

V6AI- AM/KUTE-FM Radio Announcement Form

Department of Youth & Civics Affairs

Time: _____

EXAMINATION ANNOUNCEMENT



E.A. No.: **YP-23-051**
Opening Date: **5/15/2023**
Closing Date: **5/30/2023**

OFFICE OF ADMINISTRATIVE SERVICES Division of Personnel

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: TV Editing & Software Program
PL-5/1 \$163.20 B/W
\$ 4,243.20 P/A

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:

**Department of Youth and Civic Affairs
Media and Protocol Division
Yap State Government 96943**

DUTIES:

Responsible in conducting filming, editing of videos and pictures and narration of video documents on Yap Day Ceremony, Canoe Festival and other government functions. Responsible for upgrading video library, computers, data equipment & filing including but not limited to airing of TV guide and programs and other relevant TV works. Responsible of Submitting reports to Chief of Media. Establishing priorities and monitoring progress. Able to read and write in english and prepares daily reports. Willingness to learn and comply with all division policies. Performs other duties as may be assigned by the Division Chief.

MINIMUM QUALIFICATION REQUIREMENT:

At least two (2) years degree in college and/or two (2) year of full-time related work experience. Must be able to give evidence of exemplary broadcast ability, take initiative, and must be sensitive to local culture are essential. Experience with filming and editing of video-filming outcomes and radio program.

Preferred Knowledge, Skills and Abilities;

Must have knowledge in Microsoft Office. Must be willing to work extra hours when job calls for it including out in the field. Must be able to operate a vehicle and have a valid Yap State Driver's License. Ability to comfortably work with fellow employees. Must be honest, fair and committed.

**SECURE APPLICATION FORMS
FROM AND RETURN TO YAP
STATE PERSONNEL OFFICE**