



This Old Farm Meats & Processing

a Division of This Old Farm, Inc.

"Rejuvenating the Land One Farm at a Time"

Customer Service Representative and Retail Sales Representative

This Old Farm, Inc. – Colfax, IN

Job description

This Old Farm, Inc is looking for someone that loves the farm lifestyle and will feel good about helping livestock farmers reach their customers. This Old Farm is located outside of Colfax, IN between Indianapolis and Lafayette. We are a USDA inspected meat processing plant with farmers as our primary customer though we also work with the meat lovers as well.

Our mission is to support the family farm through education as well as processing and marketing locally raised and processed meat.

Consideration will be given to both skill level and attitude. The desire to be part of the team and learn often outweighs the need for immediate proficiency. Pay and specific responsibilities assigned based on experience.

- **Hours:** Full time. Starting between 7am or 10am and ending between 3pm or 7pm Monday through Friday. Occasional Saturdays from 9am-2pm may be assigned. Sundays are always off.

Potential Duties

- Customer service in person, via email, and on phone
- Clerical work and data entry
- Labeling meat and data entry
- Quality Assurance
- Order Fulfillment
- Order carry out from freezer to truck when needed
- Purchasing items for store front and company
- Accounts receivable and Retail check out with register and Quickbooks
- Potential development of sales assignments with commission possible

Requirements

*9572 W County Road 650 S Colfax, IN 46035, Ph. (765) 324-2161
www.thisoldfarm.com*

- Love for the farmers we serve.
- Willingness to continue education and training.
- Willingness to help in all aspects of the business as necessary
- Computer skills: Proficiency in Microsoft Office required, experience with Quick books is beneficial.
- Experience with livestock and agriculture beneficial. Knowledge of meat cuts beneficial

This position offers substantial growth opportunities in responsibility and pay. Individuals with experience in (or the ability to learn) finance and/or sales may be capable of quickly growing into an account management position paying \$45K per year.

Work Remotely

- No

Job Type: Full-time

Pay: \$14.00 - \$18.00 per hour

Expected hours: 40 – 45 per week

Benefits:

- Employee discount
- Flexible schedule
- Health insurance
- Paid time off

Weekly day range:

- Monday to Friday

People with a criminal record are encouraged to apply

Application Question(s):

- What experience or connection with meat, livestock, farmers, or agriculture do you have?

Work Location: In person