



REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION

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EA: RMI-132-26

OPENING DATE: 7/29//2026

CLOSING DATE: 8/07/2026

EMPLOYMENT ANNOUNCEMENT

Ref: CM of 7/07/2026

Position Title:	Compact Delivery Manager	
Grade and Salary (P/L):	Grade:16/1-16//3	Salary: \$36,000.00-\$40,00.00p.a.
Ministry and Division:	Ministry of Public Works, Infrastructure & Utilities	PMU
Location:	Majuro	
Reports to:	PMU Manager	

JOB PURPOSE: The Compact Delivery Manager Shall work under the overall guidance of the Ministry and under the direct supervision of the PMU Manager. The Compact Delivery Manager shall be responsible for the day-to-day planning management and implementation of all Public Works, Infrastructure and maintenance projects under the Compact of Free of Association. The Compact Deliver Manager shall provide support to the PMU to ensure that all public infrastructure and civil works meet safely standards and long-term sustainability

KEY RESPONSIBILITIES:

1. Project Planning and Coordination
2. Technical Oversight and Quality Assurance
3. Contract Administration
4. Procurement and Documentation
5. Capacity Building and Support
6. Reporting and Communication
7. Other Duties

MAIN DUTIES AND OUTCOMES:

- 1.1. Lead day-to-day management of Compact capital and maintenance project
- 1.2 Coordinate with design consultants and construction contractors throughout all project phases
- 1.3 Plan and manage logistics for project delivery, especially in outer islands, including transport, supplies, and approvals
- 2.1 Review technical drawings, specifications, bills of quantity and engineering calculations
- 2.2 Conduct site assessments and inspections to ensure compliance with approved plans, building codes, safety standards, and regulations.
- 2.3 Monitor quality control and ensure timely resolution of defective work and outstanding issues
- 3.1 Administration of capital and maintenance contracts for Compact project

- 3.2 Evaluate progress payments, change orders, substantial completion, time extensions, and material substitutions.
- 3.3 Prepare and manage contract correspondence, including RFIs, RFAs, inspection reports, and Outstanding Works Lists.
- 4.1 Assist in the procurement process by preparing technical inputs for bidding documents and conducting bid evaluations
- 4.2 Maintain accurate and comprehensive project documentation and inspection records
- 5.1 Support capacity-building efforts for local staff and contractors and;
- 5.2 Assist the Non-Compact Delivery Manager with the execution of other Ministry projects as needed
- 6.1 Prepare regular project status reports for the PMU
- 6.2 Prepare inspection reports and contract correspondence including preparation of Outstanding works lists and its timely closeout;
- 7.1 Perform other tasks as directed by the PMU Manager such as reporting, additional inspections, communications with the contractors and suppliers.

DESIRABLE REQUIREMENTS:

Qualifications:

- Graduate from recognized University with Bachelor's Degree in Architecture, Engineering, or any equivalent combination of experiences and training in architecture, engineer or other relevant areas required for the job
- Or at least 10 years of experience in construction management, supervision of building, and civil works projects

Skills:

- Must have advanced technical skills
- Project management capabilities
- Strong communication
- Analytical abilities

FILING INSTRUCTIONS:

Secure application forms from the Public Service Commission's Office in Majuro and the Office on Ebeye or application forms can be downloaded from our website- pscrmi.net. For more information, please contact PSC email address at: pscrmi.recruit@gmail.com.

The Completed application must be received at the Public Service Commission by: **7th August, 2026**

Issued by the Public Service Commission on this **29th of July, 2026**



Mr. Jendrikdrik Paul
Chairman, PSC



Mrs. Annaruth Reiher-Samuel
Commissioner, PSC



Mr. Almo Momotaro
Commissioner, PSC