

Forest Operations Supervisor Job Description

Company:	Logic Forest Solutions Ltd
Employee:	To be advertised
Job Title:	Forest Operations Supervisor
Reports to:	Forest Operations Manager
Date prepared:	January 8 th 2026

Position purpose:

The Forest Operations Supervisor is responsible for the coordination, supervision, and quality control of land preparation, forest establishment, silviculture, and general forest operations. The role ensures that work is delivered safely, in an environmentally responsible manner, and to a high operational standard. From time to time, assistance with other forestry operations including engineering, roading, harvesting, and project work will be required.

Key Responsibilities:

Tasks	Competency Indicators
<i>Management / Administration</i>	
In conjunction with the Forest Operations Manager, ensure weekly and monthly cashflow forecasting is completed	<ul style="list-style-type: none"> • Provides accurate and timely operational input into cashflow forecasting. • Understands how field activities impact budgets, resourcing, and invoicing. • Identifies and communicates risks to cost, timing, or productivity.
Ensure accurate record keeping and filing of all site visit records and associated data	<ul style="list-style-type: none"> • Maintains clear, accurate, and auditable site records. • Ensures documentation is correctly filed within Logic systems. • Demonstrates strong attention to detail and information integrity.
Job management and timekeeping using WorkflowMax	<ul style="list-style-type: none"> • Accurately records time and job information. • Supports job tracking, reporting, and invoicing processes.
Fortnightly operational updates to clients and managers	<ul style="list-style-type: none"> • Provides clear operational updates on progress, issues, and upcoming work. • Communicates emerging risks early and professionally.

<i>Forest Operations Supervision</i>	
Supervision of land development including tracking, land clearance, and fencing	<ul style="list-style-type: none"> • Coordinates contractors and activities to meet scope, quality, and safety expectations. • Identifies and resolves site issues promptly.
Supervise workforce to ensure efficient operations and sound H&S and environmental processes	<ul style="list-style-type: none"> • Actively oversees daily operations in the field. • Verifies safe work practices and environmental controls are in place.
General forest supervision including tree health, tracking, fencing, and pest management	<ul style="list-style-type: none"> • Conducts regular site checks and identifies forest health or operational issues. • Reports concerns and supports corrective action.
Liaison with neighbours and stakeholders	<ul style="list-style-type: none"> • Communicates respectfully and professionally. • Responds promptly to issues and supports positive ongoing relationships.
<i>Health & Safety Compliance</i>	
Strong focus on Logic FSL H&S policies and procedures.	<ul style="list-style-type: none"> • Demonstrates sound knowledge of Logic FSL H&S systems. • Promotes safe behaviours and compliance in the field.
Work in a productive and safe manner at all times.	<ul style="list-style-type: none"> • Leads by example in safety, PPE use, and site conduct.
Supervise operations to ensure compliance.	<ul style="list-style-type: none"> • Verifies critical risk controls are implemented and effective. • Takes prompt action when unsafe practices are identified.
Involvement in pre-start meetings and documentation.	<ul style="list-style-type: none"> • Supports delivery of pre-starts and confirms understanding. • Ensures documentation is practical, complete, and site-specific.
Carry out auditing of contractor operations when directed.	<ul style="list-style-type: none"> • Completes inspections and audits to required standards. • Records findings and supports close-out of corrective actions.

Environmental Compliance

Ensure compliance with Logic FSL environmental policies and procedures.	<ul style="list-style-type: none"> • Demonstrates strong awareness of environmental requirements. • Ensures controls are implemented and maintained.
Manage forest operations with strong environmental focus.	<ul style="list-style-type: none"> • Integrates environmental risk management into daily supervision.
Carry out pre- and post-storm assessments when directed.	<ul style="list-style-type: none"> • Conducts structured assessments and reports findings clearly.
Complete environmental monitoring, auditing, and compliance.	<ul style="list-style-type: none"> • Undertakes monitoring and audits. • Escalates issues and supports corrective actions.

Forest Establishment Supervision

Supervision of planting and releasing operations including pre-ops, QC, and markup.	<ul style="list-style-type: none"> • Coordinates crews and contractors effectively. • Applies quality control processes and addresses issues early.
Assist with management of tree stock deliveries.	<ul style="list-style-type: none"> • Plans deliveries to support production and minimise losses.
Ensure tree stock handling is in line with best practice.	<ul style="list-style-type: none"> • Verifies correct storage, handling, and planting techniques.
Ensure forest access is workable, particularly during extreme weather conditions.	<ul style="list-style-type: none"> • Monitors access conditions and escalates issues.
Supervise suitably qualified contractor base.	<ul style="list-style-type: none"> • Supports contractor performance and field standards.
Assist with tree health and growth monitoring.	<ul style="list-style-type: none"> • Contributes to assessments, monitoring, and reporting.

Silviculture Supervision

Complete field pre-assessment inventory when assigned. On-site supervision of silviculture contractors.	<ul style="list-style-type: none"> • Accurately collects and records field data. • Oversees daily activities and verifies compliance with specifications.
Conduct pre-starts, QC, and H&S and environmental checks.	<ul style="list-style-type: none"> • Confirms work practices align with prescriptions and procedures.

Data capture using Survey123 or approved tools.	• Collects accurate, timely, and reliable data.
Ensure contractor compliance with prescriptions and procedures.	• Actively monitors quality, safety, and environmental performance.
Support efficient delivery of silviculture operations.	• Coordinates field activities and escalates issues early.

Qualifications, Experience and Competencies

Qualifications and Experience	<ul style="list-style-type: none"> ○ Forestry qualification at Diploma level or above (preferred). ○ Health & Safety qualification at Diploma level or above (preferred). ○ Minimum two years' experience in an operations supervision or field-based forestry role.
Core Competencies	<ul style="list-style-type: none"> ○ Demonstrated capability in forest operations supervision. ○ Sound understanding of health, safety, and environmental requirements. ○ Strong organisational and communication skills. ○ Competent in business and office systems. ○ Willing, energetic, and keen to develop further skills.
Live into our Core Values	<ul style="list-style-type: none"> ○ Honesty – We are honest to ourselves, our team, and the people we work with ○ Legacy – We advance our industry for the benefit of the land and the people. ○ Innovation – We are progressive explorers, always searching to lead the way. ○ Quality – We strive for excellence in all that we do. ○ Fun – We enjoy and are grateful for the opportunity

Hours of work:

Generally, 40 hours per week being flexible from Monday to Friday. From time to time and dependant on workload some additional hours and/or weekend work will be required.

General:

Read and agreed to by:

Signed:

Name:

Date: