REPUBLIC OF THE MARSHALL ISLANDS
OFFICE OF THE PUBLIC SERVICE COMMISSION
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EA NO: RMI-180-26
OPENING DATE: 10/29/2026
CLOSING DATE: Until Filled

EMPLOYMENT ANNOUNCEMENT

Ref to CM of 10/22/2026

Position Title:	National Disaster Control Officer	
Grade and Salary (P/L):	Grade: 11/1-11/3	Salary: $21,000.00 -$23,000.00 p. a. + 20% ED
Ministry and Division:	Office of the Chief Secretary	NDMO
Location:	Ebeye	
Reports to:	Deputy Chief Secretary	

JOB PURPOSE: Under the direct supervision of the Deputy Chief Secretary the National Disaster Control Officer will carry out duties and responsibilities for all related natural disasters and emergencies prior, during and post. Also, to assist in maintaining the Office of the Chief Secretary's presence on Ebeye and implement its mandate.

KEY RESPONSIBILITIES:

1. National Action Plan Alignment
2. Capacity Building & Stakeholder Growth
3. Inter-Governmental Planning & Coordination
4. Logistic & Asset Management
5. Emergency Operations & Disaster Response

MAIN DUTIES AND OUTCOMES:

1.1 To assist in the coordination and promotion or development and implementing the national action plan for disaster risk management consistently with the relevant national legislation.

2.1 Support DCS Ebeye and NDMO with information on key areas in need of capacity building programs to support and grow understanding of DRR and DRM with Government, amongst stakeholders on Ebeye and neighboring communities. Undertake day-to-day disaster management tasks and activities.

3.1 Work with Kwajalein Atoll Local Government and neighboring local government in the development and implementation of disaster management plans and SOPs in consultation with NDMO and relevant partners.

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4.1 Coordinate with the custodians of all disaster equipment donated by OCS/NDMO to submit periodic reports in compliance with the MOUs. Manage Logistical planning, monitoring, and tactical movement of disaster assets

5.1 Assist in carrying out assigned tasks under the supervision of the NDMO Director during disasters when and if the Emergency Operations Center (EOC) on standby and/or activated. Lead disaster response and assessment teams pre, during and post disaster. Submit periodic reports on progresses and challenges.

DESIRABLE REQUIREMENTS:

Qualifications

- Bachelor's degree in emergency management, public administration, or organizational development preferred.
- Ideally candidates should have at least 3 years of professional experience in management or coordination posts and operational experience in disaster preparedness and response experience, work experience in community-based disaster management, and/or in addressing disaster risk management or climate change adaptation issues; OR at least three + years relevant experience.

Skills:

- Sound organizational skills, effective listening and verbal and written communication skills in English and Marshallese (both at the technical level and in terms of policy advice)
- Good awareness of appropriate government policies, knowledge of office processes
- Time management skills
- Team working skills
- Practice and computer software applications, and understanding of cultural norms and traditions of the RMI
- Travel is required throughout the RMI and outside the country.

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).

Issued by the Public Service Commission on this **29th of October, 2026**

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