

Help wanted

The Gasconade County Soil & Water Conservation District is accepting applications for our District Specialist, Manager position. This person will train with the current Manager for 90 days. This is not a Federal or State position.

Skills Required:

- ⇒ High School Diploma or GED equivalent
- ⇒ College, helpful but not necessary
- ⇒ Clean Driving record and able to pass a background check
- ⇒ Office Work
 - ⇒ Proficient Computer Literacy—Word, Excel, PowerPoint, Publisher
 - ⇒ Able to learn new skills and programs efficiently
 - ⇒ Attention to detail
 - ⇒ Organizational and planning skills
 - ⇒ Accounting skills
 - ⇒ Customer Service skills
 - ⇒ Public Relations/Speaking
- ⇒ Field work might be required in all kinds of weather.
- ⇒ Attendance at evening, monthly Board Meetings and other training events
- ⇒ Salary is based on experience with room for advancement
- ⇒ Employee health insurance and retirement benefits available
- ⇒ Paid holidays, sick leave, and annual leave

Applications and position descriptions are available at the SWCD Office, 314 S Olive Street, Owensville, on-line at <https://mosoilandwater.land/gasconade> or call 573-437-3478 x 3.

The closing date to receive application is February 20, 2024.

An Equal Opportunity Employer, Provider, and Lender