

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS



JAKE MARATITA  
Chairperson, CSC

**CIVIL SERVICE COMMISSION**  
**OFFICE OF PERSONNEL MANAGEMENT**

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FRANCES T. TORRES-SALAS  
Director of Personnel

**EXAMINATION ANNOUNCEMENT NO: 23-020**

**OPENING DATE: 03/17/23**

**CLOSING DATE: 03/31/23**

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: Surveying Technician II**

**PL 04/01 – 04/03**  
**\$17,456.985 - \$19,246.33 P/A**

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

**LOCATION: Department of Public Lands, SAIPAN**

**DUTIES:**

Operates surveying instruments. Serves as recorder on angular, distances and traverses run by survey party. Assist in engineering survey work; sets up survey equipment; assist in locating center and property lines, setting grade stakes and other markers and reference points. Perform land area computation and or traverse in plain surveying. Assists in locating lost or hidden monuments, survey control points and property corners/monuments. Clears brushes, weeds and other obstacles from the lines of the survey. Marks points of measurement with elevation, station or other identifying marks. Sets flags on established triangulation points. Plots survey property plats (check prints) on cadastral index map for surveys. Performs basic mathematical calculations, simple sketching and drafting work. Measures distance between survey points, using chain or electronic distance measurement (EDM). Maintains and cares for survey equipments. Performs other related duties as assigned.

**MINIMUM QUALIFICATION REQUIREMENTS:**

Graduation from high school or equivalent education program or supplemented by courses in trigonometry, geometry and/or algebra; plus three (3) years of progressively responsible experience in surveying, including at least one (1) year at the level or Surveying Aide III. Copy of Diploma or Official Transcript and Criminal Record must be attached to the application.

**CONDITIONAL REQUIREMENTS:**

\*This position is **COVERED**; Is eligible to receive overtime payment for overtime hours performed pursuant to Part IV.B16 of the Personnel Service System Rules and Regulation (PSSR&R) and the Fair Labor Standards Act (FLSA).

\*A COVID-19 Vaccination is mandatory for Executive Branch Employees as per Governor's Directive No. 2021-002 dated February 18, 2020. If selected/hired you are required to be vaccinated with the COVID-19 Vaccination.

**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 Antonio C. Atalig Public Library Bldg. Office of the Mayor, Tatachog Rota, MP 96951	Office of Personnel Management San Jose Village Tinian, MP 96952
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