

# VANDEMAR SOD FARMS K

Mailing Address: 970 W NC Hwy 97, Spring Hope, NC 27882

Physical Address: 9390 NC Hwy 33 W, Whitakers, NC 27891

Phone: (252) 437-1501 Fax: (252) 437-0228

## OPERATIONS MANAGER

Starting in 1988 with just a few acres, Vandemark Sod Farm expanded quickly and is now a primary supplier to Wake County and the surrounding area. For 35 years, our family-owned business has enjoyed a reputation for top sod quality, selection and service. Our main product is natural turf which we provide to the landscaping industry, athletic fields and golf courses throughout the Triangle and North Carolina. We grow, harvest and ship six types of turfgrass from our Whitakers and Spring Hope locations.

### JOB DESCRIPTION AND RESPONSIBILITIES:

- Dealing with Government Agencies
- Review tax listing values
- Oversee Supply budgets and accounts
  - Negotiate with Vendors
  - Insurance Policy Reviews
  - Risk Management
- Review Accounts
  - Electricity, Phones, Radios, Rental Contracts
  - Other accounting reviews
- Fulfilling Employee HR needs
  - Salary Benefit Reviews
  - H2A Management
  - SOP's – Standard operating Procedures
- Sales and Marketing Programs
  - Dealing with Associations
  - Website Updates
  - Dealing with Trade Associations
- Implementing New Farm Accounting / Agronomic Software
- Help Owners with weekly, quarterly and yearly financials

### EDUCATION AND OTHER REQUIREMENTS

- 4 year degree in Agriculture Accounting/Business Management
- Must have ran a farm for 4 + years
- Must be willing to learn all facets of our farm
- Experience in Reporting KPI's

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- Experience in being proficient in negotiating
- Experience in creating RFP's & RFQ's
- Experience in Creating and Reporting Cost Savings Initiatives
- Proven capability of managing and prioritizing multiple tasks.
- Excellent verbal/written communication and organizational skills.
- Proficient in Microsoft Office, Excel and Quickbooks
- Knowledge of turfgrass sod (farm operations) preferred but not required.
- Ability to speak Spanish preferred but not required.

## **BENEFITS:**

- Blue Cross Blue Shield Medical Benefits offered (company pays 85%)
- Life Insurance Provided
- Dental Insurance Available (company pays 85%)
- Vision Insurance Available (company pays 85%)
- Reliable equipment to operate
- No seasonal layoff, we are a year round operation
- 2 PTO days after 90 days
- 1 week paid time off after 1 year of
- 7 paid holidays per year after 90 days
- Weather pay
- Supplemental Insurance at Reduced Cost

Send resume and references to: [Careers@vandemarkfarms.com](mailto:Careers@vandemarkfarms.com)

Apply in person: 9390 NC Hwy 33, Whitakers NC 27891 8:30AM -4:00PM Mon-Thurs  
252-437-1501

Visit: [Vandemarkfarms.com](http://Vandemarkfarms.com) and fill out an application