

# **NATIONWIDE** **2008 SUMMER INTERN PROGRAM** **RECRUITMENT ANNOUNCEMENT**

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

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

**POSITION AND SALARY:**

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

**ANNOUNCEMENT NO. 08-01 WA State**  
**FSA-Washington State**

**Series and Grade and hourly wage:**

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

**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.**

**Application Pkg:** [OF-612](#) or resume, [Resume Cover Sheet](#), Transcripts. Incomplete application packages will be rated ineligible. To apply for multiple State positions, a complete & separate application package is 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 7, 2008

**CLOSING DATE:** **March 14, 2008**

( ) Access to Public Transportation    (x) Vehicle Required

**MAIL COMPLETE APPLICATIONS BY 3/14/2008 TO:**

**USDA/FSA/KCHRO**  
**Beacon Facility – Mail Stop 8398**  
**P O Box 419205**  
**Kansas City, MO 64141-6205**  
**ATTN: Carleen Dempsey**  
**Phone: 816-823-2003**  
**FAX: 816-448-5802**

*Mail by Fed-Ex:* **USDA/FSA/KCHRO**  
**ATTN: Carleen Dempsey**  
**Phone: 816-823-2003**  
**Beacon Facility-Mail Stop 8398**  
**9240 Troost Ave.**  
**Kansas City, MO 64131**