



*"doing what it takes"*

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## **Operations Assistant**

LDI is seeking a dedicated and detailed Operations Assistant to join our team!

### **Job Description:**

A successful candidate for this position takes pride in the quality of their work, is detail oriented, and self-motivated. The primary duties include washing and cleaning of machinery and equipment, mowing and trimming greenspaces, keeping grounds free of litter, shelving parts, and general maintenance work.

### **Duties and Responsibilities:**

Under the supervision of the Store Manager, this position:

- Maintains the appearance and specified up keep of all new and used inventory as defined by the Wholegoods Department
- Ensures that equipment at location is presentable for sale and appealing to potential customers as defined by company work flow process
- Assists Wholegoods Department with monthly equipment audits
- Helps load and unload store deliveries
- Maintains the appearance of the location building, grounds, and property
- Informs Store Manager in a timely manner of any issues related to the property or equipment stored at the location
- Attends required meeting as scheduled
- Responsible for any other duties that may be assigned by the Store Manager

### **Job Skills:**

The Operations Assistant must:

- Exemplify quality level customers expect in our products and services through work ethic and attention to detail
- Understand the products and services the company offers
- Communicate effectively
- Maintain and cultivate a professional relationship with fellow employees, company owners, customers, and product vendors
- Be computer literate and possess the ability to learn and utilize spreadsheets and email

**Qualifications:**

- High School diploma or GED required
- Bachelor's or Associate's degree in related field is preferred
- Minimum of 3-years progressive experience with farm equipment or agricultural dealership experience recommended
- Experience in automotive detailing experience will be considered
- Valid driver's license
- Pre-employment drug screen, motor vehicle records check, and background check required

**Benefits:**

LDI offers competitive wages based on experience and a benefit package that includes paid health insurance, 401K retirement plan, paid holidays, paid time off, performance based incentives, overtime, uniforms, and other optional benefits.

**To Apply:**

Complete an application online at [www.langdieselinc.com/Careers](http://www.langdieselinc.com/Careers)

**About LDI:**

In 1988, Lang Diesel, Inc. opened for business from one tool box and has since grown into an industry leader in the farm equipment retail market with 10 locations across the state of Kansas.

LDI is committed to securing the success of our customers and continued growth of the agriculture industry by providing the best quality products, parts, and service, and building a team of well trained, value driven employees ready to meet customer demands.