



LAND MANAGEMENT OFFICER – Job description

NAME:	Successful applicant
POSITION:	Land Management Officer
HOURS OF WORK:	Full-time
LOCATION:	Wanganui
REPORTS TO:	Office Manager

PURPOSE OF POSITION

- Undertake all aspects of Whole Farm Planning and land management work
- To develop and maintain positive working relationships with LandVision staff & clients.
- To look for new work opportunities throughout the spectrum of activities that is undertaken by LandVision Ltd.

KEY RESPONSIBILITIES

1. To carry out and develop all aspects of Whole Farm Plans.
2. Undertake Land Resource Inventory survey's and offer appropriate advice and proposed soil conservation works programs.
3. Promote and advise on soil conservation techniques and land forming processes.
4. Undertake nutrient budgeting.
5. Develop and maintain client and information databases.
6. Develop and create ideas to further improve the skills and activities of LandVision Ltd.
7. Attend training and develop relevant knowledge and skills.

SKILLS AND EXPERIENCE

- A relevant tertiary qualification in natural resource management, forestry or soil science.
- At least three years post graduate work experience in natural resource management.
- An understanding of farm systems.

- Knowledge of Geographic Information Systems an advantage but not essential.
- Knowledge of soil conservation techniques and land forming processes.

PERSONAL ATTRIBUTES

- A positive, enthusiastic and professional manner.
- Great sense of humour.
- Able to plan work activities well in advance, ensuring efficient and effective use of work hours.
- Complete jobs to a high standard.
- Excellent verbal communication skills, willing to raise and resolve issues, ensuring a positive relationship is maintained between yourself, clients, colleagues and your Employer.
- Proven ability to work in and contribute positively to a team and unsupervised when required.
- Excellent written communication skills with the ability to write letters and reports in an informative but concise manner.
- Committed to excellence in customer service.
- Willing to undertake training to further develop your skills.
- A commitment to acting with integrity and maintaining client and Employer confidentiality at all times.
- Quality driven and able to operate within business systems and processes.
- Health and safety focused.

SPECIAL REQUIREMENTS

- May be required to work outside normal working hours occasionally.
- Safety procedures must be adhered to in accordance with Council Policy and the Health and Safety in Employment Act 1992.
- Clean, current drivers licence for a manual vehicle is essential.

SALARY

The salary for the position will be negotiated and will depend upon qualifications and experience relevant to the position. The review for this appointment will be on the anniversary of this agreement.