

FA NO: FSM-024-18
OPENING DATE: 3/9/18
CLOSING DATE: 4/9/18

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 Micronesian and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:

Assistant Secretary of Quality and Effectiveness
PL-42/1
\$ 773.46 B/W + 40 COLA

This is the minimum rate step one of the grade. Higher rates may be authorized in cases of hard-to-fill positions where it appropriate to the qualifications of the appointee.

LOCATION:

Department of Education
Division of Quality and Effectiveness
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES (ILLUSTRATIVE ONLY):

Supervises the overall administrative operation of the division in ensuring completion and achievement of approved program goals and objectives as pertained to the department's operations and programs under the Compact Sector Grants; coordinates and collaborates with other offices of the national government, state government and the private sectors in areas pertaining to delivery of assessment and evaluation system services, and maintenance of the education management information system; initiates and/or recommends programs policies, procedures and guidelines to improve programmatic operations and service deliveries both within the national government and at the local delivery levels; responsible for the office staff welfare, compliance with

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Assistant Secretary of Quality & Effectiveness

program policies and regulations and program's directives and requirements and uphold the office which include, but not limited to, program's annual budget, program plans, contracts, reviews and other areas relative to the office; lead and administer strategic improvement planning pertaining education development in FSM and performs other duties as assigned.

QUALIFICATION REQUIREMENTS:

Possession of Master Degree in Education in any accredited college or university plus four (4) years of education work experience of which three (3) years must be in educational administration.