



With annual revenues of \$2.1 billion and representing approximately 3,500 Ontario dairy farm businesses, Dairy Farmers of Ontario (DFO) is the province's largest agricultural marketing organization. In its production, transportation and marketing roles, this non-profit organization is an essential partner in the Canadian dairy industry.

Field Services Representative – Russell, Stormont, and Dundas counties
Field Services Representative – York, Peel, Durham and Simcoe counties

Reporting to the, Regional Field Services Manager, the focus of the Field Services Representative position is to perform on farm evaluations to assess compliance with the provincial Raw Milk Quality Program and the national proAction Quality Assurance Program. These are full time positions, responsible for dairy farms in specific areas as itemized above in the title field.

The successful candidates will possess the following qualifications and requirements:

- Post-secondary degree or diploma or equivalent work experience, preferably in a regulated industry practicing ISO or HACCP processes;
- Proficiency in Microsoft Office Suite and data collection;
- Strong written and verbal communication skills;
- Strong organizational and presentation skills;
- Demonstrate good listening and customer service skills, and are able to build respectful relationships;
- Self-motivated and work well independently;
- Dairy industry knowledge is an asset; and
- Bilingual in English and French is required in the position that services Russell, Stormont, and Dundas counties, otherwise it is an asset (verbal and written).

Overview of the job responsibilities:

- Inspect and conduct validations at farms to verify compliance with provincial regulations, national programs and DFO policies in relation to milk quality and safety and sustainability.
- Investigate, identify and make recommendations in writing, to address and escalate quality related issues as necessary.
- Write reports, attend hearings and give evidence as necessary.
- Inspect milk sample depots and report results.
- Understand, explain and support DFO policies and regulations that pertain to all aspects of dairy farming.
- Maintain complete records of field activities and submit to management for accurate records management.
- Attend and act as a resource at Dairy Producer Committee meetings as requested.
- Attend, assist and prepare reports for DFO and County meetings as required.
- Complete assigned projects.

The successful candidate must reside within the general counties of either position and be able to work from a home office. A valid Class G driver's license and good insurance history are required, as a company vehicle is provided to travel to farms in the assigned counties and potentially throughout the province. Available and willing to work weekends and on-call according to a pre-determined annual schedule are also requirements of these positions.

DFO offers a competitive salary, an attractive benefits package, good work/life balance and opportunities for professional development.

Dairy Farmers of Ontario maintains an accommodation policy and will provide accommodation to job applicants with disabilities during the hiring process. Please contact us should you require an accommodation.

Please submit a cover letter and resume by **June 7, 2019** to:

Human Resources Department
Dairy Farmers of Ontario
6780 Campobello Road
Mississauga, ON L5N 2L8

E-mail: human_resources@milk.org

Only applicants selected for an interview will be contacted.