

## Sam Houston State University Human Resources

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### Staff Classification Description – Farm Hand, Resident

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**Skill Category:** Service/Maintenance  
**Position (Employee) Class:** 7N161 (N1)  
**Grade:** 4  
**Date:** 10/2014

**Department:** Agricultural Sciences

**Educational & Experience Requirement:** High School Graduate or G.E.D. equivalent Minimum of two (2) years related experience with a minimum of one year on a working farm or ranch. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

**Nature & Purpose of Position:** Oversees a variety of labor duties relating to the operation and maintenance of the University Farm. Acts as lead farm hand providing direction and assistance to other farm hands, and students as needed.

**Supervision Given & Received:** Works under minimum supervision from the Agricultural Resources Managers and may supervise and assistance to other farm hands and students as needed.

**Primary Responsibilities:** Operates farm equipment and machinery such as tractors, hay harvesting equipment, tillage and planting equipment, livestock handling equipment, etc. Performs routine jobs requiring general maintenance skills, carpentry skills, metal working skills, and other general farm and ranch skills. Performs other related duties as assigned.

**Other Specifications:** Certain seasonal tasks require longer working days. Thorough knowledge of general farm machinery. Must be conscious of safety to self and others at all times and promote safe working habits through example, and training exercises. Considerable exposure to unpleasant elements such as outside, weather conditions of heat, cold, and rain. Also, fertilizers, chemicals, dust, dirt, grease, grime and the like. Duties are to be performed regardless of weather conditions. This is a live in position (for the convenience of the employer.) There are no set working hours; however, the Department of Labor, Title 29, Part 785.23, Code of Federal Regulations, allows the exact hours worked under these circumstances to be determined by a reasonable agreement considering all of the pertinent facts. Therefore, as a condition of employment the incumbent agrees the average number of hours worked each week will be equal to the full time equivalency appointment. Employee will be provided housing on the University Farm and will be expected to be "on call" as needed.

**This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.**

**Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.**

**Sam Houston State University is Committed to Equal Opportunity in Employment and Education.**