



**REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE
COMMISSION**

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**EA NO: RMI-157-26
OPENING DATE: 8/17/2026
CLOSING DATE: 8/26/2026**

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 7/27/2026

Position Title:	Chief System Administrator	
Grade and Salary (P/L):	Grade: 14/ ¹ -14/3	Salary: \$31,000.00-\$35,000.00 per annum
Ministry and Division:	Ministry of Finance, Banking & Postal Services	IT Division
Location:	Majuro	
Reports to:	Assistant Secretary of Accounting, IT & Payroll	

JOB PURPOSE: The Chief systems administrator is responsible for overseeing the overall IT infrastructure, ensuring system security, optimizing network performance, and leading a team of IT Division. This role involves strategic planning, troubleshooting, and implementing new technologies to support the Ministry and Government's goal.

KEY RESPONSIBILITIES:

1. IT Infrastructure Management
2. System Security & Compliance
3. Disaster Recovery & Risk Management
4. Leadership & Training
5. Project Development
6. Collaboration & Representation

MAIN DUTIES AND OUTCOMES:

- 1.1 Manage and maintain FMIS (Bisan) for Government-wide use
- 1.2 Monitor system performance and troubleshoot issues promptly

- 2.1 Implement security patched and updates
- 2.2 Ensure compliance with audit and legal requirements for IT records
- 3.1 Oversee disaster recovery and backup systems
- 3.2 Develop documentation and SOPs for IT Processes
- 4.1 Lead and mentor IT staff to achieve division goals
- 4.2 Provide high-level support for complex technical issues
- 5.1 Develop and implement new IT projects and system upgrades

- 5.2 Evaluate and recommend new technologies to enhance efficiency
- 6.1 Collaborate with ministries and agencies to align IT infrastructure
- 6.2 Represent the IT Division in local, regional and international events

DESIRABLE REQUIREMENTS:

Qualifications:

- Minimum of Bachelor Degree in Computer Science, information Technology, or related field; Master's Degree preferred
- Minimum 5 years of IT administration experience, with at least 2 years in a leadership role

Skills:

- Proficiency in system administration tools, networking protocols and cloud platforms
- Strong knowledge of operating systems, databases and cybersecurity principles
- Excellent leadership, communication and problem-solving skills
- Ability to work under pressure, meet deadlines and collaborate effectively

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: **26th of August 2026**

Issued by the Public Service Commission on this **17th of August 2026**.



Mr. Jendrikdrik Paul
Chairman, PSC



Mrs. Annaruth Reiher-Samuel
Commissioner, PSC



Mr. Almo Momotaro
Commissioner, PSC