REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION
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EA NO: RMI-189-26
Opening Date: 10/14/2026
Closing Date: Until Filled

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 10/6/26 & 8/3/2026

Position Title:	Staff Auditor, Performance Auditing	
Grade and Salary (P/L):	**Grade:** PL 13/3-13/3	**Salary:** $27,000.00- $30,000.00
Ministry and Division:	Office of the Auditor General	
Location:	Majuro	
Reports to:	Audit Supervisor, Performance Auditing	

JOB PURPOSE: Participate in the examination of various government entities, programs, functions and operations to determine whether those are achieving economy, efficiency, and effectiveness in the employment of resources.

KEY RESPONSIBILITIES:

1. Planning & Research
2. Data Collection & Analysis
3. Reporting & Implementation
4. Scheduling Coordinator
5. Audit Management
6. Perform other duties

MAIN DUTIES AND OUTCOMES:

1.1 Lead the reteach and planning phase for individual audits to establish clear objective and scope
1.2 Formulate specific audit methodologies and assessment criteria tailored to each government entity or program
1.3 Monitor project progress to ensure all audit phases are completed within the assigned timeframe and budget
2.1 Develops methods of identifying and collecting performance audit data;
2.2 Identifies limitations and challenges with data collection methods implemented at auditees;
3.1 Produce high-quality work papers and evidentiary documentation that clearly support audit findings and conclusions
3.2 Identifies, evaluates and provides recommendations to mitigate risks and improve efficiency;
3.3 Document audit results in a neat and organized manner consistent with established standards;
3.4 Communicates to the Audit Supervisor the status of assigned audit activities daily;

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3.5 Indexes draft reports on the working papers;
3.6 Draft formal audit reports that translate complex data into clear, actionable recommendations for government efficiency
4.1 Communicates effectively with auditees by providing appropriate lead time for scheduling and coordinating meetings and fieldwork visits;
5.1 Undertakes specific audit assignments by Audit Supervisor or Manager, as a member of the performance audit team;
5.2 Coordinate with team members to prioritize tasks and reallocate resources as needed to meet department deadlines
5.3 Ensures adherence to the audit work plan;
6.1 Performs other duties as assigned.

DESIRABLE REQUIREMENTS:

Qualifications:

- Bachelor's degree from an accredited institution in Business, Accounting or related field.
- At least 1-2 years of professional experience in auditing, accounting, or financial analysis

Skills:

- Good time management
- Able to work in team
- Experience in quantitative and qualitative data analysis methods; and principles of effectiveness and efficiency
- Advanced skills in Microsoft Excel and Experience with Accounting software or data visualizations tools
- Strong written and Verbal Communication skills for reporting audit finding

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).

Issued by the Public Service Commission on this 14th October 2026.

Mr. Jendrikdrik Paul Chairman, PSC	Mrs. Annaruth Reiher- Samuel Commissioner, PSC	Mr. Almo Momotaro Commissioner, PSC

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