



Arkansas Department of Correction

Vacant Position Notice

Date: October 27, 2009 **Class Code:** T058C
Position Title: Agricultural Unit Supervisor I, Row Crops **Position Number:** 2208-6777
Location: Farm, Grady, AR.

Duties: Works under administrative direction and is responsible for overseeing the work of inmates assigned to an agricultural unit. This position is governed by state and federal laws and agency/institution policy.

Special Job Dimensions: Daily contact with the inmate population creates an element of danger. Continuous on-call time is required to respond to emergency situations. Some weekends and long hours are required.

Knowledge, Skills and Abilities: Knowledge of: (1) farm operation activities; (2) maintenance and repair of farm equipment; (3) correctional security. Ability to: (4) assign, coordinate, and oversee the work of inmates; (5) train inmates to perform farm operation activities; (6) perform security checks and shakedowns and enforce institutional rules and regulations; (7) prepare reports and maintain records; (8) ride a horse and walk fields.

Minimum Qualifications: The formal education equivalent of a high school diploma; plus three years of experience and/or training in farm operation, correctional security, or related field.

Desired Qualifications: CDL license and Pesticide license required within one year

Salary/Grade: \$30,713.00 (Grade C116) **Closing Date:** November 10, 2009

Please submit a **completed** state or promotion application for **each position** applying for. Please note on the application the position number and title and forward to the Human Resource Division, 2403 East Harding, Pine Bluff, AR 71601. Applications must be received by the close of business on the closing date. Applications are available at the Human Resource Office and at our web site (www.state.ar.us/doc). Please do not submit a resume in lieu of a completed application.

The Arkansas Department of Correction is a drug free workplace. Other job related education and experience may be substituted for all or part of the minimum requirements upon review.

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