



REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION

P.O.BOX 90 • Majuro Marshall Islands MH 96960 • Office: (692) 625-8298/8498

• Email : pscrmi.mh@gmail.com • pscrmi.recruit@gmail.com

• Web-site : pscrmi.net

EA NO: RMI-049-26
OPENING DATE: 3/6/2026
CLOSING DATE: 3/20/2026

EMPLOYMENT ANNOUNCEMENT

Ref CM of 2/24/2026

Position Title:	Deputy Secretary, Kwajalein Atoll Health Care Services	
Grade and Salary (P/L):	Grade: 16/1-16/3	Salary: \$36,000.00-\$40,000.00 per annum+20%ED
Ministry and Division:	Ministry of Health & Human Services	Bureau of Kwajalein Atoll Health Care Services
Location:	Ebeye	
Reports to:	MOHHS Secretary	

JOB PURPOSE: To support the Secretary in leading, managing, and improving the Kwajalein Atoll Health Care Services Bureau by ensuring high-quality service delivery, strong health system coordination, and effective implementation of national policies, budgets, and donor-supported programs.

KEY RESPONSIBILITIES:

1. Strategic Leadership & Policy Implementation
2. Health System Performance & Service Delivery Oversight
3. Budget, Finance, and Donor Coordinator
4. Stakeholder & Intergovernmental Coordination
5. Leadership, Governance & Workforce Management
6. Delegated Authorities

MAIN DUTIES AND OUTCOMES:

- 1.1 Lead the implementation of MOHHS Policies, Program, and strategic plans for the Kwajalein Atoll
- 2.1 Supervise all health services in Kwajalein Atoll to ensure efficiency, accessibility, and quality of care
- 2.2 Monitor and oversee clinical and public health performance of the Ebeye Sector
- 3.1 Support development and execution of national and bureau-level budgets for Kwajalein Atoll
- 3.2 Oversee donor-funded programs serving the Ebeye/ Kwajalein sector
- 4.1 Serve as Primary liaison with USAG-KA/ USAKA, Kwajalein Atoll Local Government and Regional and internal Partners
- 5.1 Lead and supervise staff of the Bureau to ensure effective Operations
- 5.2 Strengthen governance, compliance, and risk management within health system

6.1 The deputy secretary is delegated authority by the Secretary in the following areas: Human Resources Delegations, Financial Delegations, Operational Delegations and Emergency/ Public Health Delegations.

DESIRABLE REQUIREMENTS:

Qualifications:

- Master in Health Administration, Public Administration, Public Health, or related field (preferred)
- Minimum of Bachelor’s degree required
- 7+ years progressive leadership in health systems or public sector administration
- 3+ years supervising teams, budgets, or donor projects

Skills:

- Strategic planning and policy implementation
- Public financial management & grant oversight
- Health service delivery & quality improvement
- Staff leadership and performance management
- Emergency/outbreak incident management
- Strong communication and partnership coordination
- Fluency in Marshallese and English preferred

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: 20th of *March* ,2026

Issued by the Public Service Commission on this *6th of March, 2026.*



Mr. Jendrikdrik Paul
Chairman, PSC



Mr. Almo Momotaro
Commissioner, PSC