

directs and monitors the progress of subordinates and unit work activities; conducts meetings to review and assess performance goals and objectives; follow-up and provide feedback on performance statuses. Assumes responsibility for construction, maintenance and repair work conducted within generation facilities as delegated; conducts site inspections of work progress and regulatory compliance. Assists in ensuring the power station's compliance of safety and environmental programs, policies and regulations; coordinates with the Safety and Planning and Regulatory offices in developing safe and environmental work practices, protective equipment and devices. Participates in investigating and analyzing station operation to determine, establish, revise and recommend methods, procedures, operations and equipment to improve the electrical, mechanical, or thermal efficiency of the station. Observes and ensures efficient and economical use of vehicles and the handling of operating and maintenance of materials, tools and supplies. Assists in coordinating in programs and activities involving plant personnel among generation facilities; establishes a good working climate to encourage participation in achieving goals and objectives promoting efficient and effective operations. Confers with management, personnel, customers and others to determine technical or administrative problems and resolutions and discuss matters. Supervises the accounting and clerical work performed by the power station employees and approves documents and invoices, as authorized. Prepares and maintain reports. Performs other related work as required.

HIGH SCHOOL DIPLOMA/ Skills Assessment Certificate – Pursuant to Public Law 26-87 (effective May 17, 2002) and as amended by P.L. 31-254 All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, the minimum requirement of a high school diploma or a successful completion of a General Education Development (GED) test or any equivalent of a general education high school program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job. For entry level positions a formal nationally recognized foundational skills assessment shall be required for consideration for employment.

PROHIBITION AGAINST SEX OFFENDERS: Pursuant to P.L. No. 28-98. “No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam”.

EVALUATION METHOD:

A written test maybe required. When a written test is not required, applicants will be rated on a scale between 70.00 and 100 percent on the basis of their training, education and experience in relation to the minimum requirements of the positions.

INTERVIEWING PROCEDURE/INTERVIEW CONTACT:

Applicants certified for interview based on GPA Eligibility List will receive a **Notification of Certification and Interview Schedule**, Form #HR-NOC-01 via USPS mailing to their last known address. All applicants must contact the Human Resources Division to confirm their scheduled date and time of interview. For rescheduling of interview applicants must contact the Human Resources Division 2 days prior to date of scheduled interview. Applicants are responsible to update personal contact information to the GPA Human Resources Division at gpahr@gpagwa.com as necessary.

Interviews for all certified, eligible candidates, whether in-person, virtual, or telephonic, will be held by the General Manager or his designee(s). **Individuals with disabilities requiring special accommodations must submit their request to the GPA Human Resources Division at gpahr@gpagwa.com or (671) 648-3130 no later than 2 business days prior to the scheduled interview date.** In accordance with Personnel Rules and Regulations Section 4.A.3.11, the General Manager, at his discretion, may schedule a selection interview immediately after the establishment of an eligibility list for the position. Applicants who are pending submission of supporting documents at the time the selection interview is scheduled will not be considered for certification purposes.

DISABILITY PREFERENCE:

Applicants wishing to claim Disability Preference should submit a Government of Guam Disability Certification form, certified by the Director of Public Health & Social Services.

VETERANS PREFERENCE:

Applicants claiming veteran preference are required to provide a copy of their DD-214 (Military discharge form, Member 4 copy). Those claiming Compensable Disability are required to provide a copy of a letter from the Veterans Administration.

EDUCATION:

Applicants claiming degrees or credit hours are required to submit official or verified copies of transcripts or high school diploma or GED certification.

HOW AND WHERE TO APPLY:

Interested applicants may call or visit the Human Resources Division at the Gloria B. Nelson Public Service Building at Route 15 Fadian, Mangilao, (671) 648-3130 between 8:00 a.m. and 5:00 p.m., Monday to Friday, excluding holidays, for additional information and to receive an application for employment (Form A). You may also visit <http://www.guampowerauthority.com/how-do-i/find-job-openings> to view current openings and download the GPA Employment Application. You may submit your application in person, through facsimile (671) 648-3160, or e-mail to gpahr@gpagwa.com. *NOTE: All applications MUST be received by the Human Resources office during regular business hours on or before the closing date of the job announcement irrespective of the form of transmission.

DRUG TESTING:

As approved by Board of Directors effective May 30, 1995, **all applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment.**

IMPORTANT INFORMATION:

Public Law 99-603 (8 USC Section 1324A) requires the Government of Guam to verify the identity and work eligibility to all newly hired employees. All new 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 in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

FOR FURTHER INFORMATION:

Call us at (671) 648-3130, e-mail us at gpahr@gpagwa.com or visit our office.

APPROVED BY:

FOR: *John Kim*
JOHN M. BENAVENTE, P.E.
GENERAL MANAGER

“The Guam Power Authority is an Equal Opportunity Employer”

P.O. Box 2977, Hagatna, Guam 96932 Telephone No.: (671) 648-3130 Fax No.: (671) 648-3160 or
www.guampowerauthority.com

