

UNITED SUPPLIERS INC JOB DESCRIPTION

Job Title: Adjuvant Development Manager **Business Unit:** Crop Protection & Seed
Reports To: Technical Brand Manager **FLSA Status:** Exempt
Approved By: VP Crop Protection & Seed **Date:** September 24, 2012

Summary: *Leads the strategic planning and implementation process for adjuvant development.*

Essential Duties and Responsibilities include the following:

- Develops new product opportunities directly related to adjuvants which create valuable agronomic and profit opportunities for United Suppliers owner/customers
- Leads the development strategy for creating adjuvant chemistries that will enhance the capabilities and competitiveness of the owner base along with the possible addition of innovation niches
- Understands the chemistry and formulary requirements of adjuvant development and production
- Effective at customizing adjuvant solutions for United Suppliers and our owners that align with common goals
- Represents United Suppliers in a courteous and professional manner in order to build and maintain positive relationships with adjuvant suppliers, basic manufacturers, and formulators specifically building differential long term alliances.
- Clearly understands and represents United Suppliers value proposition and can lead the discussion and promotion of United Suppliers in front of owners, suppliers and manufacturers
- Understands and maneuvers within the regulatory system including ASTM terminology for labels, MSDS and other related data.
- Understand all technical and practical aspects of production
- Other duties that may be assigned or needed.

Supervisory Responsibilities: *This job has no supervisory responsibilities*

General Competencies: *To perform the job successfully, an individual should demonstrate the following competencies:*

Management - Organizes, schedules, and delegates work assignments; Uses time efficiently; Makes timely decisions; Sets expectations and monitors delegated work activities; Looks for ways to improve and promote quality and performance; Understands business implications of decisions; Displays orientation to profitability; Follows policies and procedures; Supports organization's goals and values; Strives to increase productivity and efficiency; Ensures proper cross-training has been implemented; Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Presents numerical data effectively; Develops alternative solutions; Works well in group problem solving situations; Contributes to building a positive team spirit. Applies feedback to improve performance; Participates in meetings.

Professionalism - Inspires the trust of others and works with integrity. Reacts well under pressure and keeps emotions under control; Treats others with respect, courtesy and consideration; Accepts responsibility for own actions; Completes work in timely manner; Demonstrates accuracy and thoroughness; Arrives at meetings and appointments on time. Follows instructions and responds to management direction; Commits to long hours of work when necessary to reach goals.

Customer Service - Manages difficult or emotional customer situations; Responds promptly to customer needs for service and assistance; Meets commitments and deadlines; Able to deal with frequent change, delays, or unexpected events in the work environment; Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Able to read and interpret written information.

Safety and Security - Observes safety and security procedures. Operate company equipment and vehicles in a safe and responsible manner. Reports potentially unsafe conditions.

Qualifications: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Education and/or Experience - Master's degree in agriculture related field; 3-5 years of related agriculture experience; or equivalent combination of education and experience.

Language Skills - Ability to read, analyze and interpret documents, general business periodicals, technical procedures, or governmental regulations. Ability to write reports and business correspondence. Ability to effectively present information and respond to questions in a variety of settings.

Mathematical Skills - Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability - Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to define problems, collect data, establish facts, and draw valid conclusions; exhibits sound and accurate judgment.

Computer Skills - To perform this job successfully, an individual should have knowledge of internet software; US operating, sales and processing systems, Microsoft Outlook, PowerPoint, Word and Excel. Individual should have an inherent interest in new and challenging technology

Certificates, Licenses, Registrations: Current driver's license; driving record must meet company/insurance guidelines.

Other Skills, Abilities, and Qualifications: Must be able to travel 35% of the time or as required.

Physical Demands: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this Job, the employee is regularly required to use hands to write and drive, and to talk and hear. The employee is frequently required to stand or walk, and regularly required to sit and drive for long periods of time. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this Job, the employee is frequently exposed to outside weather conditions while traveling in assigned territory. Office environment is usually quiet.

After reading the contents of this job description, I understand the responsibilities, requirements and duties expected of me. I realize this document is intended to be an accurate reflection of the position; however, United Suppliers, Inc. reserves the right to revise, add or eliminate job functions and duties as conditions warrant. I also understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek to achieve the company's goals. I further understand that this job description does not constitute a contract of employment, nor alter my status as an "at-will" employee.

Employee's Name

Supervisor's Name

Employee's Signature

Date

Supervisor's Signature

Date