



REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION
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EA: RMI-168-26
OPENING DATE: 9/22/2026
CLOSING DATE: Until Filled

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 8/25/2026

Position Title:	Senior Financial Analyst (CU/SOE Evaluator)	
Grade and Salary (P/L):	Grade: PL-Ungraded	Salary: \$50,000.00 per annum.
Ministry and Division:	Ministry of Finance, Banking & Postal Services	Division: Accounting Division
Location:	Majuro	
Reports to:	Assistant Secretary for Accounting, IT & Payroll	

JOB PURPOSE: The primary objective of this role is to provide support to Accounting Management to ensure accurate financial reporting, compliance with applicable regulations, effective budget management, and the provision of strategic financial guidance to support the organization's objectives.

KEY RESPONSIBILITIES:

1. Providing insights to support strategic decision-making, particularly in areas like mergers and acquisitions or business ventures
2. Developing financial models, forecasting future performance, and recommending strategies to optimize financial results.

MAIN RESPONSIBILITIES:

- 1.1 Provide accounting and advisor support to the Accounting Management and staff
- 1.2 Ensure timely and accurate drawdown of Compact, Federal and other grants balances, prepare periodic grant reports (e.g., quarterly, annual and closing reports).
- 1.3 Lead in the preparation and monitoring of year-end closing of the GRMI accounts in coordination with the relevant staff.
- 1.4 Develop an annual accounting training plan with a corresponding schedule for the MOFBPS staff.
- 1.5 Develop an annual Schedule to conduct quality review of GRMI Component Units (CUs) and State-Owned Enterprise's (SOEs) annual trial balance and financial statements Prior to submission to the audit firm
- 1.6 Perform monthly reconciliations of all the General Ledger accounts (e.g., Accounts

Receivable, Grants Receivable, Travel Advances, Inter-Fund Accounts, Accounts Payable, etc.)

- 1.7 Maintain the Chart of Accounts (COA) and Accounting Manual of the GRMI
- 1.8 Contribute to the team effort by accomplishing related results.
- 2.1 Maintain accurate and up to date records of all financial transactions
- 2.2 Monitor financial position, financial performance, & Internal funds cash flows for FRMI funds.
- 2.3 Supervise the recording, classifying, and summarizing of financial transactions and events in accordance with Generally Accepted Accounting Principles (GAAP) and government Accounting Standards Board (GASB).
- 2.4 Supervise the preparation of bank reconciliations for all GRMI accounts on a monthly basis.
- 2.5 Prepare and maintain accurate financial statements and reports in compliance with applicable accounting standards (e.g., IFRS, GAAP)
- 2.6 Assist in the preparation and in recommending policies, procedures, and internal regulation/ guidelines governing the processing of purchase requisitions, purchase orders, cash disbursements as needed.
- 2.7 Assist in the preparation of monthly, quarterly, and annual financial reports, schedules, and other supporting documents as needed.
- 2.8 Assist in the preparation & in providing audit schedules and reports relevant and necessary for the GRMI's annual audit.
- 2.9 Assist in the annual audit process, including responding to the auditors' and inquiries as quickly as possible.
- 2.10 Assist the Chief Accountant who is the focal point of contact for all audits pertaining to GRMI accounts.
- 2.11 Conduct annual quality review of the GRMI Component Units and State Owned Enterprises' (SOEs) trial balance and financial statements prior to submission to the audit firm.
- 2.12 Prepare monthly management reports in the KPIs of the MOF such as reduction in travel advances, percentage of audit findings resolved, timeliness of Compact reporting, timeliness of bank reconciliations, etc.

DESIRABLE QUALIFICATIONS:

Qualifications:

- Graduated from a university with a master's degree in accounting with minimum of Bachelor's degree in accounting
- Must hold an active certified Public Accountant (CPA) license or Chartered Accountant (CA) certificate in good standing
- Minimum of 5 years of work experience in relevant field (e.g., accounting, auditing, or taxation)

- Minimum of 2 years in either public accounting, financial reporting or tax advisory

Skills:

- Familiar with relevant accounting software and systems (e.g., QuickBooks, SAP, or Oracle)
- In-depth knowledge of accounting standards such as GAAP or IFPS
- Proficiency in financial analysis, auditing and internal controls
- Advanced proficiency in Microsoft Excel and other financial tools
- Demonstrate knowledge of RMI relevant laws, regulations procedures and policies
- High level of interpersonal 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 and management skills
- Demonstrate ability to function both independently and in collaboration with other professionals
- Must be able to drive an automatic transmission vehicle

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.

Issued by the Public Service Commission on 2nd of *September, 2026*



Mr. Jendrikdrik Paul
Chairperson, PSC



Mrs. Annaruth Reiher-Samuel
Commissioner, PSC



Mr. Almo Momotaro
Commissioner, PSC