# PUBLIC SERVICE OFFICIAL CIRCULAR

*Issued weekly by the Public Service Commission* — *Issue 14/2025, 8th April 2025*


*And if he has committed sins, he will be forgiven. Confess your trespasses to one another, and pray for one another, that you may be healed. The effective, fervent prayer of a righteous man avails much.*
*James 5:15-16*

# A. Public Service Ministries/Agencies

## VACANCIES

### Contract Positions

***Under Section 31 of the Public Service Act 2004***

| Ministry/Office | Vacancy Code | Position Title | Salary Grade | Deadline |
|---|---|---|---|---|
| **Customs & Revenue** | RE002801 | **ACEO Information Technology** | $94,624 | 14-Apr-2025 |
| **Education & Culture** | EC000675 | **Principal Safata College** **(Re-advertisement: previous applicants NEED TO re-apply)** | $67,845 | 7-Apr-2025 |
| " | EC000675 | **Principal Salua Primary** | $50,378 | 23-Apr-2025 |
| " | EC000768 | **Principal Siufaga Primary** **(Re-advertisement: previous applicants NEED TO re-apply)** | $58,304 | 23-Apr-2025 |
| **Natural Resources & Environment** | NE002474 | **ACEO Forestry** | $94,624 | 14-Apr-2025 |
| " | NE003664 | **ACEO Disaster Management** | $94,624 | 14-Apr-2025 |
| **Works, Transport & Infrastructure** | WI003153 | **ACEO Project Management Division** | $94,624 | 7-May-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: |
|---|---|---|---|---|---|
| **Health** | MHP22012 | **Community Nutrition Officer - Saanapu DH** | **A10** $27,559 | 23-Apr-2025 | **Siaeauli Siaea** Motootua siaeauli.siaea@health.gov.ws |
| " | MHP23020 | **Senior Health Inspector - Faleolo DH** | **A14** $42,358 | 23-Apr-2025 | " |

### 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: |
|---|---|---|---|---|---|

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|---|---|---|---|---|---|
| **Agriculture & Fisheries** | AG003784 | **Principal Administration and Finance Officer** | **A16**<br>$55,431 | 23-Apr-2025 | **Henrietta Mano,**<br>TATTE Building, Level 4<br>henrietta.mano@maf.gov.ws |
| " | AG003763 | **Crops Extension Officer** | **A10**<br>$27,559 | 23-Apr-2025 | " |
| " | AG003635 | **Crops Extension Officer** | **A10**<br>$27,559 | 23-Apr-2025 | " |
| " | AG003760 | **Principal Advisory and Development Officer** | **A16**<br>$55,431 | 23-Apr-2025 | " |
| **Customs & Revenue** | RE001748 | **Assistant Customs Officer - Airport** | **A6**<br>$15,147 | 23-Apr-2025 | DBS Building, Level 4<br>hr@revenue.gov.ws **OR**<br>www.revenue.gov.ws |
| " | RE001752 | **Assistant Customs Officer - Airport** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE001761 | **Assistant Customs Officer - Cargo** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE002392 | **Assistant Customs Officer - Cargo** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE001788 | **Assistant Customs Officer - Cargo** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE001785 | **Assistant Customs Officer - Border Assurance** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE001786 | **Assistant Customs Officer - Border Assurance** | **A6**<br>$15,147 | 23-Apr-2025 | " |
| " | RE001773 | **Post Audit Compliance Officer** | **A8**<br>$21,086 | 23-Apr-2025 | " |
| " | RE002432 | **Customs Officer - Client Service** | **A8**<br>$21,086 | 23-Apr-2025 | " |
| " | RE002441 | **Investigation Officer - Level 2 SME**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A10**<br>$27,559 | 23-Apr-2025 | " |
| **Finance** | FI003542 | **Asset Management Officer** | **A10**<br>$27,559 | 23-Apr-2025 | **Alatoa Ama,**<br>Level 4, CBS Building<br>alatoa.ama@mof.gov.ws |
| **Foreign Affairs & Trade** | FT002070 | **Principal Foreign Service Officer - PIRP** | **A16**<br>$55,431 | 23-Apr-2025 | **Sarona Tanielu - Tomane**<br>Level 3, Govt Building<br>sarona.tomane@mfat.gov.ws |
| " | FT002152 | **Senior Records Officer and Information Management** | **A9**<br>$24,610 | 23-Apr-2025 | " |
| **Health** | MH001577 | **Senior Salaries Clerk**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A5**<br>$12,714 | 23-Apr-2025 | **Siaeauli Siaea**<br>Motootua<br>siaeauli.siaea@health.gov.ws |
| " | MH001777 | **Cook Full Diet**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A5**<br>$12,714 | 23-Apr-2025 | " |
| " | MH001786 | **Snack Cook Full Diet**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A4**<br>$10,534 | 23-Apr-2025 | " |

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| " | MH001386 | **Dental Officer - TTM Hospital**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A13**<br>$38,397 | 23-Apr-2025 | " |
| " | MH001564 | **Dental Officer - TTM Hospital**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A13**<br>$38,397 | 23-Apr-2025 | " |
| " | MH001844 | **Driver - Poutasi DH**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A3**<br>$8,214 | 23-Apr-2025 | " |
| " | MH001716 | **Driver - Lufilufi DH**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A3**<br>$8,214 | 23-Apr-2025 | " |
| " | MH001648 | **Senior Pharmacy Technician - MTII**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A10**<br>$27,559 | 23-Apr-2025 | " |
| " | MH001558 | **Principal Dental Officer - PC&SDT**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A16**<br>$55,431 | 23-Apr-2025 | " |
| " | MH001697 | **Kitchen Supervisor**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A12**<br>$34,438 | 23-Apr-2025 | " |
| " | MH001254 | **Geographic Information System Specialist**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A16**<br>$55,431 | 23-Apr-2025 | " |
| **Justice & Courts Administration** | JC002559 | **Court Registry Support Officer - Digitization** | **A5**<br>$12,714 | 23-Apr-2025 | **Raeinah Fania**<br>Mulinuu<br>raeinah.fania@mjca.gov.ws |
| **Natural Resources & Environment** | NE000429 | **Nightwatchman - Tafaigata** | **A4**<br>$10,534 | 23-Apr-2025 | **Lua Faagu Asi-Tua**<br>TATTE Building, Level 3<br>lua.tua@mnre.gov.ws or admin@mnre.gov.ws |
| " | NE003712 | **Driver - Togitogiga** | **A3**<br>$8,214 | 23-Apr-2025 | " |
| " | NE000428 | **Driver - Main Office** | **A3**<br>$8,214 | 23-Apr-2025 | " |
| **Office of the Regulator** | RG000011 | **Principal Electricity Sector Specialist**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A16**<br>$55,431 | 23-Apr-2025 | **HR**<br>MKR Building Savalalo<br>humanresources@regulator.gov.ws |
| " | RG000007 | **Principal Spectrum & Technical Analyst**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A16**<br>$55,431 | 23-Apr-2025 | " |
| **Prime Minister & Cabinet** | PM002603 | **Bilingual Reporter - Savali** | **A8**<br>$21,086 | 23-Apr-2025 | **Main Office**<br>Level 4, Gov't Building<br>hr@mpmc.gov.ws |
| | PM003617 | **Marketing Officer** | **A8**<br>$21,086 | 23-Apr-2025 | " |
| " | PM000464 | **Communications Officer** | **A5**<br>$12,714 | 23-Apr-2025 | " |
| " | PM000684 | **Driver - HOS**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | **A3**<br>$8,214 | 23-Apr-2025 | " |
| **Samoa Bureau of Statistics** | BS001077 | **Accounts and Administration Offcer - CSD** | **A8**<br>$21,086 | 23-Apr-2025 | **Paepaetele Sefa**<br>Level 1, Gov't Building<br>paepaetele.sefa@sbs.gov.ws |
| **Works, Transport & Infrastructure** | WI003008 | **CEO's Driver** | **A4**<br>$10,534 | 23-Apr-2025 | **Mele Nofoasaefa**<br>TATTE Building, Level 4<br>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 - **23rd April, 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** | AG003736 | **Cleaner Salelologa** | **A3** $8,214 | **Tuaialuga Karima |
| " | AG001650 | **Senior Animal Production Advisory Officer - Upolu** | **A13** $38,397 | **Lagofaatasi Enoka |
| " | AG003406 | **Senior Crops Physiologist** | **A13** $38,397 | **Tavale L Filipo |
| **Commerce, Industry & Labour** | CL002448 | **Assistant Accounting Officer** | **A6** $15,147 | **Tagiilima Tini |
| **Customs & Revenue** | RE002374 | **Senior Business Analysis and Reporting Officer** | **A12** $34,438 | **Situli Matautia |
| " | RE001738 | **Customs Officer - Trade Facilitation** | **A8** $21,086 | **Milovale E Vaega |
| " | RE001750 | **Assistant Customs Officer - Trade Facilitation** | **A6** $15,147 | **Grady Gatoloai |
| " | RE001759 | **Assistant IT Officer - Network Infrastructure** | **A6** $15,147 | **Elisa Eteuati |
| " | RE002500 | **Executive Assistant - CEO** | **A13** $38,397 | **Laumua Anitelea |
| **Finance** | FI003600 | **Senior Budget Officer Monitoring** | **A14** $42,358 | **Syra Ivala |
| " | FI003596 | **Senior Budget Officer** | **A14** $42,358 | **Amosa Togia |
| **Foreign Affairs & Trade** | FT002146 | **Principal Finance & Administrative Officer** | **A16** $55,431 | **Elineofeira Tigaina |
| " | FT002150 | **HRMIS Data Operator** | **A6** $15,147 | **Maryjane Keilani |
| **Justice & Courts Administration** | JC002417 | **Probation and Parole Officer** | **A8** $21,086 | **Jershaltanyce Nunufolau |
| **Health** | MH001337 | **Account Clerk (Payable) - MT2** | **A5** $12,714 | **Salamasina Lemisio |
| " | MH001789 | **Senior Pharmacy Technician - MT2** | **A8** $21,086 | **Pili Gasolo |
| " | MH001845 | **Senior Dental Assistant** | **A9** $24,610 | **Lealaliai Isamaeli |
| " | MH001351 | **Accounting Officer** | **A10** $27,559 | **Logologo Tini |
| **Prime Minister & Cabinet** | PM003637 | **Cashier - Savaii** | **A4** $10,534 | **Taia Kaia Filiilo Mamea |
| " | PM003641 | **Assistant Immigration Officer** | **A6** $15,147 | **Vaoiva Levi Samau |

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|---|---|---|---|---|
| " | PM003655 | **Senior ICT Networking Officer** | **A13** $38,397 | **Johnny Fiu |
| **Public Enterprises** | PE000020 | **Principal Performance Analyst** | **A16** $55,431 | **Ralph Yandall |
| " | PE000011 | **Policy Analyst (Governance)** | **A10** $27,559 | **Lattoya Finau |
| **Public Service Commission** | PS003024 | **Senior HR Officer - Training and Development** | **A14** $42,358 | **Reupena Asiata |
| **Samoa Bureau of Statistics** | BS001050 | **Cashier - BDM Upolu Office** | **A5** $12,714 | **Faasili Tua Ala |
| **Women, Community & Social Development** | WS003941 | **Cashier** | **A6** $15,147 | **Jada Levale |
| " | WS003601 | **Assistant Accounts Officer** | **A5** $12,714 | **Mele Tafuna |

**** 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** | AGP18007 | **Principal Financial Management Officer** | **A16** $55,431 | Herman Mala |
| **Communications & Information Technology** | CTP25002 | **Principal Finance Management Officer** | **A16** $55,431 | Tolagi Opetaia |
| " | CTP25004 | **Principal Environment & Safeguard Officer** | **A16** $55,431 | Jennifer Laulu |

## 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** | AG003474 | **Policy Research Assistant - Sector Performance** | **A4** $10,534 | Queenie Alesana |
| **Customs & Revenue** | RE002503 | **Administration Clerk** | **A3** $8,214 | Pouifi Tagalo |
| " | RE000323 | **Office Cleaner** | **A3** $8,214 | Salvation Puapua |
| " | RE002498 | **HR Officer - Recruitment** | **A8** $21,086 | Hannah Tevaga |
| " | RE002814 | **Senior Customs Officer - Regional Airport** | **A13** $38,397 | Patrick Leiataualesa |
| " | RE002815 | **Senior Customs Officer - Regional Airport** | **A13** $38,397 | Muliau Vaoala |
| " | RE002443 | **Investigation Officer - Level 2 SME** | **A10** $27,559 | Loine Leleimalefaga |
| **Commerce, Industry & Labour** | CL002489 | **Senior Policy Officer** | **A12** $34,438 | Anton Milton Utufua Tofa |
| **Education & Culture** | EC000160 | **Teacher Development Officer - Primary** | **A8** $21,086 | Gauifaleai Shalom Hans Smith |

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|---|---|---|---|---|
| " | EC000310 | **Senior Typist - Falealili College** | **A6** $15,147 | Amanda Penitala |
| " | EC000447 | **Senior Typist - Lepa/Lotofaga College** | **A6** $15,147 | Safua Laau |
| " | EC000541 | **Senior Typist - Palalaua College** | **A6** $15,147 | Fereni Aleki |
| " | EC000550 | **Senior Typist - Palauli College** | **A6** $15,147 | Luaiaafaiva Fidow |
| " | EC000762 | **Senior Typist - Savaii Sisifo College** | **A6** $15,147 | Ane Lupe Ete-Pio |
| **Health** | MH001221 | **Principal Health Sector Coordination Officer** | **A16** $55,431 | Aigauasoosooaumaimalouamaua Niualuga |
| " | MH001834 | **Security - TTM Hospital** | **A4** $10,534 | Samu Pulese |
| **Prime Minister & Cabinet** | PM003670 | **Senior Asset Officer** | **A12** $34,438 | Gene Solo |
| **Samoa Bureau of Statistics** | BS001067 | **Statistical Clerk - Social Stat** | **A3** $8,214 | James Isaako |
| **Women, Community & Social Development** | WS003905 | **Assistant Accounts Officer** | **A5** $12,714 | Vasanahaavotaiairo Paisa |
| " | WS000519 | **Driver - Upolu** | **A5** $12,714 | Peresetene Allen |
| " | WS003908 | **Driver - Upolu** | **A5** $12,714 | Afa Toma Ese |

## CONTRACT APPOINTMENT
### Commencement Date: 08th April 2025

| Ministry/Office | Vacancy Code | Position Title | Salary Grading (p.a max) | Appointee |
|---|---|---|---|---|
| **Samoa Law Reform Commission** | - | **Manager Corporate Services** | $94,624 | ^^Leaumoana Tuumatavai Salima Lasalo Salima |

## CONTRACT APPOINTMENT
### Commencement Date: 14th April 2025

| Ministry/Office | Vacancy Code | Position Title | Salary Grading (p.a max) | Appointee |
|---|---|---|---|---|
| **Foreign Affairs & Trade** | - | **ACEO Legal** | $94,624 | ^^Constance Tafua Rivers Lesa |
| **Health** | - | **Nurse Consultant - Clinical** | $94,624 | ^^Taala Logomai Feterika Lualua |
| **Health** | - | **Nurse Consultant – Public Health** | $94,624 | ^^Fauatea Seumanu Henry Taylor |

# GENERAL NOTICES

| Ministry/Office | Vacancy Code | Position Title | Salary Grading (p.a max) |
|---|---|---|---|
| **Provisional Appointment Cancelled - Appeal Received** From Issue 12-2025 | | | |
| **Education & Culture** | EC001187 | **Senior Curriculum Officer Art - Secondary** | **A13** $38,397 |

## Provisional Appointment Cancelled - Appointee Withdrew

From Issue 12-2025

| | | | |
|---|---|---|---|
| **Women, Community & Social Development** | WS003601 | **Assistant Accounts Officer** | **A5** $12,714 |

# B. Public Sector/Other Agencies

# VACANCIES

## Contract Positions

| Sector/Office | Vacancy Code | Position Title | Salary Grading (p.a max) | Deadline | Contact Details: |
|---|---|---|---|---|---|
| **Electric Power Corporation** | - | **Chief Engineer - Power Generation (Manager)** | $94,625.00 | 5-May-2025 | **HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws |
| " | - | **Team Leader Pre-Inspection** | $72,946.00 | 14-Apr-2025 | " |
| " | - | **Senior Network Administration** (Re-advertisement - Previous applicants NEED NOT re-apply) | $72,946.00 | 25-Apr-2025 | " |
| **Samoa Airport Authority** | - | **Senior Training Rescue Fire Service Officer** | GR 7/1 $34,438 | 17-Apr-2025 | **HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **website**: www.samoaairports.com |
| **Unit Trust of Samoa** | - | **Principal Marketing Officer** | $61,325.00 p.a | 14-Apr-2025 | **HR Team** Level 3, DBS Building fiaputa.lino-toetu@utos.ws or sera.mosese@utos.ws |
| " | - | **Chief Investment Analyst** | - | 28-Apr-2025 | " |

## Permanent Positions

| Sector/Office | Vacancy Code | Position Title | Salary Grading (p.a max) | Deadline | Contact Details: |
|---|---|---|---|---|---|
| **Electric Power Corporation** | - | **Call Center Telephone Operator** | $11,711 - $14,252 | 14-Apr-2025 | **HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws |
| " | - | **Payroll Officer** | $28,084 - $33,627 | 14-Apr-2025 | " |
| " | - | **Driver (Savaii)** (Re-advertisement - Previous applicants NEED NOT re-apply) | $9,254 - $11,259 | 14-Apr-2025 | " |
| **Land Transport Authority** | - | **Groundsman** (Re-advertisement - Previous applicants NEED NOT re-apply) | $13,581.71-$22,287.23 | 22-Apr-2025 | **Human Resource** **email** hr@lta.gov.ws **or** www.lta.gov.ws |
| **Ombudsman NHRI SAMOA** | - | **Driver** | $12,714.00 | 21-Apr-2025 | **Rosuweti Galuvao** Level 2 SNPF Plaza Savalalo rosuweti.galuvao@ombudsman.gov.ws |
| **Police, Prisons & Corrections** | - | **Assets Officer** | $23,199.00 | 14-Apr-2025 | **HR Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws website:samoapolice.ws/contact/vacancies/ |

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|---|---|---|---|---|---|
| " | - | **Legal Advisor**<br>(Re-advertisement - Previous applicants NEED NOT re-apply) | $78,863.00 | 14-Apr-2025 | " |
| " | - | **Senior Planning Officer**<br>(Re-advertisement - Previous applicants NEED NOT re-apply) | $37,406.00 | 14-Apr-2025 | " |
| **Samoa International Finance Authority** | - | **IT Officer Programmer**<br>(Re-advertisement: Previous Applicants NEED NOT re-apply) | - | 17-Apr-2025 | **Tagaloa Koroseta Lesatele**<br>Level 6, DBS Building<br>sifa@sifa.ws or call 66417 |
| **Samoa Ports Authority** | - | **Receptionist** | $9,802.60 - $11,717.42 | 11-Apr-2025 | **Christina Puipuia**<br>SPA Office<br>christina@spasamoa.ws or website www.spasamoa.ws |
| " | - | **Carpenter (2)** | $9,802.60 - $11,717.42 | 11-Apr-2025 | " |
| " | - | **Assistant Maintenance Officer (2)** | $9,802.60 - $11,717.42 | 11-Apr-2025 | " |
| " | - | **Office Driver** | $9,802.60 - $11,717.42 | 11-Apr-2025 | " |
| **Samoa Shipping Corporation Limited** | - | **(3) Ticket Seller - Mulifanua** | $10,533.00 | 17-Apr-2025 | **Corporate Service Division**<br>SSC Building, Matautu-Tai<br>miracle@ssc.ws / kitiona@ssc.ws<br>685-20935 |
| " | - | **(3) Ticket Seller - Salelologa** | $10,533.00 | 17-Apr-2025 | " |
| " | - | **(2) Driver** | $9,725.00 | 17-Apr-2025 | " |
| **Samoa Tourism Authority** | - | **Principal IT Officer**<br>(Re-advertisement: Previous Applicants NEED NOT re-apply) | $55,431.51 | 11-Apr-2025 | **Soara Siamomua** or **Buffy Tupuola Fuatau**<br>STA Main Office<br>soara@samoa.travel or buffy@samoa.travel |
| " | - | **Senior Cultural Tour Officer** | $39,388.23 | 25-Apr-2025 | " |
| **Scientific Research Organisation of Samoa** | - | **Principal Production & Operations Officer** | $53,360.00 | 14-Apr-2025 | **Samaauga Tauamiti**<br>Nafanua, Papauta<br>samaauga.tauamiti@sros.org.ws or website: www.sros.org.ws |
| " | - | **Senior Information Technology Officer**<br>(Re-advertisement: Previous Applicants **NEED NOT** re-apply) | $40,433.00 | 14-Apr-2025 | " |
| " | - | **Senior Quality Control Officer** | $40,433.00 | 14-Apr-2025 | " |
| " | - | **Senior Technician (Electrical)** | $40,433.00 | 14-Apr-2025 | " |
| " | - | **Production Officer** | $29,270.00 | 14-Apr-2025 | " |
| " | - | **Production Assistant** | $7,576.00 | 14-Apr-2025 | " |
| " | - | **Production Assistant** | $7,576.00 | 14-Apr-2025 | " |
| **Unit Trust of Samoa (UTOS)** | - | **Customer Service Representative** | - | 11-Apr-2025 | **Sera Mosese**<br>Level 3, DBS Building<br>sera.mosese@utos.ws<br>or telephone 29916 / 26949 |

# C. International/Regional Agencies

| | | | | |
|---|---|---|---|---|
| **Pacific Immigration Development Community (PIDC)** | - | **Information Coordination Officer** | $28,000 | 18-Apr-2025 |
| For more information contact : niger.roebeck@pidcsec.org | | | | |
| **Pacific Islands Forum Secretariat** | - | **Programme Adviser - Private Sector & Labour Mobility** | - | 18-Apr-2025 |
| For more information about PIFS visit www.forumsec.org | | | | |
| " | - | **Director, Climate Change Resilience** | SAT $294,460 | 11-Apr-2025 |
| " | - | **Project Officer, Pacific Climate Change Centre** | SAT $102,286 | 11-Apr-2025 |
| * Job Descriptions and Application Forms can be downloaded from the SPREP website: https://www.sprep.org/careers | | | | |
| **United Nations Development Programme (UNDP)** | - | **Communications Specialist** | SAT $22,44.74 | 16-Apr-2025 |
| Link to apply: https://bit.ly/4l8r3qB | | | | |
| **Samoa Australia Tautai** | - | **Strategic Planning Adviser** | - | 20-Apr-2025 |
| Contact Details : recruitment@TautaiPartnership.org | | | | |

# D. Training/Scholarship Opportunities

## CALL FOR APPLICATIONS: 2025 Chinese Ministry of Commerce (MOFCOM) Academic Education Programme Scholarship Awards

The Government of China through its Embassy in Apia is inviting interested candidates from Samoa to apply for full scholarship awards to pursue *Master Level Scholarships* at tertiary Institutions in China for the 2026 Academic Education Programme.

There are 39 programs in total (list attached) with studies **commencing in September 2025.**

Applicants are strongly recommended to review the enrolment guide of each program carefully before filing out the forms. Enrolment Guides and Application Forms for each degree programme can be accessed via the following link: https://www.china-aibo.cn/en/info/1005/1497.htm.

Please ensure to print out and submit a hardcopy of your application form together with the relevant table as mentioned above to PSC as per due date below.

Previous scholarship holders must serve a two (2) year stand down period before applying.

For more information please contact:
Human Resource Development Division
Public Service Commission
Government of Samoa
Level 2, FMFM II Government Building
Tel: 22123/22124/22125 Email: scholarships@psc.gov.ws
Or - Visit our website at www.psc.gov.ws

**Deadline for submission of applications to the Public Service Commission, Level 2 FMFM II Government Building is: Tuesday 13th May 2025 at 4:30pm**

# AUSTRALIA AND SAMOA GOVERNMENT OVERSEAS SCHOLARSHIPSFOR 2026 INTAKE (INCLUDING DISTANCE & FLEXI LEARNING

Applications are invited from Samoan citizens for the 2026 Open Category Scholarships for Full Time On-Campus Studies and Part Time Distance and Flexible Learning (DFL). Studies are offered at institutions in Australia, the region and via DFL. Applicants must choose one mode of study i.e., DFL or On-campus. The awards are offered to citizens who are currently employed in the public or private sector and proposed study is a priority need for Samoa.
Eligibility:
1.Applicant must request a new course of study and not seek support for a course already commenced;
2.Applicant must be applying for an upgrade of their highest qualification;
3.Categories of Study: On Campus studies for Undergraduate and Postgraduate studies and DFL for Postgraduate Diploma and Master's only (Conditions apply)
4.Applicants wishing to apply for on-campus studies must apply online. The online portal is now open. Link for the online form: https://oasis.dfat.gov.au
5.Applicants wishing to apply for studies via Distance and Flexible Learning (DFL) should download forms from the PSC website at www.psc.gov.ws or uplift a form from the PSC Office, Level 2, Government Building.
6.Samoan citizens holding citizenship of any other developed country (including American Samoa/USA, Australia) are ineligible to apply for Australia funded Awards. These citizens are eligible to apply for the Government of Samoa DFL Awards
7.Must be currently employed and have worked in Samoa for more than 2 years;
8.Must be residing in Samoa / have resided for a minimum of 2 consecutive years at the time of application
9.Must sign a Government Scholarship Bond prior to departure for study;
10.Applicants must have a valid email address in order to receive notifications on the status of their applications.
11.Applications must include all the necessary attachments to be considered.
12.Please note that only shortlisted applicants will be contacted.

For further queries please contact:
**Apia.scholarships@dfat.gov.au** or phone +685-23411
OR CONTACT Human Resource Development Division, (PSC), Tel: **+685-22123/22124,** Email: **scholarships@psc.gov.ws**

**Deadline for completed ONLINE forms, 30 April 2025.**

**Deadline for completed DFL forms must be submitted to the Office of the Public Service Commission no later than 4:00 pm, 30 April 2025.**

# CALL FOR APPLICATIONS: "WUYI UNIVERSITY SCHOLARSHIPS FOR PACIFIC ISLAND COUNTRIES 2025

The Government of China in partnership with the Government of Samoa is inviting suitable candidates from Samoa to apply for a scholarship award to pursue a **Bachelor's Degree in Communication Engineering (specializing in Emergency Communication and Emergency Command, taught in English)** at the **Wuyi University in Guangdong Province**, in China for the 2025 Academic Year for a **duration of 4 years.**

The opportunity is for a Bachelor's degree education to develop high-quality, versatile professionals who meet the global governance needs. T**he scholarship covers tuition, accommodation expenses, medical insurance, and other expenses. However, the student will be responsible for their own round-trip airfare**. The program is offering only four (4) positions for students who are interested.

Specific Eligibility Criteria:
- Must be a Samoan citizen and be in good health both mentally and physically.
- Must be **18 years and above** when applying
-Applicants **must also provide the following documents:**
(1) Completed Application Form for International Students
(2) Completed International Student Scholarship Application Form
(3) Scanned page of Passport Page
(4) Notarized High School Graduation Certificate and Transcripts
(5) Police Report
(6) Foreigner Physical Examination Form
(7) Student applicants must provide a Confirmation Letter issued by the School
(8) Working applicants must provide a Confirmation Letter issued by the Employing Agency
(9) Two (2) letters of Recommendation
(10) Four (4) Passport photos

The completed application forms with all the supporting documents as mentioned above must be submitted to:
The Public Service Commission Office
Level 2, Government Building (FMFM II)
Matagialalua
Apia
SAMOA

Please email scholarships@psc.gov.ws or call in to the Samoa Public Service Commission office at the Government Building, Level 2, for further information or clarification.

For more information regarding these Award, please visit wyulxs@163.com

Deadline for submission of application with attachments to the Public Service Commission Office, Level 2 FMFM II Government Building is: **Tuesday 22nd April 2025 at 4:30pm**

# E. Public Notices

## Samoa Qualifications Authority

**EXPRESSION OF INTEREST**
**RE-ADVERTISED**
**(Previous applicants need not re-apply)**

**Technical Assistant to review and develop the SQA Communications and Engagement Strategy**

The Samoa Qualifications Authority (SQA), a key government agency tasked with regulating post-school education and training in Samoa is seeking Expressions of Interest from qualified consultants or service providers to review its Communication Strategy and develop a new comprehensive communications and engagement strategy.

***Requirements***
1. Proven experience in strategic communication, public relations, or related fields, ideally within government or educational settings.
2. Strong understanding of the Samoan Educational landscape and culture.
3. areas Ability to engage with diverse stakeholders and integrate their feedback into a cohesive strategy.
4. Familiarity with the latest communication technologies and methodologies.

***Allocation of days***
The total duration for this assignment is 25 working days.

***Submission guidelines***
Expression of interest must be delivered in written form together with Curriculum Vitae and include the following:

1. A detailed proposal outlining their approach to the review and development of the communication strategy.
2. Relevant experience and qualifications of the consultant or service suppliers.
3. Examples of similar work completed in the past, preferably within the educational or government sectors.
4. Proposed timeline for completing the assignment (within the 25 working days).
5. Budget estimate.

***Submission Deadline***
All expressions of interest must be submitted no later than Friday 18th April 2025 at 4pm and addressed to:

Chief Executive Officer
Samoa Qualifications Authority
TATTE Building, Level 2
**APIA**

***Contact information***
A copy of the **Terms of Reference** and all relevant documents are available on the SQA website or can be uplifted from the SQA Office. Please contact Eteuati Popi Eteuati at eteuati.eteuati@sqa.gov.ws or telephone 20976 for more information.

SQA looks forward to receiving your proposal and working together to enhance its communications and engagement efforts.

Ma le fa'aaloalo lava,

Tupa'i Peter Peilua
**CHIEF EXECUTIVE OFFICER**

# Ombudsman NHRI SAMOA

**FAASILASILAGA TAUA: VALA'AU MO AVANOA MO LE KOMITI FAUFAUTUA (EXPRESSION OF INTEREST)**

**Autu: Sui Auai Komiti Faufautua o Aia-Tatau (Ofisa Tu Totonu mo Aia Tatau a Tagata Soifua)**

E tusa ai ma le vaega 39 o le Tulafono a le Ofisa o le Komesina o Sulufaiga 2013, e mafai ona faatuina se Komiti Faufautua, e fesoasoani i le faalauiloaina ma le puipuia o aia tatau o tagata soifua i Samoa.

O lea ua tatala nei le avanoa mo ni tagatanu'u o Samoa e iai le agavaa aemaise le tomai e fia avea ai ma sui o le Komiti Faufautua mo le Ofisa o Komesina o

**A. Saofaiga mo sui Komiti:** 3 tausaga. Amata ia Iulai 2025- Iuni 2028

**E. Sui Auai o le Komiti:** O lo'o sailia ni sui se to'avalu 8 e iai le silafia poo le tomai i se tasi o vaega o loo taua i lalo:

- 2 sui Faufautua mo Tamaiti ma Tupulaga Talavou – taula'i i faafitauli ma mataupu e aafia ai tamaiti ma tupulaga talavou.
- 1 le sui Faufautua mo i latou e iai aafiaga tumau o le soifua – taula'i i faafitauli tau le mafaufau ma mataupu e aafia ai tagata o loo iai aafiaga tumau o le soifua.
- 1 le sui Faufautua mo Ituaiga Eseese (diversity) – taula'i i faafitauli ma mataupu e aafia ai faafafine, faatama ma isi.
- 1 le sui Faufautua mo Avanoa Tutusa – taula'i i faafitauli ma mataupu e aafia ai Pisinisi Tumaoti
- 1 le sui Faufautua mo mataupu faa-le-Nuu ma le fa'aleagaga – faufautua i mataupu e patino i nuu/afioaga ma ekalesia.
- 1 le sui Faufautua mo le Tetee Atu I Faiga Fa'ailoga tagata – taula'i i faafitauli ma mataupu e aafia ai tama ma tina matutua, tagata malaga mai isi atunuu ma isi
- 1 le sui Faufautua mo Aia Tatau a Tinā – taula'i i faafitauli e aafia ai tinā, tamaitai ma fanau teine.

**I. Tiute ma Matafaioi o Sui Komiti:** O sui auai uma o le Komiti Faufautua e tatau ona faatinoina tiute e pei ona taua atu i lalo:

1. Lagolago ma galulue faatasi ma le Ofisa e ala i le faatinoina o faalauiloa ma aoaoga tau i aia tatau a tagata soifua
2. Lagā / Faailoa mai faafitauli tau i aia tatau o le tagata soifua e ala mai i lipoti e aofia ai le solia, lē amana'ia ma nisi o lape i le faatinoina e tusa ai ma itu taua e pei ona taua i luga
3. Mataitu le tulaga o iai aia tatau a tagata soifua i vaega taua o loo taua I luga ma tuuina atu ni auala e fonofono ai ni aulape e ono tulai mai
4. Faufautua i ni auala e tele sona aoga e fesootai ai ma tagata lautele aemaise o nisi o mataupu e ono tuuina atu i le Komesina o Sulufaiga
5. Tuuina mai fautuaga e tusa ai ma galuega tau i aia tatau a tagata soifua o loo faatino e le Ofisa
6. Faatinoina o nisi lava tiute e manaomia mo le faaleleia o matafaioi e pei ona tuuina atu

**O. Totogi/Alauni:** O lou sao i le komiti e leai se totogi ae peita'i, e iai alauni e totogiina atu mo sui e auai i soo se taimi e usuia ai ni fonotaga poo le auai foi i ni polokalame ma faatinoga e manaomia ai, mai lea taimi i lea taimi.

Sulufaiga olo'o avea foi ma Ofisa Tu Totonu o Aia Tatau o Tagata Soifua a Samoa. E valu (8) ni avanoa o lo'o sailia mo lenei Komiti.

Mo i latou uma e fia tusi talosaga mai, e tatau ona tuuina mai se tusi talosaga e faailoa mai lou fia auai (Expression of Interest, 1A4 page max) ma avea oe o se tasi o Sui o Komiti Faufautua ma faamatala mai ai aiaiga e tatau ai ona avea oe ma sui o le komiti e pei ona tuuina atu i lalo faatasi ai ma lou CV:

1. Faailoa mai ni ou silafia ma tomai i galuega sa galue muamua ai e fetaui ma se tasi o vaega o loo taua i luga (Vaega E).
2. Faapefea ona talafeagai lou silafia ma agavaa ma manaoga e pei ona taua i luga (Vaega E)
3. Faapefea ona faatino ma le atoatoa lou sao i le faalauiloaina ma le puipuiga o aia tatau i Samoa

**E matua fautuaina i latou mai faalapotopotoga tumaoti, latou ua iai tomai faapitoa ma a'oa'o'ina, tamaita'i, autalavou ma tagata lautele e iai le silafia i vaega ua taua i luga ina ia tusi talosaga mai.**

Mo nisi faamatalaga atili e uiga i tiute ua taua i luga atoa ai ma le Taiala mo le Fa'atinoga o Galuega (Terms of Reference), e mafai ona pikiina mai i le Fogafale 2, SNPF Plaza Savalalo, poo le faafesootai mai ia Ellenlina Moala Tumua I le imeli ellenlinamtumua@ombudsman.gov.ws poo Phaedra Lameko i le emeli phaedra.lameko@ombudsman.gov.ws poo le valaau mai foi I le Ofisa i le 25394.

**Aso Fa'agata: Aso Faraile 21 Aperila 2025 @ 4PM**

## Ministry of Communication & Information Technology

## Accident Compensation Corporation

## Ministry of Health

Ministry of Health
Matagaluega ole Soifua Maloloina

# Taiala
## MO LE FUAFUAINA TATAU O TAUMAFA
### mo SAMOA

Taumafa ituaiga meaai eseese mai vaega e tolu o meaai, i aiga taitasi.

Inu ia lava vai mama ma saogalemu i aso uma.

Taumafa fualaauaina taumafa mata ma fualaauaina faisua e lima (5) pe sili atu i aso uma.

Toto, fafaga ma faaaoga meaai mai au faatoaga ma lafu manu.

Gaosia pe filifili meaai ma vai inu e laititi ai le masima, suka male gao.

Siaki ma faamaonia faamatalaga tusitusia tau taumafa tatau o loo i luga o oloa.

Faasusu pepe na o le suasusu o tinã, mo le uluai 6 masina, ma faaauau mo le 2 tausaga pe sili atu.

Teu lelei meaai uma e pei o meaai taumafa mata, meaai tuu aisa ma meaai ua vela.

Fafaga pepe ma fanau iti mai le 6 masina i meaai tatau ma talafeagais.

Fufulu lima i vai mama ma le fasi moli poo le vailaau fufulu lima (sanitizer) ae lei saunia ma taumafaina meaai.

Refer to
***FOOD & NUTRITION RESOURCE BOOKLET***
or ***Scan QR CODE*** for more information.

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

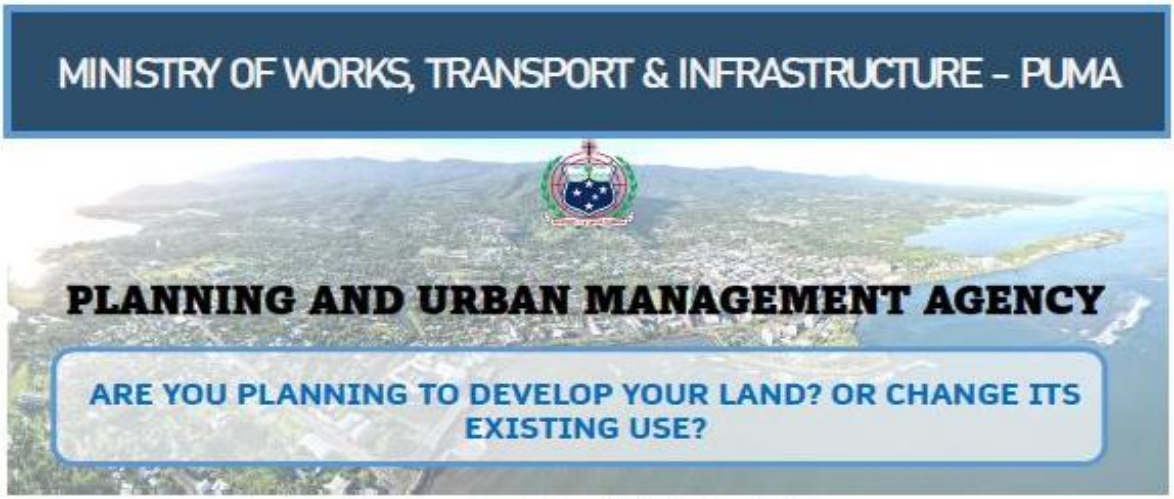
E fa'asilasila atu i le mamalu o le atunuu, tagata e onaina galuega ma tagata faigaluega, ina ia fa'amalosia le saogalemu i totonu o matagaluega a le Malo, o fa'alapotopotoga tūma'oti ma Pisinisi tūma'oti o Samoa, e tusa ma aiaiga ma ta'iala ole tulafono autū tau le Saogalemū ma le Soifua Maloloina 2002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

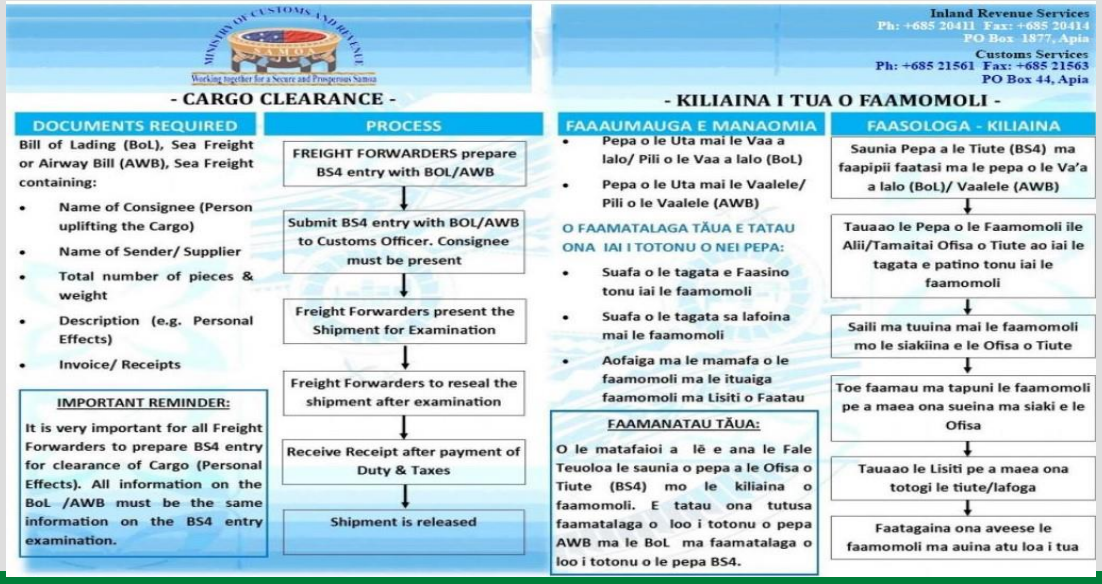
| | |
|---|---|
| ✓ | **Legal Consents and permits** – have you obtained the landowner's consent, Development Consent from PUMA and other necessary permits? |
| ✓ | **Environmental Impacts**- will the development have a negative impact on the surrounding environment? E.g., biodiversity, land, water bodies, 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

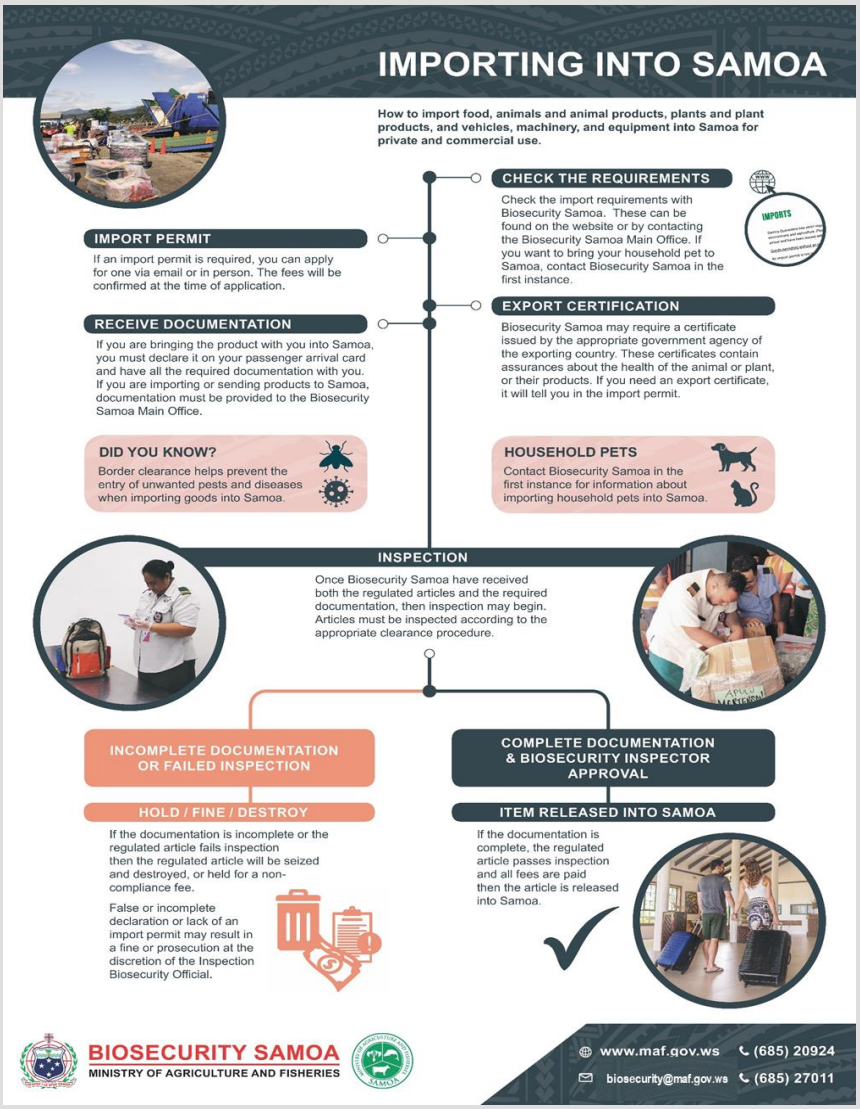
## Ministry of Women, Community & Social Development

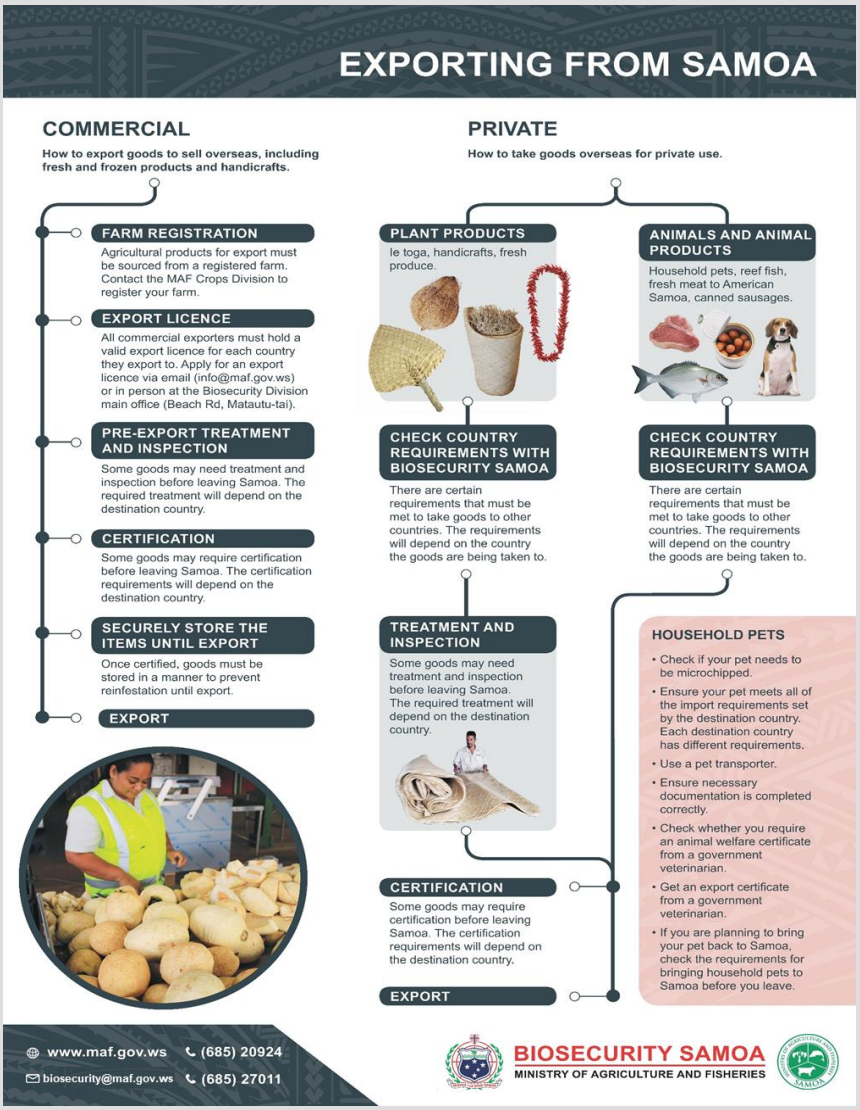
## Ministry of Customs & Revenue




## Ministry of Agriculture and Fisheries

### Biosecurity Samoa




EXPORTING FROM SAMOA
COMMERCIAL
How to export goods to sell overseas, including fresh and frozen products and handicrafts.
FARM REGISTRATION
Agricultural products for export must be sourced from a registered farm. Contact the MAF Crops Division to register your farm.
EXPORT LICENCE
All commercial exporters must hold a valid export licence for each country they export to. Apply for an export licence via email (info@maf.gov.ws) or in person at the Biosecurity Division main office (Beach Rd, Matautu-tai).
PRE-EXPORT TREATMENT AND INSPECTION
Some goods may need treatment and inspection before leaving Samoa. The required treatment will depend on the destination country.
CERTIFICATION
Some goods may require certification before leaving Samoa. The certification requirements will depend on the destination country.
SECURELY STORE THE ITEMS UNTIL EXPORT
Once certified, goods must be stored in a manner to prevent reinfestation until export.
EXPORT
PRIVATE
How to take goods overseas for private use.
PLANT PRODUCTS
le toga, handicrafts, fresh produce.
ANIMALS AND ANIMAL PRODUCTS
Household pets, reef fish, fresh meat to American Samoa, canned sausages.
CHECK COUNTRY REQUIREMENTS WITH BIOSECURITY SAMOA
There are certain requirements that must be met to take goods to other countries. The requirements will depend on the country the goods are being taken to.
CHECK COUNTRY REQUIREMENTS WITH BIOSECURITY SAMOA
There are certain requirements that must be met to take goods to other countries. The requirements will depend on the country the goods are being taken to.
TREATMENT AND INSPECTION
Some goods may need treatment and inspection before leaving Samoa. The required treatment will depend on the destination country.
HOUSEHOLD PETS
• Check if your pet needs to be microchipped.
• Ensure your pet meets all of the import requirements set by the destination country. Each destination country has different requirements.
• Use a pet transporter.
• Ensure necessary documentation is completed correctly.
• Check whether you require an animal welfare certificate from a government veterinarian.
• Get an export certificate from a government veterinarian.
• If you are planning to bring your pet back to Samoa, check the requirements for bringing household pets to Samoa before you leave.
CERTIFICATION
Some goods may require certification before leaving Samoa. The certification requirements will depend on the destination country.
EXPORT
www.maf.gov.ws (685) 20924
biosecurity@maf.gov.ws (685) 27011
BIOSECURITY SAMOA
MINISTRY OF AGRICULTURE AND FISHERIES