



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

AN EQUAL OPPORTUNITY EMPLOYER

JOB OPPORTUNITY

December 10, 2018

TITLE LOCATION	ANNUAL SALARY POSITION #	APPLICATION MUST BE RECEIVED BY:
<p>Agriculture Program Manager</p> <p>Agency: Arkansas State Plant Board Division: Seed Lab Location: Little Rock</p> <p>Hiring Authority: Arkansas State Plant Board #1 Natural Resources Drive Little Rock, AR 72205 Phone: 501/225-1598 mary.smith@agriculture.arkansas.gov</p> <p>Standard State of Arkansas employment application required.</p> <p>Apply on line: http://www.arstatejobs.com Under Arkansas Agriculture Department</p>	<p>Entry Level Salary: \$45,010</p> <p>Grade GS08</p> <p>Position #: 22118020</p>	<p align="center">December 18, 2018</p>

STATE'S MINIMUM QUALIFICATIONS:

Education/experience requirements:

- The formal education equivalent of a bachelor's degree in agriculture, business administration, or a related field.
- Three years of experience in program organization and administration.
- Two years in a supervisory or leadership capacity.

Knowledge of:

- Supervisory practices and techniques.
- State and federal laws, regulations, and guidelines applicable to specialized program area.
- The principles and practices of organizational management.
- Grants administration.

Ability to:

- Supervise a subordinate professional, para-professional, and administrative support staff.
- Analyze programs and recommend implementation methods or modifications.
- Interpret and apply federal and state guidelines and regulations.
- Provide guidance and technical assistance to management, staff, and the general public.
- Plan, prepare, and present oral and written reports.

Preferred Qualifications:

- Three years (minimum) experience in Seed Testing
- Three years supervisory experience
- Certified Seed Analyst in Purity and Germination through the Association of Official Seed Analysts (AOSA) or Registered Seed Technologist through the Society of Commercial Seed Technology (SCST)