# JOB OPPORTUNITY

**September 27, 2019**

<table>
<thead>
<tr>
<th>TITLE</th>
<th>LOCATION</th>
<th>ANNUAL SALARY POSITION #</th>
<th>APPLICATION MUST BE RECEIVED BY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Support Specialist</td>
<td>Arkansas Department of Agriculture Fiscal Pulaski County/Little Rock</td>
<td>Entry Level Salary: $29,046 Grade GS04 Positions #22087939</td>
<td>October 4, 2019</td>
</tr>
</tbody>
</table>

**Hiring Authority:**
Arkansas Department of Agriculture
#1 Natural Resources Drive
Little Rock, AR 72205
Phone: 501/219-6347
E-mail: elza.albert@agriculture.arkansas.gov

Standard State of Arkansas employment application required.

Apply on line:
http://www.arstatejobs.com

**STATE’S MINIMUM QUALIFICATIONS:**

**Education/experience requirements:**
- The formal education equivalent of a high school diploma.
- Four years of bookkeeping, basic accounting, billing, or a related field.

**Knowledge of:**
- Database accounting and management principles.
- Applicable laws and regulations of assigned section.
- Computers and software application programs.
- Customer service techniques.

**Ability to:**
- Record fiscal data and manipulate data to generate complex reports and documents.
- Conduct research and perform basic quantitative quality assurance reviews.