

EA NO: **FSM-098-18**
OPENING DATE: **12/18/18**
CLOSING DATE: **01/18/19**

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 is 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:

Deputy Assistant Secretary for European Affairs
PL-38/1
\$627.06 + \$40.00 (\$667.06 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 Foreign Affairs
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES (ILLUSTRATION ONLY):

Assist in developing approaches and formulating policy recommendations on FSM relations with all European countries such as the European Union and its waters; researches and analyses on issues concerning relations with the countries and organizations in his/her respective jurisdiction, such of the European Union to name a few; coordinates internally and with the appropriate overseas missions on matters relating to diplomatic recognition and establishment of diplomatic relations, membership in international and regional organizations, accreditation of ambassadors, financial and technical assistance, etc.; writes position papers, reports, internal briefs, memos, letters and notes on any issues relating to these countries as well as responses on incoming correspondences from the countries; collects and compiles information on the countries for Department's use; represents the government in international/regional meetings; supervises and guides the work of junior and secretarial staff, especially those in the division; pursues efforts to obtain multilateral and bilateral assistance; performs other duties as assigned.

QUALIFICATION REQUIREMENTS:

Graduation from an accredited college or university with a bachelor degree in Political Science, Foreign Affairs or International studies or related field plus two (2) years of responsible work experience in Foreign Affairs.