

Director Of Business Operations and Compliance
(Internal)
Alcorn State University

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Posted Jun. 12, 2024, set to expire May 10, 2025

Job Title	Director Of Business Operations and Compliance (Internal)
Department	College of Agriculture and Applied Sciences
Institution	Alcorn State University Lorman, Mississippi
Date Posted	Jun. 12, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Financial Planning/Budget Management Facilities Operations Business & Administration
Job Website	https://jobopps.alcorn.edu/postings/7185

Apply By Email

Job Description

The Director of Business Operations and Compliance, under the general direction and supervision of the will oversee the operational functions of academic and land grant programs in the College of Agriculture and Applied Sciences (CAAS), including all fiscal components related to budgets, expenditures, contracts, human resources, facilities maintenance, and construction. This position will provide guidance to university administrators and the Dean and Director of Land Grant Programs regarding financial matters that will protect and grow fiscal, human, and physical resources within the college.

This position supervises the shared services in the areas of travel, procurement, contracts, accounting, reconciliation, facilities, fleet, space management and general administration Supervises personnel under current organization which includes a Business Coordinator, Inventory Control Specialist, and



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Facilities Coordinator.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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