

Assistant General Manager

Role Description

Reporting directly to the General Manager, the Assistant General Manager will provide support to the General Manager of the Livestock Company, including implementing policies, procedures and contracts that support the growth initiatives of the company.

The Assistant General Manager will show the desire and initiative to learn the management and working of the company, in order to take an active part in the future succession plans of the company.

Functional Relationships

- General Manager - Mentor
- Company Clients and Suppliers
- Operational & Financial Staff
- Company Livestock Brokers
- Associated Company Personal
- Export and Local Trade Representatives
- Contracted staff
- Government and other authorised visitors to company
- General Public

Position Description

- Evaluating performance by analysing and interpreting data and metrics
- Establishing new reporting and performance evaluation for the company
- Supporting and implementing strategies aimed at supporting the growth initiatives of the company
- Interaction with public in a number of ways and forms, from business functions, to media requests and general greetings during related work events
- Maintain the "face" of PWA in all actions
- Maintain the integrity and ethos of PWA in all actions
- Supporting and implementing general opportunities from 'Proof of Concept' through to contract
- Commercial modelling of opportunities
- Transitioning the day to day operational responsibilities away from the GM
- The recruitment of staff, and establishment of KPIs
- Managing and setting Sales Budgets/Targets with Management and Sales staff
- Providing coaching and mentoring to Administration and Field staff
- Reviewing all commercial contracts and renegotiating improved services and or rates
- Establishing contracts for uncontracted services
- Leadership and Direction on all IT Services/Systems
- Provision of Project Management Services
- Developing and implementing policies and procedures aimed at: improving services, consistency and continuity
- Contract Management including the development and management of Employment Contracts in association with the company HR representative
- Managing expansion activities, acquisitions, alliances etc

Ideal Person Specification

Qualifications

- Relevant university degree in agriculture, finance or business related disciplines

Experience- A mixture of these-

- Financial experience including financial analysis and reporting
- Contract Management and negotiation experience
- Compliance (Legal/Financial) and risk management experience
- Proven Project management experience including managing the resolution of problematic and or high profile Projects
- Leadership and mentoring experience especially within a Sales environment.
- Administration, Sales Support and negotiation experience
- Proven track record of success
- Demonstrated sound management practices and ability to inspire, lead and manage a variety of teams
- Solid relationship building skills and ability to relate to people at all levels
- Has accounting & budgeting experience
- Has experience with the farming sector

Knowledge & Skills

- A high level of integrity
- A goal setter with achievable objectives
- A positive and entrepreneurial spirit
- Have excellent problem solving and negotiation skills
- Have excellent verbal and written communication skills
- Have excellent Interpersonal/leadership skills
- Has detailed knowledge and experience in developing and analysing reports
- Rural knowledge of both stock and people

Personal Profile

- Leadership
- Desire to learn
- High level of integrity
- Energetic and outgoing
- Appropriate sense of humour
- Ability to work long hours
- Easily develops interpersonal relationships
- Easy going, unflappable
- Positive nature

Key Performance Indicators

These will be set with successful candidate and will relate to skills possessed, skill gaps and skill acquisition.