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-210-26
OPENING DATE:11/3/2026
CLOSING DATE: 11/17/2026

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 10/27/2026

Position Title:	Elections Casual Worker (10 posts)	
Grade and Salary (P/L):	Grade: PL- Ungraded	Salary: $5.00/hour
Ministry and Division:	Ministry of Cultural and Internal Affairs	Electoral
Location:	Majuro	
Reports to:	Chief of Electoral	

JOB PURPOSE: To provide administrative support to the Electoral Administration in the lead up to the closing deadline for voters' registration and candidates' nominations, on December 30, 2026 in pursuant to the Election Referenda Act, 1980 and assist in the compilation of the voters roll and General Election 2027's candidate official list.
The casual workers will also assist with registering clients who come in to register as well as inputting into the **Generic Voter Registration System** (GVRS) manual registration forms from Ebeye, Neighboring Islands and abroad, including verifying of candidates' nomination petitions as they are being filed and recorded on a daily basis.

KEY RESPONSIBILITIES:
1. Voter Registrations
2. Data Inputting into the GVRS
3. Verifying Nomination Petitions

MAIN DUTIES AND OUTCOMES:
1.1 Registrations are provided to clients who wish to register or re-register
2.1 Voter registration details are inputted and updated into the GVRS
3.1 Nomination petitions will be verified and completed prior to the release of the Official Candidates List on February 1, 2027, in accordance to the Election Referenda Act, 1980

DESIRABLE REQUIREMENTS:

Qualifications:
- High School Diploma or Certificate in a closely related field of data processing from a recognized Institution; OR

RESTRICTED

- Minimum of 1-2 years of hands-on experience in electoral related duties, public data collection, or community-based survey operations (equivalent to 1-2 General Election cycles)

Skills:

- Adequate understanding of the English and Marshallese Language
- Adequate knowledge of computer software and applications, namely window 10/11 related to MS Office Applications
- Adequate Communication Skills with clients
- Adequate Skills in operating Office equipment
- Other related skills, knowledge, and competencies as may deemed acceptable by the Public Service Commission

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: (psc.recruit@rmi.gov.mh).

The Completed application must be received at the Public Service Commission by **17th of November 2026**

Issued by the Public Service Commission on the **3rd of November 2026.**

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

RESTRICTED