



ARKANSAS DEPARTMENT OF AGRICULTURE
#1 Natural Resources Drive
Little Rock, AR 72205

AN EQUAL OPPORTUNITY EMPLOYER

JOB OPPORTUNITY

July 10, 2019

RE-ADVERTISED

| TITLE LOCATION | ANNUAL SALARY POSITION # | APPLICATION MUST BE RECEIVED BY: |
|--|---|---|
| <p>Grants Manager</p> <p>Department: Fiscal Location: Little Rock, AR</p> <p>Hiring Authority: Agriculture Chief Fiscal Officer Inoussa Zaki #1 Natural Resources Drive Little Rock, AR 72205 Phone: 501/219-6332 Fax: 501/312-7051 E-mail: inoussa.zaki@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: \$50,222</p> <p>Grade GS09</p> <p>Position #: 22160221</p> | <p>July 17, 2019</p> |

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.