Insurance Examiner (Office of FSM Board of Insurance)Pohnpei [closing: 12/2/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Insurance Examiner
PL-42/1
$1,177.58 B/W + $40.00 COLA = $1,217.58 BW

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Office of Insurance Board
FSM National Government
Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Review and evaluate applications for the formation, licensing, and registration of captive insurance companies, captive managers, foreign insurers, agents, brokers, and other insurance intermediaries, and prepare recommendations for the Insurance Commissioner and Board, Review and evaluate proposed business plan changes, amendments, and notifications submitted by regulated entities to ensure compliance with applicable laws, regulations, licensing requirements, and approves operational

plans; Review annual filings, including audited financial statements, actuarial reports, statistical data, and other reports to evaluate compliance and financial condition of regulated entities; Maintain and update company profiles, licensing and regulatory records system to ensure accurate, complete, and timely regulatory information; Analyze insurers' solvency, capital adequacy and financial performance to determine compliance with applicable laws and regulations; Participate in regulatory examinations of insurance entities and serve as Examiner-in-Charge when assigned, including conducting special examinations as directed by the insurance Commissioner; Investigate complaints and allegations involving insurers, captive insurers, managers, agents, brokers, and other regulated entities, and prepare reports and recommendations for appropriate regulatory action; Assist in the review and development of insurance laws, regulations, procedures, and regulatory reports; Provide recommendations to the Insurance Commissioner and Board on regulatory, financial, operational, and policy matters affecting the insurance industry; Perform other duties as assigned.

Qualification Requirements:

Graduation from an accredited college or university with a bachelor's degree in business administration, Commerce, or Economics with emphasis in insurance, accounting, finance, or related fields plus five (5) years of work experience in insurance system.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

Customer Service Representative (FSM MiCare Office) Yap [closing date: 12/5/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Customer Service Representative
PL-26/1
$350.61 B/W + $40 Cola = $390.61 B/W

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
MiCare Health Insurance Plan
FSM National Goverment
Yap Field Office

DUTIES (ILLUSTRATION ONLY):
Provide information about the Plan’s coverage, benefits, exclusions, and other related matters; answer incoming office telephone calls and transfer calls to the appropriate personnel, as necessary; respond to customer inquiries and address

complaints, referring them to the appropriate staff or Administrator for resolution; receive telephone and walk-in messages and relay them in a timely manner; respond to inquiries received through the office email or forward them promptly to the appropriate office personnel for response; receive calls from providers, log them immediately, and route them for review; receive premium reimbursement requests and supporting documents submitted by mail, email, or walk-in; receive communications from the Administrator and transmit them to the Administrative Officer; ensure that brochures and pamphlets are available and updated in accordance with changes to MiCare policies; prepare and/or coordinate radio announcements for public awareness activities; assist with processing identification (ID) cards; and perform other duties as assigned.

QUALIFICATION REQUIREMENTS:

Graduation from a recognized college or university with an Associate Degree in Business Administration, Public Administration, Health Administration, or a related field, plus two (2) years of work experience in health insurance, customer service, public relations, administrative support, or equivalent.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

Public Defender Representative I to IV (FSM Office of Public Defender) Kosrae [closing date: 12/5/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Public Defender Representative I to IV

PL-28/1
PL-34/1

$609.68 B/W + $40.00 Cola = $649.68 B/W $779.30 B/W + $40.00 Cola = $819.30 B/W

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Office of Public Defender
FSM National Government
Kosrae Field Office

DUTIES (ILLUSTRATION ONLY):
Provide professional criminal defense representative to Public Defender clients in both state and municipal court, represent a wide variety of cases ranging from simple misdemeanor cases to

felony cases, prepares and represent criminal defendants in state appellate courts, represent client post-conviction hearings, prepares and file various type of remedial petition on behalf of clients as may be necessary, render legal advice on state criminal laws as needed, interprets court and other legal documents as necessary, prepare habeas corpus hearing when necessary, render advice on constitutional and fundamental rights to persons as necessary, protect civil rights of arrested persons and those confined in jail, act as counsel of record for all assigned criminal cases, supervise trial counselors, performs other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with a Trial Counselor Certificate and 1 year of progressively responsible law enforcement or criminal justice work experience.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

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Assistant Secretary, Division of Climate Change (FSM Department of Environment,

Climate Change & Emergency Management) Pohnpei [closing date: 11/30/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Assistant Secretary, Division of Climate Change
PL-42/1
$1,177.58 B/W + $40 COLA = $1,217.58 B/W

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Department of Environment, Climate Change & Emergency Management (DECEM)
FSM National Government
Pohnpei Field, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Develop and manage the divisions long and short term plans, annual implementation plans and annual budget; develop and integrate climate change development policies and strategies that aim to protect FSM’s resources for future generations; plan, implement , monitor and report on FSM international responsibilities and obligations with regards to ratified treaties, conventions, and protocols that are related to climate

change; facilitate, advice and support that's state counterparts and national collaborating partners in the areas of research, technical assistance, capacity building, and public education and awareness; develop or write funding proposal(s) to support that division's; initiatives for the development of climate change related programs/projects; perform other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with a bachelor's degree in Climate Change, Environment and Natural Resource Management five (5) years of work experience in climate change, environment or related field.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

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Information & Technology System Specialist (FSM Department of Justice) Pohnpei [closing date: 11/30/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:

Information & Technology System Specialist
PL-36/1
$862.12 B/W + $40.00 COLA = $902.12B/W

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:

Department of Justice
Immigration & Passport Services
FSM National Government
Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Install, support and maintain network, including server and desktop hardware and software infrastructure; Ensure the most cost-effective and efficient use of servers; Suggest and provide IT solutions to office and management problems; Ensure that all offices IT equipment comply with industry standards; Analyze and resolve faults, ranging from a major system crash to a forgotten password; Undertake routine preventative measures and implement, maintain and monitor network security; Monitor the use of the web by employees; Procures office network and computer hardware/ software; performs technology needs analysis; Evaluates, tests and recommend appropriate technology for use in Office; issue department publications on websites; manage email. Anti-spam and virus protection; develop and manage main office and field offices website; review materials that are to be posted on the web for adherence to website policies and standards; review department pages and keep information timely accurate; ensure web, mail and file server hardware and soft ware are running properly; perform other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with a bachelor's degree in computer science or related field plus three (3) years of work experience in computer and information technology or equivalent.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

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Senior Tax Officer (FSM Department of Finance & Administration_ Division of Custom & Tax Administration) Kosrae [closing date: 11/30/2026]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:

Senior Tax Officer

PL-32/1

$706.22.69 B/W + $40.00 COLA= $746.22 BW

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:

Department of Finance and Administration
Customs and Tax Administration Division
FSM National Government
Kosrae Field Office

Duties & Responsibilities:

Conduct tax audits and assessments to ensure compliance with tax laws; Review tax returns, financial statements, and records for accuracy and discrepancies; Implement efficient audit processes and risk assessment methods; Utilize data analysis for identifying trends and anomalies; Assist taxpayers in understanding and fulfilling their tax obligations; Provide guidance on tax laws, regulations, and filing procedures; Participate in taxpayer education programs and workshops; Contributes to the development of educational materials and resources; Prepare detailed reports of audit findings and tax assessments; Maintain accurate records of audit activities, taxpayer communications, and case documentation; Ensure timely and accurate reporting to supervisors and authorities; Uphold high standards of accuracy and professionalism in tax-related activities; Collaborate with colleagues, team members, and relevant stakeholders; Coordinate with external agencies to facilitate tax compliance; Assist in the resolution of tax-related issues and disputes; Build and maintain positive

relationships with clients and stakeholders; Engage in ongoing training and development to enhance tax expertise; Stay updated with changes in tax laws and industry best practices; Pursue relevant certifications or qualifications as required; Implement knowledge-sharing practices within the team; Engage in training, development, and performance planning; Contribute to planning work programs and state-level initiatives; Identify areas to improve processes in the CTA Field Office, apply best practices, and explore innovative approaches to enhance efficiency, accuracy, and effectiveness in tax operations; Identify opportunities for resource optimization, cost savings, and revenue generation, exploring innovative approaches to enhance financial efficiency and effectiveness within the department; Meet the obligations as an employee and comply with all policies and practices including the Code of Conduct; Understand all applicable legislation, regulations, and other technical requirements; Follow and support work practices that are safe and promote personal wellbeing; Complete other tasks, assignments and projects as requested by the Tax Team Leader or Field Office Manager on an ad hoc basis, that are within the incumbent’s capabilities.

Qualification Requirements:

Graduation from an accredited college or university with a bachelor’s degree in business, Accounting, or similar field. At least Five (5) years of tax experience and two (2) years of audit experience.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

Administrative Specialist (FSM Department of Justice) Pohnpei [closing date: 11/30/26]

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Administrative Specialist
PL-28/1
$609.71 B/W + $40.00 COLA = $649.71 BW

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Department of Justice
FSM National Government
Pohnpei Field, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Assist the Administrative Officer in the Coordinator; make arrangements for department and/or nation wide Finance meetings and conference; establishes and supervises the maintenance of files, both incoming and outgoing, for office records and retrieves documents/information when needed; overseas the office supplies for the division, prepares purchase order for purchase

of office supplies to maintain sufficient supplies on hand at all times; type letter, memoranda, reports, legislation, policies, procedures and other documents; prepares time sheet and protects operations by keeping information confidential; makes appointments for meetings, conference, etc., for the Secretary; performs other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with a Associate degree in Business Administration, Accounting or related field with strong computer skills plus two (2) years of work experience in administrative and office management functions or equivalent.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

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Taxpayer Services Officer (FSM Department of Finance & Administration_Custom & Tax Administration Division) Yap [closing date: 11/30/2026]

It is the policy of the FSM Government that qualified FSM citizens are given priority for employment consideration; with

other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Taxpayer Services Officer
PL 28/1
$609.68 BW + $40.00 = $649.68 BW

This is the minimum rate at step one of the grades. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Department of Finance & Administration
Customs and Tax Administration Division
FSM National Government
Yap Field Office

DUTIES (ILLUSTRATION ONLY):
Provide electronics services to the public, offering guidance on tax procedures, fulfilling tax obligations, and resolving common tax issues; Develop self-service options to empower taxpayers in managing their tax affairs independently; Ensure easy-to-understand and accessible guidance is available to taxpayers; Respond to taxpayer enquiries via correspondence, telephone or at the public counter; Process tax returns accurately and efficiently; Manage tax registers, maintaining the security and authentication of taxpayer information; Oversee compliance for taxpayers and address related tax issues; Evaluate taxpayer satisfaction through customer experience management and satisfaction surveys; Contribute to public awareness initiatives; Ensure privacy of tax information for taxpayers; Collaborate with relevant stakeholders on a national level within the domain of taxpayer services; Support public education and awareness campaign; Enhance the accessibility and user-

friendliness of electronic services for taxpayers; Facilitate the adoption of self-service options to empower taxpayers in managing their tax affairs; Maintain accurate tax registers while ensuring the security and authentication of taxpayer information; Identify areas for process improvement within the CTA Field Office, Implement best practices, and explore innovative approaches to enhance efficiency, accuracy, and effectiveness in operations; Meet the obligations as an employee and comply with all policies and practices including the Code of Conduct; Understand all applicable legislation, regulations, and other technical requirements; Follow and support work practices that are safe and promote personal wellbeing; Complete other tasks, assignments and projects as requested by the Field Office Manager on an ad hoc basis, that are within the incumbent's capabilities.

Qualification Requirements:
Graduation from an accredited college or university with an Associate degree in Business, Accounting, or similar field. At least two (2) years relevant working experience.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

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Program Manager -National

Ozone Unit (NOU) (FSM Department of Environment, Climate Change and Emergency Management (DECEM)) Pohnpei [closing date: 11/30/2026]

It is the policy of the FSM Government that qualified FSM citizens are given first priority for employment consideration; with other Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:
Program Manager -National Ozone Unit (NOU)
PL-38/1
$954.69 B/W + $40.00 COLA = $994.69 BW

This is the minimum rate at step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:
Department of Environment, Climate Change and Emergency Management (DECEM)
FSM National Government
Pohnpei Field, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Lead and facilitate trainings/ workshops for refrigeration and Air Conditioning (RAC), Certification of RAC technicians, Customs Officers, Customs Brokers and Importers and other relevant trainings for the Ozone Unit; Assist, collect and

analyze data annually for reporting purposes to Ozone Secretariat; monitor and ensure that e-Licensing system for imports of controlled substances is implemented; assist in monitoring and overall implementation of projects and Activities expenditures and advise on potential issues and appropriate solutions; assist in preparing quarterly expenditures reports; assist in the preparation and review of the workplan(s) for projects; facilitate the exchange of information within and outside of FSM; to develop and/or edit awareness communication and outreach on ozone and ozone-depleting substances (ODS); lead and facilitate planning and preparation with all four states for World Ozone Day; provides logistical support and recommendations required and efficiently carry out official tasks; perform other duties as assigned.

Qualification Requirements:

Graduation from an accredited college or university with a bachelor degree in Environmental Science or related field plus at least two (2) years of work experience in the subject matter field.

Secure Application Forms From and Return to FSM National Government Personnel Office
or send your application, resume, along with other credentials to the below email address: personnel@personnel.gov.fm

Assistant Fisheries Economist & Market Analyst/ Fisheries Economist & Development Division (FSM National Oceanic Resource Management Authority) Pohnpei [open until filled]

The Government of the Federated States of Micronesian (FSM) seeks well qualified individuals to fill the position of **Assistant Fisheries Economist & Market Analyst/ Fisheries Economist & Development Division,** FSM National Government at the Office of National Oceanic Resource Management Authority.

Duties & Responsibilities:

- Facilitate development and implementation of vessel day trading strategies in consultation with relevant partners and stakeholders.
- Thoroughly review regional and national reports on fisheries management and development.
- Utilize economic models to, inter alia, estimate catch values and profitability of fishing fleets. Use this analysis to input clear and relevant economic recommendations to NORMA management.
- Work with Senior Fisheries Economist to compile a set of economic indicators for the national tuna fisheries sector based on international standardized methodologies.
- Use these indicators for reporting obligations on economic

information about the tuna sector to national, sub-regional, regional and international organizations.

- Undertake or assist with economic research activities in collaboration with SPC, FFA and PNAO as needed.
- Assist in providing economic analysis of fisheries development plans and other collaborative economic research activities as needed.
- Assist in preparing briefs for NORMA management for access negotiations with distant water fishing nations with analysis of catch values and profitability of fleets for comparison with proposed access charges.
- Assist in undertaking analysis of options to increase returns through pooling days with other PNA members and the use of tender or auction systems.
- Collect and collect operational and economic data on domestic and locally based fishing vessels on a regular basis.
- Analyze the economic contribution made by domestic and locally based vessels and develop recommendations on concessionary access fees and/or other public support.
- Review and contribute to recommendations on the feasibility, costs and benefits of (public and private) investment proposals in the tuna sector, including onshore developments.
- Assist in preparing reports to the NORMA Board, and other bodies on the economic aspects of the fishery and returns achieved.

- Assist in preparing monthly and other required reports for management.
- Assist the Senior Fisheries Economist to evaluate the economic impact of fisheries conservation proposals and declared Marine Protected Areas.
- Liaise closely with economists working for FFA and PNAO for mentoring and support.

- Assist with representing NORMA at relevant meetings to secure economic well-being of FSM in the fisheries sector.
- Perform other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or University with a degree in Economics or equivalent; Specialized training in modelling and other forms of economic analysis is desirable; Experience in fisheries and/ or Pacific Island administrations is desirable; Demonstrated economic analyst experience; Excellent oral and written communication skills; Excellent computer literacy; Experience in the public service and fisheries is desirable; Fluent in English (oral and written); Excellent attention to detail and process; Highly motivated, trustworthy and dependable; Honest and committed to work; Supportive and accountable to effective delivery of services to client.

Salary: A Salary range of $25,000 per annum depending on the qualification of the applicant.

To Apply: Submit resume or application by mail to the following addresses:

Office of Personnel	National Oceanic Resource Management Authority
P.O. Box PS-35	P.O. Box PS122
Palikir, Pohnpei FM 96941	Palikir, Pohnpei FM 96941
Phone: (691) 320-2618/2642	Phone: (691) 320-2700/5181
Email: personnel@personnel.gov.fm	Email: norma@mail.fm

The Office of Personnel will be accepting application/resume from today October 27, 2026 until filled.