

EA NO: **FSM- FSM-016-18**  
OPENING DATE: **2/05/18**  
CLOSING DATE: **3/05/18**

# EXAMINATION ANNOUNCEMENT



Department of Finance & Administration  
Division of Personnel Administration  
F.S.M. National Government

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 citizens are available.

## **POSITION SALARY:**

Accountant Technician III  
PL-22/1

Two (2) Positions

\$291.86 B/W + \$40.00 Cola (\$331.86) 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  
FSM National Government  
Division of National Treasury  
**Palikir, Pohnpei FM 96941**

**Colonia, Yap FM 96942**

## **DUTIES (ILLUSTRATIVE ONLY):**

Assists in the establishment and maintenance of procurement records files; assists in receiving and verifying outgoing and incoming cargo against shipping documents, purchases orders and prepares receiving reports; participates in the loading and unloading of merchandise to and from the warehouse; transmits invoices from various vendors to accounting division for payments; maintains fixed asset in clearing outstanding PO advances; 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.