



Job Title:	Operations Laborer I	Job Category:	Non-exempt
Department/Group:	Operations	Travel Required:	No
Location:	Kāko'o 'Ōiwi	Position Type:	Full-time
Level/Salary Range:	Entry Level/\$21	Date Posted:	
HR Contact:	Donald Gentzler	Posting Expires:	
Will Train Applicant(s):	Will Train Applicant(s)		
Internal Posting URL:	www.kakooiwi.org\jobs		

Applications Accepted By:

EMAIL:

Hiring@kakooiwi.org

Subject Line: Operations Laborer I

MAIL:

Kāko'o 'Ōiwi
PO Box 5307
Kaneohe, HI 96744

Job Description

Kāko'o 'Ōiwi is looking for a hard-working, Operations Laborer to work with farm staff to ensure planting and production goals are achieved.

ROLE AND RESPONSIBILITIES

Heavy Equipment Operations

- Assist with maintenance/repairs on machines and equipment (as needed).
- Assist with up keeping of service logs for the machines
- Inform the Operations Manager when supplies/repairs are needed
- Support the farming and cultivation of land in Kako'o 'Oiw Property
- Adaptive management of environmental resources (land, soil, water, and microclimate).
- Assist with building out of infrastructure and facilities for farm needs (e.g., irrigation, wash-pack station, nursery etc.)
- Able to lift 50 pounds unassisted

Production Planning and Implementation

- Assist with execution of planting, production, and harvest schedules for crops
- Assist in the identifying and selecting of crops based on environmental (soil, climate, season etc.), market value, and market demand factors

Production, Maintenance and Harvest

- Work with team to prepare fields in pre-plant and post-harvest stages
- Work with team to plant (direct seeding, transplanting etc.) crops with manual or mechanical methods
- Implement weed and pest control methods using appropriate best management practices.
- Harvest by manual or mechanical methods
- Implement harvest and post-harvest best management practices
- Crop performance observation, monitoring, reporting and analysis



Order Processing

- Work with team to manage supplies inventory (packaging etc.) and assist with supplies procurement (e.g., provide list of items needed)
- Assist with post-harvest cleaning, packaging, and preparation of crops for distribution.
- Assist with development infrastructure and systems for efficient handling and processing of crop/harvest to prepare for sales

Natural Resource Management

- Soil and nutrient management including composting and application of fertilizers, amendments, inoculants etc.
- Assist with land clearing and leveling for crop production using mechanical or manual methods Construction and/or installation of irrigation systems
- Assist with water quality and stream management
- Assist with erosion control

Human Resource Management

- Participate in weekly meetings with staff to schedule work projects/tasks for the coming week, and to assess past work
- Receive tasks appropriately from senior staff members
- Participate in meetings with Education Staff as needed to coordinate work projects for educational groups and coordinate work schedules
- Responsible for executing farm work activities and schedule to meet crop production goals

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- High school diploma or alternative equivalent.
- Personal vehicle and current driver’s license

PREFERRED SKILLS

- Accuracy and attention to detail
- Self motivated and ability to work independently and ask questions
- Integrity and a willingness to learn
- Willingness to work occasional weekends
- Positive work attitude to support all areas of a small organization
- Ability to communicate via phone, text, and email

ADDITIONAL NOTES

Reviewed By:	Jonathan Kanekoa Kukea-Shultz	Date:	09/12/2022
Approved By:	ProService	Date:	11/02/2022
Last Updated By:	Michelle Nakayama	Date:	11/02/2022