



HEAD OF WORKFORCE OPTIMISATION

JOB & PERSON SPECIFICATION

DECEMBER 2024

POSITION TITLE: Head of Workforce Optimisation (Two Wells)

DEPARTMENT: Farms

PRIMARY LOCATION: Two Wells, South Australia

REPORTS TO: General Manager Two Wells

PRIMARY PURPOSE: To lead and build workforce planning and optimisation for effective planning and management of labour forecasting, demand and resourcing outcomes.

Manage labour resourcing, performance, labour budgets, addressing issues where required to ensure harvest and crop work rates are achieved to meet business objectives.

Operational Workforce Management

- Ensure labour modelling is cost effective aligning to required commercial outcomes of the Company.
- Review labour costs against weekly budgets and ensure targets are achieved.
- Assist with weekly labour cost forecast for all crops on site.
- Report to the General Manager on weekly labour and resourcing trends and identify areas for improvement.
- Manage worker wellbeing, performance and attendance.
- Identify and anticipate capacity requirements across seasonable, peak and operational phases to ensure the relevant supply and quality of worker performance meets requirements.
- Oversight of scheduling and rostering to meet operational and shift requirements for the site, ensuring compliance with relevant legislation and conditions.
- Foster, promote and lead a culture of workplace safety, quality and positive employee engagement to facilitate compliance with the Company policies, applicable legislation and to maximise employee effort and business outcomes.

Labour Costs

- Review and monitor 'actual' weekly labour costs and ensure targets are achieved.
- In conjunction with Labour Managers, roster labour to meet operational requirements and cost structures.
- Analyse and report weekly labour trends to the Labour Managers and identify opportunities for improvement and increased efficiency.
- Investigate and implement corrective actions to ensure targets and rates are achieved.

Teamwork

- Liaise with Growers and Senior Management to obtain guidance in relation to crop requirements.
- Work collaboratively with Labour Managers and Team Leaders to support the achievement of the operational plan.
- Participate as a member of the broader Perfection Farms team.

Performance

- Monitor individual wellbeing and team performance against targets.
- Provide regular feedback conduct performance and development reviews in consultation with the HR team and in accordance with Company policies and procedures.
- Define/set goals and objectives and communicate expectations.
- Inspire and motivate teamwork and coach and lead direct reports to build capability for the achievement of agreed goals.

INTERNAL CONTACTS

Key relationships include:

- Senior Management
- Labour Managers
- Growers and Senior Growers
- Human Resources
- WHS Team
- Quality Team

EXTERNAL CONTACTS

Key relationships include:

- Labour Hire Providers
- Labour Hire employees

ESSENTIAL REQUIREMENTS

- A minimum of five years' experience in a demonstrated leadership position managing large and diverse teams to deliver commercial outcomes.
- Demonstrated ability to manage competing priorities to deliver outcomes.
- Knowledge of the Fair Work Act (including enterprise agreements and general labour relations).
- Well-developed time management and planning skills to work in a challenging and fast paced environment.
- Ability to work collaboratively and constructively with all staff including labour hire and casual workforce.
- Demonstrated conflict resolution and problem solving capability.
- High level written and verbal communication skills.
- Highly developed analytical skills with a strong data driven mindset and capability.
- Strong financial/commercial and budget management abilities.
- Champion ethical business practices and Company policies.
- Previous experience in a lean manufacturing environment and knowledge of lean principals will be very highly regarded.



OUR MISSION

To lead the fresh food revolution

OUR VISION

To inspire a healthier world by connecting people to sustainable fresh food

OUR COMPANY VALUES

We pursue perfection every day, by making sure we do everything with **PRIDE**.

- First there's **PASSION**. It's not just the secret ingredient for growing delicious fruit and veggies – it's how you grow a great team, too.
- Second is **RESPECT**. We focus on building respectful relationships with our network of growers, suppliers, and customers. It's key to having happy people, and a healthy business.
- We're all for **INNOVATION**. And in our world, that means encouraging everyone to come up with fresh tastes, techniques, and ideas. Because innovation can come from anywhere.
- Then there's **DISCIPLINE**. While we love to have fun at work, we're all perfectionists at heart. Staying professional and focused is the only way we can live up to our name.
- And finally, we're **ETHICAL** – always. From our products and people to our sourcing and service, everything comes down to quality, honesty and trust. It's vital in our recipe for success.



HOW TO APPLY

Applications including a cover letter and CV should be addressed to Andrew Reed, Bernie Dyer and Justin Hinora. Please visit henderconsulting.com.au to apply.

For a confidential discussion, please call (08) 8100 8827.

Please Note

Your application will be automatically acknowledged by a return email.