



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands
1178 Hinemlu' St. Garapan, Saipan, MP 96950



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 25-084

POSITION: **Trades Specialist Painter**
NO. OF VACANCIES: **1**

OPENING DATE: **06/11/2025**

CLOSING DATE: **06/25/2025**

SALARY: **\$22,998.56 P/A**
PAY LEVEL: **03/01**

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

LOCATION: **Plant Operations, Facilities Management,
Commonwealth Healthcare Corporation, Saipan**

NATURE OF WORK:

Under the general supervision of the Facilities Management Director and the direct supervision of the Plant Operations Manager, the employee in this position paints walls, equipment, buildings, courtyards, and other structural surfaces, using brushes, rollers, paint, varnish, stain, enamel, or lacquer to protect exterior and interior surfaces, trimmings, and fixtures of buildings and structures throughout the Healthcare facility. This position also performs a variety of general maintenance duties to support the Commonwealth Healthcare Corporation (CHCC) Facilities Department. This position is situated within the Plant Operations unit under the Facilities Management Department of the CHCC.

DUTIES AND RESPONSIBILITIES:

- Create, open, update, complete work orders on the Facility Management program while maintaining accurate records on materials used and labor as well as reporting.
- Smooth and prepare walls, door jambs, diffuser surfaces for painting, including sanding and removing old paint.
- Read blue prints / instruction and examine surfaces to determine the kind and amount of work necessary.
- Prepare walls and other surfaces for painting by scraping, using sandpaper, by removing old paint etc.
- Fill nail holes, cracks, and joints with putty, plaster, or other filler.
- Select premixed paints or mix required portions of pigment, oil, and thinning and drying substances to prepare paint to match specified colors.
- Erect scaffolding or set up ladder to perform tasks above ground level.
- Graffiti removal from the interior and exterior of buildings.
- Detect needed repairs of wall, ceiling and floor tiles on buildings, grounds, and equipment by following established inspection and adequately perform repair procedures.
- Work with building managers and supervisors to complete projects.
- Follows established safety rules and regulations and maintains a safe and clean environment.
- Shapes or cuts materials to specified measurements, using hand tools, machines, or power saw.
- Assembles and fastens materials.
- Erect scaffolding and ladders for assembling structures above ground level.
- Remove damaged or defective wall sections of structures and repair or replace, using hand tools.
- Select and order paint and other required materials.
- Work with and / or remove hazardous material.
- Fill cracks and other defects in plaster or plasterboard and sand patch, using patching plaster, trowel, and sanding tool.
- Also performs a variety of general maintenance duties to support the Commonwealth Healthcare Corporation (CHCC) facilities.
- Take and adhere to all health and safety precautions.
- Perform other related duties as assigned.

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job-related medical condition or disability, or any legal protected status.

QUALIFICATIONS:

Education: High School Diploma, General Education Development (GED), Advanced Development Institute (ADI), or Adult Basic Education (ABE).

Experience: Three (3) years of on-the-job training or apprenticeship program.

Other: Ability to respond as needed on a 24/7 basis and work altered schedules other than standard 0730-1630 shift. Intermediate proficiency in computer applications Effective verbal and written communication skills.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health screening and drug screening in accordance with CHCC policy.

OTHERS:

This position is a Full-Time employment status and requires at least 40 hours per week. This position is “**Non-Exempt**” or is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. Regular operating hours of the Commonwealth Healthcare Corporation will be Monday to Friday from 7:30am to 4:30pm. This work schedule however is subject to change with or without notice based on the Employer’s business requirement and/or by the demands of the employee’s job. This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: “Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any.”*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1178 Hinemlu’ St. Garapan, Saipan, MP, 96950

Office Hours: Monday through Friday, 7:30am to 4:30pm; **CLOSED** on weekends and holidays.

Employment Application Forms are available at the hospital facility’s Main Cashier Office or online at www.chcc.health.

E-mail: apply@chcc.health

Trunk Line: (670) 234-8951 ext. 3427/3444/3556

Fax Line: (670) 233-8756

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Note: Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.