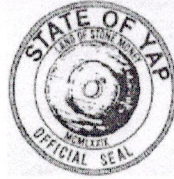
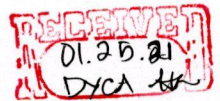


EXAMINATION ANNOUNCEMENT



E.A. No.: YP-21-002
Opening Date: 1/22/2021
Closing Date: 2/22/2021



OFFICE OF ADMINISTRATIVE SERVICES

Division of Personnel

Email: ysgpersonnel@gmail.com

Yon

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: Staff Auditor
PL 22/1-\$438.40 bw
\$ 11,398.40pa

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:

Office of the Public Auditor
Yap State Government
Colonia FM 96943

DUTIES:

The senior Auditor will lead financial and/ or compliance audit projects, and will perform the planning and execution of all assigned audits, inspections, and reviews; Duties include: directing and conducting complex and diverse audits, evaluations, reviews, inspections, and other oversight activities. Applying innovative approaches, advances techniques, experience and judgement to a variety of complex problems; developing or modifying objectives, work plans, guidelines, scope, analytical methods, staff work of the audit team assigned. Assess the adequacy and effectiveness of entity internal controls, accounting, and management systems. Ensures the timely performance of quality work. Ensure working papers are properly prepared and reviewed, the approved audit or project has been carried out in a professional manner, all evidence is appropriately documented, and all professional standards have been met.

MINIMUM QUALIFICATION REQUIREMENT:

Graduation from an accredited college or university with a bachelor's degree in Business Administration, Accounting, Finance or closely related field plus at least 2 years of experience in auditing or accounting, or an associate degree in Business Administration or Accounting and at least five years' work experience in auditing or accounting. Excellent writing skills, the ability to multi-task, strong analytical skills, and the ability to work with minimal supervision are also required. Applicants must be able to work with Microsoft Word and Excel and have strong command of the English Language, both written and oral. Successful applicants must also enjoy challenging work, have high moral and ethical standards, and must be dependable and highly motivated.

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