



USAID | HAITI

FROM THE AMERICAN PEOPLE

MISSION NOTICE

No: 022/12
Date: June 4, 2012

SUBJECT: POSITION VACANCY - Program Assistant, FSN-08

The Agency for International Development in Haiti is recruiting a **Program Assistant** at the **FSN-08** level for the **Office of Economic Growth and Agricultural Development (EGAD)**. Job description is available at USAID/Personnel Office and the deadline for receiving applications is **June 22, 2012**.

Required Qualifications:

Education: Associate degree in accounting or relevant field is required.

Experience: Three years of experience in providing Program Administrative and Accounting support.

Language: Good working knowledge in English (Level III). Fluency in French and Creole required.

Skills: Intermediate knowledge and skill with computers required. Ability to use Microsoft Word, Excel, Outlook and Access. General principles of Accounting and Bookkeeping.

Hector Morales
Acting Executive Officer

Clearance: ^{For} L.Tatem (EGAD) Date 06/14/12
Clearance: S.Olive (DIR) Date 6/6/12