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