

AGRICULTURAL MANAGEMENT TECHNICIAN II

NATURE OF WORK IN THIS CLASS:

This is skilled technical work involved in providing technical support to professional agricultural management specialists.

Employees in this class perform the full range of complex technical duties in the implementation of agricultural management programs. Employees also serve as lead workers over less experienced technicians. Work is performed under the general supervision of professional staff.

ILLUSTRATIVE EXAMPLES OF WORK:

(Any one position may not include all the duties listed; nor do the examples cover all duties which may be performed.)

Leads the work of lesser skilled technicians in the implementation of agricultural management programs, to include the Small Loan Revolving Fund, the Agricultural Land Lease Program, the Agricultural Water Rate Program, the Crop Compensation Program, the Bonafide Farmer Certification and other programs provided to farmers.

Conducts awareness on program application, eligibility guidelines, and enforcement requirements to farmers and the public.

Reviews program applications for completeness and determines eligibility status; prepares appropriate recommendations.

Insures compliance to program requirements and guidelines; conducts required field work to ascertain compliance and verification of information provided in program applications; prepares reports on findings and recommendations.

Oversees payments of the Farmer's and Fisherman's Small Loan Revolving Fund; prepares notices of delinquent loans; prepares referral documents to Attorney General of delinquent loans; monitors all secured assets to ensure availability; prepares reports of noncompliance.

Maintains records and prepares reports.

Performs related duties as required.

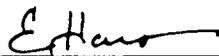
Agricultural Management Technician II

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NECESSARY SPECIAL QUALIFICATION:

Possession of a valid driver's license may be required.



ELOY P. HARA
Executive Director

Established: August, 1994

Evaluation: D11 132
C3 (25%) 33
C1C 38

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Pay Grade: I