

JOB OPENING ANNOUNCEMENT

Job Title: Farm & Ranch Supervisor

Report To: Chairperson

Department: Agricultural Resource

Job Vacancy: YAN-25-03

Status: Full-Time; Exempt

Starting Wage: DOE

Opening Date: January 7, 2025

Closing Date: Until Filled

POSITION DESCRIPTION:

The Farm & Ranch Supervisor is responsible for planning, coordinating, and directing the operation of a large farm and its specialized subordinate and related units such as dairy, poultry, truck garden, field, and orchard, and for the care of livestock and equipment or for supervising other farm operations of comparable level of difficulty. Work includes supervision of a large sized group of skilled and unskilled farm workers.

QUALIFICATIONS:

- High School Diploma or GED, plus Certification in one or more trades preferred.
- Must have knowledge of soils, crops, and of farm building and equipment care and maintenance.
- Must have knowledge of farm equipment and materials and ability to manage the use of materials and equipment efficiently and economically.
- Must have knowledge of plant and animal diseases and insect, pests and of modern methods of their prevention, eradication, and cure.
- Must be able to plan and direct large scale diversified farm activities, to supervise large groups of farm workers in farm activities and to direct skilled and unskilled employees in varied farm operations.
- Must be able to keep records of time, production and costs, and to make reports and recommendations for improvement in methods and equipment.
- **Must have valid Arizona Driver's License, be insurable with the Nation's auto insurance policy, and sustain insurability throughout the duration of employment.**

DUTIES AND RESPONSIBILITIES:

- Plans and supervises the planting, cultivating, harvesting and storing of field and garden crops.
- Performs all types of laser leveling, tillage in fields, upkeep underground utilities, provide trucking (Class A CDL with tanker endorsement), build and repair roads, improvements of land preparation, fertilizing, planting crops, cultivation, and harvesting of seed bed preparation.
- Cut, bale, and retrieve hay for sell.
- Develops irrigation schedule and provide irrigation repairs and new installations as needed.
- Performs fabrication and welding equipment as needed to keep the farm operating.

- Operate all farm equipment, motor graders, scrapers, backhoes, excavators, loaders, skip loaders, skid steers, compaction equipment, dozers, water pools, and asphalt paving machines.
- Supervises all operations and farmers.
- Submits all reports on time, equipment, materials, and production; keeps records and prepares estimates of needs.
- Maintains a positive working relationship with other Tribal departments.
- Accomplishes other job-related duties as assigned.

Physical Requirements

The employee must occasionally lift and/or move objects weighing up to eighty (80) pounds. The employee must be able to work in all types of climates, both indoors and outdoors. Work may be performed in adverse weather and environment condition. Work may be performed from ladders or scaffolding, and possibly in hazardous atmospheres. Employee is subject to shift work, may work alone.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. The noise level in the environment is typical of a farm-ranch type setting but is normally typical of an office environment.

Physical demands include but are not limited to standing, crouching, climbing stairs and ladders, reading, twisting, repetitive motion and lifting.

How to apply: Please submit your resume and application to:

Yavapai-Apache Nation / Human Resources

2400 W. Datsi / Camp Verde, AZ 86322

P: 928-567-1062 / Fax: 928-567-1064

www.yavapai-apache.org

INDIAN PREFERENCE:

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE
FINGERPRINTING**