Feed Mill Operations Manager

JOB DESCRIPTION

Employer	Hy-Line International (HLI)
Work location	Iowa State University Kent Feed Mill and Grain Science Complex (FMGSC)
Reporting relationship	HLI Production manager, with day-to-day coordination with the FMGSC Director and Feed Mill Manager
Role scope	HLI feed production, inventory, quality, biosecurity, delivery coordination, plant operations support, and student/trainee mentoring
FLSA status	To be determined by HLI Human Resources based on final duties and applicable law

Position Summary

The Feed Mill Operations Manager is Hy-Line International's on-site operational lead for safe, compliant, biosecure and cost-effective manufacture and delivery of HLI feed at the ISU FMGSC. Working with FMGSC leadership and the Feed Mill Manager, the role coordinates feed demand, production and deliveries, inventory, quality and feed safety, maintenance, automation, reporting and continuous improvement, while mentoring students and trainees in a commercially operating facility.

Essential Duties and Responsibilities

1. Production planning, manufacturing and delivery

- Manage the weekly feed orders from HLI, loadout and delivery schedules, accounting for placements, depopulations, feed age, consumption, bin capacity and downtime.
- Sequence batches, loads and production for efficiency and required biosecurity order, including Research, GP and EW flows and youngest-to-oldest flock sequencing, unless an approved exception is documented.
- Become proficient in BetaRaven, Mill Master 4 and related control systems; verify formulas, batching, mixing, pelleting, bin selection, loadout and production records.
- Ensure feed meeting HLI specifications goes to the correct loadout bins and is delivered to the correct farm, house and bin; promptly replan for order changes.
- Provide hands-on oversight of higher-risk operations, including pelleting, startup, shutdown, equipment clearing, breakdown recovery and major repairs.

2. Inventory, procurement, formulation and cost control

- Keep accurate ingredient and finished-feed production, usage and inventory records; conduct physical counts, reconcile variances, investigate shrink and report corrective actions.
- Forecast ingredient usage and communicate purchasing needs to the FMGSC business manager and HLI personnel early enough to avoid interruptions; coordinate approved substitutions with Nutrition and Quality.
- Maintain current ingredient costs in formulation software; review least-cost reformulations for nutritional, operational, quality and financial soundness and coordinate changes with the HLI nutrition contact.
- Prepare monthly, quarterly and annual analyses of throughput, ingredient usage, feed cost, inventory variance, downtime and capacity, and explain feed-cost drivers.

3. Feed safety, quality and biosecurity

- Follow the FMGSC Feed Safety & Quality Management System, HLI specifications and approved SOPs; in coordination with the on-site HLI Feed Quality & Systems Specialist immediately escalate and help resolve quality, feed-safety, contamination, Salmonella and biosecurity issues.
- In coordination with the on-site HLI Feed Quality & Systems Specialist, ensure samples are properly collected, labeled, retained and sent to approved laboratories such as Eurofins; review analytical results (e.g., mycotoxin, nutrient variance), maintain SPC charts and implement corrective action.
- Control formula accuracy, sequencing, carryover, feed age and contamination risk; ensure production records are complete, accurate, timely and archived.
- Lead or coordinate feed trailer/truck cleaning and disinfection and improvement projects such as disinfectant systems and downstream liquid/additive application.

4. Plant readiness, maintenance and housekeeping

- Keep the facility safe and ready through disciplined housekeeping, immediate spill/leak cleanup, dust control and clear work areas.
- Ensure equipment is properly operated and preventively maintained; document, prioritize and close breakdowns and repairs, coordinating downtime with HLI production and delivery needs.
- Coordinate with FMGSC feed mill manager repair needs and spare-parts priorities; participate in routine maintenance and major repairs within your training and authorization.

5. People leadership, education and collaboration

- Coordinate labor and assignments with plant management; set standards for safety, cleanliness, attention to detail, productivity and quality.
- Train and mentor HLI employees and ISU undergraduate students in the Feed Technology & Mill Management Traineeship Program, tailoring assignments where practical without compromising safety, quality or production.
- Collaborate respectfully with HLI and ISU faculty, staff and students and with farms, customers, suppliers, laboratories and partners; maintain confidentiality and HLI's reputation.
- Participate in flock-service and operating meetings, presenting consumption, inventory, mycotoxin, nutrient variance, production, disinfection, cost and capacity data; give approved tours and technical presentations.
- Support process, product and program improvement and perform other related duties.

Required Minimum Qualifications

- Bachelor's degree in engineering, agricultural systems or industrial technology, animal science, feed science and management, or a closely related field. Directly relevant experience may be considered where permitted by HLI policy.
- Minimum 5 years of progressive experience in feed milling, grain handling, agro-industrial manufacturing or a comparable process operation, including at least 2 years leading employees, shifts, projects or trainees.

- Applied knowledge of feed manufacturing, batching, mixing, pelleting, material handling, loadout, inventory control, plant housekeeping, preventive maintenance, product quality and feed safety.
- Ability to analyze operating and cost data, laboratory results and production records; strong judgment, organization, attention to detail, written communication and verbal presentation skills.
- Ability to learn and operate plant automation, control and reporting systems; working proficiency in Microsoft Excel and Teams.
- Commitment to required environmental, safety, health, biosecurity and regulatory practices and to respectful, cooperative interactions with students, coworkers and the public.

Preferred Qualifications

- Experience processing animal feed or agro-industrial products and using BetaRaven, Mill Master 4 or comparable plant-control systems.
- Experience with feed formulation software, least-cost formulation, quality management systems, statistical process control and root-cause corrective action.
- Experience operating and maintaining processing/material-handling equipment and working in an educational setting with adult or college-aged students.
- OSHA 30-Hour General Industry, NGFA grain-safety training, First Aid/CPR/AED, HACCP, Safe Feed/Safe Food, Lean, Six Sigma or preventive-maintenance credentials.

Minimum OSHA and Safety Competencies

Compliance note: OSHA obligations generally apply to the employer and worksite. OSHA 10- or 30-hour cards are not universally required for this role. Before performing or supervising covered work, the employee must complete site-specific training and receive any required authorization. HLI may designate OSHA 30-Hour General Industry as a preferred or company-required qualification.

- Grain handling: assignment and at least annual training on grain-dust hazards, ignition control, housekeeping, emergency procedures and safe work practices under 29 CFR 1910.272(e).
- Emergency action: understand and help administer the facility emergency action and alarm/evacuation procedures under 29 CFR 1910.272(d) and 1910.38.
- Lockout/tagout: authorized-employee training when applicable and verification of energy isolation before servicing, clearing or maintenance under 29 CFR 1910.147.
- Grain-bin entry: enforce permits, isolation, atmospheric testing where required, attendant/rescue provisions and the prohibition on walking down grain under 29 CFR 1910.272(g).
- Hot work: administer required permits and fire-prevention precautions under 29 CFR 1910.272(f).
- Hazard Communication and PPE: training on labels/SDS and hazardous products under 29 CFR 1910.1200, plus PPE hazard assessment, use and enforcement under 29 CFR 1910.132.
- Respiratory protection: if required, complete medical evaluation, fit testing and training under 29 CFR 1910.134 before respirator use.
- Powered industrial trucks: complete operator training and evaluation under 29 CFR 1910.178(l) before operating a forklift or similar truck.
- Walking-working surfaces/fall protection: complete applicable training under 29 CFR 1910.30 and follow site fall-prevention requirements.
- First Aid/CPR/AED: maintain certification if designated by HLI or ISU as an emergency responder.

Physical and Work Environment Requirements

- Work in an operating feed mill with moving equipment, grain dust, noise, temperature variation, truck traffic, elevated work areas, chemicals and agricultural ingredients.
- Walk and stand for extended periods; climb stairs and fixed ladders; bend, crouch and reach; and occasionally lift or move up to 50 pounds, with reasonable accommodation where required.
- Wear assigned PPE and, when required, use a respirator after medical clearance and fit testing. Respond to operational needs outside normal hours, including nights, weekends or holidays, when required.

Key Performance Measures

- Safety and compliance: training completion, housekeeping/dust-control performance, corrective-action closure, near-miss reporting and incident prevention.
- Service and production: schedule attainment, on-time and accurate loadout/delivery, throughput, downtime and feed availability.
- Quality and biosecurity: formula/batch accuracy, sample and testing compliance, carryover/contamination control, feed age and sanitation execution.
- Cost and reliability: ingredient variance/shrink, feed-cost drivers, labor productivity, maintenance completion, recurring-failure elimination and capital-project results.
- People and partnership: employee/student qualification, cross-training, communication quality and effective HLI-ISU collaboration.

General Statement

This job description summarizes the position's principal responsibilities and is not exhaustive. Duties may change based on HLI and FMGSC operating needs. Final reporting relationships, physical demands, FLSA classification and company-required credentials must be validated by HLI Human Resources, EHS, ISU/FMGSC leadership and legal counsel before posting. Hy-Line International is an equal opportunity employer and will consider reasonable accommodations in accordance with applicable law.