



Office of the President

FSM Personnel Office

P.O. Box PS-35
Palikir, Pohnpei FM 96941

Ph: (691) 320-2618/2642 Fax: (691) 320-8836

EMPLOYMENT OPPORTUNITY

The Government of the Federated States of Micronesia (FSM) seeks well qualified individual to fill position of Proofreader at the FSM Congress, Palikir, Pohnpei, FM.

The Position: Edits draft legislation, make sure it grammatically and stylistically correct; proofreads all typed legislation, i.e. bills, resolutions, standing committee reports, and floor amendments; proofreads all measures passed by the Congress during its sessions, i.e. engrossed measures; proofreads the daily journal of the Congress of the FSM; proofreads the completed Journal of the Congress before is published during the Congress sessions; keeps the Legislative Counsel informed as to what measures are being worked on, during the Congress session, helps supervise the daily output of bills, resolutions, and standing committee reports; supervises any extra personnel who may be required to work with the proofreader's office during the sessions; keeps a file of all bills, resolutions, and standing committee reports introduced before the Congress and all public laws signed into law; proofread final copies to be sure all corrections have been made; performs other duties as assigned.

The incumbent: Graduation from an accredited College or University with a Bachelor's degree in English, Journalism or a related field plus three (3) years of work experience preferably in Legislative setting.

Benefits: Salary \$20,000.00 to \$25,000.00 per annum depending upon the qualification of the applicant. Housing, travel and relocation will be provided if applicable.

To Apply: Send resume, application by mail to the following addresses:

Office of Personnel
P.O. Box PS 35
FSM National Government
Palikir, Pohnpei FM 96941

Congress, FSM
P.O. Box PS 3
FSM National Government
Palikir, Pohnpei FM 96941

The Office of Personnel will be accepting applications/resume until the position is filled.

THE FSM AN EQUAL OPPORTUNITY EMPLOYER