



HUMAN RESOURCE OFFICE

DEPARTMENT OF EDUCATION



ANNOUNCEMENT

Announcement No. CSSS-028-2024

Job Title

Legal Consultant

Salary Range:

\$45,000 per annum

Opening Date: March 25, 2024

Closing Date: April 23, 2024

Location:

Chuuk State Department of Education

We are seeking a highly competent Legal Consultant to join our team. You will assist our department with legal compliance and guidance. This role involves interpreting laws and regulations, advising the company on policy compliance, liaising with external legal bodies, and providing expert advice on a range of legal matters.

QUALIFICATIONS

- License to practice law.
- Proven experience as a legal counsel.

DUTIES AND RESPONSIBILITIES

- Provide expert and strategic legal advice to the management.
- Review the department's existing policy for compliance and visibility with our context.
- Evaluate and advice on legal risk and liability.
- Deal with complex and high-profile legal cases from a strategic perspective.
- Cooperate with internal stakeholders to define and improve legal and compliance processes.
- Research and anticipate unique legal issues that could impact the department.
- Negotiate, draft and review department contracts to ensure they meet our department's needs.

EMPLOYMENT OPPORTUNITY

The Department of Education wishes to recruit an appropriately qualified and motivated FSM citizen who works well under pressure and is willing to take personal leadership for his/her professional development. US citizens and third nationals shall be employed only when qualified FSM citizens are not available. All interested applicants are requested to contact the CDOE Human Resources Office at (691) 330-3410/11 for more information.

CAREER & TECHNICAL SPECIALIST#CSSS-001-2020

HOW TO APPLY

Employment applications can be picked-up at the CDOE Human Resources Office, filled out and returned with any supporting documents such as copy of school diploma, degree, resume', health certificate, driver's license, police clearance, etc.