

Administrator

Grainfarmers plc is one of the country's largest grain marketing businesses with a turnover of circa £300m and around 200 employees handling approximately 20% of the UK's marketable crop. The centralisation of the administration function and accompanying investment in IT has resulted in vacancies for administrators to join the admin team at its head office just off the A1 near Colsterworth.

Handling a range of data entry tasks as well as maintaining associated paper records for grain, seed and fertiliser across the country, you will have the ability to work quickly and accurately and communicate well with both internal and external customers. IT skills and flexibility within the admin team are musts; previous admin experience will be an advantage.

As a farmer-owned business Grainfarmers aims to be the partner of choice linking arable farmers with the global consumer and it is this commitment to UK agriculture that underlines real opportunities for employee job satisfaction and career progression. The remuneration package includes the range of benefits associated with our position as a major employer.

Interested? Then contact Fiona Pattison on 01476 862704 for an informal discussion, or send your CV with details of current remuneration to Abbie Lewis, Human Resources, Grainfarmers plc, Larkwhistle Farm Road, Micheldever Station, Winchester SO21 3BG or by email: abbie.lewis@grainfarmers.co.uk.

Closing date: 6th October 2006

**Grainfarmers plc**

www.grainfarmers.co.uk