

VACANCY



Guard

Starting Salary - USD 8,990 + Health Insurance, Life Insurance and Retirement Plan

Guard Our Future – Secure the Heart of Our Operations!

The Western and Central Pacific Fisheries Commission (WCPFC) is seeking a dedicated and experienced **Guard** to join our team at our Headquarters in Kolonia, Pohnpei State, FSM. As the first line of defense, you will play a vital role in safeguarding our compound, monitoring access points, and ensuring the safety of our staff and visitors. Additionally, you will be responsible for maintaining a visitor log and ensuring all security protocols are strictly followed.

We are looking for a proactive individual with prior security experience, at least 2 years, strong attention to detail, and the ability to work independently. Your reliability and commitment to safety will be essential in ensuring the smooth operation of our mission.

This position offers a unique opportunity to contribute to the security of an international organization dedicated to the sustainable management of global fisheries.

Terms of Reference including a list of duties for the position can be obtained through the Receptionist (320-1992/1993) as well as on our website, <http://www.wcpfc.int>

If you are ready to take on this important role, please submit your resume, cover letter, and three references to **Deatra Iehsi-Solomon, HR Officer**, at deatra.iehsi-solomon@wcpfc.int by **Friday, June 26, 2026**.

Scope of Work

Title: Guard

Report to: Finance and Administration Manager and Head Guard

Subordinate Staff: None

Essential Qualifications:

1. 2 years experience as a guard
2. Good oral and written communication skills
3. Must have a valid driver's license
4. Demonstrated good attendance record and positive work ethic
5. Excellent interpersonal skills and commitment to teamwork
6. Demonstrated capacity to work with a minimum supervision, meet deadlines and to be accurate with figures and calculations
7. Must provide own transportation to the Commission
8. No criminal record, prior charges or convictions

Desirable Qualifications:

1. Training in first aid, self defense, and other areas related to guard supervision

Duties:

1. Keep log of incoming and outgoing visitors to the Commission
2. Keep log of incidents including attempted break-ins, power outages and trespassing
3. Contact Head Guard or other supervisor in case of a serious incident
4. Patrol the grounds every 20 minutes
5. Guards may be required to help move items as requested by Head Guard or other supervisor
6. Other duties as assigned

Rules for all Guards.

Failure to abide by the rules may result in termination of contract without prior warning.

1. No sleeping on the job.
2. Guards may not engage in other work outside of the Commission without prior approval.
3. No chewing betel nut, using chewing tobacco, drinking alcohol or using sakau while working
4. Do not come to work drunk or after using sakau.
5. Guards must show up to work on time and are not allowed to leave early
6. Call in if unable to report to work on time or absent due
7. Wear uniform while on duty.
8. Family members are not allowed on the compound while the guard is at work