Secretarial positions:

Page 22: 30499 - (Admin) This position requires graduation from high school and two years of related experience; or graduation from a two-year secretarial science or business administration program and one year related experience; or an equivalent combination of training and experience. Do you meet this minimum education and experience requirement?

Page 22: 30500 - (Sec II) This position requires graduation from high school and two years office assistance and secretarial experience; or equivalent combination of training and experience. Do you meet this minimum education and experience requirement?

Page 22: 30501 - (Sec I) This position requires graduation from high school and one year of office assistance and secretarial experience; or an equivalent combination of training and experience. Do you meet this minimum education and experience requirement?

30623 - County Extension Administrative Secretarial positions require graduation from high school and two years of related experience; or graduation from a two-year secretarial science or business administration program and one year related experience. Do you meet this minimum education requirement?

30624 - This position requires prior Cooperative Extension work experience. Do you meet this experience requirement?

30800 - This position requires a minimum typing speed of 60 wpm. Do you meet this minimum skill requirement?

31158/31305 - This position requires a minimum typing speed of 40 wpm. Do you meet this minimum skill requirement?

29765 - Are you proficient in Microsoft Office applications?

29753 - Are you in proficient in PowerPoint?

30670 - Do you have experience with desktop publishing?

30801 - Are you proficient in email and Internet navigation?

29744 - Are you proficient in Microsoft Excel?

29745 - Are you proficient in Microsoft Word or other word processing software?

29950 - Are you proficient in using Publisher?

31299 - Please describe your experience with accounts receivables, accounts payables, and financial reporting.

31306 - Do you have a working knowledge of and ability to perform all computer functions including MS Office Suite (Word, Excel, Power Point); databases; and basic information technology?

31307 - Do you have experience in newsletter design and preparation?

29755 - Do you have experience reconciling/monitoring budget accounts?

31386 - Do you have experience in maintaining and update websites?

31457 - Are you currently a certified Notary Public?

3.2.3 Posting Specific Questions

Last Update 3/19/07
Other Question:

Page 6: 29980 - This Area Specialized Agent positions require four years of successful, professional-level Cooperative Extension experience. Do you meet this minimum experience requirement?

Page 12: 30224 - A degree in forestry or urban forestry is required. Do you meet this minimum degree requirement?

Page 12: 30225 - A minimum of three years of practical experience working and relating to community members and leaders about urban forestry is required. Do you meet this minimum experience requirement?

30510: This position requires a Bachelor's degree in horticulture, related agricultural area, or agriculture education. Do you meet this minimum education requirement?

Page 25: 30570/30689 - A Bachelor's degree in animal science or a closely related field is required. Do you meet this minimum degree requirement?

Page 26: 30598 - An Associate of Science Degree with an emphasis on horticulture, biology, and/or related skills and equivalent experience is required. Do you meet this minimum requirement?

Page 26: 30601 - Are you able to lift up to 50 pounds?

30610 - This position requires a degree in horticulture or a closely related agricultural area. Do you meet this minimum education requirement?

30756 - A Bachelor's degree in environmental studies, ecology, natural sciences, or a related field is required. Do you meet this minimum education requirement?

30788 - A Bachelor's degree in livestock, animal science, or a closely related field is required. Do you meet this minimum degree requirement?

30811 - A Bachelor's degree in horticulture, agronomy, or related sciences is required. Do you meet this minimum education requirement?

30827 - A Bachelor's or Master's degree in poultry science or a closely related field is required. Do you meet this minimum education requirement?

30877 - A Bachelor's or Master's degree in horticulture or a closely related field is required. Do you meet this minimum education requirement?

30899 - A Bachelor's in horticulture or a closely related field is required. Do you meet this minimum education requirement?

30952 - A Bachelor's degree in crop production and/or animal production or a closely related field is required. Do you meet this minimum education requirement?

Page 44: 31118 - An Associate’s certificate or degree is required; a Bachelor's degree is preferred. Do you meet this minimum education requirement?

Page 44: 31119 - Are you able to lift and carry up to 35 pounds?
Posting a Position – Position Specific Questions

Page 44: 31120 - Are you able to negotiate uneven terrain?
31134 - A Bachelor's degree in animal science, agronomy, or a closely related agricultural field is required. Do you meet this minimum education requirement?
31195 - Briefly describe your working knowledge of Agriculture and Natural Resources, including traditional and non-traditional education and/or work experience.
31227 - A Bachelor's degree in natural resources, environmental science, horticultural science, water quality, or a related field or past experience demonstrating an interest in the environment and/or litter prevention and community beautification is required. Do you meet this minimum education/experience requirement?

Page 49: 31271/31272 - This position requires graduation from high school or equivalent and one year experience working with youth and adults in a supporting and informational role. Do you meet this minimum education and experience requirement?
31273/31315 - Briefly describe your 4-H youth development work or participation experience.
31314 - A minimum of two years post secondary education is required. Do you meet this minimum education requirement?
31316/31317/31321 - A Bachelor's degree in crop science, agronomy, or an agriculturally related concentration is required. Do you meet this minimum education requirement?
31371 - A Bachelor's degree in environmental management, soil science, or an agricultural related field is required. Do you meet this minimum education requirement?
31425/31426 - A Bachelor's degree in agribusiness, business management, or an agriculturally related concentration is required. Do you meet this minimum education requirement?
31397 - What is the current status of your Plant Professional Certification and Landscape Technician Professional Certification?
I currently have this certification.
I am willing to obtain this certification.
I am unable to obtain this certification.
31398 - What is the current status of your Pesticide License in Ornaments and Turf?
I currently have this license.
I am willing to obtain this license.
I am unable to obtain this license.
31399 - A Master's degree is required, with at least one degree in Animal Science, Dairy Production, Agricultural Business Management, or Agricultural Economics. How do you meet this education requirement?
I have a Bachelor's or Master's degree in Animal Science.
I have a Bachelor's or Master's degree in Dairy Production.
I have a Bachelor's or Master's degree in Agricultural Business Management.
I have a Bachelor's or Master's degree in Agricultural Economics.
31400 - All Area Specialized Agent positions require a minimum of three years of Extension experience. In addition, this position requires that the Extension experience include planning, implementing, marketing, and evaluating educational programs in the area of dairy. Do you meet this experience requirement?
Yes; I meet this requirement.

3.2.3 Posting Specific Questions
Last Update 3/19/07
No; I do not meet this requirement.
Posting Specific Questions

To delete, check the box of the question(s) you wish to delete, then click the Delete Question(s) button below.

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<thead>
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<th>Question</th>
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<td>31371 - A Bachelor's degree in environmental management, soil science, or an agricultural related field is required. Do you meet this minimum education requirement?</td>
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<td><strong>ANSWER</strong></td>
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