



Director of Business Operations

PrairieLand Ag Inc & PrairieLand Ag LLC currently represents 48 retail agronomy members in the upper Midwest in their procurement of fertilizer and crop protection products offering consulting expertise in most facets of successfully managing a retail agronomy center. PrairieLand Ag LLC distributes micro-nutrients and specialty products that enhance our members ability to better serve their grower's quality agronomic input needs for sustainable crop production solutions.

Purpose: The Director of Business Operations will oversee the daily operations of the organization by analyzing financial data, managing logistics and job performance of coworkers, as directed by the COO, to ensure successful operations.

Essential Responsibilities:

- Monitor and guide the accounting function while maintaining and establishing strong relations with external accounting entities.
- Support coworkers to grow and ensure profitability of the company.
- Review current company processes and make recommendations for improvement.
- Lead human resources and payroll functions.
- Direct banking and financing functions and manage external relationships.
- Master current company software and research/recommend changes as needed.
- Oversee inventories in warehouse(s) and recommend processes and procedures that will enhance efficiencies and accuracies.
- Assure compliance with all local, state, and federal regulations and requirements.
- Be a true team member.

Qualifications and Skills:

- Bachelor's degree in Accounting or Business Administration and/or several years of related work experience required.
- Working knowledge of farming operations.
- Excellent verbal and written communication skills.
- Excellent supervisory, leadership, interpersonal and negotiation skills.
- Organizational and time management skills with attention to details are essential.
- Must be a people person with problem solving abilities.
- Adaptability and flexibility to the needs of the company.
- Thorough knowledge of employment-related laws and regulations.
- Proficient with Microsoft Office Suite or related software.

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift thirty pounds at times.

Resumes can be sent to Scott Kroeger – scottk@prairielandag.net