

Account Technician III (FSM Department of Finance & Administration) Pohnpei [closing date: 9/14/2026]

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:

Account Technician III

PL-26/1

\$465.53 B/W + \$40.00 COLA = \$505.53 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

FSM National Government

Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Responsible for all flow and in-keeping of documents for financial transactions; receives and assigns numbers to all incoming obligation documents; receives and logs all incoming documents, and logs all outgoing documents as well as the manual ledgers; establishes and maintains individuals files for the various authorities in the respective states; prepares and process payments in accordance with the established regulations,

policies and procedures; attends to customer's needs; answer questions provides explanations when necessary; processes and prepares all incoming purchase requisition requests; tags and maintains file of all fixed assets and expandable equipment purchase; verify and release purchase to departments offices and agencies; and performs other duties as assigned.

Qualification Requirements:

Graduation from a two years college with a degree in accounting or related field plus one (1) year of work experience in Bookkeeping or Account Clerk.

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