

Job Ad Description Example

Be clear and accurately reflect the role in the job title.

Use terms that applicants will recognise and understand.

Introduce your business so candidates understand who they might work for.

Clearly state the skills, experience, and personality type needed.

Don't try to hide any harder sells for the job (such as early working hours, remote location).

Make it easy for interested candidates to apply with simple instructions.

A CV and cover letter might not always be necessary.

Job Title: Dairy Farm Hand

Location: Matamata, Waikato, New Zealand

About us: We are a family-owned dairy farm that has been operating successfully for 20 years. Our farm is a supportive and friendly place to work, and we are looking for someone who would be a great addition to the team. We value hard work to get the job done.

Quick Role Description: We are looking for a Farm Hand to assist with daily tasks including feeding animals, milking, and general farm maintenance. This is a great opportunity for someone who loves working outdoors and is interested in learning more about dairy farming and working hard.

Key Responsibilities:

- Feeding and caring for livestock
- Assisting with milking
- Maintaining farm equipment and facilities
- Monitoring animal health

Requirements:

- Right to work in New Zealand
- Prior experience in dairy farming is a plus but not required
- Physical fitness and ability to work outdoors in all weather conditions
- Strong work ethic and reliability
- Ability to work well in a team

Benefits:

- Competitive hourly rate
- Opportunity to learn new skills and grow within the business
- Supportive and friendly team environment
- Accommodation available on-site

How to Apply: To apply, please send your CV and a brief cover letter to [email@example.com] or call [phone number] for more information.

Closing Statement: We look forward to hearing from you.

Help candidates identify if they can commute or need to relocate.

Give a concise summary of what the job involves

List the main duties involved in day-to-day work. The more specific you can be, the better.

Why should this person work for you and not your competitors?

If you are providing competitive pay or benefits, call this out here.

A friendly sign-off.