



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-2018-012

OPENING DATE: 11/10/2017

CLOSING DATE: 11/24/2017

POSITION TITLE:

BUS DRIVER

SALARY:

GL-2/1, \$291.50 B/W

LOCATION:

MELEKEOK ELEMENTARY SCHOOL
BUREAU OF EDUCATION ADMINISTRATION
MINISTRY OF EDUCATION

SOURCE OF FUND:

LOCAL

DUTIES AND RESPONSIBILITIES:

- Operates/drives school bus to transport school children to and from school.
- Provides bus services to programs/projects of the Bureau of Public Schools.
- Provides bus services in educational field trips.
- Keeps clean and maintains bus in good operational condition, on daily basis.
- Assist in the following areas when bus is not in operation:
 - Assist in supplies distributing & deliveries
 - Assist in maintaining education ground
 - Assist in other related services
- Perform other related duties as assigned.

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Speaks fluent Palauan and can communicate in English with good driving records and valid driver license. At least 1 year experience with valid driver's license and good driving record.

Bureau of Public Service System

PO Box 6011; Koror, Palau 96940

Tel: (680)767-2415 / (680)488-4776

Email: bpss@palaugov.org Website: <http://palaugov.pw/bpss>

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