## JOB OPPORTUNITY
### August 19, 2019

### TITLE
Rural Construction Grant Financial Officer

### LOCATION
Arkansas Department of Agriculture
Natural Resources Division
Little Rock, AR

### ANNUAL SALARY
Entry Level Salary: $40,340
Grade GS07
Position #: 22087653

### APPLICATION MUST BE RECEIVED BY:
September 2, 2019

### Hiring Authority:
Arkansas Department of Agriculture
1 Natural Resources Drive
Little Rock, AR 72205
Phone: 501/682-3977
darla.brooks@arkansas.gov

Standard State of Arkansas employment application required.

Apply on line:
http://www.arstatejobs.com
Under Arkansas Agriculture Department

### STATE’S MINIMUM QUALIFICATIONS:

**Education/experience requirements:**
- The formal education equivalent of a bachelor’s degree in business administration, industrial management, or a related field.
- Two years of experience in financial/grants management, construction financing or a related area.

**Knowledge of:**
- State and federal funding programs.
- Loan processing techniques, procedures, and requirements.
- Construction techniques and requirements.

**Ability to:**
- Analyze information to determine project feasibility and proper fund utilization.
- Prepare and present oral and written information and reports.
- Inspect construction projects.
- Utilize various computer software programs.

**Preferred Qualifications:**
- Working knowledge of Microsoft Office programs, such as Outlook/email, Word, Access and at least intermediate level Excel.
- Ability to work in a diverse team environment.
- Ability to work under pressure and within time restrictions.