



Announcement No: POC-003-24
Opening Date: 1/25/2024
Closing Date: Until Filled

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Palikir, Pohnpei, FM 96941
Tel: (691) 320-2618/2642

Office of the Director

FSM Personnel Office

email: personnel@personnel.gov.fm

EMPLOYMENT OPPORTUNITY

The Department of Health and Social Affairs of the Government of the Federated States of Micronesia (FSM) seeks well qualified individual to fill the position of Program Manager – Epidemiology and Laboratory Capacity (ELC) for Infectious Diseases, Palikir, Pohnpei.

The Position: Liaison with CDC, DHSA Leadership and State Health Departments, to ensure that the project's goals, objectives, and strategies are achieved and that contractual requirements are met on time and within budget. Responsible for directing the project team with an integrated vision, applying effective leadership and strategic planning skills, management experience, interpersonal skills, and strong written and oral communication skills;

Provide overall management, strategic direction, and technical leadership to the project to achieve expected project results within budget and timeframe; serve as principal liaison to CDC and program implementer at State Government ensuring high levels of coordination, while nurturing relationships with all key stakeholders (including partner organization at the national and subnational level) on administrative, financial and programmatic matters related to the project;

Lead project teams (e.g., technical, program, finance and operational staff) to ensure program tasks, deliverables, and responsibilities are met; staff management including hiring, supervising and mentoring project staff; Oversee project deliverables, including ensuring report preparation and high-quality and timely submission and ensuring cross-cutting issues and effectively integrated into project implementation;

Direct preparation of annual work plans, project activity update including progress towards meeting milestones, and other project-related communication and reporting materials;

Represent the project in all technical, policy, and programmatic forums at all levels (country national and international), Identify lessons learned and best practices for external dissemination; Preparation of quarterly reports and performs other duties as assigned.

The Incumbent: Graduation from an accredited college or university with Bachelor's degree in Laboratory Technology, Public Health, Epidemiology, International Development or related field plus five (5) years of experience in managing large-scale health programs services, or projects with proven capacity in building and managing a team of technical and support staff.

Benefits: A salary \$26,000 per annum but not to exceed \$ 34,000.00 per annum depending upon the qualification of the applicant. Housing, travel and relocation will be provided if applicable.

To apply: Submit applications/resumes by mail or email to the following addresses:

Officer of Personnel, FSM
P.O. Box PS-35
Palikir, Pohnpei FM 96941
Email: personnel@personnel.gov.fm

Department of Health & Social Affairs, FSM
P.O. Box PS 70
Palikir, Pohnpei FM 96941
Email: health@fsmhealth.fm

The Office of Personnel will be accepting applications/resumes from **January 25, 2024 until filled.**

THE FSM AN EQUAL OPPORTUNITY EMPLOYER