Seed Plant & Production Specialist

The Seed Plant & Production Specialist is responsible for cleaning and processing all native grass and wildflower seed, as well as assisting with the agricultural activities of Shooting Star Native Seeds.

Responsibilities:

- Operates all seed cleaning equipment that removes foreign matter from the native grass and wildflower seed. Monitors and adjusts material flow for optimal processing results.
- Loads and unloads seed to and from designated storage areas, such as wagons, bins, and warehouse storage.
- Removes clogs, defects, and impurities from processing equipment.
- Cleans machinery, screens, and other processing equipment.
- Inspects machines and equipment for hazards, operating efficiency, mechanical malfunctions, and wear.
- Ensures that safety procedures for seed cleaning equipment are followed.
- Keeps accurate records of seed cleaning.
- Assists with maintenance and management of native grass and wildflower fields/plots, including participating in controlled burning, weeding & harvesting of native species.
- Keeps a clean and orderly work area.
- Contributes to team effort by completing other duties as assigned.

Skills and Qualifications:

- Hard-working, self-starting
- Ability to work independently, with little direct supervision.
- Ability to work outside in the elements. The seed plant is not heated.
- Physical labor required: lift 50 lb frequently, and up to 100 lb occasionally. Standing and walking for long periods of the day are necessary.
- Flexible scheduling, including additional hours during busy seasons and atypical shifts as needed.

Job Status: Not-exempt, Full-time.

Reports to: Production Manager