

## AgriLife Position Description

Last reviewed: 10/21/15

9257  
FARM RESEARCH SERVICE MANAGER  
10/21/15

### *SUMMARY*

**General Description:** Provides supervisory and farm management skills in the conduct of small plot or field research activities; maintains accurate records of farm operations; and oversees maintenance of farming equipment and grounds.

### *DUTIES*

**Typical:** Coordinates general farm related activities involving small plot or field research projects such as spraying, disking, planting, mowing, and fertilizing; purchases and maintains vehicles, tractors, other farm equipment; keeps an accurate record of equipment maintenance; participates in interviewing and recommending qualified personnel; supervises farm employees in the field and shop; oversees facilities construction and repair projects; assists with tour groups; other essential job related duties as required.

### *SUPERVISION*

**Received:** General instruction and periodic review from resident director or department head and/or research project leaders.

**Given:** Detailed initial instruction and periodic review to farm foreman, agricultural research workers, student workers and other workers.

### *EDUCATION*

**Required:** Bachelor's degree or equivalent combination of education/experience plus three or more years of experience in crop or livestock management and farm equipment maintenance.

### *LICENSES, CERTIFICATES OR REGISTRATION*

**Required:** Chemical applicator's license. State of Texas Class C and B vehicle operator's license.

### *KNOWLEDGE, ABILITIES AND SKILLS*

**Required:** Working knowledge of commonly used farm equipment, tools, and machinery.