

NATIONWIDE **2010 SUMMER INTERN PROGRAM** **RECRUITMENT ANNOUNCEMENT**

USDA - United States Department of Agriculture **Farm Service Agency**

<http://www.da.usda.gov/employ/2010SIPIntro.htm>

POSITION AND SALARY:

Position Title: Clerk/Assistant or Program Technician
(Salary may vary depending on geographical location)

ANNOUNCEMENT NO.

FSA-Illinois-2010

Series and Grade and hourly wage:

GS-303-2/3/4/5/6/7 or GS-1101-2/3/4/5/6/7

LOCATION: USDA, Farm Service Agency (FSA), State/County Office **nationwide**. Exact location to be determined at later date. **Applicants MUST indicate the State(s) of interest and submit separate applications(s) for each State desired.**

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

PLEASE LIST WORK EXPERIENCE DATES (MO/DAY/YR TO MO/DAY/YR) AND HOW MANY HOURS WORKED PER WEEK. WORK EXPERIENCE WILL NOT BE CREDITED WITHOUT THIS INFORMATION.

1. Resume or OF-612 http://www.opm.gov/forms/pdf_fill/of612.pdf (fillable OF-612)
2. Resume Cover Sheet
3. Transcripts (can be student copy printed from the Internet)

INCOMPLETE application packages **will be ineligible** for consideration.

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: December 29, 2009

CLOSING DATE: March 19, 2010

() Access to Public Transportation (x) Vehicle Required

MAIL COMPLETE APPLICATIONS BY **3/19/2010** TO:

USDA/FSA/KCHRO

Beacon Facility – Mail Stop 8398

PO Box 419205

Kansas City, MO 64141-6205

ATTN: Carleen Dempsey

816-823-2003

FAX: 816-448-5802