



Republic of the Marshall Islands
Office of the Public Service Commission

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EA NO: RMI-112-20
Opening Date: 09/29/20
Closing Date: Until Filled

EMPLOYMENT ANNOUNCEMENT

Position Title:	Environmental Health Program Manager	
Grade and Salary (P/L):	Grade: 10/1	Salary: \$18,000.00-\$20,000 + 20%ED p.a
Ministry and Division:	Ministry of Health and Human Services	Bureau of Kwajalein Atoll Health Care Services
Location:	Ebeye	
Reports to:	Assistant Secretary	

JOB PURPOSE: To manage, develop, coordinate and facilitate the ministry’s health, safety and environmental policies and audit requirements on a national level.

KEY RESPONSIBILITIES:

1. Manage the delivery of high-performance Environmental Health Service
2. Implement, create and monitor environment strategies
3. Reports and budget
4. Training and development
5. Perform other duties within the capacity, qualification and experience normally expected from a person occupying position at this classification.

MAIN DUTIES AND OUTCOMES:

- 1.1 Leading and fostering a culture of continual environmental improvement across all RMI through a day to day environmental focus effective leadership of environmental priorities;
- 1.2 Giving high priority to environmental policy compliance and delivering on the corporate environmental plan and goals;
- 1.3 Taking a proactive approach and facilitating a program that ensures there remains a strong agency focus on continuous improvement in environmental management practices and that an individual commitment and awareness of environmental sustainability is visual around the community;
- 1.4 Advising Managers on the appropriate disposal of waste in an economical and environmentally friendly manner, the reduction of landfill and emissions, the efficient use of energy and the elimination of unnecessary packaging and the use of environmentally friendly packaging materials;

1.5 Contributes to and/or manages special projects as identified by the supervisor, ensuring project outcomes are achieved or progress on track in accordance with department plan

1.6 Manage, coordinate and facilitate the ministry's health, safety and environmental policies and audit requirements on a national level.

1.7 Safe guarding the ministry's reputation and protecting management from liability by ensuring appropriate focus is maintained on environmental, and health and safety issues.

2.1 Establish polices and regulations for programs under the EHU;

2.2 Monitoring key environmental issues and impacts and effectively ensuring that the MOHHS management are kept informed of incidents or issues;

2.3 Ensuring that MOHHS compiles with all applicable environmental standards and performance and legislative requirements;

2.4 Analyses any program processes to identify problems and opportunities for developing strategies for environmental improvement;

2.5 Developing a national Environmental Health & Safety strategy designed to position the ministry at the forefront of Environmental Protection Agency in RMI;

2.6 Actively contributing to the development and Implementation of overall department strategies;

2.7 Monitoring compliance with MOHHS policy and assisting managers to develop and sustain a safe an environmentally sustainable work place.

3.1 The preparation and approval of an environmental annual plan and reporting;

3.2 Provides Monthly report to supervisor and all reports are completed in a timely manner with a high degree of accuracy.

4.1 Leading the development and delivery of Health and Safety training and certification and providing proactive advice to managers on training providers.

5.1 Liaising with our technical teams to ensure that we identify and minimize the potential environmental risks from our products and operations.

5.2 working with EPA, MAWC other relevant agencies and Managers to ensure that we pursue a materials strategy based on the principals of Reduce, Reuse, and Recycle;

5.3 Attends meetings as directed by supervisor.

DESIRABLE REQUIREMENTS:

Qualifications:

- Graduate from a recognized college with Bachelor Degree or experience which may be acceptable to Public Service Commission.

Skills & Experience

- Experience of environmental management, managing environmental systems, policies and standards across an organization.
- Experience in strategically managing Health and Safety systems, policies and standards in a large organization, preferably in a manufacturing environment.
- Proven experience in obtaining behavioral participation and engagement in environmental and health and safety initiative
- An ability to effectively examine events, issues and problems and generate optimal solutions.
- Communicating with impact and crates and environment in which people communicate openly and honestly.
- Detailed knowledge of current PH Law and Regulations
- Providing timely guidance and feedback to help others strengthen specific health and safety knowledge/skill areas needed to accomplish a task or solve a problem.
- Able to demonstrate achievement of continuous safety improvement in the workplace
- Experience of managing safety in a similar environment
- Ability to establish and maintain good working relationship at all levels
- Self-motivated and able to motivate others
- Proven recent experience in Health, Safety & Risk
- Proven analytical skills
- Keep field notes, records and maps, and prepare reports.
- Possess team building skills in order to ensure a productive work environment and achievement of goals.
- Possess ability to endure traveling long distances if necessary.
- Possess ability to organize and carry out work assignments with minimal supervision and to prioritize work assignments and departmental responsibilities.
- Respect and maintain confidentiality.
- Maintain a professional appearance and attitude.

Secure application form from the Public Service Commission's Office in Majuro and the Office of Deputy Chief Secretary on Ebeye or may inquire further by contacting the following PSC email addresses: (pscrmi.recruit@gmail.com).

Issued by the Public Service Commission on this^{29th} *September 2020*.



Mr. Kenneth Anitok
Chairman, PSC



Mrs. Justina R. Langidrik
Commissioner, PSC