JOB OPPORTUNITY

August 8, 2019

RE-ADVERTISED

STATE’S MINIMUM QUALIFICATIONS:

Education/experience requirements:

- The equivalent of a bachelor’s degree in business administration, accounting, or a related field.
- Five years of experience in the administration of grants, contracts or related area.
- Two years of supervisory or leadership experience.

Knowledge of:

- Grants, contracts, cost principles, and special funding programs.
- Grant implementation, monitoring, and fiscal control practices.
- State budgetary and accounting practices and procedures.

Ability to:

- Plan, organize, and direct the work of others.
- Develop, monitor, and evaluate grant program compliance.
- Prepare, present, and review oral and written technical information and reports.
- Communicate effectively orally and in writing.