



DEPARTMENT OF RESOURCES & DEVELOPMENT
DIVISION OF WORKFORCE ENRICHMENT
Yap State Government

Tel: (691) 350-2182
Fax: (691) 350-2571

V6AI- AM/KUTE-FM Radio Announcement Form
Department of Youth & Civic Affairs

To: **Director of DY&CA**

Thru:

Bernard Gorong
Director of R&D

From:

Jerrick Loochaz
Employment Service Officer WED, R&D

Starting Date: 05/14/25

Ending Date: 06/14/25

Frequency:

☒ Regular- 3 x per day

☐ Emergency- ASAP

Languages (check all that apply):

☒ English

☒ Yapese

☒ Outer Island

Directions:

All announcements should be type- written and double spaced. If more space is needed, please attach an extra sheet.

Reviewed & Approved By:

Alex Julias Gilfiley
Director, DY&CA

5/22/25
Date

Received By:

Chief of Media

Date:

Time:



DEPARTMENT OF RESOURCES & DEVELOPMENT
DIVISION OF WORKFORCE ENRICHMENT
Yap State Government

Tel: (691) 350-2182
Fax: (691) 350-2571

VACANCY ANNOUNCEMENT IN THE PRIVATE SECTOR

ANNOUNCEMENT NO.: YPVA-302-25

COMMENCING DATE: 05/14/25

CLOSING DATE: 06/14/25

No. of OPENING One (1)

POSITION Assistant Purchasing Manager

SALARY Depends on qualification

EMPLOYER Cost U Less

QUALIFICATIONS: The applicant must have at least Two (2) years of work experience as an Assistant Purchasing Manager or any work that's related to the job title and must also be computer literate, trustworthy and reliable.

DUTIES: The Applicant will be expected to assist the Manager in negotiating with suppliers, managing inventory levels of supplies and is responsible in prepping purchase orders and placing orders to suppliers.

IF INTERESTED YOU CAN PICK-UP AN APPLICATION AT THE YAP STATE LABOR OFFICE, WORKFORCE ENRICHMENT DIVISION, DEPARTMENT OF RESOURCES & DEVELOPMENT OR CONTACT US AT TELEPHONE NUMBER 350-2182 DURING WORKING HOURS. THANK YOU.