



THE GREENE COUNTY SOIL AND WATER CONSERVATION DISTRICT
Is accepting applications for the position of a
DISTRICT SPECIALIST I

The Greene County Soil & Water Conservation District is accepting applications for a District Specialist I. This is a full-time, Monday-Friday, 8:00-4:30 position, with employer paid health insurance and retirement benefits. Starting hourly wage is \$16.80 with advancement opportunities. These advancements are based on time in service with required testing milestones and certifications. District Specialist job duties include but are not limited to: assisting landowners with the implementation of state cost-share programs, performing rental equipment maintenance and some administrative duties for the District. This will include making decisions based upon State Soil and Water Commission and District Board policy. Work is performed under the supervision of the Greene County SWCD Board of Supervisors. The applicant must have good communication skills, strong computer and GIS skills, possess the ability to work under high workloads at peak times and be able to adapt to day to day changes. Basic farm/conservation knowledge is necessary and farm equipment maintenance experience is helpful. A High school diploma/GED and a valid driver's license are required. Applicant must be a U.S. citizen or be authorized to work in the U.S. and pass a USDA background check. Resumes may be mailed to the Greene County SWCD office at the address below or emailed to Ashley.Springer@swcd.mo.gov. Application deadline is August 1, 2024

SEND RESUME AND APPLICATION TO:

Greene County SWCD
688 S. State Hwy B, suite 200
Springfield, MO 65802
or e-mail to Ashley.Springer@swcd.mo.gov

EQUAL OPPORTUNITY EMPLOYER PROVIDER

**GREENE COUNTY SWCD
DISTRICT SPECIALIST JOB APPLICATION**

PERSONAL:

Full Name _____

Home Address _____

(Street) (City) (State) (Zip)

Business Address _____

(Street) (City) (State) (Zip)

Social Sec. # ____ - ____ - ____ Home Phone () ____ - ____ Business Phone () ____ - ____

Date Available for Employment _____ Salary Desired \$ _____

Person to be contacted in case of emergency _____ Phone # () ____ - ____

EDUCATION:

High School Attended (Name/Address) _____

Major Course of Study _____ Years Attended _____ Graduated _____

Additional Education (Name/Address of School) _____

Major Course of Study _____ Years Attended _____ Graduated _____

Special Qualifications _____

WORK EXPERIENCE (most recent employment history first):

1) Employer
(Name/Address) _____

Job Title and Duties _____

Immediate Supervisor _____ Phone # () ____ - ____ Salary \$ _____

Are you currently employed there? _____ May we contact them? _____ If not, why? _____

Dates of Employment (from, to) _____

2) Employer
(Name/Address) _____

Job Title and Duties _____

Immediate Supervisor _____ Phone # ()__-__ Salary \$ _____

Reason for Leaving _____

Dates of Employment (from, to) _____

3) Employer
(Name/Address) _____

Job Title and Duties _____

Immediate Supervisor _____ Phone # ()__-__ Salary \$ _____

Reason for Leaving _____

Dates of Employment (from, to) _____

(attach additional sheet if necessary)

REFERENCES:

List name, address and phone # of three references and years known (no relatives):

1) _____

2) _____

3) _____

Describe your agricultural experience _____

Other related experience _____

How did you learn of this position? _____

* Below your signature, at the end of this application, write one paragraph explaining why you would like to work for Greene County Soil and Water Conservation District.

PHYSICAL RECORD:

Are you able to perform the essential function of the job you are seeking, with or without accommodations? _____

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. I certify that all statements made within this document are true to the best of my knowledge.

Signature of Applicant _____ Date _____