

My Harvest Checklist

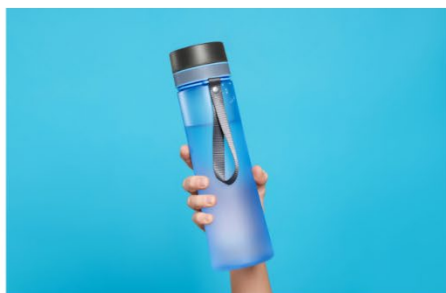
I have a job when...

- ☐ I have applied and received an offer of employment (email subject: "*Your offer of employment with GrainCorp*" to see your offer details)

I'm ready to work when...

- ☐ I have completed my employee onboarding (email subject: **ACTION REQUIRED**) and provided my:
Personal details (email, contact, bank account details)
Tax file number declaration
Superannuation fund nomination
- ☐ I have completed my assigned online learning modules in PeopleHub (refer Page 2).
- ☐ My Site Manager contacts me to confirm my first shift date and time
Do not come to site without confirmation from the Site Manager

What I bring on my first day?



2 litre water bottle



Long sleeve shirt and pants
suitable for work



Steel cap boots (lace-up, ankle-
high with toe protection)



Packed food (shops are not close
by)



Bring your asthma inhaler/puffer
or other regular medication
(Prescription Required)

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What my first week will look like?

- ☐ Welcome from the GrainCorp site representative
- ☐ Worksite induction and site tour
- ☐ New IT login details provided: used to access GrainCorp systems and PeopleHub
- ☐ Completion of job-specific training
- ☐ Issue of personal protective equipment (PPE): includes a high visibility vest, and head, eye, ear protection, and sun protection

Harvest Online Learning

Online learning depends on the position you have been offered.

Harvest Grain Handlers	
Learning Item	Completed
Acceptable Workplace Behaviours	<input type="checkbox"/>
Safety, Health and Environment Induction	<input type="checkbox"/>
Sentis Induction – Taking Control of my Safety	<input type="checkbox"/>
Communicating with Customers - The GrainCorp Way	<input type="checkbox"/>
Harvest Grain Handlers	<input type="checkbox"/>
Stacker Operations	<input type="checkbox"/>
VOC - Harvest Grain Handler Tasks	Completed on site

Harvest Weighbridge Operators	
Learning Item	Completed
Acceptable Workplace Behaviours	<input type="checkbox"/>
Safety, Health and Environment Induction	<input type="checkbox"/>
Sentis Induction – Taking Control of my Safety	<input type="checkbox"/>
Communicating with Customers - The GrainCorp Way	<input type="checkbox"/>
Weighbridge Operators 2022/23 [Part 1]	<input type="checkbox"/>
Weighbridge Operators 2022/23 [Part 2]	<input type="checkbox"/>
VOC - Weighbridge Operations [Conducted Onsite]	Completed on site

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Harvest Sampler / Lab Assistant - QLD	
Learning Item	Completed
Acceptable Workplace Behaviours	<input type="checkbox"/>
Safety, Health and Environment Induction	<input type="checkbox"/>
Sentis Induction – Taking Control of my Safety	<input type="checkbox"/>
Communicating with Customers - The GrainCorp Way	<input type="checkbox"/>
Sampling and Assessing Training 101	<input type="checkbox"/>
Wheat Sampling and Assessing	<input type="checkbox"/>
Barley Sampling and Assessing	<input type="checkbox"/>
Chickpea Sampling and Assessing	<input type="checkbox"/>
Processes Behind Sampling and Assessing	<input type="checkbox"/>
Sampling and Assessment Practical Assessment	Completed on site

Harvest Sampler / Lab Assistant – Northern NSW	
Learning Item	Completed
Acceptable Workplace Behaviours	<input type="checkbox"/>
Safety, Health and Environment Induction	<input type="checkbox"/>
Sentis Induction – Taking Control of my Safety	<input type="checkbox"/>
Communicating with Customers - The GrainCorp Way	<input type="checkbox"/>
Sampling and Assessing Training 101	<input type="checkbox"/>
Wheat Sampling and Assessing	<input type="checkbox"/>
Barley Sampling and Assessing	<input type="checkbox"/>
Durum Sampling and Assessing	<input type="checkbox"/>
Chickpea Sampling and Assessing	<input type="checkbox"/>
Canola Sampling and Assessing	<input type="checkbox"/>
Processes Behind Sampling and Assessing	<input type="checkbox"/>
Sampling and Assessment Practical Assessment	Completed on site

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Harvest Sampler / Lab Assistant – Southern NSW / Victoria	
Learning Item	Completed
Acceptable Workplace Behaviours	<input type="checkbox"/>
Safety, Health and Environment Induction	<input type="checkbox"/>
Sentis Induction – Taking Control of my Safety	<input type="checkbox"/>
Communicating with Customers - The GrainCorp Way	<input type="checkbox"/>
Sampling and Assessing Training 101	<input type="checkbox"/>
Wheat Sampling and Assessing	<input type="checkbox"/>
Barley Sampling and Assessing	<input type="checkbox"/>
Canola Sampling and Assessing	<input type="checkbox"/>
Processes Behind Sampling and Assessing	<input type="checkbox"/>
Sampling and Assessment Practical Assessment	Completed on site