



PUBLIC DEFENDER SERVICE CORPORATION
Government of Guam



JOB ANNOUNCEMENT
OPEN COMPETITIVE EXAMINATION

TO ESTABLISH A LIST FOR THE POSITION
SOCIAL WORKER II

Announcement No.: PDSC JA-06-2025

OPEN: January 14, 2025

CLOSE: January 27, 2025

Pay Grade: M

OPEN: M-1 \$50,121 P/A to M-10 \$68,806 P/A
PROMOTIONAL: M-1 \$50,121 P/A to M-18 \$88,339 P/A

WHO MAY APPLY	Open to all Government of Guam employees and the public.
MINIMUM EXPERIENCE AND TRAINING	<ul style="list-style-type: none"> a) One (1) year of professional social work experience and graduation from a recognized college or university with a Bachelor's degree in social or behavioral science; or, b) Graduation from a recognized college or university with a Bachelor's degree in social work; or, c) Any equivalent combination of experience and training beyond the Bachelor's degree which provides the minimum knowledge, abilities and skills.
NECESSARY SPECIAL QUALIFICATION	Possession of a valid driver's license.
NATURE OF WORK	<p>This is moderately complex professional social work involved in the application of social work principles and theory in the diagnosis and treatment of children and adults with social problems.</p> <p>Employees in this class perform moderately complex professional work independently on an ongoing basis and participates in the full range of complex professional duties under closer supervision.</p>
ILLUSTRATIVE EXAMPLES OF WORK	<p>Interviews clients and other appropriate persons to obtain information and makes preliminary assessment of cases in order to make proper referrals.</p> <p>Develops an assessment and service plan for the client; provides counseling to assist with adjustment problems; places children and adults in appropriate facilities; prepares all forms necessary to achieve a service plan.</p> <p>Participates in the selection, summarization and presentation of case data from a variety of sources for casework planning, supervisory conferences and consultation.</p> <p>Participates in staff conferences with physicians, psychologists, and other professionals.</p> <p>Confers with public officials, agency representatives, and other professional persons regarding specific cases; interprets and provides public information regarding agency programs and activities.</p> <p>Prepares social studies, case histories, reports and evaluations concerning information secured and services rendered.</p> <p>Maintains comprehensive case records and statistics; participates to a limited degree in the development and conduct of surveys and research studies; prepares other reports as required.</p> <p>May attend court hearings in the interest of clients, or as requested.</p> <p>Performs other related duties as required.</p>
MINIMUM KNOWLEDGE, ABILITIES AND SKILLS	<p>Knowledge of social casework principles and techniques.</p> <p>Ability to understand the dynamics of human behavior of individuals and groups.</p> <p>Ability to resolve problems of personal and social adjustments.</p> <p>Ability to interpret and apply rules, regulations and procedures pertaining to social</p>

	<p>programs.</p> <p>Ability to utilize relevant personality theory, casework method, supervision and consultation in social work practices.</p> <p>Ability to interpret programs to other staff, disciplines and community agencies.</p> <p>Ability to exercise sound judgment in the solving of social work problems.</p> <p>Ability to work effectively with the public and employees.</p> <p>Ability to communicate effectively, orally and in writing.</p> <p>Ability to maintain records and prepare reports.</p> <p>Skill in the safe operation of a motor vehicle.</p>
EVALUATION METHOD	<p>Applicants will be rated on a scale between 70.00 and 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.</p>
PROHIBITION PURSUANT TO PUBLIC LAW 28-98	<p>No person convicted of a sex offense under the provision of Chapter 25 of Title 9 Guam Code Annotated (GCA), or an offense as defined in Article 2 of Chapter 28 of Title 9 GCA in Guam, or an offense in any jurisdiction which includes at a minimum, all the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.</p>
DRUG SCREENING	<p>Applicants selected for and offered employment with the government of Guam shall undergo and pass a mandatory drug test before employed. This also applies to employees selected for Test Designated Positions (TDP). Failure to submit or pass such drug test shall be grounds for rescinding the offer of appointment.</p>
WHERE TO APPLY	<p>You may submit job applications at Public Defender Service Corporation located at 779 Route 4, Sinajana from 8:00 am to 5:00 pm, Monday to Friday, or via email. Application and supporting documents must be attached as one file referencing the Job Announcement Number and emailed to Human Resources at hr@guampdsc.org. Employment applications are available online at www.guampdsc.org.</p>
FOR MORE INFORMATION	<p>Please call 671-475-3100, ext. 823, or visit our office Monday to Friday, 8:00 a.m. to 5:00 p.m.</p>

"Public Defender Service Corporation is an Equal Opportunity Employer"

STEPHEN P. HATTORI
EXECUTIVE DIRECTOR