

EA NO: **FSM-074-18**
OPENING DATE: **10/22/18**
CLOSING DATE: **11/22/18**

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 is given first priority for employment consideration; with other Micronesians and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALARY:

Deputy Assistant Secretary for Preparedness & Mitigation
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 Environment, Climate Change & Emergency Management (DECCEM)
FSM National Government
Palikir, Pohnpei FM 96941

DUTIES: (ILLUSTRATIVE ONLY):

Initialize and coordinate the activities of National and State Preparedness & Mitigation program matters; work with the National, State and Local communities coordinators to develop a unified and accessible communication strategy; organize Preparedness & Mitigation-planning processes to fully engage stakeholders and identify Preparedness & Mitigation objectives, priorities, resources, capabilities, and Preparedness & Mitigation process through media and public relations efforts; incorporate critical mitigation, resilience, sustainability and accessibility building measures into the Preparedness & Mitigation plan based on available funding and capacity; collaborate with state government representative to identify external financial support for Preparedness & Mitigation, and resolve potential duplication of assistance; work closely with the Preparedness & Mitigation leadership at all levels to ensure a well-coordinated, timely, and well-executed Preparedness & Mitigation; develop and implement Preparedness & Mitigation progress measures and communicate adjustments and improvements to applicable stakeholders and authorities; prepare quarterly progress and expenditure reports; perform other duties as assigned.

QUALIFICATION REQUIREMENTS:

Graduation from an accredited college or university with a Bachelor's Degree in Public Administration or related field plus four (4) years of work experience in hazard mitigation and preparedness program.