



REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION

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EA NO: RMI-227-25

OPENING DATE:12/29/2025

CLOSING DATE: 01/12/2026

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 12/09/2025

Position Title:	Internal Auditor	
Grade and Salary (P/L):	Grade:12/1-12/3	Salary:\$24,000.00-\$27,000.00 per annum
Ministry and Division:	Ministry of Finance, Banking & Postal Services	Internal Audit
Location:	Majuro	
Reports to:	Chief of Internal Auditor	

JOB PURPOSE: The Internal Auditor assists the Internal Audit Unit and Ministry to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The incumbent reports directly to the Chief Internal Auditor, and works in collaboration with the Internal Audit unit and staff.

KEY RESPONSIBILITIES:

1. Ensure audit objectives and timeliness are implemented
2. Conduct internal audits regularly
3. Evaluates the adequacy of process designs and the effectiveness of the internal control
4. Assist in implementing audit objectives, strategies, programs and procedures for specific audit procedures of all the Government's activities, financial and internal control
5. Reports to the head of the Internal Audit division. Gives feedback and update of assigned tasks

MAIN DUTIES AND OUTCOMES:

- 1.1 Performs audit test and prepares working papers
- 2.1 Identify and document control and provide evidential support for audit findings
- 3.1 Provides external audit support, gather and test information, and document the results
- 4.1 Makes recommendation for corrective action and perform annual audit follow-ups;

5.1 Performs audit in an effective and efficient manner, demonstrating sound judgement and accurate evaluation of risks and controls

5.2 Perform other duties assigned by immediate supervisor

DESIRABLE REQUIREMENTS:

Qualifications:

- Bachelor's Degree in Accounting, or Business Administration
- 1-2 years' experience in auditing, accounting, or financial environment
- Analytical thinker with strong conceptual and problem-solving skills
- Ability to work under pressure and meet deadlines
- Strong knowledge of internal control and RMI relevant laws, regulations, procedures and policies
- Excellent organizational, analytical, and communication skills
- High level of interpersonal and organizational skills
- Excellent ability to facilitate effective oral and written communication
- Good knowledge of the use of standard office equipment and computer applications
- Ability to work well under pressure
- Excellent leadership [p and management skills
- Demonstrate ability to function both independently and in collaboration with other professionals
- Must be able to drive a vehicle and have a valid driver's license

Skills:

- Effective verbal and written communication skills
- Demonstrate ability to work indecently with required direction and guidance
- High attention to details and ability to multi-task
- Strong commitment to quality and integrity
- Strong computer skills (Microsoft Officer-Excel)
- Experience in performing work requiring attention to detail adhere to strict rules and standards

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 addresses: (pscrmi.recruit@gmail.com).

The Completed application must be received at the Public Service Commission by: **12th of January, 2026**

Issued by the Public Service Commission on this **29th of December, 2025.**



Mr. Jendrikdrik Paul
Chairman, PSC



Mr. Almo Momotaro
Commissioner, PSC