



Asa Hutchinson
Governor

ARKANSAS DEPARTMENT OF AGRICULTURE

1 Natural Resources Drive, Little Rock, AR 72205
agriculture.arkansas.gov
(501) 225-1598



Wes Ward
Secretary of Agriculture

AN EQUAL OPPORTUNITY EMPLOYER

JOB OPPORTUNITY

September 27, 2019

| TITLE LOCATION | ANNUAL SALARY POSITION # | APPLICATION MUST BE RECEIVED BY: |
|--|--|-------------------------------------|
| <p>Fiscal Support Analyst</p> <p>Arkansas Department of Agriculture Fiscal Pulaski County/Little Rock</p> <p><u>Hiring Authority:</u> Arkansas Department of Agriculture #1 Natural Resources Drive Little Rock, AR 72205 Phone: 501/219-6304 E-mail: jamie.jackson@agriculture.arkansas.gov</p> <p>Standard State of Arkansas employment application required.</p> <p>Apply on line: http://www.arstatejobs.com</p> | <p>Entry Level Salary: \$32,405</p> <p>Grade GS05</p> <p>Positions #22087956</p> | <p>October 4, 2019</p> |

STATE'S MINIMUM QUALIFICATIONS:

Education/experience requirements:

- The formal education equivalent of an associate's degree in general business, business management or a related field.
- Three years of experience in fiscal operations.

Knowledge of:

- Accounting principles and database management.
- Software applications.
- Applicable laws, regulations, and policies of assigned section.
- Customer service techniques.

Ability to:

- Comprehend and assimilate technical and business related documents.
- Apply policies and procedures and other applicable regulations associated with assigned department or program.
- Conduct research, perform quantitative quality assurance reviews, and prepare reports.