# JOB OPPORTUNITY

**April 9, 2021**

<table>
<thead>
<tr>
<th>TITLE</th>
<th>LOCATION</th>
<th>ANNUAL SALARY</th>
<th>POSITION #</th>
<th>APPLICATION MUST BE RECEIVED BY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountant I</td>
<td>Arkansas Department of Agriculture Fiscal</td>
<td>Entry Level Salary: $40,340</td>
<td>Grade GS07</td>
<td>April 16, 2021</td>
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<td>Pulaski County/Little Rock</td>
<td></td>
<td>Positions #22077841</td>
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<td>Req ID #6093</td>
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</tbody>
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**Hiring Authority:**
Arkansas Department of Agriculture
#1 Natural Resources Drive
Little Rock, AR  72205
Phone: 501/225-1598
E-mail: sheila.watts@agriculture.arkansas.gov

Standard State of Arkansas employment application required.

Apply on line:
http://arcareers.arkansas.gov

**STATE’S MINIMUM QUALIFICATIONS:**

**Education/experience requirements:**
- The formal education of a bachelor’s degree in accounting.
- One year of experience in accounting.

**Knowledge of:**
- Generally Accepted Accounting Principles (GAAP).
- Manual and automated accounting systems.

**Ability to:**
- Develop and maintain manual or automated accounting systems.
- Interpret and apply the provisions of laws, rules, or policies to accounting transactions.
- Analyze financial information and prepare reports.
- Provide technical assistance to management, research investigators, staff and the general public regarding accounting operations.

**Preferred Qualifications:**
- Ability to utilize Microsoft Excel to prepare financial spreadsheets.
- Experience with accounts payable and billing.
- Experience with payroll and employee benefits.