

EA NO: FSM-090-24
OPENING DATE: November 12, 2024
CLOSING DATE: December 12, 2024

P.O. Box PS-35
Palikir, Pohnpei, FM 96941
Tel: (691)320-2618/2642
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EXAMINATION ANNOUNCEMENT



Office of Personnel Administration
FSM National Government

It is the policy of the FSM Government that qualified FSM citizens is given first 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:

Maintenance Coordinator (Building & Ground)
PL 24/1
\$507.63 B/W + \$40 Cola = \$547.63 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:

Supreme Court
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES & RESPONSIBILITIES:

Coordinates and oversees the renovation and maintenance of FSM court building(s) and grounds; coordinates and assists custodial workers with custodial functions; prepares estimates and requests for materials needed for construction and repairs; coordinates repairs of the court vehicle; maintains all court tools and equipment; supervises and prepares maintenance work for the Chief of Justice and Associate Justice housing and other houses leased by the court; maintains and operates office generator and electrical switch; performs carpentry repairs and maintenance work; assists court administration in purchasing or equipment needed; works closely with local vendors on local purchases, performs other duties as assigned.

QUALIFICATION REQUIRMENTS:

High School diploma or Completion of Technical or Trade School plus three (3) years of experience in electronic or maintenance work.

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