

Cattle Clerk

Mc6 Cattle Feeders Inc. is a family owned business focused on natural and sustainable cattle feeding. We are located between Hereford, TX and Vega, TX. We plan to grow significantly in 2019 and need help. Today we are looking for a Cattle Clerk to help us manage cattle inventory.

Requirements:

- Associates Degree or higher
- Experience with Microsoft Office suite (Outlook, Excel, and Word)
- Problem Solving Skills
- Basic Understanding of Feedyard Operations
- Basic Computer competency
- Strong Organization skills

Ideal Qualities:

Team Player

- Prompt and On Time
- Great Verbal Communication
- Always learning
- Perfectionist
- Always asking "why"

Responsibilities:

- Ship Cattle
- Receive Cattle
- Move cattle
- Enter Ration Changes
- Reconcile death records
- Pay for cattle
- Invoice customers
- Settle payments for customers
- Track freight and update cattle costs
- Review Bunk and Vet End of Day on Micro Feedyard Accounting System
- Create Call Outs
- Help with End of Month procedures

Compensation:

- Competitive pay
- 401k
- Health Insurance
- Annual Bonus

Please email your resume to hank.mcwhorter@mc6cfi.com if you are interested in learning more about the Cattle Clerk position at Mc6 Cattle Feeders.