

Job Title: Assistant Farm Manager
Reporting to: Site Manager (R&D)
Direct Reports: Farm workers, pickers & agency workers (seasonal)
Hours: Monday- Friday 8am - 4.30pm with 30 minutes unpaid lunch break.
Overtime and weekends as required.
Location: Salford Priors Raspberry Farm

Job Purpose: To support the Site Manager (R&D) in overseeing daily farm operations, ensuring efficient workforce coordination, quality control, equipment maintenance, and adherence to health, safety, and food hygiene regulations.

Main Duties and Responsibilities:

- **Workforce Coordination & Supervision:**
 - To assign tasks and ensure timely and efficient completion of all work flows.
 - To train and manage direct reports in accordance with the ASF values, policies and procedures
 - To monitor and enforce hygiene and safety protocols
 - To ensure fair and consistent workforce management.
- **Farm Quality & Productivity Management:**
 - To inspect and monitor the farms irrigation and feeding system, reporting problems and areas of concern immediately to the site manager
 - To follow correct feeding and irrigation strategies, as instructed by the Site Manager
 - To inspect and monitor plant health, reporting problems and areas of concern immediately to the site manager.
 - To carry out correct IPM strategies when instructed to do so by the site manager, including organising biological release and spraying,
 - To ensure legally compliant record keeping
 - To oversee the fruit harvest, checking correct picking processes are being followed by pickers
 - To ensure raspberries meet company quality standards.
 - To forecast expected harvest volumes for planning purposes.
 - To oversee all other activities relating to the growing of raspberries including planting, pruning and crop management.
- **Equipment & Farm Maintenance:**
 - To oversee machinery and equipment condition (sprayers, tractors, trailers).
 - To identify and report maintenance issues,
 - To correct any maintenance issues when instructed to do so
 - To ensure proper use and care of all farm equipment.
- **Record Keeping & Reporting:**
 - To maintain records of workforce hours, tasks completed, and productivity.
 - To track the usage of chemicals, consumables, and stock levels.
 - To report any operational issues to the Site Manager.
- **Compliance & Safety:**
 - To enforce health, food, and environmental safety policies.
 - To ensure compliance with farm and company regulations.
 - To support a culture of safety and well-being.



- **Communication & Company Culture:**
 - To maintain transparency and open communication.
 - To uphold company values and a positive work environment.
 - To address conflicts appropriately and escalate when necessary.
 - To adapt to operational changes and external factors such as weather.
- To stay up to date with the latest developments in the industry and continue to seek ways to Innovate at the site.
- To be flexible during the off season from the raspberry farm, you will be expected to help in other areas of the business including the packhouse (likely warehouse) and Sandbrook Grounds. It is expected that you organise your time effectively and communicate with those departments to make sure you are available to check the farm and complete seasonal tasks, including site maintenance.
- To comply with all ASF policies and procedures.
- To proactively participate in the individual performance management process, achieving SMART targets and continuous personal developments.
- To fully participate in the development and achievement of the Departmental Vision.
- To undertake any other duty commensurate with the role

General:

As a member of the management team and as such a leader within the business, you should:

- Encourage & develop ideas to strengthen the overall business
- Lead, motivate, coach and develop your direct reports and wider team
- Encourage a “one team” approach and be ambitious, positive and encouraging on a daily basis.

This position is vital to the smooth running of the raspberry farm and ensuring operational efficiency while upholding company values and compliance standards.



Person Specification:

	Essential	Desirable	Assessed By
Education/Qualifications			
Minimum GCSE Grade A-C or equivalent in Maths and English	X		Application
Safe use of pesticide training and certificate	X		Application
NRoSO member		X	Application
Experience			
Proven experience in farm operations	X		Application/Interview
Proven experience in effective people management	X		Application/Interview
Experience in raspberry growing or other horticultural crops	X		Application/Interview
Tractor driving and other farm machinery experience	X		Application
Basic mechanical knowledge of farm equipment	X		Application/Interview
Knowledge of food safety and agricultural compliance		X	Application/Interview
Skills			
Effective leadership and team management skills	X		Application/Interview
Effective verbal and written communication skills	X		Application/Interview
Problem solving ability	X		Application/Interview
Attention to detail and accuracy	X		Application/Interview
Ability to prioritise own and others workload	X		Application/Interview
Adaptability to work under changing conditions	X		Application/Interview
Forklift licence	X		Application
Telehandler licence	X		Application
Ability to embed and live ASF Values	X		Application/Interview
Full Clean UK driving licence		X	Application

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Employee name

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Employee Signature

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Angus Soft Fruits Company Values and Behaviours

With Integrity - we do what we say we will

- We are respectful and understanding of others, always
- We treat people like people and look to help each other
- We honour agreements and develop long term trusting relationships
- We are patient, tolerant and show gratitude to others
- We do the right thing for ourselves and others

Excelling - we always aim high

- We seek to raise the bar in our industry in everything that we do
- We are positive, proactive & fun with ambition and drive
- We set clear targets & we aim to exceed them and even if we don't, we will next time
- We are learners, we develop & inspire our colleagues

With Efficiency - we keep it simple

- We are organised and structured in the way that we work
- We work smarter not harder
- We communicate clearly and concisely
- We get it right first time, everytime
- We avoid unnecessary waste

Innovating - we challenge the status quo

- We are adventurous
- We are brave in trying new ways of working
- We are passionate in the development of new varieties and products
- We lead in the development of new technology

Collaborating - together we go further

- We work together as ONE TEAM to deliver outstanding results
- We actively listen to each other & engage in positive & challenging debate

With Curiosity - we dig deeper

- We explore new opportunities & approaches
- We look at things from other points of view
- We are open minded
- We use creative solutions
- We are eager to learn



