Manager, Sea Transportation System Development (FSM Department of Transportation, Communication & Infrastructure) Pohnpei [closing: 11/9/2026]

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

POSITION AND SALARY:
Manager, Sea Transportation System Development
PL-38/1
$954.69B/W + $40.00 COLA = $994.69B/W

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 Transportation, Communication & Infrastructure
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES AND RESPONSIBILTIES:
Assist in promulgation and implementation of a maritime safety program for the FSM; develops and maintains an FSM vessels registration program; inspects and certifies safety of vessels

utilized for sea transportation in the FSM; assists the private shipping operations in the FSM in development of safety procedures for maintenance and operation of the vessels to meet the FSM's registration program; monitors the applications of established safety standards through appropriated inspections and surveys; conduct inspection and surveys of vessel's safety equipment and makes recommendation to the Secretary of TC&I for issuance of appropriate certifications; develop innovative programs for the social welfare of the FSM seafarers; performs other duties as assigned.

QUALIFICATON REQUIREMENTS:
Graduation form an accredited College or University with a degree in Naval Architecture, Marine engineering, maritime safety administration or related fields plus five (5) years of work experiences.

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

Ship's Operation Manager (FSM Department of Transportation, Communication &

Infrastructure) Pohnpei [closing date: 11/08/2026]

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:
Ship's Operation Manager
PL-36/1
$862.12 B/W + $40.00 COLA = $902.12 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 TC&I
FSM National Government
Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):
Overseeing daily operation of the ships, managing crew on the ships, ensuring compliance with regulations coordinating with department, managing budget for the ship implementing risk management, ensuring safe, efficient and cist effective management of vessel movements, crew coordinator & cargo handling; perfom other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with a Bachelor of Science in Marine Transportation & Marine Engineering. Five three (3) to (5) plus years of experience in

Marine Operations or related field. Leadership & management: Ability to lead and manage a team efficiently to ensure operational efficiently and compliance.

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

Building Maintenance Worker (FSM Office of Congress) Pohnpei [closing date: 11/02/2026]

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:
Building Maintenance Worker
PL-18/1
$392.79 B/W + $40.00 COLA = $432.79 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:

FSM Congress
FSM National Government
Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

- Receives oral or written orders from Head Custodian and Head of Building Services.
- Performs work according to standard procedure and by building's operational schedule.
- Cleans rooms, hallways, restrooms, locker rooms, offices, stairways, and windows.
- Uses brooms, mops, and floor equipment to sweep, mop, strip and wax floors.
- Uses vacuum cleaners to clean rugs, carpets, upholstered furniture and blinds.
- Dusts furniture and equipment.
- Wash walls, ceilings, woodwork, windows, doors and sills.
- Makes minor carpentry, electrical, mechanical and plumbing repairs.
- Performs touch up and finish painting.
- Empties wastebaskets.
- Replenishes restrooms supplies.
- Replace light bulbs.
- Sets up and tears down chairs, tables and equipment in meeting rooms, and function rooms.
- Picks up and deliver supplies and materials to rooms.
- Follow all applicable safety rules and procedures.
- Report work accomplished orally or on written work order to supervisor.
- Participates in general cleaning, painting, and repair work.
- Uses hand tools and power tools in making minor maintenance repairs and maintaining grounds and walks.

- Provides assistance to officials, staff, visitors, and other employees as necessary.
- Checks building at beginning and end of shifts.
- Cuts and replaces doors and window panes; rehangs doors; replaces and patches cement floors, asphalt tiles, linoleum floor coverings, foundations, concrete and asphaltic concrete walks and drives; performs woodworks such as removing and replacing cabinets, sink tops, partitions, porches, termite-invested and rotten boards; furniture; builds forms for concrete and repair fences and gates; installs new electrical outlets; repairs shorts in electrical outlets.
- Performs other duties as assigned.

Qualification Requirements:

Graduation from a technical school with a concentration in one or more building trades and at least one year of relevant work experience; **or** four (4) years of responsible work experience in one or more building trades, including demonstrated experience in areas such as carpentry, plumbing, electrical work, or general building maintenance.

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

Payroll Manager (FSM Department of Finance & Administration) Pohnpei [closing date: 11/2/2026]

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:
Payroll Manager
PL-36/1
$862.12 B/W + $40.00= $902.12 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 & Administration
Treasury Division
FSM National Government
Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

- Manage end-to-end payroll processing for weekly, bi-weekly, and monthly cycles, including off-cycle adjustments;
- Ensure adherence to IRS, FLSA, state, local, and international payroll regulations;
- Establish and maintain payroll policies, procedures, and

internal controls;

- closely with HR and Finance to align payroll with employee data, benefits, and accounting;
- Prepare quarterly, annual, and ad hoc payroll reports for management and regulatory agencies.
- Supervise payroll staff, provide training, and resolve complex payroll issues;
- Manage payroll software, integrations with HRIS/timekeeping systems, and troubleshoot errors;
- Perform other duties as assigned.

Qualification Requirements:

Graduation from University or College with bachelor's degree in accounting, Finance, Business Administration plus five (5) years in payroll or accounting, with at least 1–3 years in a supervisory role. **Technical skills:** Proficiency in payroll systems (e.g., ADP, Workday, SAP), Excel, and HRIS platforms. **Knowledge:** Strong understanding of tax laws, labor regulations, and benefits administration. **Soft skills:** Leadership, problem-solving, attention to detail, and ability to handle confidential information. **Certifications** (Preferred): Certified Payroll Professional (CPP) or Fundamental Payroll Certification (FPC).

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

Accountant I (FSM Department of Finance & Administration) Pohnpei [closing date: 11/1/2026]

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:
Accountant I
PL-24/1
$507.63 B/W + $40.00 COLA = $547.63

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 & Administration- Treasury
FSM National Government
Pohnpei, FSM 96941
(Chuuk Field)

DUTIES (ILLUSTRATION ONLY):
Collects and disburses FSM General Funds in accordance with established laws and regulations; Assists in making disbursement pursuant to certified vouchers on all bank accounts; Assists the

manager over all operations of the branch; Deposits all collections on daily basis into the National Government Account in banks; Prepares wire transfer funds, deposit slips, and input cash receipts for issuance; Maintain files for check register; Prepares manual checks and responsible for segregation of checks; Mails checks and other mailing items to outside organizations, offices, vendors and customers; Perform other duties as assigned.

Qualification Requirements:
Graduation from an accredited college or university with an associate degree in accounting or Business Administration. At least two (2) years' experience in accounting or related field. Must be computer literate, most preferable w/Excel & Power point

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

Computer Programmer II (Department of Resource &

Development) Pohnpei [closing date: 10/15/2026]

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:
Computer Programmer II
PL-28/1
$609.68 B/W + $40.00 Cola = $649.68 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 Resource and Development
Division of Statistics
Palikir, Pohnpei FM 96941

DUTIES (ILLUSTRATION ONLY):
Responsible for the development/maintenance and management of statistical databases and systems used in the data collection, compilation, and dissemination processes (i.e., Survey Solutions, CSPro), responsible for the maintenance and management of the division's ICT systems, such as: Installation and maintenance of hardware and software, maintenance of internal network, maintenance of Active Directory infrastructure, daily automated back-ups, ensure adequate supplies of ICT consumable goods (i.e., toner cartridges), maintenance of network printers, scanners, and other related ICT equipment, carrying out regular inventory and surveying non-

repairable office equipment, developing and updating of ICT manuals; and, maintenance of ICT support log; provides technical support/advice on ICT related matters, including new and appropriate technologies, conduct staff training in the use of ICT system including data entry and use of application programs, liaise with data producers and users with respect to ICT support and services, ensure ICT protocols for data confidentiality are in place for the use and handling of requests for statistical data; and, performs other related duties as assigned.

Qualification Requirements:

Graduate of an accredited college or university with a bachelor's degree in computer science or related fields, with at least 3 years 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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Manager, Billing and Account Receivable (FSM Department of Finance & Administration) Pohnpei [closing date:

10/25/2026]

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

POSITION AND SALARY:
Manager, Billing and Account Receivable
PL-36/1
$862.12 B/W + $40.00 = $902.12 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 Finance & Administration
Division of National Treasury
FSM National Government
Kolonia, Pohnpei FM 96941

DUTIES: (ILLUSTRATIVE ONLY):

Assure timely collection of monies due to the FSMNG; monitor and report on deviations from proper settlements; assure timely and accurate billing; monitor the advances given to the overseas offices to maintain accountability of the advances vs. expenditures; manage cash application making sure all cash receipts are applied properly to the overseas missions (UN, DC, China, Fiji, Japan Embassies and Consulate Offices of Guam and Hawaii); assure that a standard billing form is made as FSMNG form; contract all hosting agencies or governments funding FSMNG staff/officials on seminars, meetings, etc.; make recommendations to improve quality of Billing and collection

procedures; ensures that there is a sub-ledger maintained for billings totals/aging totals/cash receipts/adjustments; responsible to monitor the advances send to the overseas missions and to maintain a ledger; reconciliations of bank accounts for all overseas bank accounts and make JV for adjustments; responsible to review and book all transactions of the overseas missions (all embassies and consulate offices); supervising the billing of travel advances; responsible to issue billings on travel advances on a monthly basis; Account Receivable Manager will be required to manage a staff of 1 or 2; reports on any matters that need the attention of the higher level staff of the division; review the work of the subordinates on NOAA Weather transactions; performs other duties as assigned.

QUALICATION REQUIREMENTS:

Graduation from an accredited college or university with a degree in accounting or business administration or related field plus three (3) years of work experience in financial management, preferably in accounting area.

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

Weather Service Specialist Trainee (FSM National Weather Services) Yap [open until filled]

The Government of the Federated States of Micronesia (FSM) is seeking well-qualified individuals to fill the position of **Weather Service Specialist Trainee** at the Weather Service Station Field Office in Yap, FSM National Government.

Duties & Responsibilities:

Assist in conducting routine surface weather observations in accordance with Federal Meteorological Handbook (FMH); Record meteorological variables such as temperature, wind speed and direction, atmospheric pressure, rainfall, and cloud conditions; Assist in preparing and transmitting hourly METAR and synoptic observations; Verify weather observation data for accuracy before transmission; Perform special observations during severe weather events when required; Assist in preparing radiosonde equipment and upper-air observation systems; Support the release and monitoring of weather balloons used to collect upper atmospheric data; Assist in transmitting upper air data messages to meteorological centers and agencies; Monitor and log severe weather conditions including tropical cyclones, strong winds, and heavy rainfall; Assist in preparing weather information used for warnings, watches, and special weather statements; Support emergency preparedness procedures such as securing equipment and facilities during storms; Assist in transmitting meteorological observations to forecasting centers and other relevant agencies; Monitor feedback to ensure successful transmission of meteorological reports; Assist in translating official forecasts

and warnings into clear language for dissemination to local media and the public; operational shifts; Assist in monitoring meteorological instruments and observation equipment; Maintain cleanliness and organization of the office and operational areas during assigned shifts; Assist in maintaining the station logbook and recording significant operational events; Verify and document observations from previous shifts and note any discrepancies; Assist in preparing weekly and monthly climate reports and meteorological summaries; Participate in outreach activities to educate the public about weather safety and climate awareness; Assist with educational programs for schools, local government offices, and community organizationsl; Follow all station safety protocols including procedures related to handling gases used for upper-air observations; Report unsafe conditions or equipment issues to supervisors; Participate in training programs to improve knowledge and skills in meteorological observations and operational procedures; Assist in monitoring and maintaining meteorological instruments and equipment; Support maintenance of station facilities and operational workspaces; Perform other duties assigned by the OIC/Acting Weather Service Coordinator or Supervisory Weather Service Specialist.

Qualification Requirements:
Graduation from an accredited college or University with an Associate degree in meteorology or related science field. Basic understanding of physical concepts such as weather systems, atmospherics processes, or environmental Science plus at least 2 years of work experience in related field.

Salary: A Salary starting from $18,000 to $26,000 per annum depending upon the qualifications of the applicant.

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

Office of Personnel	FSM Weather Service Office
P.O. Box PS-35	P.O. Box 69
Palikir, Pohnpei FM 96941	Kolonia, Pohnpei 96941
Phone: (691) 320-2618/2642	Phone: 320-2248/6947
Email: personnel@personnel.gov.fm	Email: wilfred.nanpei@noaa.gov

The Office of Personnel will be accepting application/resume from today April 13, 2026 until filled.

THE FSM AN EQUAL OPPORTUNITY EMPLOYER

Financial Management Specialist (FSM Department of Finance & Administration) Pohnpei [closing date: 10/25/2026]

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

POSITION AND SALARY:

Financial Management Specialist
PL 32/1
$706.22 B/W + $40 COLA = $746.22B/W

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 qualifications of the appointee.

LOCATION:
Department of Finance & Administration
Division of Treasury
FSM National Government
Palikir, Pohnpei 96941

DUTIES (ILLUSTRATIVE ONLY):
Responsible in preparing the funds status reports on all CFSM Funded Projects for the FSM State CFSM projects and all other funds that the President/Vice President are the allotees; Ensure that all transaction of all the funds were posted accordingly and that expenditures do not exceed the authorized funding level; maintain manual ledgers for all the CFSM Projects accounts; prepares schedules needed for financial statements upon requests by the Auditors and assists the Auditors with their transition, ledgers and all needed documents during the auditing period in the Division; certifies funds availability of all Federal Programs, General Funds and CFSM funds; and perform other duties as assigned.

QUALIFICATION REQUIREMENTS:
Graduation from an accredited college or University with a Bachelor Degree in Business Administration, Accounting or closely related fields plus three (3) years of work experience in financial management, preferably in Accounting area.

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

Secretary (FSM Department of Finance & Administration_ Investment Division) Pohnpei [closing:10/25/2026]

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:
Secretary
PL-20/1
$427.24 B/W + $40.00 COLA = $467.24 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:
Investment Division
Department of Finance & Administration
FSM National Government

Pohnpei, FSM 96941

DUTIES (ILLUSTRATION ONLY):

Established 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 purchases 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 for the division employees from time and attendance cards; make appointments for meetings, conference, etc. for the Assistance Secretary; performs other duties as assigned.

Qualification Requirements:

Graduation from two years college in Secretarial Science with good command of spoken and written English. Must be computer literate, most preferably with word and excel application.

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