



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-2018-099

OPENING DATE: 04/12/2018

CLOSING DATE: 04/25/2018

POSITION TITLE:

DIRECTOR

SALARY:

GL 15/1-5, \$ 890.46 - \$ 995.96 B/W

LOCATION:

BUREAU OF TOURISM
MINISTRY OF NRET
KOROR, PALAU

SOURCE OF FUND:

LOCAL

DUTIES AND RESPONSIBILITIES:

- Administer and coordinate the work programs of new established roles and functions of the Bureau of Tourism regulatory role and community, education and development of the industry.....25%
- Review and finalize reports and disseminate tourism regulatory information and advise the Minister on matters relating the overall industry performance.....25%
- Conduct meetings collaborate with other government agencies and coordination of Local Tourism sectors.....25%
- Secure and identify funding internationally, plan and request budget. Write proposals and identify programs, staff training needs and implement staff training programs.....25%

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Bachelor Degree in Business Administration or Tourism Development and Management or related field with at least five (5) years of work related experience.

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.