



# IN-HOUSE JOB ANNOUNCEMENT

Job Announcement No. 002-26

## COMPETITIVE EXAMINATION TO ESTABLISH A LIST FOR THE POSITION OF:

<p><b>PAY GRADE: I</b>          MINIMUM: Step 3/Sub-step C          \$51,606.00 Per Annum          MAXIMUM: Step 4/Sub-step C          \$53,701.00 Per Annum</p>	<p><b>AIRPORT POLICE OFFICER II</b></p>	<p>APPLICATIONS WILL BE ACCEPTED:          OPEN DATE: <b>October 9, 2025</b>          CLOSING DATE: <b>October 22, 2025</b></p>
<p><b>MINIMUM EXPERIENCE &amp; TRAINING</b></p>	<p>(a) Two (2) years of experience as an Airport Police Officer I or its equivalent, and graduation from high school or possession of certification of high school equivalency (GED) diploma.</p>	
<p><b>NATURE OF WORK IN THIS CLASS</b></p>	<p>This is complex airport police enforcement work which involves the protection of life and property through the enforcement of Federal Aviation and Guam International Airport Authority regulations, Guam Criminal and Motor Vehicle Codes, and other applicable laws, rules and regulations. Employees in this class perform the full range of complex airport police enforcement duties to include serving as a team or group leader over less experienced airport police staff.</p>	
<p><b>NECESSARY SPECIAL QUALIFICATIONS</b></p>	<ul style="list-style-type: none"> <li>A. Must be a U.S. Citizen, or a citizen of the Republic of the Marshall Islands, the Republic of Palau, or the Federated States of Micronesia;</li> <li>B. Age – eighteen (18) years of age at time of filing;</li> <li>C. Possession of a valid Guam driver's and Firearms license at the time of certification;</li> <li>D. Police and Court Clearance at the time submission of employment application (must be within 30 days from the date of issue);</li> <li>E. Criminal History Records check;</li> <li>F. Certificate of In-Service Training approved and certified by the Guam Peace Officer Standards and Training (POST) Commission</li> <li>G. Successful completion and passage of the POST Physical Fitness Qualification Test (PFQT).</li> <li>H. Any and all other POST requirements contained in 17 GCA § 51101, et seq. and 27 GAR § 3101, et seq. or established by the POST Commission.</li> </ul>	
<p><b>ILLUSTRATIVE EXAMPLES OF WORK</b></p>	<p>(These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.) Acts as a team leader for Airport Police Officer I's, Security Guard (Armed) and Recruits. Reviews reports prepared by subordinates for accuracy and effectiveness prior to submission to Airport Police Supervisor. Prepares reports of findings relative to the conduct of investigation assigned. Patrols the perimeters of the Guam International Airport Authority on foot or in vehicle; checks physical plant and airport property; investigates any suspicious conditions; notes and reports any damaged or deteriorated (GIAA) property. Patrol duties maybe fixed or roving. Provides for the orderly and efficient protection of persons and property and for the enforcement of the laws of Guam and GIAA Rules and Regulations. Coordinates and directs traffic movement in GIAA as assigned; enforces the Motor Vehicle Code of Guam. Makes arrests for violations of laws and ordinances. Receives complaints and reports; provides the public with information and directions upon request. Assists airline personnel, customs and investigating officers from other agencies, in the investigation of various criminal activities. Prevents air piracy and coordinates actions with other agencies as appropriate. Takes appropriate action discovery of unauthorized firearms, explosives, incendiary devices or other dangerous weapons. Controls entry of unauthorized persons into restricted areas. Conducts complete investigation of traffic accidents and other investigations, as assigned. May be assigned to direct or administer special functions such as training and education liaison with student organizations, special events at the airport concerning visiting dignitaries and security arrangements. Performs related duties as required.</p>	
<p><b>MINIMUM KNOWLEDGE, ABILITIES &amp; SKILLS</b></p>	<p>Knowledge of the applicable Federal Aviation and GIAA Regulations, Guam Criminal and Motor Vehicle Codes, laws, statutes and procedures relating to the protection of life and property at the Guam International Airport Authority and the surroundings of the terminal. Knowledge of GIAA's operating procedures, administrative rules and regulations. Knowledge of the technical phases of crime prevention, law enforcement, rules of evidence and related functions such as investigation, patrol, traffic control and safety, record keeping, care and custody of persons, police training. Ability to learn, interpret and apply Federal Aviation and GIAA regulations and Guam Criminal and Motor Vehicle Codes, laws, statutes and procedures relating to the protection of life and property at the Guam International Airport Authority. Ability to lead the work of others. Ability to exercise sound discretion and initiative in the performance of duties. Ability to enforce laws with tact, firmness and impartiality. Ability to observe, collect and analyze information relating to criminal activities. Ability to locate, collect and preserve evidence. Ability to make arrests and testify in court. Ability to work effectively in a quasi-military type organization. Ability to learn safe and proper use of firearms. Ability to work effectively with the public and employees. Ability to communicate effectively. Ability to maintain records and prepare reports. Ability to perform prolonged and hazardous work under adverse and dangerous conditions. Skill in the use and care of firearms and operation of a motor vehicle.</p>	
<p><b>EDUCATION</b></p>	<p>Pursuant to 4 GCA § 4101(c)(1), applicants must possess a high school diploma or show successful completion of a General Educational Development (GED) Test, or any equivalent of a general education high school program, apprenticeship program or successful completion of a certification program, from a recognized accredited or certified technical institution, in a specialized field required for the job. To ensure full consideration, applicants claiming degrees or credit hours are required to submit official or verified copies of their university or college transcript with their original application.</p>	

<b>PROHIBITION</b>	Pursuant to 4 GCA § 4203.3, "No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense defined in Article 2 of Chapter 28, Title 9 GCA in Guam or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed in the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam".
<b>PRE-EMPLOYMENT MEDICAL EXAMINATION</b>	All applicants accepting employment with the A. B. Won Pat Guam International Airport Authority (GIAA) must undergo and pass a physical examination and be declared as capable to perform the duties of the position the applicant is being hired for as a condition of employment. Expenses for the physical/medical examination must be paid by the applicant.
<b>PRE-EMPLOYMENT CRIMINAL HISTORY RECORDS CHECK</b>	As a condition of employment, applicants selected for this position will be required to undergo and pass a fingerprint-based Criminal History Records Check (CHRC) and a Security Threat Assessment (STA) in order to access secured areas of the airport in accordance with Title 49, Code of Federal Regulations, Part 1542. In the event an applicant is unable to obtain proper security clearance for the position, or GIAA determines that the applicant's pending criminal case or criminal history disqualifies the applicant for the position, GIAA shall rescind its conditional offer of employment to the applicant in accordance with Guam's Fair Chances Hiring Process Act, 22 GCA §§ 6101, et seq.
<b>DRUG SCREENING</b>	GIAA complies with the Department of Administration's Drug Free Workplace Program Operating Procedures. All applicants selected and conditionally offered employment will be required to undergo and pass a mandatory drug test prior to being employed. Failure to submit to or pass such drug test shall result in rescinding the offer of employment.
<b>WORK ELIGIBILITY</b>	Public Law 99-603 (8 USC § 1324A) requires GIAA to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. GIAA is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position at GIAA, you will be required to present valid documents that will establish your identity and work eligibility.
<b>VETERANS PREFERENCE</b>	Applicants claiming veterans' preference are required to attach a copy of their DD-214 (Military Discharge Form) to their original application. Those claiming Veteran's Compensable Disability, please provide a copy of a letter from the Department of Veteran's Affairs, which specifically states your entitlement to civil service preference for a service connected disability.
<b>EVALUATION METHOD</b>	A written test is not required. Applicants will be rated on a scale between 70.00 to 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.
<b>INTERVIEW METHODS</b>	A personal interview will be held by the appointing authority or his designee. Individuals with disabilities who require special accommodations should contact the Personnel Office prior to any scheduled examinations or interviews.
<b>CLEARANCES &amp; DOCUMENTATION REQUIRED</b>	<p>Non-Law Enforcement Positions: If selected for this position, your selection will be conditional pending submission of a mandatory police and court clearance. You will have ten (10) calendar days to submit clearances that are no older than thirty (30) calendar days from the date of your notification of selection.</p> <p>Law Enforcement Positions: A mandatory police and court clearance at the time submission of employment application that are no older than thirty (30) days from the date of issue; Certificate of In-Service Training approved and certified by the Guam Peace Officer Standards and Training (POST) Commission; Any and all other POST requirements contained in 17 GCA § 51101, et seq. and 27 GAR § 3101, et seq. or established by the POST Commission.</p> <p>NOTE: The costs to obtain the clearances required are at the applicant's expense.</p>
<b>HOW AND WHERE TO APPLY</b>	<p>Open to permanent classified employees of the AB Won Pat International Airport Authority, Guam who meet the minimum qualification requirements may apply for this position. Applications may be submitted to the Personnel Office at the GIAA Administration Office however, are highly encouraged to submit their applications electronically by email to <a href="mailto:giaahr@guamairport.net">giaahr@guamairport.net</a>. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday (except Holidays). Individuals with disabilities who require special accommodations should contact the Personnel Office prior to any scheduled examinations or interviews.</p> <p>*NOTE: All applications MUST be received by the Personnel Office no later than close of business (5:00 pm) on or before the closing date of the job announcement. All applications received via electronic mail or telefax, must be submitted by 11:59 p.m. (Guam time) on the closing date of the job announcement.</p> <p><b>For additional information and/or inquiries, please call the GIAA Personnel Office at (671) 646-0300/1/2/3.</b></p>
<b>EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER</b>	WE ARE AN EQUAL OPPORTUNITY EMPLOYER. THERE SHALL BE NO DISCRIMINATION IN EMPLOYMENT AGAINST ANY PERSON ON THE BASIS OF RACE, COLOR, SEX, RELIGION, NATIONAL ORIGIN, AGE, CREED, MARITAL STATUS, DISABILITY, POLITICAL AFFILIATION, OR ANY OTHER CLASSIFICATION PROTECTED UNDER FEDERAL AND GUAM LAW, EXCEPT FOR BONA FIDE OCCUPATIONAL QUALIFICATIONS OR LEGAL REQUIREMENTS.

APPROVED BY:



**JOHN M. QUINATA**  
Executive Manager