

JOB INFORMATION

Position Overview

POSITION:	Nursery Manager
EMPLOYER/COMPANY:	ArborGen Australasia
REGION:	Te Karaka, Gisborne
REPORTS TO:	NZ Nurseries Manager

About ArborGen Australasia

ArborGen Australasia is a leading producer of tree seedling products and is one of the largest providers of conventional and technology enhanced seedlings, producing high-quality planting stock for the forestry sector. ArborGen manages six nurseries across New Zealand and south-eastern Australia and the Puha Nursery is the largest bare root facility, producing around 12 million Radiata pine seedlings and cuttings each year.

Puha Nursery is located in Te Karaka, approximately 30km northwest of Gisborne on the route to Opotiki.

To find out more about ArborGen Australasia visit: www.arborgen.co.nz

Organisational Structure

INTERNAL RELATIONSHIPS: NZ Nursery Managers, Lab Manager, Tree Improvement Manager, Finance Manager

EXTERNAL RELATIONSHIPS: Customers, Suppliers

Primary Position Function

Manage the Puha Nursery operations, within applicable legislative framework, to maximise return on investment for the company, and provide consistent, high-quality products for customers, delivered in full, on time and in spec.

The Nursery is a well-established 55ha operation with an experienced and knowledgeable team. To support the success of the new Nursery Manager, there will be mentoring and guidance by both the NZ Nurseries Manager and also an experienced operator who has returned to the business temporarily to ensure the management of Puha Nursery is maintained to a high level along with the provision of an in-depth handover.



Key Responsibilities

- Establishment, growing & dispatch of forest species, seedlings and cuttings, delivered in full on time and in spec, to meet the annual production plan at a margin that is viable for the company
- Co-ordination of sales from the facility, management of existing customers and identification of new opportunities
- Support production requirements of other New Zealand nurseries where required; product supply, new ideas, cost saving opportunities etc.
- Support the development of new business in the area
- Monitor the forest/farm industry in the nursery's working areas for strategic planning
- Keep accurate records pertaining to chemical and water use, lease obligations, and accurate and complete crop diaries, maintenance records and safety meeting records
- Manage all resources (staff and operational) efficiently and effectively
- Accurate and timely entry of wages into IMS and of invoices/dispatches into SAP

Qualifications, Skills & Experience Required

To grow and be successful in this role, you will ideally bring the following:

- Tertiary qualifications relating to large scale forest tree stock or horticulture production operations
- Proven experience in managing all facets of a nursery operation, including people management and client liaison
- Mechanical aptitude
- GrowSafe/ Approved handler and knowledge of chemicals
- Bare root growing experience in a commercial production environment
- Site & people management experience
- Experience with environmental management systems
- Planning, budgeting and organisational skills
- Accurate maintenance of records

Personal Attributes Required

- Communicates clearly and is able to motivate staff to achieve common goals
- Positive attitude; demonstrates a real motivation for team and company goals
- A technical understanding of plant husbandry that is simply communicated for team understanding
- Customer commitment and focus
- A high level of personal accountability for all nursery outcomes
- High degree of accuracy in stock control and record keeping
- Hard working and willingness to stay until the job is done



Career Opportunities/Benefits

- Permanent, full-time role in an established business
- Competitive salary
- 'Tool of trade' company vehicle, laptop and mobile phone provided
- A hands-on, diverse role with the opportunity to make a real impact in a key site
- A supportive team and the backing of a well-established business with strong values

