



# JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

**VA #: BPSS 2016-049R1**

**OPENING DATE: 07/17/2015**

**CLOSING DATE: CONTINUOUS**

**POSITION TITLE:** CHIEF, DIVISION OF MEDIA & INFORMATION SERVICES

**SALARY:** GL-14/1, \$762.27 B/W

**LOCATION:** BUREAU OF DOMESTIC AFFAIRS  
MINISTRY OF STATE  
KOROR, REPUBLIC OF PALAU

**SOURCE OF FUND:** LOCAL

**DUTIES AND RESPONSIBILITIES:**

- Plan, schedule, direct, manage, implement and supervise the functions and personnel assigned to the station as well as evaluation of work performance. Organize and makes distribution of work. Provides necessary technician and procedural guidance to employees to ensure successful accomplishment of assigned functions ..... 50%
- Monitoring and supervising the operation of the station. Responsible to analyze the audience response and desire, determine station policies and serves to the public.....40%
- Develop plans, reports and studies as required to keep the Director informed of current and future actions .....10%

**MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:**

Bachelor Degree with at least 5 (five) years of experience in journalism, radio and television broadcasting, media or related field.

Bureau of Public Service System PO Box 6011; Koror, Palau 96940 Tel: (680)767-2415 / (680)488-4776

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**Applications are available and may be submitted to our offices located in the Ministry of Finance in Koror or Capitol Building in Melekeok.**