



GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

JOB TITLE:	MARKET OPERATIONS SPECIALIST 1
POSITION NUMBER:	00052031
LOCATION:	ATLANTA FARMERS MARKET
POSTING DATE:	9/30/16
APPLICATION DEADLINE:	OPEN UNTIL FILLED
WHO MAY APPLY:	ALL QUALIFIED APPLICANTS
PAY GRADE:	D
ENTRY SALARY:	\$23,500.00/ANNUALLY

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

DESCRIPTION OF DUTIES: Our Markets Section administers nine State Farmers Markets which form the network for sales of fruits and vegetables throughout Georgia and the Southeast. These facilities maintain a viable market for Georgia farmers and farm products in the communities where they are located. This position is located at our Atlanta State Farmers Market. This Market features a garden center, wholesale and retail activities, and is a major marketing hub and distribution point for fresh produce in the Southeast and throughout the country. The Atlanta Market is open 24 hours a day, 7 days a week.

This position performs duties such as enforcing farmers' market rules and regulations; providing services to farmers, dealers and general public in the sale of produce; accounting for receipts collected; assisting in the maintenance, sanitation, and security at the Atlanta State Farmers Market (ASFM); inspecting produce entering and sold at the ASFM; and other duties as assigned. This position is for third (3rd) shift, which is from 11:00 p.m. to 7:00 a.m.

MINIMUM QUALIFICATIONS: Completion of high school diploma or GED and one year of experience in the area of assignment.

PREFERRED QUALIFICATIONS:

Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess knowledge, skills and abilities in the following areas:

- Two years of related experience in the area of assignment; and
- Working knowledge of Windows computer operating system and applications.

NOTE: THE GEORGIA DEPARTMENT OF AGRICULTURE CONDUCTS BACKGROUND CHECKS ON ALL FINAL CANDIDATES.

HOW TO APPLY: WE ACCEPT STATE APPLICATIONS BY ANY TRANSMISSION LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION.

- Mail a completed State of Georgia application to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334; or
- Fax a completed State of Georgia application to (404) 463-8196; or
- Via Team Georgia Careers <http://team.georgia.gov/careers/>; or
- E-mail a completed State of Georgia application to GDAPersonnel@agr.georgia.gov.

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

The GDA is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. All qualified applicants will be considered, but may not necessarily receive an interview. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided. Selected applicants will be contacted for next steps in the interview process. Applicants who are not selected will not receive notification. This position is subject to close at any time once a satisfactory applicant pool has been identified.

IF YOU NEED AN ACCOMMODATION, PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615.