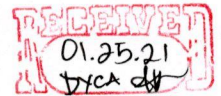


EXAMINATION ANNOUNCEMENT



E.A. No.: YP-21-003
Opening Date: 1/22/2021
Closing Date: 2/22/2021



OFFICE OF ADMINISTRATIVE SERVICES

Division of Personnel

Email: ysgpersonnel@gmail.com

It is the policy of the Government that qualified Federated States of Micronesia citizens be given first priority for employment consideration, with United States citizens and subsequently, third country national utilized in position for which qualified Federated States of Micronesia citizens are not available.

POSITION AND SALARY: MCH Outreach Nurse
UNGRADED -\$269.57 bw
\$ 7,008.82pa

This is the minimum salary rate at step one of the grade. Higher steps, not to exceed 4, may be authorized in cases of hard-to-fill position where it is appropriate to the qualifications of the appointee.

LOCATIONS:

Public Health Division
Department of Health Services
Yap State Government FM 96943

DUTIES:

Ensure the MCH Outreach activities reach the targeted clients, groups, and communities by coordinating with the other responsible personnel and making arrangements of visits to homes, schools, and communities. Ensures proper breast feeding and healthy eating habits at an early age by providing counseling and health education on proper breast feeding and nutrition to the clients and families during their visits. Ensures all clients and families meet appointment schedule by reviewing the clients' appointment log and making visits arrangements. Ensure adequate forms and supplies for the respective MCH programs by constant monitoring of inventory level and placing orders for replenishment. Ensures accurate collection and recording of pertinent data by interviewing the clients and families and entering it into the weekly Work Sheet during each visit. Participates in other Public Health outreach activities to present and promote mother-child health. Assist in other MCH programs to contribute to the overall performance and objectives of the MCH program. Performs other related duties as assigned by the MCH Program Coordinator.

MINIMUM QUALIFICATION REQUIREMENT:

Holds a Practical Nurse Certificate and a certificate in a Pharmacology. Minimum 2 year experience in clinical nursing. Holds a current license as a practical nurse from the FSM Nursing Boarding. Holds a valid driver's license.

Preferred Knowledge, Skills and Abilities:

Demonstrate effective interpersonal skills including interviewing and counseling skills. Ability to speak, read, write and understanding English language, ability and willingness to work after normal working hours, weekends, and holidays when needed. Has some knowledge in operating computer (MS Word, Excel, Power Point, etc.) keen interest and commitment to care for children and families of various background.

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Interested applicants must submit the following document:

1. A complete Yap State Government Employment Application Form.
2. Current Resume and copy of FSM Social Security Card.
3. High School Diploma or Copies of all training certificates and college degrees earned.
4. Police Clearance under 6 months old.
5. A minimum of three professional reference letters under 1 year old.
6. Valid driver's license.

SECURE EMPLOYMENT APPLICATION FORM FROM AND RETURN TO YAP STATE PERSONNEL OFFICE

YPS