PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 05/2025, 4th February 2025*

But You are holy, enthroned in the praises of Israel.
Psalm 22:3

A. Public Service Ministries/Agencies

VACANCIES

Contract Positions

Under Section 31 of the Public Service Act 2004

Special Advertisement

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Office of the Ombudsman	-	**OMBUDSMAN** **(Re-advertisement: previous applicants NEED NOT re-apply)**	CEO Level	18-Feb-2025	**PSC Main Office** Level 2, Govt Building info@psc.gov.ws

Ministry/Office	Vacancy Code	Position Title	Salary Grade	Deadline
Agriculture & Fisheries	AG000385	**ACEO Legal Services**	$94,624	10-Feb-2025
Communications & Information Technology	CT002730	**ACEO Corporate Services**	$94,624	24-Feb-2025
"	CT002753	**ACEO Legal** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$94,624	10-Feb-2025
Customs & Revenue	RE002534	**ACEO Policy and Performance Improvement**	$94,624	10-Feb-2025
"	RE002278	**ACEO Audit and Investigations**	$94,624	24-Feb-2025
Education & Culture	EC001198	**ACEO Legal Services**	$94,624	10-Feb-2025
"	EC000113	**ACEO ICT and Media**	$94,624	10-Feb-2025
"	EC000383	**Vice Principal Asau College**	$58,304	3-Mar-2025
Finance	FI003105	**DCEO Operational Management** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$104,365	17-Feb-2025
Health	MH001848	**ACEO Clinical Support & Rehabilitative Services**	$94,624	3-Mar-2025
"	MH001669	**Medical Specialist Cardiologist** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	17-Feb-2025
"	MH001664	**Consultant Specialist Acute Primary Care Clinic** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	17-Feb-2025
"	MH001667	**Consultant Specialist MTII Savaii** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	17-Feb-2025
"	MH001663	**Consultant Specialist Emergency (2)** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	17-Feb-2025

"	MH001666	**Consultant Specialist Internal Medicine** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	17-Feb-2025
Justice & Courts Administration	JC003355	**Sector Coordinator- Law and Justice Secretariat** **(Re-advertisement: previous applicants NEED TO re-apply)**	$94,624	17-Feb-2025
Natural Resources & Environment	NE002504	**ACEO Legal Services**	$94,624	10-Feb-2025
Public Enterprises	PE000002	**ACEO Public Bodies Governance**	$94,624	10-Feb-2025
Public Service Commission	PS002964	**Assistant Secretary Human Resource Development**	$94,624	17-Feb-2025
Works, Transport & Infrastructure	WI002986	**ACEO Planning & Sector Coordination** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$94,624	17-Feb-2025

Please uplift Application R&S Form 2 and Position Descriptions from:

Public Service Commission,
Level 2, FMFM II Building
Matagialalua

OR Download from Website: http://www.psc.gov.ws/employment/contract-vacancies/

Chairman
Public Service Commission
Level 2, FMFM II Building
Matagialalua.

Application Forms (R&S Form 2) are to be used by ALL Applicants.
Late Applications after 5pm will not be considered. - Request for reconsideration will NOT Be Accepted
All Incomplete Applications will not be considered for Shortlisting. - Request for reconsideration will NOT Be Accepted

Term Positions

Under Section 41 and 42 of the Public Service Act 2004

MInistry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Communications & Information Technology	CTP25005	**ACEO ICT Sector Coordinator**	**ACEO**	17-Feb-2025	**HR** Level 6, TATTE Building hr-info@mcit.gov.ws
"	CTP25001	**Principal Procurement Officer**	**A16** $55,431	17-Feb-2025	"
"	CTP25004	**Principal Environment & Safeguard Officer**	**A16** $55,431	17-Feb-2025	"
"	CTP25002	**Principal Finance Management Officer**	**A16** $55,431	17-Feb-2025	
"	CTP25003	**Prinicipal Monitoring and Evaluation Officer**	**A16** $55,431	17-Feb-2025	"
Women, Community & Social Development	WSP19006	**Senior Data Analyst Officer (DC & Development Project)**	**A11** $30,896	17-Feb-2025	**Faagotola Iere** Tooa Salamasina Building fiere@mwcsd.gov.ws

Permanent Positions

Under Section 34 of the Public Service Act 2004

MInistry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Agriculture & Fisheries	AG003678	**Driver**	**A3** $8,214	17-Feb-2025	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
"	AG003486	**Accountant**	**A10** $27,559	17-Feb-2025	"
"	AG003445	**Receptionist/Typist**	**A6** $15,147	17-Feb-2025	"
"	AG000719	**Driver**	**A3** $8,214	17-Feb-2025	"

"	AG003485	**Procurement Officer (Assets)**	**A11** $30,896	17-Feb-2025	"
"	AG001652	**Principal Fisheries Officer - Inshore**	**A16** $55,431	17-Feb-2025	"
"	AG003406	**Senior Crops Physiologist**	**A13** $38,397	17-Feb-2025	"
"	AG003576	**Driver**	**A3** $8,214	17-Feb-2025	"
"	AG000311	**Driver**	**A3** $8,214	17-Feb-2025	"
"	AG003761	**Senior Crops Extension Officer**	**A13** $38,397	17-Feb-2025	"
"	AG003762	**Senior Crops Extension Officer**	**A13** $38,397	17-Feb-2025	"
Communications & Information Technology	CT002760	**Principal RF Engineer**	**A16** $55,431	17-Feb-2025	**HR** Level 6, TATTE Building hr-info@mcit.gov.ws
Education & Culture	EC000160	**Teacher Development Officer - Primary** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	17-Feb-2025	**Matagitausulu L. Kuresa,** Malifa Compound m.kuresa@mesc.gov.ws
"	EC000447	**Senior Typist - Lepa/Lotofaga College**	**A6** $15,147	17-Feb-2025	"
"	EC000541	**Senior Typist - Palalaua College**	**A6** $15,147	17-Feb-2025	"
"	EC000762	**Senior Typist - Savaii Sisifo College**	**A6** $15,147	17-Feb-2025	"
"	EC000550	**Senior Typist - Palauli College**	**A6** $15,147	17-Feb-2025	"
"	EC000955	**School Library Assistant - Samoa College**	**A5** $12,714	17-Feb-2025	"
"	EC000332	**School Library Assistant - Faleata College**	**A5** $12,714	17-Feb-2025	"
"	EC001007	**School Library Assistant - Laulii Primary**	**A5** $12,714	17-Feb-2025	"
"	EC000259	**School Library Assistant - Anoamaa College**	**A5** $12,714	17-Feb-2025	"
"	EC0002932	**School Library Assistant - Falealili College**	**A5** $12,714	17-Feb-2025	"
"	EC001023	**School Library Assistant - Taelefaga Primary**	**A5** $12,714	17-Feb-2025	"
Foreign Affairs & Trade	FT001803	**Foreign Service Officer - Trade**	**A10** $27,559	17-Feb-2025	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws
"	FT002108	**Principal Foreign Service Officer (IRD)**	**A16** $55,431	17-Feb-2025	"
"	FT002084	**Executive Assistant to CEO** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	17-Feb-2025	"

Health	MH001019	**Human Resource Development Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	17-Feb-2025	**Siaeauli Siaea** Motootua siaeauli.siaea@health.gov.ws
Justice & Courts Administration	JC003341	**Administration Officer**	**A8** $21,086	17-Feb-2025	**Voughn Talapa** Mulinuu v.talapa@mjca.gov.ws
"	JC002340	**Senior Warrant Officer**	**A12** $34,438	17-Feb-2025	"
"	JC003398	**Supreme Court Transcribing Officer**	**A8** $21,086	17-Feb-2025	"
"	JC003347	**Supreme Court Transcribing Officer**	**A8** $21,086	17-Feb-2025	"
Lands & Survey	LS000094	**Principal Accounting Officer**	**A16** $55,431	17-Feb-2025	**Leati Toetu Lafoai** Tuanaimato l.toetu@mls.gov.ws
"	LS000107	**Senior PC Network**	**A13** $38,397	17-Feb-2025	"
Natural Resources & Environment	NE000406	**Driver - Main Office** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3** $8,214	17-Feb-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NE003337	**Storeperson - East Savaii**	**A3** $8,214	17-Feb-2025	"
Public Enterprises	PE000038	**Senior Performance Analyst**	**A12** $34,438	17-Feb-2025	**Fuatino Vaiao Laumoli** Level 1, NPF Plaza fuatino.laumoli@mpe.gov.ws
Public Service Commission	PS003044	**Senior HR Officer - Senior Executive Services**	**A14** $42,358	17-Feb-2025	**Main Office** Level 2, Govt Building info@psc.gov.ws
"	PS003020	**Senior HR Officer - Performance Policy and Ethics**	**A14** $42,358	17-Feb-2025	"
"	PS003024	**Senior HR Officer - Training and Development**	**A14** $42,358	17-Feb-2025	"
Samoa Bureau of Statistics	BS001074	**Senior Registry Officer - BDM Office Savaii**	**A12** $34,438	17-Feb-2025	**Paepaetele Sefa** Level 1, Gov't Building paepaetele.sefa@sbs.gov.ws
"	BS001008	**Statistical Research Officer - GDP Production**	**A10** $27,559	17-Feb-2025	"
"	BS001063	**Principal Statistician - GFS Unit**	**A16** $55,431	17-Feb-2025	"
Samoa Law Reform Commission	LC000007	**Driver** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3** $8,214	3-Feb-2025	**Tovale Filipo** Level 1, Govt Building tovale.filipo@samoalawreform.gov.ws or commission@samoalawreform.gov.ws
Works, Transport & Infrastructure	WI003055	**Marine Surveyor**	**A11** $30,896	17-Feb-2025	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.gov.ws

APPOINTMENTS are provisional where promotion is involved for persons appointed unless otherwise indicated. Provisional appointees should not take up appointments until they are confirmed. Confirmation of appointments will be notified in the Public Service Official Circular, if no appeals are received within 14 days of promulgation herein.
NOTICE OF APPEALS including grounds of appeals must be received by the Chairman, Public Service Commission, APIA by - **17th February, 2025**

PROVISIONAL APPOINTMENTS

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee

Agriculture & Fisheries	AG003680	**Driver - Fisheries**	**A3** $8,214	**EJ Iapela
"	AG001074	**Field Assistant**	**A3** $8,214	**Faumasaniai Matautia
"	AG003693	**Field Assistant**	**A3** $8,214	**Noese Faamausili
Commerce, Industry & Labour	CL002519	**Senior ICT Officer - Network Administration**	**A13** $38,397	**Clyde Bernard Simamao
"	CL002451	**Labour Inspector of Apprenticeship**	**A8** $21,086	**Olisitina Toelau
Health	MH001042	**Vector Surveillance Officer**	**A10** $27,559	**Elisapeta Toleafoa
"	MH001056	**Sanitation Surveillance Officer**	**A10** $27,559	**Anesetasia Bourne
"	MH001659	**Leading Hand Technician - Carpenter**	**A7** $17,934	**Felise Pelenato
"	MH001268	**Office Assistant/Tea Lady**	**A3** $8,214	**Caroline Faumuina
Natural Resources & Environment	NE000772	**Driver - Vailima**	**A3** $8,214	**Poutoa Savea
Prime Minister & Cabinet	PM003274	**Principal Social Services Policy Analyst**	**A16** $55,431	**Jennifer Coffin
Public Service Commission	PS003005	**Principal Policy Analyst - PSPP**	**A17** **$**67,845	**Jessica Narayan
Women, Community & Social Development	WS003933	**Driver - Upolu**	**A5** $12,714	**Kapeli Eneliko
Works, Transport & Infrastructure	WI003071	**Junior Accounts Clerk**	**A3** $8,214	**Talaifua Fatu
"	WI003162	**Senior Energy Database & Analyst Officer**	**A14** $42,358	**Pinefaamauolauga Leleimalefaga

**** Subject to Appeal under Section 49 of the Public Service Act 2004**

CONFIRMED APPOINTMENTS

Term Positions

Under Section 41 and 42 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Agriculture & Fisheries	AGP20002	**Senior Monitoring & Evaluation Officer (Upolu)**	**A13** $38,397	Sueala Latu

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Customs & Revenue	RE000384	**Transport Officer**	**A9** $24,610	Levaula Apineru
"	RE002480	**Customer Services Officer - Les**	**A8** $21,086	Josephine Leo

"	RE003474	**Customer Services Officer - Les**	**A8** $21,086	El-Sidegah Logovae
Health	MH001761	**Principal Logistic Officer**	**A16** $55,431	Fuamai Mikaele Hunt
"	MH001637	**Project Finance Officer**	**A10** $27,559	Danielle Sua
"	MH001353	**Administration Assistant - Sataua DH**	**A3** $8,214	Tavae Faasoo
Natural Resources & Environment	NE003331	**Storeperson - South Upolu (Togitogiga)**	**A3** $8,214	Foketi Kuata
Public Enterprises	PE000048	**Principal Performance Analyst**	**A16** $55,431	Lienitautuamaoi Lima
"	PE000039	**Senior Performance Analyst**	**A12** $34,438	Medcen Sharlene Iakimo
Women, Community & Social Development	WS003268	**Programmes and Training Officer**	**A10** $27,559	Caroline Malaitai
"	WS003269	**Programmes and Training Officer**	**A10** $27,559	Josephine Tafili
"	WS003954	**Prevention and Early Intervention Officer**	**A8** $21,086	Timalu Euga

Contract Positions

Under Section 31 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
CONTRACT APPOINTMENT Commencement Date: 29th January 2025				
Health	MH001393	**ACEO Plants, Infrastructure & Maintenance**	$94,624	^^Leota Oliver Nixon Taituuga
CONTRACT APPOINTMENT Commencement Date: 3rd February 2025				
Communications & Information Technology	CT002695	**Manager ICT Systems & Program Management**	$94,624	^^Uso Folomalo Iafeta Matautia
Education & Culture	EC001176	**Executive Director- Samoa Language Commission**	$94,624	^^Leota Salā Delphina Lee
Prime Minister & Cabinet	PM002622	**ACEO Immigration**	$94,624	^^Siaopo Pese
Women, Community & Social Development	WS003241	**ACEO Governance**	$94,624	^^Aiolupotea Aufai Alan Aiolupotea
CONTRACT APPOINTMENT Commencement Date: 10th February 2025				
Public Enterprises	PE000004	**ACEO Mutual Companies and Beneficial Bodies**	$94,624	^^Hesed Lauano
CONTRACT APPOINTMENT Commencement Date: 24th February 2025				
Finance	FI003114	**ACEO Economic Policy and Planning**	$94,624	^^Joy Lydia Pagaialii
CONTRACT APPOINTMENT Commencement Date: 3rd March 2025				

Communications & Information Technology	CT002752	**ACEO Engineering**	$94,624	^^Timothy Rainsford Fata

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Development Bank of Samoa		**Manager Savaii Loans Division**	$94,624.39	12-Feb-2025	**Henrietta Wulf / Luuga Pinati** Development Bank of Samoa henriettaw@dbsamoa.ws / luugap@dbsamoa.ws
"		**Manager Management and Information Systems**	$94,624.39	12-Feb-2025	"
"		**Manager Corporate Services**	$94,624.39	28-Mar-2025	"
Electric Power Corporation		**Senior Engineer Technical** Quality Assurance and Development	$87,027.00	4-Mar-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or hisatakej@epc.ws website: www.epc.ws
Land Transport Authority	-	**Manager Legal**	ACEO Level	14-Feb-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Legislative Assembly	-	**Parliamentary Legal Counsel**	$92,770.00	10-Feb-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
"		**Manager Translation & Interpretation**	$94,624.00	17-Feb-2025	"
Samoa Export Authority	-	**ACEO - Policy Planning and Operations**	$94,624.00	17-Feb-2025	**Pouli Dr Keneti Faulalo** SEA Office. Vaitele-Tai. Apia p.k.faulalo@samoaexportauthority.gov.ws or kenetif@gmail.com
Samoa Ports Authority	-	**Assistant General Manager Maritime (Port Master)**	$94,624.00	28-Feb-2025	**Christina Puipuia** SPA Office christina@spasamoa.ws or website www.spasamoa.ws
Samoa Water Authority	-	**Manager - Technical Project Coordination and Asset Management Division**	Special Grade 2 $94, 624	7-Feb-2025	**Human Resource Division** 2nd Floor TATTE Building, hr@swa.gov.ws
"	-	**Manager - Wastewater Division**	Special Grade 2 $94, 624	7-Feb-2025	"
Samoa Qualifications Authority	-	**ACEO - Qualifications Division** (Previous applicants need not re-apply)	$94,570.00	11-Feb-2025	**SQA Office** TATTE Blding, Level 2 sqa@sqa.gov.ws

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Attorney General	AT001737	**Legal Consultant**	A18/1 – A19/1 ($74,335 - $83,666)	14-Feb-2025	**Human Resource Section** TATTE Building, Level 6, Sogi HR@ag.gov.ws
"	AT001795	**Principal Public Prosecutor**	A17/1 – A17/4 ($67,845 – $75,709)	14-Feb-2025	"
"	AT001735	**Principal Legislative Drafter**	A17/1 – A17/4 ($67,845 – $75,709)	14-Feb-2025	"
"	AT001719	**Principal State Solicitor**	A17/1 – A17/4 ($67,845 – $75,709)	14-Feb-2025	"

"	AT001803	**Principal State Solicitor**	A17/1 – A17/4 ($67,845 – $75,709)	14-Feb-2025	"
"	AT001772	**Principal State Solicitor**	A17/1 – A17/4 ($67,845 – $75,709)	14-Feb-2025	"
"	AT001687	**Senior Legislative Drafter**	A14 – A15 ($46,158 – $52,062)	14-Feb-2025	"
"	AT001720	**Senior State Solicitor**	A14 – A15 ($46,158 – $52,062)	14-Feb-2025	"
"	AT001722	**Senior State Solicitor**	A14 – A15 ($46,158 – $52,062)	14-Feb-2025	"
"	AT001713	**Public Prosecutor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001729	**State Solicitor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001730	**State Solicitor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001749	**State Solicitor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001726	**State Solicitor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001724	**State Solicitor**	A11 – A12 ($33,449 – $37,405	14-Feb-2025	"
"	AT001793	**HR & Administration Clerk**	A05 – A06 ($12,714 - $19,158)	5-Feb-2025	"
"	AT001794	**ICT/Network Officer**	A10 – A11 ($27,559 - $30,896)	5-Feb-2025	"
Central Bank of Samoa (CBS)	-	**Assistant Currency Services Officer (Male only)**	$13,445.00	18-Feb-2025	**Human Resource Department** Ground Floor, CBS Building hr@cbs.gov.ws
Electric Power Corporation	-	**Training and Safety Officer** Corporate Governance	$34,988 - $41,669 p.a	17-Feb-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or hisatakej@epc.ws website: www.epc.ws
"	-	**Asset Officer** Finance and Commerce	$28,084 – $33,627 p.a	17-Feb-2025	"
"	-	**Customer Service** Savaii	$22,195 - $33,627 p.a	17-Feb-2025	"
"	-	**Heavy Duty Machinery Operator** Savaii	$14,751-$18,607 p.a	17-Feb-2025	"
"	-	**Plant Operator** Power Generation	$11,259 - $12,309 p.a	17-Feb-2025	"
"	-	**Mechanic Technician** Power Generation	$15,193 - $21,403 p.a	17-Feb-2025	"
Land Transport Authority	-	**Senior Engineering Officer** Savaii Operation Division	$29,555.19-$44,849.95	5-Feb-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Legislative Assembly	-	**Principal Policy & Planning Officer** (Re-advertisement: Previous applicants **NEED NOT** re-apply)	$55,431.00	10-Feb-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
"	-	**Senior Chamber Officer**	$34,439.00	10-Feb-2025	"

"	-	**Parliamentary Committee Officer**	$27,559.00	10-Feb-2025	"
"	-	**Driver**	$15,147.00	10-Feb-2025	"
Office of the Electoral Commission	EV000039	**Principal Voter Registration Officer**	**A16** $55,431 - $75,709	6-Feb-2025	**Corporate Service Division** OEC Headquarter, Mulinuu csds@oec.gov.ws
Police, Prisons & Corrections	-	**Principal Legal Officer** (Re-advertisement: Previous applicants **NEED NOT** re-apply)	$55,432 - $64,502	10-Feb-2025	**HR Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws website:samoapolice.ws/contact/vacancies/
"	-	**Assistant Carpenter** (Re-advertisement: Previous applicants **NEED NOT** re-apply)	$13,657 - $18,545	10-Feb-2025	"
"	-	**Maintenance Officer (2)** (Re-advertisement: Previous applicants **NEED NOT** re-apply)	$13,657 - $18,545	10-Feb-2025	"
Samoa Ports Authority	-	**Human Resource Oficer**	$14,653.49 - $17,844.22	7-Feb-2025	**Christina Puipuia** SPA Office christina@spasamoa.ws or website www.spasamoa.ws
"	-	**Security Officer (4)**	$9,802.60 - $11,717.42	7-Feb-2025	"
"	-	**Cargo Officer**	$18,674.61 - $22,823.38	7-Feb-2025	"
Samoa Fire & Emergency Services Authority	-	**Qualified Officer Awareness** (Re-advertisement: Previous applicants **NEED NOT** re-apply)	$27,559.00	12-Feb-2025	**Jubin Simanu / Fuatai Tiumalu** SFESA Building, jubin.simanu@sfesa.ws, fuatai.tiumalu@sfesa.ws
Samoa Export Authority	-	**Driver & Mechanic**	$19,055.00	10-Feb-2025	**Pouli Dr Keneti Faulalo** SEA Office. Vaitele-Tai. Apia p.k.faulalo@samoaexportauthority.gov.ws or kenetif@gmail.com
"	-	**Administrative Support & Office Clerk**	$12,740.00	10-Feb-2025	"
"	-	**Security**	$8,214.00	10-Feb-2025	"
"	-	**Office Helper**	$7,014.00	10-Feb-2025	"
"	-	**Administrative Support Services Officer**	**A8** $21,086	10-Feb-2025	"
"	-	**Principal Officer - Human Resources**	**A16** $55,431	10-Feb-2025	"
"	-	**Senior Officer - Financial Management & Budgeting**	**A14** $42,358	10-Feb-2025	"
"	-	**Finance Officer**	$29,270.00	10-Feb-2025	"
Samoa Life Assurance Corporation	-	**Principal Internal Auditor**	$47,428 - $75,709	14-Feb-2025	**Laisene Eperu** Samoa Life House, Corner Vaea leperu@samoalife.ws
Samoa Shipping Services	-	**(2) Crewing Officers**	$18,032.00	14-Feb-2025	**Tafesilafai Ipiniu Filipo** on telephone +685 20790 / +685 20796 **or email:** tafilipo@sssltd.ws

Scientific Research Organisation of Samoa	-	**Senior Research Scientist (Molecular & Diagnostics)**	$40,443.00p.a	16-Feb-2025	**Samaauga Tauamiti** Nafanua, Papauta samaauga.tauamiti@sros.org.ws or website: www.sros.org.ws
"	-	**Senior Research Scientist (Toxicology)**	$40,443.00p.a	16-Feb-2025	"
Unit Trust of Samoa (UTOS)	-	**Senior Investment Analyst**	$38,397 – 52,063 p.a	14-Feb-2025	**Main Office** Level 3, DBS Building fiaputa.lino-toetu@utos.ws or sera.mosese@utos.ws telephone 26949

C. International/Regional Agencies

Pacific Islands Forum Secretariat		**Senior Adviser - Policy**	-	7-Feb-2025
View www.forumsec.org for more details				
Secretariat of the Pacific Community (SPC)	JM000829	**Human Resources Officer – Advisory and Operation**	-	9-Feb-2025
"	CR000363	**Information and Communication Officer**	-	9-Feb-2025
"	JM000830	**Procurement Officer**	-	9-Feb-2025
Applicants must apply online at http://careers.spc.int/				
United Nations Development Programme (UNDP)	-	**ICT Assistant NPSA-5 (Nationals only)**	-	5-Feb-2025
Link to apply: https://estm.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_1/job/23606				

D. Training/Scholarship Opportunities

CALL FOR APPLICATIONS: "Youth of Excellence Scheme of China Program"2025/2026

The Government of China in partnership with the Government of Samoa is inviting suitable candidates from Samoa to apply for full scholarship awards to pursue Master's studies at tertiary Institutions in China for the 2025/2026 Academic Year.

The opportunity is for Master's degree education to develop high-quality, versatile professionals who meet the global governance needs. The program offers full scholarships that cover tuition, living expenses and other necessary costs and will be conducted in English. In principle, the curriculum lasts 12 months and leads to a master's degree.

Specific Eligibility Criteria:
- Must be a Samoan citizen and be in good health both mentally and physically.
- Must be under the age of 45 when applying
- Must hold a bachelor's degree or higher
- Must have at least 3 years of professional work experience.
- Preference will be given to those with professional training or work experience relevant to the proposed program.
-Applicants must fall into one of the following 4 categories:
  (1) A government official at the division chief level (or equivalent level) or above.
  (2) A senior manager of an institution or enterprise.
  (3) An administrator of a university or scientific research institution.
  (4) Those who have relevant employment or internship experience in international organisations

Applicants may log onto the Chinese Government Scholarship System (http://studyinchina.csc.edu.cn/#/login) to access the online application form. Applicants must obtain a pre-admission letter from one of the subprograms at the time of application. Please email scholarships@psc.gov.ws or call in to the Samoa Public Service Commission office at the Government Building, Level 2, to uplift the medical examination form.

For more information regarding these Awards and the contact list of Chinese Universities, please visit http://www.campuschina.org/content/details3_790440.html

Deadline for submission of printed online application with attachments and medical examination form to the Public Service Commission Office, Level 2 FMFM II Government Building is: **Thursday 13th March 2025 at 4:30pm**

E. Public Notices

Ministry of Communication & Information Technology

Accident Compensation Corporation

Ministry of Health

Mnistry of Commerce, Industry & Labour

Ministry of Commerce, Industry and Labour
Matagaluega o Pisinisi, Alamanuia ma Leipa

PUBLIC NOTICE

The public is hereby advised of key requirements of the Occupational Safety and Health Act 2002, and its Regulation 2017 to all Government Ministries, State Owned Enterprises and Private Sector in Samoa.

As a reminder to all employers and workers, the Ministry would like to re-inforce the following key requirements and components to be met to ensure a safe and healthy working environment;

1. To have in place a policy around safety and health in the workplace including emergency evacuation.
2. Have in place an Accident register and First Aid kits to be provided to respond to accidents and incidents in the workplace.
3. Report and record any accident and incidents related to any workplace and notify the Ministry of Commerce Industry and Labour through the Commissioner or CEO for investigation purposes if required. (OSH Regulation 2017, Part 3 Section 80, 81)
4. Strategically placed and regularly serviced fire extinguisher(s) to respond to emergency situations; (OSH Act 2002 section 24 (m)).
5. Provision of relevant Personal Protective Equipment (PPE) to carry out work safely.
6. Relevant trainings for the job to ensure safety and health is observed and that these trainings are recorded; and
7. To put in place necessary measures to ensure hazards and associated risks are managed especially in high risk and hazardous occupations.

If further details are needed, please do not hesitate to contact our Occupational Safety and Health Unit on telephone numbers 20441/ 20442 OR our Free call direct line 24125.

FA'ASILASILAGA FA'ALAUA'ITELE

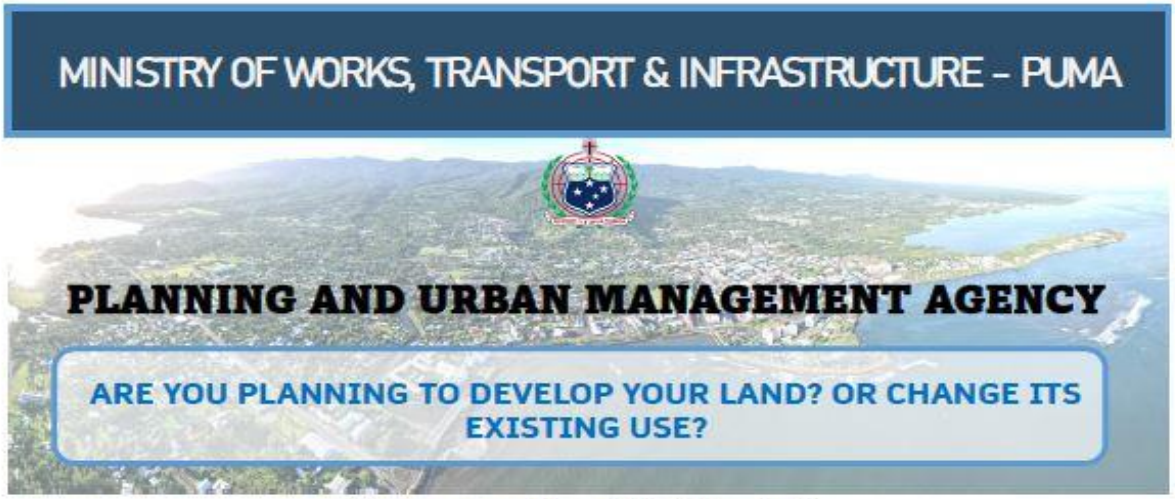
E fa'asilasila atu i le mamalu o le atunuu, tagata e onaina galuega ma tagata faigaluega, ina ia fa'amalosia le saogalemu i totonu o matagaluega a le Malo, o fa'alapotopotoga tūma'oti ma Pisinisi tūma'oti o Samoa, e tusa ma aiaiga ma ta'iala ole tulafono autū tau le Saogalemū ma le Soifua Maloloina 2002 ma le Tulafono Fa'atonutonu 2017.

O nisi nei o vaega tāūa e ao ona utagia mai e pā'aga uma a le tatou Matagaluega o Pisinisi, Ālāmanuia ma Leipa;

1. E tatau ona iai se Ta'iala o le Saogalemu ma le Soifua Maloloina i galuega e aofia ai totonu se fuafuaga e mulimulita'ia i taimi o fa'alavelave fa'afuase'i;
2. E tatau ona iai se 'api resitala ma mea faigaluega o fesoasoani muamua i nofoaga o galuega.
3. Fa'aailoa ma fa'asoa fa'alavelave tutupu e a'afia ai tagata faigaluega i falefaigaluega mo le silafia e le matagaluega mo fa'amaumauga ma iloiloga pe a mo'omia, (Tulafono Fa'atonutonu Saogalemu ma le Soifua Maloloina 2017, Vaega 3, Numera 80 & 81)
4. E tatau ona iai ni fagu tinei-mū ma ua mautinoa lona lelei atoatoa auā le tali atu i fa'alavelave tau mū; (Saogalemu ma le Soifua Maloloina 2002, Numera 24 (m))
5. E tatau ona iai ni meafaigaluega tau puipuiga po'o lavalava faigaluega talafeagai aua le puipuiga 'a'o fa'atino ai galuega;
6. Ia fa'atino ni a'oa'oga talafeagai e feso'ota'i lelei ma galuega o lo'o fa'atino ina ia mautinoa le malupuipuia o lona fa'atinoga; ma
7. E tatau ona faia ni la'asaga talafeagai e pulea ai tulaga lamatia aemaise lava galuega mata'utia matuiā e ono lamatia ai le saogalemu ma le soifua maloloina o tagata faigaluega.

Mo nisi fa'amatalaga e moomia, fa'afeso'ota'i mai le Vaega o le Saogalemū ma le Soifua Maloloina i Galuega i le telefoni 20441/ 20442 poo le laina telefoni vili fua 24125.

Ministry of Works, Transport & Infrastructure - PUMA



Have you considered the following?

✓	**Legal Consents and permits** – have you obtained the landowner's consent, Development Consent from PUMA and other necessary permits?
✓	**Environmental Impacts**- will the development have a negative impact on the surrounding environment? E.g., biodiversity, land, water bodies, heritage and cultural sites?
✓	**Your neighbors**- how will it impact your neighbors? E.g., excessive noise and dust, smell fumes surface waters runoff, waste water and sewage.
✓	**Land use compatibility** – are the land use activities compatible with existing land use? E.g., residential and night clubs, factories
✓	**Site geography**- will the development complement the natural topography, soils and local climatic conditions?
✓	**Site layout**- are land use and buildings appropriately oriented, located and set back from boundaries (and each other)?
✓	**Hazard prone areas** – how will the development respond to natural hazards including land slips, erosion and cyclones?
✓	**Climate change**- how will the development respond to the effects of climate change e.g., increased flooding and cyclones?
✓	**Landscaping**- use of native landscaping to minimize hard surfaces and enhance visual amenity.
✓	**Built character** – do the heights and shapes of proposed buildings complement adjacent buildings?
✓	**Traffic, parking and access** – is there sufficient vehicular access and parking spaces provided with no impediments to traffic movement?
✓	**Site utilities**- connectivity to electricity, sewer, water. Telecommunication and drainage systems.
✓	**PUMA planning policies**- does the development comply with relevant plans and policies that regulate development environmental impacts e.g Sustainable management Plan, Policy for the Planning and Development of Buildings, Fencing Guideline, Urban Design Standards, Signage Policy, EIA Regulations, Codes of Environmental Practice, Community Integrated Management Plans, etc.

To ensure your development has considered the factors above and for further advice, please visit the PUMA Office located on the first floor of the Tui Atua Tupua Tamasese Efi (TATTE) building at Sogi.

Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

Ministry of Women, Community & Social Development

Ministry of Customs & Revenue

Inland Revenue Services
Ph: +685 20411 Fax: +685 20414
PO Box 1877, Apia
Customs Services
Ph: +685 21561 Fax: +685 21563
PO Box 44, Apia

- CARGO CLEARANCE -

DOCUMENTS REQUIRED

Bill of Lading (BoL), Sea Freight or Airway Bill (AWB), Sea Freight containing:

- Name of Consignee (Person uplifting the Cargo)
- Name of Sender/ Supplier
- Total number of pieces & weight
- Description (e.g. Personal Effects)
- Invoice/ Receipts

IMPORTANT REMINDER:

It is very important for all Freight Forwarders to prepare BS4 entry for clearance of Cargo (Personal Effects). All information on the BoL /AWB must be the same information on the BS4 entry examination.

PROCESS

FREIGHT FORWARDERS prepare BS4 entry with BOL/AWB

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Submit BS4 entry with BOL/AWB to Customs Officer. Consignee must be present

↓

Freight Forwarders present the Shipment for Examination

↓

Freight Forwarders to reseal the shipment after examination

↓

Receive Receipt after payment of Duty & Taxes

↓

Shipment is released

- KILIAINA I TUA O FAAMOMOLI -

FAAAUMAUGA E MANAOMIA

- Pepa o le Uta mai le Vaa a lalo/ Pili o le Vaa a lalo (BoL)
- Pepa o le Uta mai le Vaalele/ Pili o le Vaalele (AWB)

O FAAMATALAGA TĀUA E TATAU ONA IAI I TOTONU O NEI PEPA:

- Suafa o le tagata e Faasino tonu iai le faamomoli
- Suafa o le tagata sa lafoina mai le faamomoli
- Aofaiga ma le mamafa o le faamomoli ma le ituaiga faamomoli ma Lisiti o Faatau

FAAMANATAU TĀUA:

O le matafaioi a lē e ana le Fale Teuoloa le saunia o pepa a le Ofisa o Tiute (BS4) mo le kiliaina o faamomoli. E tatau ona tutusa faamatalaga o loo i totonu o pepa AWB ma le BoL ma faamatalaga o loo i totonu o le pepa BS4.

FAASOLOGA - KILIAINA

Saunia Pepa a le Tiute (BS4) ma faapipii faatasi ma le pepa o le Va'a a lalo (BoL)/ Vaalele (AWB)

↓

Tauaao le Pepa o le Faamomoli ile Alii/Tamaitai Ofisa o Tiute ao iai le tagata e patino tonu iai le faamomoli

↓

Saili ma tuuina mai le faamomoli mo le siakiina e le Ofisa o Tiute

↓

Toe faamau ma tapuni le faamomoli pe a maea ona sueina ma siaki e le Ofisa

↓

Tauaao le Lisiti pe a maea ona totogi le tiute/lafoga

↓

Faatagaina ona aveese le faamomoli ma auina atu loa i tua

Ministry of Agriculture and Fisheries

Quarantine Office

WHAT IS A PESTICIDE?

A substance or mixture of substance which:

A) Is used for preventing, destroying, or controlling any pest, or

B) May be administered to animals for the control of insects, arachnids or other pests in/on their bodies

Guidelines to Register Pesticides?

1. Submit complete application form to the Registrar of Pesticides
2. Submission and discussion of the pesticide application to the Pesticide Technical Committee for approval
3. Pesticide Technical Committee determine whether the application can be Registered, on Hold or Refused
4. Approval of the application to be Registered
5. A 5years validity certificate of Pesticides is issued
6. A permit to import must be obtained which is annually renewed

WHY MUST YOU REGISTER A PESTICIDE?

Any form of pesticide must be registered to ensure that it complies with the relevant conditions in respect of the import, manufacture, packing, labelling, storage, sale, distribution, advertising, application, possession or safe use of the pesticide

COSTING AND FEES

Registration and Re-registration Certificate (renewable every 5 years)

$345.00

Application for variation of Registration Certificate

$345.00

Application for exemption from Registration of Pesticide

$345.00

Application for license or renewal (annual renewal)

$230.00

Application for Me Too license

$23.00

Restricted Pesticide Permit

$230.00

Matautu Office—20924
Fagalii Airport—28775
Faleolo Airport—42048

Website—www.samoaquarantine.gov.ws
Email—awareness@samoaquarantine.gov.ws

ENTERING SAMOA

It is important that you help us Protect Samoa from Pests and Diseases. You must Declare or Dispose of any Risk Items at the Port of Entry. You might have goods with you that could be carrying pests and diseases. Samoa being vulnerable to changes, these pests and diseases could cause havoc to our country's environment and economy. Thus creating stress to the livelihoods of our people and children.

FOLLOW THESE 3 SIMPLE STEPS

1. Complete and honestly fill out your Passenger Arrival Card. Declare any risk goods
2. Dispose of any risk goods or agricultural items that you have not declared, in the Biosecurity Amnesty Bins
3. Present your Passenger Arrival Card to our Quarantine staff. Declared risk goods may then be inspected. Your bags may be sniffed by detector dogs, x-rayed or searched

WHAT HAPPENS TO DECLARED GOODS

After inspection, our biosecurity officers would return your declared goods if they are safe or have met Quarantine requirements. However, some goods may require treatment. Any prohibited items will be destroyed.

RISK GOODS YOU MUST DECLARE

All of these goods are a risk to Samoa and must be declared. If you are not sure, declare.

Fresh Meat

Fresh Produce

Dairy Products, Package Goods

Cooked Food

Sports Equipment

Fresh Flowers, Seeds

Handicrafts, Carvings (Wooden/Bone)

Note:
For more information of goods that can be brought into Samoa or declared, visit our website www.samoaquarantine.gov.ws or email aceo@samoaquarantine.gov.ws