



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

EMPLOYMENT OPPORTUNITY

The Government of the Federated States of Micronesia (FSM) seeks well qualified individuals to fill the position of **Registrar of Corporations** at the Department of Justice, FSM National Government. Palikir, Pohnpei FM 96941.

The Position: Pursuant to Title 36 of the FSM Code (Business Organization Act of 2016), the duties of the Registrar of Corporations is to regulate corporations or companies registered under the National Government of the Federated States of Micronesia. The duties and responsibilities are hereunder specific and not limited to collect filing for the formation of new companies which inclusive of Domestic Corporations (Profit and Non-Profit corporations), Major Corporations, Captive Insurance Corporations, Foreign Corporations, Credit Unions, Cooperatives both domestic and foreign corporations that will apply for a Chapter at the National Government; reviews corporate proposals, examine charter amendments, review and provide certifications for corporations, to enforce and evaluate annual exhibits requirements; conducts investigation and background check for new chapter proposals when necessary; administer and act as custodian to corporate records such as constitutional documents, companies financial records and FSM regulations; responsible for keeping permanent registry of corporations, and all the Regulations filed by Departments, Agencies, and Divisions of the National Government; Registration of Domestic and Foreign Recruiters hiring FSM citizens of work.

The Incumbent: Possession of Bachelor's degree preferably in Business Administration or related field plus eight (8) years of professional experience involving review of documents for conformance with legal or regulatory requirement.

Benefits: A salary range from \$30,000.00 per annum depending upon the qualification of the applicant. Housing, travel and relocation will be provided if applicable.

To Apply: Send application, resume by mail or email to the following addresses:

Department of Justice

FSM National Government
P.O. Box PS-205
Palikir, Pohnpei FM 96941
Phone No. (691) 320-2608/
Email: roc@doj.gov.fm

FSM Personnel Office

FSM National Government
P.O. Box PS-35
Palikir, Pohnpei FM 96941
Phone No: (691) 320-2618/2642
Email: personnel@personnel.gov.fm

The Office of Personnel will be accepting application/resume from **July 14, 2021** until filled.

THE FSM AN EQUAL OPPORTUNITY EMPLOYER