



# Judiciary of Guam

Administrative Office of the Courts  
Guam Judicial Center • 120 West O'Brien Dr • Hagåtña, Gu. 96910  
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HON. KATHERINE A. MARAMAN  
CHIEF JUSTICE

DANIELLE T. ROSETE, ESQ.  
ADMINISTRATOR OF THE COURTS

HON. ALBERTO C. LAMORENA, III  
PRESIDING JUDGE

## JOB ANNOUNCEMENT

The **Judiciary of Guam** is seeking qualified and motivated professionals for the position of **Finance Administrator**. This is an exceptional opportunity to take a leadership role in safeguarding the financial integrity of the Judicial Branch and supporting its mission to deliver fair and impartial justice to the people of Guam.

The Finance Administrator oversees budgeting, accounting, fiscal planning, and financial reporting functions, ensuring transparency, compliance, and responsible stewardship of public funds. If you are a strategic thinker with strong financial expertise and a passion for public service, we invite you to join our team and contribute to the continued accountability and efficiency of the Judiciary.

<b>POSITION TITLE:</b>	<b>FINANCE ADMINISTRATOR</b>
<b>TYPE OF APPOINTMENT:</b>	<b>Exempted (Unclassified)</b>
<b>DEPARTMENT / SECTION:</b>	<b>Administrative Office of the Courts / Court Administrative Services</b>
<b>PAY GRADE-STEP:</b>	<b>EX-S (22%)-1 thru EX-S (22%)-13</b>
<b>SALARY RANGE:</b>	<b>\$86,465.06 - \$130,359.44</b>
<b>ANNOUNCEMENT NO.:</b>	<b>21-2026</b>
<b>OPENING DATE:</b>	<b>3/03/2026</b>
<b>CLOSING DATE:</b>	<b>3/17/2026</b>

### NATURE OF WORK:

This management level position directs the daily financial operations of the Judiciary, including accounting, revenue disbursement, collections, cash management, payroll and other related financial services, ensuring compliance with financial policies, applicable laws, and accounting standards.

An incumbent in this classification functions under administrative direction and performs duties in accordance with applicable statutes, court policies, practices, procedures, including the Governmental Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP).

### PREFERRED QUALIFICATIONS:

A. Graduation from an accredited college or university with a master's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester credit hours of accounting/auditing courses; plus five (5) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; or

B. Graduation from an accredited college or university with a bachelor's degree in Business Administration or a closely related field, including or supplemented by twelve (12) semester credit hours of accounting/auditing courses; plus six (6) years of budget, finance, procurement, auditing and accounting work experience, including three (3) years in a supervisory capacity; or

C. Any equivalent combination of experience and training which provides the minimum, knowledge, abilities and skills.

### PREFERRED LICENSES/CERTIFICATES:

- Certified Government Financial Manager (CGFM)
- Financial Management Grant Administration Training approved by the Office of Justice Program

Interested applicants may obtain an "Application for Employment" which is available at the Human Resources Office located at the San Ramon Building, 115 San Ramon St. Hagatna, between 8:00 am – 12:00 pm / 1:00 pm – 5:00 pm Monday through Friday, excluding holidays. For further information, please contact Ms. Barbara Jean T. Perez, Human Resources Administrator at (671) 475-3157/422. An electronic copy of the Judiciary's employment application may be obtained on the Judiciary of Guam's website at [www.guamcourts.gov](http://www.guamcourts.gov).

**DANIELLE T. ROSETE**  
**Administrator of the Courts**

The Judiciary of Guam is an equal opportunity provider and employer.