PERSONNEL SERVICES DIVISION
GUAM PUBLIC SCHOOL SYSTEM
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NERISSA BRETANIA-SHAFER, Ph.D.
Superintendent of Education

ANTONETTE MUNA SANTOS
Assistant Administrator

April 30, 2009

An Equal Opportunity Employer

ANNOUNCEMENT
Job Announcement No. PSD-032-2009

The **Guam Public School System** wishes to announce **OPEN/COMPETITIVE** and **PROMOTIONAL EXAMINATION** for the following class of position to **ESTABLISH A LIST:**

JUNIOR ROTC INSTRUCTOR III (MARINE CORPS) (3.432)

OPENING DATE: **April 30, 2009** **CLOSING DATE:** **Continuous**

SALARY: **Pay Grade K**
Open: **Step 1-10, $28,108.00 - $42,162.00 Per Annum**
Promotional: **Step 1-20, $28,108.00 - $59,474.00 Per Annum**

LOCATION: Okkodo High School
Locally Funded

MINIMUM EXPERIENCE AND TRAINING:
Retired U.S. Marine Corps officer at pay grade CW02, CW03, with at least 20 years of active duty and eligible to receive retirement pay upon release from active duty or non-commissioned officer at pay grade E-8 with at least 20 years and eligible for and retiring or transferring to the Fleet Marine Corps Reserve and eligible for either retirement pay or retainer pay upon Enlistment Active Service.

Application may be submitted not earlier than 1 year nor later than 3 years after the effective date of retirement.

NECESSARY SPECIAL QUALIFICATION:
High school graduate, Minimum General Testing (GT) Score of 100 on the Armed Services Vocational Aptitude Battery (ASVAB). Applicants using Body Composition Program (BCP) will not exceed 18% for males and 26% for females; Possession of a valid U.S. Marine Certificate.

EDUCATION REQUIREMENT:

Applicants claiming education accomplishment, such as, degrees or credits are required to submit official or verified copies of university or college transcripts. Pursuant to Public Law 26-87, effective May 17, 2002, all future Government of Guam positions will require at the minimum, anyone of the following as a condition of eligibility for employment: (1) A High School Diploma; or (2) Successful completion of a General Education Development (GED) Test; or (3) Any equivalent completion of a certification program, from a recognized accredited or certified vocational technical institution, in a specialized field required for the job.

EXAMINATION REQUIREMENTS:
A Written test is not required. Applicants will be rated on a scale between 70.000 to 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

WORK ELIGIBILITY INFORMATION:
Public Law 99-603 (8USU Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position with the Guam Public School System, Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility in the United States and its territories. Any one or combinations of the following documents may be required.

- Certified Birth Certificate
- U.S. Passport
- Naturalization Card
- "Green Card" (For Immigrants)
- Government of Guam I.D. Card
- Original Social Security Card (not laminated)
- Other proof of work eligibility

PRE-EMPLOYMENT TUBERCULOSIS TESTING:

All applicants accepting employment with the Guam Public School System are required to submit a Tuberculosis Work Clearance. Upon employment and annually thereafter, employee must submit a Tuberculosis Work Clearance as a condition of continued employment. Expenses for the Tuberculosis Testing must be paid for by the applicant.

PRE-EMPLOYMENT PHYSICAL/MEDICAL EXAMINATION:

All applicants accepting employment with the Guam Public School System must take and pass an entry physical/medical examination as a condition of continued employment. Expenses for the physical/medical examination must be paid for by the applicant.

DRUG SCREENING:

Pursuant to Executive Order No. 95-29 and the Guam Public School System Personnel Rules and Regulations, all applicants selected for appointment in the Guam Public School System, Government of Guam, will be required to undergo Drug Testing as a condition of employment. Expenses for the drug test must be paid for by the selected applicant.

POLICE & COURT CLEARANCES:

Pursuant to Executive Order No. 2005-34 and Public Law No. 28-24, all applicants ***selected*** for employment are required to submit Police and Court Clearances (Superior Court of Guam and U.S. District Court of Guam) before commencement of employment.

APPLICATION DEADLINE:

Applications shall be submitted to the GPSS Personnel Services Division from 8:00 a.m. to 4:00 p.m., Monday through Friday, except holidays. Completed applications with supporting documents must be received by the deadline.

APPLICATION SUBMISSION:

Interested applicants must submit a **GPSS "Application for Employment"** form to the **GUAM PUBLIC SCHOOL SYSTEM, PERSONNEL SERVICES DIVISION**. Applications can be obtained at our office, located on the 1st floor of the Governor Manuel F.L. Guerrero Building in Hagatna or visit the **Guam Public School System's website at www.gdoe.net**

FOR FURTHER INFORMATION:

Please call 475-0496 or come by and visit our office.

ANTONETTE MUNA SANTOS,
Assistant Administrator
Personnel Services Division

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