



Announcement No: POC-019-22
Opening Date: 5/24/2022
Closing Date: Until Filled

P.O. Box PS-35
Palikir, Pohnpei, FM 96941
Tel: (691) 320-2618/2642

Office of the Director

FSM Personnel Office

email: personnel@personnel.gov.fm

The Government of the Federated States of Micronesia (FSM) seeks well qualified individuals to fill position of **Chief Operating Officer (COO)** in the Department of Health & Social Affairs, FSM National Government, Palikir, Pohnpei FM 96941.

The Position: Direct the technical, administrative, and financial tasks of the Department and its relevant programs; advises the Secretary and Assistant Secretaries on all administrative and financial matters; prepares the Department's Annual Budget and submits on time; ensures that all regulations and policies are adhered to by all staff; ensures that all required reports are submitted on time; reviews Federal and Foreign grant applications to make sure they comply with Department and FSM Government regulations; ensures that documents that must be submitted to the FSM Congress and other agencies are submitted on time; coordination of Health workforce development; coordination with the States for medical specialization needs for visiting medical specialty teams, i.e., ophthalmologists, cardiologist, etc.; coordination with the states on needs for technical support; oversees the unit for Informatics, Statistics, and Planning; oversees the Preparedness, Surveillance and Response (PSR) Unit; oversees the management of COVID-19 funds with DHSA.

The Incumbent: Graduation from accredited college or university with a Bachelor's degree in Public Health, Science-related field, Public Administration or other relevant field plus five years in financial management position is preferred.

Benefits: A Salary of \$1,384.00 B/W plus fringe benefits depending upon the qualifications of the applicant. Other benefits such as housing allowance, recruitment and repatriation, health, life insurance and relocation will be provided if applicable. This special services contract position is for 12 months, which is renewable annually based on satisfactory performance and availability of funds.

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

Department of Health and Social Affairs

Federated States of Micronesia
P.O. Box PS-70
Palikir, Pohnpei FM 96941
Phone: (691) 320-2819/2643
Email: health@fsmhealth.fm

Office of Personnel

FSM National Government
P.O. Box PS-35
Palikir, Pohnpei FM 96941
Phone: (691) 320-2618/2642
Email: personnel@personnel.gov.fm

The Office of Personnel will be accepting application/resume from May 23, 2022 until filled.

THE FSM AN EQUAL OPPORTUNITY EMPLOYER