

FA NO: **FSM-014-18**
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 utilized in positions for which no qualified FSM citizens available.

POSITION AND SALARY:

Statistics and Compliance Analyst
PL-30/1
\$420.66 B/W + 40 COLA

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 qualifications of the appointee.

LOCATION:

NORMA
FSM National Government
Kolonja, Pohnpei FM 96941

DUTIES (ILLUSTRATIVE ONLY):

Provide ongoing secretarial support during board meetings, conference or workshops; provide ongoing assistance to the Compliance Unit, including compiling, reviewing and analyzing documentation for observer trip reports, catch certification and other compliance-related validation; maintain a database of the statistical and operational data; oversees the Tuna Data Entry operations; on daily basis coordinate and facilitate entry of fisheries log sheet data, unloading data, port sampling data and vessel position reports provided by fishing vessels; input and analyze data to be transmitted to SPC Office in New Caledonia for final processing; monitors and edits work of subordinates to assure they are in compliance with SPC reporting formats; provide technical support to other divisions and agencies through visits, meetings and communication; coordinates the compilation of quarterly statistics reports to Forum Fisheries Agency (FFA) and SPC; and performs other duties as assigned.

QUALIFICATION REQUIREMENTS:

Graduation from an accredited college or university with Bachelor's degree in Mathematics or Business Administration or related field plus three years of work experience in fisheries statistics or closely related field.