### JOB OPPORTUNITY
**August 19, 2019**

<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>Rural Construction Grant Financial Officer</td>
<td>Arkansas Department of Agriculture Natural Resources Division Little Rock, AR</td>
<td>Entry Level Salary: $40,340</td>
<td>Grade GS07</td>
<td>September 2, 2019</td>
</tr>
</tbody>
</table>

#### 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.