



REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION

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EA: RMI-131-25

Opening Date: 08/13/2025

Closing Date: 08/22/2025

Employment Announcement

Ref CM of 08/11/2025

Position Title:	Immigration Controller	
Grade and Salary (P/L):	Grade:7/1-7/5	Salary:\$8,785.00-\$11,440.00 per annum+20%ED
Ministry and Division:	Office of the Attorney General	Division of Immigration
Location:	Ebeye	
Reports to:	Immigration Controller III	

JOB PURPOSE: Securing our nation's border and safeguard the integrity of our immigration system by effective policy implementation and enforcement of our laws in accordance with the Immigration Act and Regulations

KEY RESPONSIBILITIES:

1. Implementation and enforcement of Immigration Policies and Laws
2. Implement and entry and exit inspections process of all crafts at authorized ports of entry
3. Efficient and professional customer service to immigrations clientele
4. Assist in administrative functions to address the needs of the office

MAIN DUTIES AND OUTCOMES:(list no more than 2 related tasks to each responsibility)

- 1.1 Have full knowledge and understanding of Immigration policies to effectively carry out the services of the Division including other laws related to or have director correlation to immigration
- 2.1 Conduct quality inspections of travelers and the legitimacy of travel documents by detecting fraudulent passports and/or Visa
- 2.2 Conduct quality inspections of all crafts detect illegal movement, trafficking and/or the smuggling of people
- 2.3 Take removal/ deportation action against any persons who fail to comply with the provisions of immigration laws and regulations

3.1 Assist Immigration clientele

4.1 Conduct general administrative duties to address the needs of the office

4.2 Perform other related task assigned by the Director and/ or Deputy Director

DESIRABLE REQUIREMENTS:

Qualifications: (list no more than two)

1. High School graduate and completion of at least eighteen (18) months of an apprenticeship training program with two (2) years in experience or equivalent experiences or;
2. Nine (9) months of apprenticeship training program and three (3) years' experience or equivalent experience in related field

Skills: (list no more than four)

1. Strong Communication
2. Computer Literacy
3. Critical Thinking
4. Problem-solving

FILING INSTRUCTIONS:

Secure application form 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 the email address: (pscrmi.recruit@gmail.com).

*The Completed application must be received at the Public Service Commission by: **22nd of August, 2025***

Issued by the Public Service Commission on this 13th of August, 2025.



Mr. Jendrikdrik Paul
Acting Chairperson, PSC



Mr. Almo Momotaro
Commissioner, PSC