

FULL AD – FOR LFP WEBSITE

ASSISTANT TO THE DIRECTORS

L F Papworth Farms is seeking to recruit an **Assistant to the Directors**. Based in Norfolk, the role involves supporting the Directors in the day to day management of all aspects of our contract farming business.

Responsibilities include:

- planning for the business's livestock and arable activities
- marketing of products
- maintaining safe working practices
- managing and motivating an established and experienced team
- ensuring welfare of livestock
- various administrative duties
- leading by example

Ideally you will have:

- previous experience of assisting in farm management, preferably in both a livestock and arable environment
- effective people management and communication skills
- the ability to carry out manual duties
- excellent IT and organisation skills

A competitive remuneration package commensurate with experience is offered subject to experience and accommodation may be available by agreement.

Click here to download a copy of the job description.

To apply for this role, please email your CV and a covering letter (preferably in Word format) recruitment@lfpapworth.co.uk

Closing date: 14th May 2014