

EA NO: FSM-003-23RI
OPENING DATE: 4/16/2024
CLOSING DATE: 4/30/2024

EXAMINATION ANNOUNCEMENT



Office of Personnel Administration
FSM National Government

P.O.Box PS-35
Palikir, Pohnpei, FM 96941
Tel:(691)320-2618/2642
Email: personnel@personnel.gov.fm

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
Division of National Treasury
Palikir, Pohnpei FM 96941

DUTIES (ILLUSTRATION ONLY):

Record file and maintain records for all loans which National Government is a barrower, Co-borrower, and granter; assist to prepare and maintain an amortization schedule of all loans, including schedule of payment dated and amounts; assist to prepare and maintain a current records of all outstanding loan balance with the lending institutions; ensure that all Deb services are process on timely manner. Assist Investment reconciling FMIS record on compact cash receipts; keep records and filing of allotment of compact funds; 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 experience comparable to an Accountant Technician I. Must have strong computer skills; software/database applications (e.g. Word, Excel, Access, Outlook, Power Point). Strong communication skill (oral, written, active listening). To operate office equipment and ability to work as team and individually.

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