



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: _____



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VACANCY ANNOUNCEMENT IN THE PRIVATE SECTOR

ANNOUNCEMENT NO.: YPVA-301-25

COMMENCING DATE: 05/14/25

CLOSING DATE: 06/14/25

No. of OPENING One (1)

POSITION Sales Supervisor

SALARY Depends on qualification

EMPLOYER Britesunn

QUALIFICATIONS:

The applicant must have at least Two (2) years of work experience as a Sales Supervisor or any field related to the job title. Must also be trustworthy and reliable.

DUTIES:

The Applicant will be responsible in responding to customer inquiries and complaints. Direct and supervise employees engaged in sales, taking inventory, reconciling cash receipts and monitoring sales activities to ensure that customers receive satisfactory service and quality goods.

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.



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VACANCY ANNOUNCEMENT IN THE PRIVATE SECTOR

ANNOUNCEMENT NO.: YPVA-300-25

COMMENCING DATE: 05/14/25

CLOSING DATE: 06/14/25

No. of OPENING One (1)

POSITION Customer Service Representative

SALARY Depends on qualification

EMPLOYER Britesunn

QUALIFICATIONS:

The applicant must be at least a high school graduate with a minimum of two (2) years' work experience as a Customer Service Representative or any other related fields and possess good communication skills.

DUTIES:

The Applicant will be responsible in assisting customers, handle customer inquiries and complaints, keeping records of customer interactions, transactions, comments and complaints as well as processing orders, forms, applications and requests.

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