



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands

1178 Hinemlu' St. Garapan, Saipan, MP 96950



HUMAN RESOURCES

Amendment to Opening & Closing Date

EXAMINATION ANNOUNCEMENT NO. 25-122

POSITION: **LICENSED PRACTICAL NURSE** OPENING DATE: **08/26/2025**
NO. OF VACANCIES: **3** CLOSING DATE: **09/16/2025**
SALARY: **\$16.38 per Hour**
Estimated annual salary is \$34,070.40 per year.
WORKSITE: Nursing Services
LOCATION: Commonwealth Health Center
1178 Hinemlu' St. Garapan Saipan

DUTIES:

Provides basic nursing care with minimal supervision. Collaborates with medical and nursing team in preparing the nursing care plan by assessing patient needs, planning, and modifying the care plan and intervening as necessary. Performs total nursing care for assigned patients with the exception of administering intravenous narcotic prescriptions. Records all medications and treatments given to the patients on the electronic health record (EHR). Observes and reports any adverse signs and symptoms or any changes in patient's condition to the Charge Nurse or Nurse Unit Manager. Prepares treatment trays, instruments, and other equipment as needed. Assists medical staff and other nurses with treatments, dressings, and tests. Prepares and maintains patient clinical records. Reports all occurrences of incidents during shift to Charge Nurse or Nurse Unit Manager. Admits patient and performs physical assessment with a Registered Nurse and then takes over care until patient discharge. Answers patient calls and assists as necessary. Guides Nurse Aides (NA) or Certified Nursing Assistants (CNAs). Participate in Quality Assurance and Performance Improvement (QAPI) and Key Quality Indicator (KQI) programs. Maintains cleanliness and organization of unit in collaboration with Charge Nurse or Nurse Unit Manager. Performs other related duties as assigned.

MINIMUM QUALIFICATION REQUIREMENTS:

High School Diploma or equivalent General Education Development (GED) or Advanced Development Institute (ADI) certification. Must have completed a Licensed Vocational Nurse (LVN) or Licensed Practical Nurse (LPN) program from a recognized/accredited School of Nursing or foreign equivalent. Must pass the National Council Licensure Examination for Practical Nurses (NCLEX-PN) and be licensed as a Licensed Practical Nurse (LPN) by the Northern Mariana Islands Board of Nursing (NMI BON) to practice. Must possess valid Basic Life Support (BLS) certification. No experience required.

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.

ADDITIONAL JOB INFORMATION:

This position is a temporary, Full-Time employment status at 40 hours per week with a shift schedule of eight (8) hours per day from 7:30am to 4:30pm, Monday through Sunday with flexible day(s) off per week. Employment start date will begin on December 01, 2025 through November 30, 2026. This position is paid on a bi-weekly basis (2-week period). Fringe benefits: Paid time off & holidays.

NOTE(S):

- Three-Fourths Guarantee as explained in Form ETA-9142C-General Instructions and in 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.”
- Transportation and Subsistence as explained in Form ETA-9142C-General Instructions and in 20 CFR 655, Subpart E: “If the worker completes 50 percent of the work contract period, the employer will provide, reimburse, or advance payment for the worker’s transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for the worker’s reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except reported a worker’s voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved.”
- Employer-Provided Tools and Equipment: Workers will be provided, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.
- Overtime Available: Yes, this position is “**NON-EXEMPT**” and is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. The overtime rate is \$24.57 per hour calculated at 1.5 times the base hourly wage per hour for hours worked after completing 40-hours per work week.
- Deductions from Pay: CNMI Tax, Federal Tax, Medicare and Social Security. Optional: Medical & Dental Insurance, Life Insurance and 401a Retirement Plan.

INTERESTED PERSONS SHOULD SEND THEIR COMPLETED APPLICATION FORMS TO:

Interested applicants may be considered for employment by submitting a completed Commonwealth Healthcare Corporation (CHCC) Employment Application to Human Resources Office. The HR Office is open Monday through Friday from 7:30AM to 4:30PM and is CLOSED on weekends/holidays. Applicants may contact the employer via email at apply@chcc.health or via telephone at (670) 236-8202/(670)234-8950 to apply for the job opportunity posted on the CHCCs official website: <https://www.chcc.health/job-opportunities.php>. Employment Applications are made available on the CHCC website and at the CHCCs HR & Main Cashier Office.



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CW-1 Application for Temporary Employment Certification
Form ETA-9142C
U.S. Department of Labor



IMPORTANT: Employers and authorized preparers must read the general instructions carefully before completing the Form ETA-9142C. A copy of the instructions can be found at <http://www.foreignlaborcert.doleta.gov/>. If you are not submitting this electronically, please complete ALL required fields/items containing an asterisk (*) and any fields/items where a response is conditional as indicated by the section (§) symbol.

A. Nature of CW-1 Application

1. Type of Application (choose only one) *	<input checked="" type="checkbox"/> New employment	<input type="checkbox"/> Renewal of approved employment
2. CW-1 Permit Renewal: If "Renewal of approved employment" is marked in Question A.1, enter the date on which the CW-1 visa status of the nonimmigrant worker(s) will expire. §		
3. Long-Term Worker: Is the employer seeking to employ a long-term worker who was previously issued a CW-1 visa or otherwise granted CW-1 status, as defined in 20 CFR 655.402? *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
4. Cap-Exempt Worker: Will any of the CW-1 workers employed under this application be <u>exempt</u> from the statutory numerical limit, or "cap," on the total number of foreign nationals who may be issued a CW-1 visa or otherwise granted CW-1 status? *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
5. Emergency Situation: Is the employer requesting to waive the requirement to obtain a valid PWD prior to the filing of this application due to an emergency situation, as set forth in 20 CFR 655.422? *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
FOR EMERGENCY SITUATIONS ONLY If "Yes" is marked in question A.5, mark questions 6 and 7 below and include the required items.		
6. Is a statement justifying the employer's emergency situation attached to this application? §	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
7. Is a completed Form ETA-9141C, <i>Application for Prevailing Wage Determination</i> (PWD application), attached to this application? If the employer has submitted its PWD application for processing, select "No" and enter the PWD case number in E.3. §	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	

B. Employer Information

1. Legal Business Name *		
Commonwealth Healthcare Corporation		
2. Trade Name/Doing Business As (DBA), if applicable §		
3. Address 1 *		
1178 HINEMLU' ST. GARAPAN		
4. Address 2 (apartment/suite/floor and number) §		
PO BOX 500409		
5. City *	6. State *	7. Postal Code *
SAIPAN	Northern Mariana Islar	96950
8. Country *	9. Province §	
United States Of America	N/A	
10. Telephone Number *	11. Extension §	
+16702348950		
12. Federal Employer Identification Number (FEIN from IRS) *	13. NAICS Code *	
66-0774364	62211	
14. Type of Employer (Choose only one) *	<input checked="" type="checkbox"/> Individual Employer <input type="checkbox"/> Job Contractor – Joint Employer	
FOR JOB CONTRACTORS ONLY If "Job Contractor – Joint Employer" is marked in question B.14, mark questions 15 and 16 below and include the required items.		
15. A completed Appendix A identifying the employer-client is attached to this application. §		<input type="checkbox"/>
16. An executed contract or other agreement between the job contractor and the employer-client establishing a bona fide relationship to the workers sought under this application is attached. §		<input type="checkbox"/>

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C. Employer Point of Contact Information

The information contained in this section must be that of an employee of the employer who is authorized to act on behalf of the employer in labor certification matters. The information in this Section must be different from the agent or attorney information listed in Section D, unless the attorney is an employee of the employer.

1. Contact's Last (family) Name *	2. First (given) Name *	3. Middle Name(s) §
Muna	Esther	Lizama
4. Contact's Job Title *		
Chief Executive Officer		
5. Address 1 *		
1178 Hinemlu' St. Garapan		
6. Address 2 (apartment/suite/floor and number) §		
PO Box 500409		
7. City *	8. State *	9. Postal Code *
Saipan	Northern Mariana Is	96950
10. Country *	11. Province §	
United States Of America		
12. Telephone Number *	13. Extension §	14. Business Email Address *
+16702368202		chcchr2011@gmail.com

D. Attorney or Agent Information (If applicable)

1. Indicate the type of representation for the employer in the filing of this application. * Complete the remainder of this section if "Attorney" or "Agent" is marked.		<input type="checkbox"/> Attorney <input type="checkbox"/> Agent <input checked="" type="checkbox"/> None
2. Attorney or Agent's Last (family) Name §	3. First (given) Name §	4. Middle Name(s) §
5. Address 1 §		
6. Address 2 (apartment/suite/floor and number) §		
7. City §	8. State §	9. Postal Code §
10. Country §	11. Province §	
12. Telephone Number §	13. Extension §	14. Law Firm/Business Email Address §
15. Law Firm/Business Name §		16. Law Firm/Business FEIN §
FOR ATTORNEY USE ONLY If "Attorney" is marked in question D.1, complete questions 17 – 19 below.		
17. State Bar Number(s) §	18. State of highest state court where attorney is in good standing §	
19. Name of the highest state court where attorney is in good standing §		
FOR AGENT USE ONLY If "Agent" is marked in question D.1, complete question 20 below and include the required attachment.		
20. A copy of the current agreement or other documentation demonstrating the agent's authority to represent the employer is attached to this application. §		<input type="checkbox"/>

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Form ETA-9142C
U.S. Department of Labor



E. Job Opportunity Information

a. Occupational Classification and PWD

1. SOC Occupational Code * 29-2061.00	2. SOC Occupation Title * Licensed Practical and Licensed Vocational Nurses
3. If "No" is marked to question A.5, enter the PWD case number obtained from the U.S. Department of Labor for this job opportunity. *	P-500-25178-133583

b. Job Offer and Minimum Requirements

1. Job Title * Licensed Practical Nurse							
2. Workers Needed *	4	Period of Intended Employment					
3. Begin Date: * 12/1/2025				4. End Date: * 11/30/2026			
5. Job Duties – Description of the specific services or labor to be performed. * (All job duties must be disclosed on this form. The response must begin in the form space. One separate attachment will be accepted to fully complete the response.) Provides basic nursing care with minimal supervision. Collaborates with medical and nursing team in preparing the nursing care plan by assessing patient needs, planning, and modifying the care plan and intervening as necessary. Performs total nursing care for assigned patients with the exception of administering intravenous narcotic prescriptions. Records all medications and treatments given to the patients on the electronic health record (EHR). Observes and reports any adverse signs and symptoms or any changes in patient's condition to the Charge Nurse or Nurse Unit Manager. Prepares treatment trays, instruments, and other equipment as needed. Assists medical staff and other nurses with treatments, dressings, and tests. Prepares and maintains patient clinical records. Reports all occurrences of incidents during shift to Charge Nurse or Nurse Unit Manager. Admits patient and performs physical assessment with a Registered Nurse and then takes over care until patient discharge. Answers patient calls and assists as necessary. Guides Nurse Aides (NA) or Certified Nursing Assistants (CNAs). Participate in Quality Assurance and Performance Improvement (QAPI) and Key Quality Indicator (KQI) programs. Maintains cleanliness and organization of unit in collaboration with Charge Nurse or Nurse Unit Manager. Performs other related duties as assigned.							
6. Anticipated days and hours of work per week (an entry is required for each box below) *						7. Hourly work schedule *	
40	a. Total Hours	8	c. Monday	8	e. Wednesday	8	g. Friday
0	b. Sunday	8	d. Tuesday	8	f. Thursday	0	h. Saturday
8. Education: minimum U.S. diploma/degree required. * <input type="checkbox"/> None <input checked="" type="checkbox"/> High School/GED <input type="checkbox"/> Associate's <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's <input type="checkbox"/> Doctorate (PhD) <input type="checkbox"/> Other degree (JD, MD, etc.)							
9. Training: number of <u>months</u> required. *		0	10. Work Experience: number of <u>months</u> required. *		0		
11. Supervision: does this position supervise the work of other employees? *		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	11a. If "Yes" to question 11, enter the number of employees worker will supervise. §				
12. Special Requirements - List specific skills, licenses/certifications, field(s) of training, and requirements of the job. * Please See Addendum							

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c. Place of Employment and Wage Information

1. Worksite Address * 1178 Hinemlu' St. Garapan		
2. Worksite Address § (apartment/suite/floor and number) PO Box 500409		
3. City * Saipan	4. State * Northern Mariana Island	5. Postal Code * 96950
6. Basic Wage Rate Paid * From: \$ 16 . 38 * To: \$. .		6a. Overtime Wage Rate Paid § From: \$ 24 . 57 To: \$. .
7. Per (Choose only one) * <input checked="" type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Month <input type="checkbox"/> Year <input type="checkbox"/> Piece Rate	7a. Additional conditions about the wage rate to be paid. § Fringe benefits: paid time off & holidays.	
8. Frequency of Pay. * <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Biweekly <input type="checkbox"/> Other (specify):		
9. Will work be performed at worksite locations other than the one identified above? *		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
10. If "Yes" is marked in question E.c.9, a completed Appendix B is attached to this application. §		<input checked="" type="checkbox"/>

d. Other Material Terms and Conditions of the Job Offer

1. I have read and agree to provide the following terms and conditions with this job offer as fully explained in Form ETA-9142C – General Instructions and at 20 CFR 655, Subpart E. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Three-Fourths Guarantee: 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.	
Transportation and Subsistence: If the worker completes 50 percent of the work contract period, the employer will provide, reimburse, or advance payment for the worker's transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for the worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer or where the employer has appropriately reported a worker's voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved.	
2. Daily Transportation: Workers will be provided with daily transportation to and from the worksite in compliance with all applicable Federal and Commonwealth laws and regulations. *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
3. Overtime Available: Overtime hours will be available to the worker under this job offer and payable for every hour worked at the rate disclosed in this application. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
4. On-the-Job Training Available: Workers will be provided with on-the-job training to perform the duties assigned. *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
5. Employer-Provided Tools and Equipment: Workers will be provided, without charge or deposit charge, all tools, supplies, and equipment required to perform the duties assigned. *	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
6. Board, Lodging, or Other Facilities: Workers will be provided with board, lodging, or other facilities and/or the employer will assist workers in securing board, lodging, or other facilities. *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
7. Deductions from Pay: State all deduction(s) from pay and, if known, the amount(s). * CNMI Tax, Federal Tax, Medicare and Social Security. Optional: Medical & dental insurance, life insurance, 401a retirement plan.	

CW-1 Application for Temporary Employment Certification
Form ETA-9142C
U.S. Department of Labor



e. Recruitment Information

1. Explain how prospective U.S. applicants may be considered for employment under this job opportunity, including verifiable methods of contacting the employer, and the days and hours applicants can apply for the job. *

Please See Addendum

2. Telephone Number to Apply *

+16702368202

3. Email Address to Apply *

apply@chcc.health

4. Website address (URL) to Apply *

<https://www.chcc.health/job-opportunities.php>

F. Declaration of Employer and Attorney/Agent

In accordance with Federal regulations, the employer(s) must attest to abide by certain terms, assurances, and obligations as a condition for receiving a temporary labor certification from the U.S. Department of Labor. Applications that fail to attach Appendix C will not be certified by the Department.

1. Please confirm that you have read and agree to all the applicable terms, assurances, and obligations contained in **Appendix C** and have attached a signed and dated copy of Appendix C with this application. *

☒ Yes ☐ No

2. Please confirm that the employer-client identified in Appendix A has read and agrees to all the applicable terms, assurances, and obligations contained in **Appendix C** and has attached a separate signed and dated copy of Appendix C with this application. *

☐ Yes ☐ No ☐ N/A

G. Preparer

Complete this section if the preparer of this application is a person other than the one identified in either Section C (employer point of contact) or Section D (attorney or agent) of this application.

1. Last (family) Name §

Javier

2. First (given) Name §

Bernadette

3. Middle Initial §

S.

4. Law Firm/Business FEIN §

66-0774364

5. Law Firm/Business Name §

Commonwealth Healthcare Corporation

6. Law Firm/Business Email Address §

bernadette.javier@chcc.health

For the public burden statement, please see the Form ETA-9142C, General Instructions.

CW-1 Application for Temporary Employment Certification
ETA Form 9142C
U.S. Department of Labor



ADDENDUM
Section E.b.12: Special Requirements

High School Diploma or equivalent General Education Development (GED) or Advanced Development Institute (ADI) certification. Must have completed a Licensed Vocational Nurse (LVN) or Licensed Practical Nurse (LPN) program from a recognized/accredited School of Nursing or foreign equivalent. Must pass the National Council Licensure Examination for Practical Nurses (NCLEX-PN) and be licensed as a Licensed Practical Nurse (LPN) by the Northern Mariana Islands Board of Nursing (NMI BON) to practice. Must possess valid Basic Life Support (BLS) certification. No experience required.

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ADDENDUM

ADDENDUM SECTION E.e.1: Recruitment Information

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Form ETA-9142C - Appendix B
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1. City *	2. Postal/ZIP Code *	3. Additional Place of Employment Information § (Address—e.g., street address, area, town, village, geographic identification)	4. Additional Work Itinerary Information §						
			Crew ID	Total Workers	Begin Date	End Date	Basic Wage Rate (in \$)		Per
							From:	To:	
Rota	96951	Rota Health Center, Song Song Villag		1	12/1/2025	11/30/2026	\$16.38		Hour
Saipan	96950	1178 Hinemlu' St. Garapan		3	12/1/2025	11/30/2026	\$16.38		Hour

For the public burden statement, please see the Form ETA-9142C, General Instructions.