

Job Information Pack

Position Summary

Company Name:

Keighley's Poultry Farm

Company Information:

Keighley's Poultry Farm is a well-established poultry farm based in Haumoana, Hastings. It has a reputation for supplying high quality fresh eggs, pullets and mash to its customers throughout the North Island.

David Keighley took over Keighley's Poultry Farm in the early eighties. He has 50 years' experience in the poultry industry and together with his wife Lorraine is dedicated to bird husbandry and welfare.

Like the majority of eggs produced in New Zealand, Keighley's Poultry Farm utilise conventional cages. They have a philosophy for keeping up to date with new technology and are continually investing in new equipment as regulations change.

Keighley's have a dedicated risk management programme and meet MAF compliance specifications to ensure that their operation is safe and their products are of high quality for the market.

In the future, Keighley's business goals are to continue to produce high quality products with the assistance of the Poultry Operation Manager.

Operational & Product Information:

Keighley's Poultry Farm is a 35,000 bird unit. There is both a rearing and laying unit on the property.

The business operates in a 10 week cycle with new chicks arriving at one day old and a new line of birds going into production. Culling of 18 month old birds is also part of this role.

The business produces a range of products for its customers including pullets, day old chickens, poultry feed (bagged mash), eggs and consumables.

Job Title:

Poultry Operation Manager

Position Overview:

The main purpose of the Poultry Operation Manager role is to oversee and manage the day-to-day operational aspects of the poultry farm including:

- MAF compliance and ensuring that biosecurity requirements are met at all times.
- Chick rearing.
- Ensuring the laying unit is operating effectively with high hygiene standards.
- Bird management/welfare.

- Egg production management.
- People management.
- Inwards goods management (soft food orders).
- Packing of product.
- Quality management.
- Distribution.
- Health & Safety.
- Culling and replacement of stock.
- There will also be an aspect of general farm maintenance.
- When a member of the staff has Annual Leave you will be required to fill in to cover their roles.
- Understand and complete all tasks of the business be it operational or general as required to ensure the smooth running of the operation.
- Training will be given to the appointee and applicants are encouraged from those with the skills below who may wish to transfer their skills into this industry.

The current Manager has an excellent relationship with the Keighley's, he is leaving for personal reasons and is available for a testimonial on the role should you get to the shortlisting stage.

Experience & Technical Skills Required:

- Tractor Experience.
- Forklift & Machinery Experience (Desired).
- Understanding of Bird/Animal Husbandry.
- Physically Fit (Lifting at Heights and Physical duties will be required).
- People Management (Lead Team, Staff Rosters, Training etc.).
- Effective Written & Verbal Communication and Listening Skills.
- Planning & Organisation Skills.
- Positive Attitude & Motivated.
- Results Focussed / Production Targets.
- Practical Aptitude.
- Respectful & Easy-going Personality.
- Brand Champion (relay company and product information to clients and customers).
- Relationship Management (Suppliers/Clients/Customers).

Special Requirements:

Full NZ Drivers Licence

Time Management:

- You will be responsible for a range of different duties within a day/week
- You will be based on a roster where weekend work will be required at times

Duration of Position:

Full-time Permanent

Proposed Start Date:

To suit the preferred applicant

Staff Structure:

Currently 10 people within the team. Your role will be to work with the owners and oversee all staff.

Staff Members:

- David & Lorraine Keighley – Owner’s
Lorraine is responsible for the book keeping and finance side of the operation. David is responsible for the overall business and ensures that there is enough supply of chickens, grain and mash
- Operation Manager –TBC (to manage the business on a daily basis and cover any areas when required).
- General Hand (The General Hand will be your responsibility. You will be required to manage and delegate tasks).
- 4 x Egg Graders
- Shop/Retail Assistant
- Delivery Driver
- Grain Producer
- Additional workers are brought on-farm during peak times

Career Opportunities/Benefits:

- The opportunity to learn from David’s years of experience and expertise within the Poultry Industry. David is motivated to pass on his knowledge and expertise to the appointee
- Greater responsibility will be given over time to the right appointee
- Very close to Haumoana Beach and easily commutable from Napier, Hastings and Havelock North
- Remuneration will be aligned with experience and the value the appointee can add to this role
- No accommodation available on the property

Schooling:

Haumoana Primary School - <http://www.haumoana.school.nz/>

Various Primary, Intermediate & High Schooling options in Havelock North, Napier & Hastings

Photos



Map

