

Job Title:	<b>Refined Fuel Operations Manager</b>	Job Category:	<b>Operations Manager</b>
Department/Group:	Energy Division	Job Code/ Req#:	
Location:	Whitelaw, WI	Travel Required:	
Level/Salary Range:		Position Type:	Full-time
Contact:	Bill Hoeltke, VP of Energy	Date posted:	3-9-18 repost 4-12-18
Applicant(s):	Must hold or acquire CDL/Hazmat/Tanker endorsement	Posting Expires:	4-25-18

**Applications Accepted By:**

**E-mail:** bhoeltke@cvcoop.com  
**Subject Line:** Operations Manager  
**Attention:** Bill Hoeltke

**Mail:** Country Visions Cooperative  
Attn: Bill Hoeltke  
10932 US Highway 10  
Cato, WI 54230  
**In person:** Same

**Job Description**

ROLE AND RESPONSIBILITIES:

- Supervision of employees
- Delegate work load and adjust work force when needed
- Maintain accuracy in record keeping
- Assist with sales, purchasing and pricing
- Utilize and train other staff on Energy Software program
- Work with Division Manager to coordinate the division's operations
- Ensure general maintenance on all bulk plants and equipment is complete

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Must hold or acquire CDL/Hazmat/Tanker endorsement

PREFERRED SKILLS

Supervisory skills. Accuracy, confidence and dependability. Good communication.

ADDITIONAL NOTES

Benefits include when qualifications are met:

- Paid time off • Floating Holidays • Paid Holidays • 401K • Health Insurance • Dental and Vision  
• FSA and HSA • Company paid Life Insurance, STD and LTD