

NATIONWIDE **2007 SUMMER INTERN PROGRAM** **RECRUITMENT ANNOUNCEMENT**

<http://www.usda.gov/da/employ/intern.htm>

POSITION AND SALARY:

Program Clerk/Technician (Multiple positions)

JOB NO: FSA-States Name-07-01

OPEN: 1/29/07

CLOSES: 3/23/2007

Note: Positions are open Nationwide. We have two position in New Mexico 1 in Taos, NM and 1 in Albuquerque, NM

GS-3/4/5/7 (salary may vary depending upon geographical location)

LOCATION: USDA, Farm Service Agency (FSA), State/County Offices *nationwide*. Exact location to be determined at later date. Not all States will have a position available.

Applicants *must* indicate the State(s) they are interested in, and SUBMIT SEPARATE & COMPLETE APPLICATION for EACH DESIRED state.

MAJOR DUTIES: Provides assistance to senior specialists in day-to-day activities of State and county office operations that includes clerical support, office management, providing service to farmers and/or ranchers for loan processing and servicing, or administering farm programs.

[] Access to Public Transportation [X] Vehicle Required

DESIRED MAJOR/COURSE WORK: Economics, Finance, Agriculture, Agribusiness, Business Management, or Marketing; computer skills required. Knowledge and skill in the application of ESRI ArcGIS 8.3 products desirable. Computer/word processing skills required.

OPENING DATE: January 29, 2007

CLOSING DATE: March 23, 2007

APPLICATION PKG CONSISTS OF THE FOLLOWING REQUIRED DOCUMENTS:

- Resume Cover Sheet
- Resume or OF-612
- Official or Unofficial copy of current transcript(s)

INCOMPLETE APPLICATION PACKAGES WILL BE INELIGIBLE FOR CONSIDERATION

MAIL APPLICATIONS TO:

Human Resources Division

6501 Beacon Drive

Kansas City, MO 64133

CONTACT PERSON: Carleen Dempsey (816) 823-2003

NOTE: There will be a limited number of positions available. Only selectees will be notified. Housing subsidies *may be* authorized for out-of-state selectees; *no* transportation expenses will be authorized.