



 **GRAIN**  
3939 N. Webb Rd.  
Wichita, KS 67226  
Ph: (316) 303-1380  
[poet.com](http://poet.com)

## ABOUT POET GRAIN

POET Grain is a leader in the grain markets, buying more than 600 million bushels of grain each year. We started as a supplier of fuel ethanol, and have grown into a multi-commodity marketing and transportation company providing solutions in fuels, grains, and carbon dioxide markets. We are part of a network of engineering, management, marketing, and manufacturing companies that are dedicated to being good stewards of the Earth by converting renewable resources to energy and other valuable goods as effectively as humanly possible. As the largest supplier of ethanol in the world, we believe in the value and benefits of driving a renewable solution to global energy needs, and focus on creating a more sustainable path forward in all our related industries.

## JOB SUMMARY

The **Commodity Manager** is responsible for procuring grain products and managing the grain position of the location. Team members in this must ensure a sufficient supply of grain is on hand at all times. The Commodity Manager must have an understanding of local supply/demand, basis history, competitive factors, and maintaining company ownership at a purchase basis that provides value to the company. The Commodity Manager works closely with the Regional Marketing Manager (RMM) to set the merchandising strategy and provides leadership to the Grain Buyers and Scale Master(s) at the location. Commodity Managers must work with the location General Manager to insure purchased grains meet optimum quality and value characteristics for production of plant products. Attention to detail and good analytical skills are also required.

## THIS JOB MAY BE FOR YOU IF....

You demonstrate and provide the following:

- Bachelor's Degree in marketing, business, animal science, agriculture or related field, or demonstrated multi-year successful commercial work experience required.
- 5 plus years of grain merchandising/origination experience or other agriculture sales experience preferred with a demonstrated background of success.
- Experience in logistical management and bin management.
- In-depth experience in all aspects of Customer Relationship Management.
- Strong understanding of customer and market dynamics and requirements.
- Solid and persuasive business communication and interpersonal skills.
- Ability to prioritize in a fast-paced environment.
- Ability to work independently and exercise good business judgment.
- Knowledge in Microsoft Office Suite and the ability and willingness to learn new software applications.
- Excellent organizational, time management, and communication skills as well as the ability to adapt to change.



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### **A TYPICAL DAY (if there is one)**

- Effectively manage teams by recruiting, selecting, orienting and training team members. Leadership responsibilities also include delegation, coaching, and performance management, and career development to effectively execute departmental strategies and support company objectives.
- Ensure POET has the correct resources within the local grain team.
- Ensure the grain team is focused on assigned objectives for both POET Grain and the bio-refinery.
- Maintain a team environment with all other departments of the bio-refinery and external POET offices at all times.
- Manage the locations grain position to provide value to the company.
- Develop and execute seasonal grain merchandising plans for the location.
- Continuously look for arbitrage/merchandising opportunities for grain.
- Manage the procuring of grain supplies for the bio refinery.
- Set location grain bids consistent with POET Grain and location strategy.
- Purchase grain from producers and commercial accounts.
- Develop long term relationships with POET's grain customers.
- Oversee the contractual agreements for grain and work through customer complaints.
- Set local grain policies and manage inbound grading, discounts, and transaction processing.
- Monitor and manage grain storage, grain quality, and blending.
- Have thorough knowledge of grain contracts and marketing alternatives.
- Maintain various market, competitive, and customer information.
- Follow all POET Grain risk management policies and procedures.
- Assure timely and accurate transaction processing.
- Provide, as required, reports to Poet Grain, the location GM, and Board of Directors.
- Maintain a very high level of customer service along with a positive, friendly atmosphere.
- Foster a culture of safe behavior and environmental compliance at all times.
- Work in an honest and ethical manner; maintain confidentiality on all business related matters.
- Other duties as assigned.

### **WORK ENVIRONMENT**

This position is largely self-directed and requires a thorough understanding of company policy, procedures, and values. Team members will be required to adhere to all safety requirements at all times and in all work environments. This position operates in office environment.

The ability to travel up to 50% as requested as well as the ability to travel to customer and client sites and communicate with customers and clients effectively. Some overnight travel will be required.

Specific physical requirements may include:

- Sitting approximately 90% of the time while working on a personal computer and phone.
- Occasionally lifting weights of fifty (50) pounds or less.



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Interested candidates should apply at <https://www.poet.com/careers/apply> and resumes should be in either a *pdf format or MS Word with a .docx extension*. We are proud to be an Equal Opportunity Employer.