

## **Equity Cooperative Livestock Sales Association Position Description**

**Position Title:** Yard Worker  
**Location:** Reedsville  
**Reports to:** Market Manager or his/her designee  
**FLSA Status:** Non Exempt

### **Overview:**

Equity, Wisconsin's largest livestock marketing cooperative, is also one of the nation's largest livestock marketing organizations. Service to its members is a primary obligation of all employees. The responsibility of the person in this position is to positively conduct activities and services under the direction of the Market Manager or Assistant Market Manager in order to establish a strong, competitive and profitable marketing operation for all patron members, operate daily responsibilities in a manner that meets all Cooperative policies, and manage daily responsibilities in accordance with established goals, plans, procedures and budgets as directed by the Market Manager.

### **Essential Functions:**

1. Adhere to Equity's Livestock Handling Policies and Guidelines
2. Assist with training of new yard employees
3. Dock-In work
  - a. Assist customers/truckers in locating trailer at unloading dock
  - b. Gather information from customer/trucker before unloading such as head count, species, owner, and special handling instructions
  - c. Verify head counts, species, and gender
  - d. Correctly applies animal identification tags
  - e. Provides information to dock-in person, such as verifying owners name, head count by species and animal ID numbers
  - f. Ensures livestock are in saleable condition and reports any that are not to the Market Manager
  - g. Pens livestock in appropriate pens
4. Pre-Sale Grading
  - a. Sort livestock by species, gender, weight and quality so it will bring the most value for the customer, alone or with coworker(s)
  - b. Re-sort livestock by customers' instructions
  - c. Move sorted livestock to the holding pen ahead of the auction ring
5. Sale Ring Work
  - a. Remain aware of the visibility of position and act accordingly with professionalism and care
  - b. Present livestock in sale ring so all buyers have an opportunity for a full view
  - c. Accurately takes bids (when appropriate)

6. Penner/Chaser
  - a. Receive livestock from auction ring or scale and pen livestock by buyer
  - b. Attach buyer's card to respective livestock pen for each lot purchased
  - c. Keep each buyer's livestock segregated by pen.
7. Load-Out Work
  - a. Ensure livestock trailer is positioned squarely in load-out dock so that livestock can't escape around trailer
  - b. Requests buyer's invoice to authorize release of livestock
  - c. Count livestock coming out of pen to verify headage with buyer's invoice
  - d. Guides livestock from the pen onto the buyer's trailer
  - e. Complete load-out forms to represent which buyer and how many head were loaded out (when applicable)
8. Health Testing
  - a. Work livestock thru chute to ensure proper identification
  - b. Assist veterinarian with health assessment as necessary
  - c. Return livestock to proper pen and secure
9. Ensure livestock has access to feed and water as required by policy
10. Report problems/broken or damaged equipment to Yard Supervisor or Management
11. Clean pens, alleyways, unloading, and loading areas as required by supervisor
12. Provide excellent customer service to all patrons
13. Other duties, as assigned

**Qualifications and Requirements:**

1. Experience with livestock handling
2. Good communication and interpersonal skills
3. Standing and walking frequently (over 80%)

**Available Training:**

Viewing of livestock handling DVD's  
Livestock behavior and handling suggestions information sheet  
Training on basic operation of areas in the livestock auction barn  
Training on Genesis dock-in program

**Physical Demands:**

Ability to continuously stand or walk  
Ability to bend, squat, climb stairs, and lift frequently  
Ability to lift/push 100 pounds frequently