PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 19/2025, 16th May 2025*

And he [Moses] brought the ark into the tabernacle, hung up the veil of the covering, and partitioned off the ark of the Testimony, as the Lord had commanded Moses.
Exodus 40:21

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
Commerce, Industry & Labour	CL001790	**ACEO Fair Trading, Codex Alimentarius, Consumer Protection and Metrology**	$94,624	6-Jun-2025
Education & Culture	EC000469	**Principal Lona Primary**	$50,378	29-May-2025
"	EC001069	**Principal Lotofaga Aleipata Primary**	$58,304	29-May-2025
"	EC000286	**Principal Aufaga Primary**	$58,304	29-May-2025
"	EC000691	**Principal Samatau Primary**	$58,304	29-May-2025
"	EC000526	**Principal Nene Primary**	$50,378	29-May-2025
"	EC000715	**Principal Sapunaoa Primary**	$50,378	29-May-2025
"	EC000412	**Principal Laulii Primary**	$67,845	29-May-2025
"	EC000777	**Vice Principal Solosolo Primary**	$46,158	29-May-2025
"	EC000723	**Principal Satalo Primary**	$50,378	29-May-2025
"	EC000404	**Principal Lalomauga Primary**	$50,378	29-May-2025
"	EC000804	**Principal Tuanai Primary**	$58,304	29-May-2025
"	EC000966	**Vice Principal Vailoa Primary**	$50,378	29-May-2025
"	EC000776	**Principal Solosolo**	$58,304	29-May-2025
"	EC000640	**Vice Principal Saleaumua Primary**	$46,158	29-May-2025
"	EC000461	**Principal Leulumoega Primary**	$58,304	29-May-2025
"	EC000663	**Principal Salelesi Primary**	$50,378	29-May-2025
"	EC000877	**Principal Vaiusu Primary**	$67,847	29-May-2025

"	EC000349	**Principal Faleu Primary**	$50,378	29-May-2025
"	EC000449	**Principal Lepea Primary**	$67,847	29-May-2025
"	EC001131	**Principal Moamoa Tauaoo Primary**	$67,847	29-May-2025
"	EC000481	**Principal Lufilufi Primary**	$50,378	29-May-2025
"	EC000370	**Principal Fusi Safata Primary**	$58,304	29-May-2025
"	EC000619	**Principal Saina/Toamua Primary**	$75,709	29-May-2025
"	EC000647	**Principal Saleapaga Primary**	$50,378	29-May-2025
"	EC000873	**Principal Vaitele Primary**	$78,863	29-May-2025
"	EC000465	**Principal Levi Primary**	$58,304	29-May-2025
"	EC000334	**Vice Principal Falefa Primary**	$46,158	29-May-2025
"	EC000773	**Vice Principal Siumu Primary**	$58,304	29-May-2025
"	EC000486	**Principal Magiagi Primary**	$67,845	29-May-2025
"	EC000494	**Principal Manono uta Primary**	$67,845	29-May-2025
"	EC000840	**Principal Vailele Primary**	$58,304	29-May-2025
"	EC000848	**Principal Vailuutai Primary**	$58,304	29-May-2025
"	EC000232	**Principal Afega Primary**	$67,845	29-May-2025
"	EC001162	**Vice Principal Saleilua Primary**	$46,158	29-May-2025
"	EC000228	**Vice Principal Aana 1 College**	$46,158	29-May-2025
"	EC000287	**Vice Principal Aufaga Primary**	$46,158	29-May-2025
"	EC000375	**Vice Principal Gagaemalae Primary**	$46,158	29-May-2025
"	EC000631	**Principal Salamumu Primary**	$42,358	29-May-2025
"	EC001126	**ACEO Assessment and Examination**	$94,624	6-Jun-2025
Health	MH001297	**Chief Radiographer**	$94,624	29-May-2025
"	MH001451	**ACEO Clinical Laboratory Services**	$94,624	6-Jun-2025
"	MH001392	**Chief Pharmacist**	$94,624	6-Jun-2025
"	MH001083	**ACEO Legal**	$94,624	6-Jun-2025

"	MH001669	**Medical Specialist Cardiologist** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	22-May-2025
"	MH001664	**Consultant Specialist Acute Primary Care Clinic** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	22-May-2025
"	MH001667	**Consultant Specialist MTII Savaii** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	22-May-2025
"	MH001663	**(2) Consultant Specialist Emergency** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	22-May-2025
"	MH001666	**Consultant Specialist Internal Medicine** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	22-May-2025
"	MH001586	**Head of Department – Acute Primary Care Clinic** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$119,813	22-May-2025
Office of the Regulator	RG000003	**ACEO Consumer Affairs & Protection**	$94,624	22-May-2025
Public Enterprises	PE000006	**ACEO Corporate Services**	$94,624	6-Jun-2025
Women, Community & Social Development	WS003961	**ACEO Information Technology and Communications**	$94,624	6-Jun-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:
Finance	FIP25007	**Senior Reintegration Officer Policy**	**A14** $42,358	29-May-2025	**Alatoa Ama,** Level 4, CBS Building alatoa.ama@mof.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:
Foreign Affairs & Trade	FT002114	**Foreign Service Officer**	**A10** $27,559	29-May-2025	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws
"	FT002098	**Senior Accounts/Administration Officer**	**A12** $34,438	29-May-2025	"
"	FT002076	**Senior Accounts & Administration Officer**	**A12** $34,438	29-May-2025	"
Justice & Courts Administration	JC003358	**Administration Officer**	**A8** $21,086	29-May-2025	**Voughn Talapa** Mulinuu v.talapa@mjca.gov.ws
"	JC003271	**Bailiff Officer**	**A8** $21,086	29-May-2025	"
"	JC002594	**Land Registration Officer**	**A8** $21,086	29-May-2025	"
"	JC002414	**Accountant Officer**	**A8** $21,086	29-May-2025	"

Natural Resources & Environment	NE003593	**Driver - Mulinuu**	**A3/Step 2** $8,593	29-May-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NE003336	**Assistant - East Savaii**	**A4** $10,534	29-May-2025	"
"	NE001036	**Receptionist - Main Office**	**A3/Step 2** $8,593	29-May-2025	"
"	NE003591	**Assistant Motor & Metal** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
"	NE003589	**Assistant Mechanic - Mulinuu** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
"	NE003452	**Groundsman - Taumeasina** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
"	NE003306	**Principal Enviromental Officer - Nature Reserves & Protected Areas** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A16** $55,431	29-May-2025	"
"	NE003709	**Driver** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
"	NE003518	**Nursery - Maota** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
"	NE003513	**Ring Weeding - Maota** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	29-May-2025	"
Public Enterprises	PE000038	**Senior Performance Analyst** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	29-May-2025	**Tafaogalupe Patu-Galumalemana** Level 1, NPF Plaza tafaogalupe.galumalemana@mpe.gov.ws
"	PE000010	**Senior Policy Analyst** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	29-May-2025	"
Prime Minister & Cabinet	PM000464	**Communication Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	29-May-2025	**Main Office** Level 4, Gov't Building hr@mpmc.gov.ws
"	PM002603	**Bilingual Reporter** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	29-May-2025	"
Samoa Law Reform Commission	LC000021	**Senior Human Resource Officer**	**A12** $34,438	29-May-2025	**Fugalaau Siaki** Level 1, Govt Building fugalaau.siaki@samoalawreform.gov.ws
Works, Transport & Infrastructure	WI003131	**Senior Sustainable Devlopment Officer**	**A13** $38,397	29-May-2025	**HR** TATTE Building, Level 4 hr@mwti.gov.ws
Women, Community & Social Development	WS003217	**Research Officer**	**A10** $27,559	29-May-2025	**Faagotola Iere** Tooa Salamasina Building fiere@mwcsd.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 - **29th May, 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
Education & Culture	EC000131	**Assessment Officer - Primary**	**A11** $30,896	**Adventure Lagisi

Finance	FI003102	**Senior Administration Officer**	**A14** $42,358	**Limasene Chu Ling
Justice & Courts Administration	JC003331	**Deputy Registrar - Land & Titles Court**	**A16** $55,431	**Sialataua Amitai

**** 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
Finance	FIP24006	**Office Assistant LEEP**	**A6** $15,147	Hereine Tana

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	AG000311	**Driver**	**A3/Step 2** $8,593	George Alefosio
"	AG000714	**Nightwatchman - Nu'u**	**A4** $10,534	Tipolo Semau
"	AG003576	**Driver**	**A3/Step 2** $8,593	Manupule Tuifua
Commerce, Industry & Labour	CL002492	**ICT Officer**	**A12** $34,438	Elizabeth Ioapo
Customs & Revenue	RE002487	**Cashier/Assistant Customer Services Officer - Savaii**	**A7** $17,934	Nasareta Fiti
"	RE002828	**Assistant Customs Officer - Cargo**	**A8** $21,086	Alafati Faanunu
"	RE002829	**Assistant Customs Officer - Cargo**	**A8** $21,086	Siniva Mote Su'a
"	RE002825	**Customs Officer - Cargo**	**A10** $27,559	Lii Mulipola
"	RE002827	**Customs Officer - Cargo**	**A10** $27,559	Paulo Mataia
Finance	FI003515	**Principal Policy & Regulatory Asset Management Officer**	**A17** **$**67,845	Elisapeta Ma Dar - Malolo
Foreign Affairs & Trade	FT001803	**Foreign Service Officer - Trade**	**A10** $27,559	Rosie Debra Taotua
Health	MH001838	**Principal Phamacist - Outpatient Dispensary**	**A17** **$**67,845	Edresa Penaia
"	MH001839	**Principal Pharmacist - Inpatient Dispensary**	**A17** **$**67,845	Feng Chan
"	MH001489	**Senior Pharmacy Technician (Outpatient Dispensary)**	**A10** $27,559	Feagai Leniu
"	MH001836	**Senior Pharmacy Technician (Outpatient Dispensary)**	**A10** $27,559	John Poutasi
"	MH001488	**Pharmacy Technician (Outpatient Dispensary)**	**A8** $21,086	Kosetatino Tuimavave

"	MH001837	**Pharmacy Technician (Outpatient Dispensary)**	**A7** $17,934	Reupena Porotesano
"	MH001778	**Senior Dietician Officer**	**A14** $42,358	Lesa Vili
"	MH001381	**Kitchen Hand Assistant (Meat)**	**A5** $12,714	Safua Samuelu
"	MH001790	**Cook Full Diet**	**A5** $12,714	Janina Tiuga
Justice & Courts Administration	JC003341	**Administration Officer**	**A8** $21,086	Michelle Fanueli Togafau
"	JC003301	**Senior Records Officer**	**A9** $24,610	Annette Kapisi Salue
Prime Minister & Cabinet	PM003297	**Office Assistant - Cabinet Secretariat**	**A3/Step 2** $8,593	Senerita Ilalio
"	PM003299	**Policy Analyst - Whole of Society**	**A10** $27,559	Shalom Fautua
Samoa Bureau of Statistics	BS001008	**Research Officer - GDP Production**	**A10** $27,559	Christina Ronnie Iakopo
Natural Resources & Environment	NE000406	**Driver - Main Office**	**A3/Step 2** $8,593	Liloponi Talanoa
"	NE003557	**Office Assistant - Main Office**	**A3/Step 2** $8,593	Noela Siomia
Works, Transport & Infrastructure	WI003008	**CEO's Driver**	**A4** $10,534	Tusiupu Tevaga

Direct Placement

From January 2025 - May 2025

Ministry/Office	Vacancy Code	Position Title	Starting Date	Appointee
Agriculture & Fisheries	AG003472	**Policy Officer**	27-Jan-25	David Tausili
Customs & Revenue	RE002457	**Assistant Collection Officer**	16-Apr-25	Tauveve Tua
Education & Culture	EC000032	**System Support's Officer**	13-Jan-25	Marcus Fong
Finance	FI003185	**Aid Coordination & Management Officer**	17-Feb-25	Guztony Pouesi Hansell
"	FI003244	**Aid Coordination & Management Officer**	17-Feb-25	Lotoaomalua Afatia Niue
"	FI003242	**Aid Coordination & Management Officer**	17-Feb-25	Geraldine Toe Asafo
Health	MH001329	**Medical Laboratory Technician**	3-Mar-25	Melissa Filipo
Justice & Courts Administration	JC003334	**Court Registry Officer**	10-Mar-25	Palolo Lavilavi-Tuiali'i
"	JC003295	**Court Registry Officer**	28-Apr-25	Latafoti Faasootauloa
"	JC003413	**Legal Analyst**	1-Apr-25	Anasii Vaai
Public Enterprises	PE000022	**Research Officer**	24-Mar-25	Leitu Millen Leitupo

"	PE000019	**Research Officer**	10-Feb-25	Selesitina Toafia
Public Service Commission	PS003012	**Human Resource Development Officer**	2-Apr-25	Vanya Gale
"	PS003025	**Human Resource & Planning Officer**	24-Feb-25	Lily-Grace Uili
"	PS003054	**Policy Analyst**	14-May-25	Caleb Faatauvaa Tuautu

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Attorney General	AT001704	**Manager Corporate Service**	$94,624 - $103,352	23-May-2025	**Human Resource Section** TATTE Building, Level 6, Sogi HR@ag.gov.ws
Land Transport Authority	-	**Contract Engineer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$72,447.02 - $94,399.64	26-May-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Legislative Assembly	-	**Manager Research Office**	$94,624.00	23-May-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
"	-	**Principal Finance & Administration Services**	$55,431.00	23-May-2025	"
National Kidney Foundation of Samoa	-	**Finance & Corporate Services Manager**	ACEO Level	30-May-2025	**Luluvita Fau** Moto'otua lmfau@nkfs.ws
Public Trust Office	-	**Assistant Public Trustee** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$94,624.00	30-May-2025	**Elekana Toeaso Pupi** Public Trust Office Building, Matafele elekana.pupi@publictrust.ws
Samoa National Provident Fund	-	**Manager Legal Services** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$94,624.00	22-May-2025	**Ateca / Lenara** Level 1, Main SNPF Bldg ateca@npf.ws / lenara@npf.ws
"	-	**Assistant Manager Lending Operations** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$70,296/$87,912	22-May-2025	"
"	-	**Assistant Manager Corporate Services**	$70,296/$87,912	22-May-2025	"
Samoa Tourism Authority	-	**Manager - Policy & Sector Coordination**	$94,625.38	16-Jun-2025	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel
Samoa Qualifications Authority	-	**ACEO Quality Assurance Division**	$94,570.00	6-Jun-2025	**SQA Office** TATTE Blding, Level 2 www@sqa.gov.ws
Scientific Research Organisation of Samoa	-	**Research Scientist (3 positions)**	$29,270.00	28-May-2025	**Samaauga Tauamiti** Nafanua, Papauta samaauga.tauamiti@sros.org.ws or website: www.sros.org.ws

Unit Trust of Samoa (UTOS)	-	**Information Technology Manager**	$94,624 - $106,452	26-May-2025	**Sera Mosese** Level 3, DBS Building sera.mosese@utos.ws or telephone 29916 / 26949

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Accident Compensation Corporation (ACC)	-	**Cashier**	$11,678.00	29-May-2025	**ACC Office** Level 5, ACC House tony.natanielu@acc.gov.ws
"	-	**Safety Promotion Officer (Works)**	$26,151.00	29-May-2025	"
"	-	**Claim & Investigation Officer**	$26,151.00	29-May-2025	"
Development Bank of Samoa	-	**Security Guard** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$8,320.00/$12,070.00	23-May-2025	**Tiperia Talo** Development Bank of Samoa tiperiat@dbsamoa.ws
"	DBS_1273	**Loans Officer**	$21,307 - $36,870	4-Jun-2025	"
Samoa Business Hub	-	**Recovery Officer - Savaii**	$17,000.00	23-May-2025	**SBH, Main Office** Le-Sanalele Complex andrew@samoabusinesshub.ws
Samoa Life Assurance Corporation	-	**Principal Internal Auditor**	$47,428 - $75,709	6-Jun-2025	**Laisene Eperu** Samoa Life House, Corner Vaea leperu@samoalife.ws

C. International/Regional Agencies

Conservation International	-	**Conservation Finance Consultant**	-	30-May-2025
Link : https://drive.google.com/file/d/18m8e5KStZF-G0QJ7ckyI_nCokiDkB2bu/view?usp=sharing				
Pacific Islands Forum Secretariat	-	**Communications Officer - Public Affairs**	-	13-Jun-2025
Pacific Islands Forum Secretariat	-	**2050 Strategy Coordination Officer**		6-Jun-2025
Interested applicants are encouraged to apply through our website: www.forumsec.org				
Samoa Australia Tautai	-	**Skills Development Specialist**	-	18-May-2025
"	-	**Strategic Review Specialist**	-	18-May-2025
Contact Details : recruitment@TautaiPartnership.org				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Marine Pollution Officer**	-	30-May-2025
"	-	**Capacity Development and Training Adviser - Weather Ready Pacific Programme**	-	30-May-2025
"	-	**Procurement Officer - Weather Ready Pacific Programme**	-	30-May-2025
"	-	**Partnerships and Donor Relations Officer**	-	30-May-2025
"	-	**Threatened and Migratory Species Adviser**	-	30-May-2025

"	-	**Hazardous Waste Management Adviser**	-	30-May-2025

* Job Descriptions and Application Forms can be downloaded from the SPREP website: https://www.sprep.org/careers

D. Training/Scholarship Opportunities

MEXT JAPAN SCHOLARSHIP NOW OPEN

The Government of Japan is now inviting interested Samoan nationals to apply for the MEXT Scholarship Programs for the year 2026. Kindly submit all your application documents directly to the Embassy.
Applications guidelines and forms are available in the URL below:
Research Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-research.html
Undergraduate Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-undergraduate.html
Training College Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-specialized.html

Application Deadline: Friday 20th June 2025 (5:00 PM)
*Documents should be submitted to the Office of the Embassy of Japan
Written examination: 4th July 2025
(Undergraduate / Specialized Training) 5th July 2025 (Research)

Any enquiries should be addressed to the Embassy of Japan.
Email : japanese.embassy@ap.mofa.go.jp Phone : +685-21187 Website: https://www.ws.emb-japan.go.jp/itpr_ja/11_000001_00476.html

SCHOLARSHIP IN GEORGIA – 2025!

The Government of Georgia is now inviting interested Samoan nationals to apply for the 2025 Georgia Scholarship Awards.
The scholarship covers either a Bachelor's or Master's program at Ilia State University, Tbilisi State Medical University or International Black Sea University in Tbilisi, Georgia.
Applications guidelines and forms are available in the URL below:
1. Tbilisi State Medical University (TSMU): www.tsmu.edu
- Bachelor Program of Physical Medicine and Rehabilitation

email: iad@tsmu.edu (International Relations Department)

2. Ilia State University: www.iliauni.edu.ge
- Bachelors in Management, Computer Engineering, Civil Engineering, Electrical Engineering, and Computer Science.
- Masters in Business Administration, Science in Applied Genetics, Public Health and Health Policy and Atmospheric and Near Space Science.

email: admissions@iliauni.edu.ge (International Students and Program Marketing Office)

3. International Black Sea University: www.ibsu.edu.ge
- Bachelor Program in Management, Marketing, Finance, Accounting and Audit, Business Administration – Tourism, Economics, Computer Science, Graphic Design, Architecture, American Studies, International Relations, English Philosophy and Psychology.
- Masters in Management, Marketing, Finance, Computer Science, International Relations, US Foreign Affairs and Education Administration.

email: info@ibsu.edu.ge, iro@ibsu.edu.ge (International Relation Officer)

We kindly request that you also submit hard copies of your application documents to PSC Office after completing the online submission. Note that only one candidate will be selected for this opportunity.

Application Deadline: Wednesday 18th June 2025

E. Public Notices

Ministry of Communication & Information Technology

Accident Compensation Corporation

Ministry of Health

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

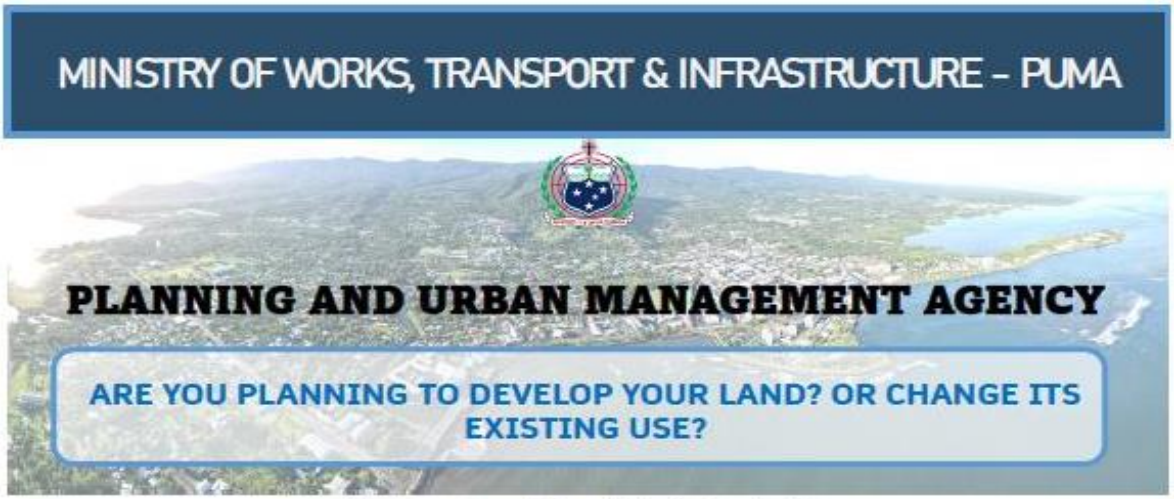
E fa'asilasila atu i le mamalu o le atunuu, tagata e onaina galuega ma tagata faigaluega, ina ia fa'amalosia le saogalemu i totonu o matagaluega a le Malo, o fa'alapotopotoga tūma'oti ma Pisinisi tūma'oti o Samoa, e tusa ma aiaiga ma ta'iala ole tulafono autū tau le Saogalemū ma le Soifua Maloloina 2002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

Samoa Qualifications Authority

Ministry of Agriculture & Fisheries

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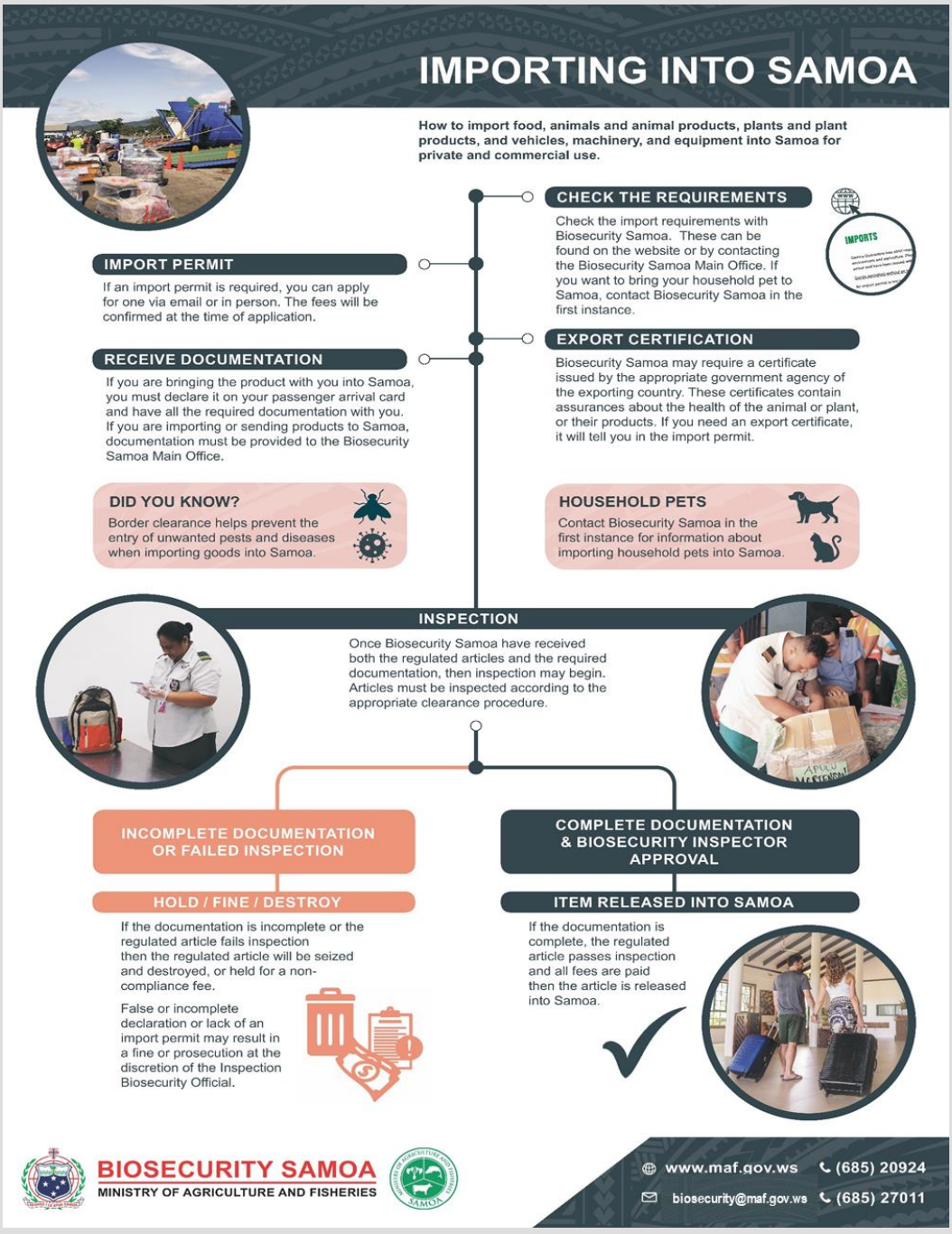
Biosecurity Samoa



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

Ie toga, handicrafts, fresh produce.

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.

CERTIFICATION

Some goods may require certification before leaving Samoa. The certification requirements will depend on the destination country.

EXPORT

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.

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.

www.maf.gov.ws (685) 20924
biosecurity@maf.gov.ws (685) 27011

BIOSECURITY SAMOA
MINISTRY OF AGRICULTURE AND FISHERIES