

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

**CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT**

P.O. BOX 5153 CHR, SAIPAN, MP 96950-5153

CSC TEL NO: (670) 233-1606 | FAX NO: (670) 233-4096

OPM TEL. NO: (670) 234-6925/6958 | FAX NO. (670) 234-1013

CSC website: <http://www.cnmicsc.net> | OPM website: <http://www.opm.cnmi.gov>



JOSEPH PATRICK FITIAL
Chairperson, CSC



JOSEPH M. PANGELINAN
Director of Personnel

EXAMINATION ANNOUNCEMENT NO: 26-027

OPENING DATE: 03/20/26

CLOSING DATE: 03/20/27

RE-ANNOUNCEMENT (EA 26-018)

(CONTINUOUS)

This examination is for the purpose of developing an Open Competitive and Promotional Eligible list. It is the policy of the Commonwealth of the Northern Mariana Islands that the personnel system will be applied and administered according to the principle of equal opportunity for all citizens and nationals as defined by the Northern Marianas Commonwealth Constitution regardless of age, race, sex, religion, political affiliation or belief, marital status, disability or place of origin.

POSITION AND SALARY: Highway Engineer I

Ungraded

\$1,923.08 B/W - \$50,000.00 P/A

The salary given will be determined by the qualification of the appointee.

LOCATION: Department of Public Works, Saipan

DUTIES:

Provide public counter support to contractors and the general public pertaining to agency engineering standards, policies ordinances, etc. Process a variety of permit applications including encroachment, grading and utility coordination. Investigate field problems affecting the public, property owners, contractors and maintenance operations: collect the necessary data; develop recommendations and meet with the appropriate parties to discuss and implement recommendations. Inspect current improvement projects to ensure compliance with approved plans and specifications. Perform technical drafting/CAD. Perform a variety of professional and technical engineering functions involving plan check and review, project management and permitting. Collaborate and confer with architects, engineers, contractors, and the general public; provide information and assistance; interpret and explain laws, codes, and regulations related to development activities. Review various improvement plans and design for accuracy and completeness; ensure compliance with local and federal standards and compliance with resource agencies requirements when applicable. Assist with or coordinate design of various public works construction project including grading, street light, water, waste water, street, encroachment, curbs, gutters, paving, structures. Performs simple and routine engineering design tasks with standards techniques. Performs quantity estimates and budgetary cost based on standards material, labor and equipment cost. Track and monitor status of construction progress and materials used. Performs all other duties assigned.

MINIMUM QUALIFICATION REQUIREMENTS:

Graduation from an accredited college or university with a Bachelor's Degree in Civil Engineering. No work experience required. Must have the ability to communicate effectively (written and verbally) with all levels of management. Copy of Degree or Official Transcript and Criminal Record must be attached to the application.

CONDITIONAL REQUIREMENTS:

*This position is **"EXEMPT"**; Is NOT eligible to receive overtime payment for overtime hours performed pursuant to §10-20.2-340 of the Northern Mariana Islands Administrative Code (NMIAC) and the Fair Labor Standards Act (FLSA).

NOTE: Education and training claimed under item 24(A) through (H) of the Application for employment must be substantiated by an official school transcript, diploma or certificate. FAILURE TO PROVIDE THE REQUIRED DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Personnel Management
Springs Plaza, Gualo Rai
Saipan, MP 96950

Office of Personnel Management
Former Rota High School Bldg. Dist #4
Songsong Village, Rota, MP 96951

Office of Personnel Management
San Jose Village
Tinian, MP 96952