



Office of the Chief

Pohnpei State Government

Division of Personnel, Labor & Manpower Development

P.O. Box 1567

Kolonia Pohnpei, FM 96941

Tel: (691) 320-3000

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EA: PN-066-20

Opening Date: 4/13/20

Closing Date: 5/8/20

Examination Announcement

It is the policy of the Pohnpei State Government that employment consideration be based on qualifications, regardless of sex, race, age, religion, political affiliation, ancestry family or place of origin.

Position & Salary: Accountant I PL-16/1 \$390.06 BW + \$60.00 COLA

This is the minimum salary rate at step one of the grade. Higher steps not to exceed steps four (4) may be authorized in cases of hard to fill positions or when it is appropriate to the qualification of the appointee.

Location: Department of Treasury & Administration
Div. of Finance & Property Management
Pohnpei State Government

Examples of duties (Illustrative Only)

Maintains various ledgers, registers, journals, and other records required in fiscal operations; furnishes budgetary data to higher level accountants for budget analysis; prepares financial statements and reports for review by supervisor and operating personnel; maintains records necessary for the determination and reporting of federal expenditures and fund balances; takes trial balances and make adjustments and closing entries; verifies and analyzes financial data and prepares financial statements and reports; participates in the collection, compilation, classification, and evaluation of fiscal data; may oversee the work of others; performs other related duties as assigned.

Minimum Education & Work Experience:

Graduation from college majoring in Accounting or related field plus 2 years' experience in accounting or related field.

Secure application forms from and return to Division of Personnel, Labor & Manpower Development, Department of Treasury & Administration. Pohnpei State Government. P.O. Box 1567 Kolonia Pohnpei FM 96941. Telephone: (691) 320-3000. E-mail psgplmd@gmail.com