PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 42/2025, 31st October 2025*

I have not departed from the commandment of His lips; I have treasured the words of His mouth more than my necessary food.
Job 23:12

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
Education & Culture	EC001160	**School Inspector- Palauli District**	$55,431	6-Nov-2025
"	EC001174	**Curriculum Science Specialist**	$67,845	13-Nov-2025
"	EC001168	**Deputy Chief Executive Officer - Strategic Management and Innovation**	$106,452	13-Nov-2025
"	EC001144	**School Inspector Falealili District** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$55,431	6-Nov-2025
"	EC000736	**Vice Principal Sataua Fagasa Primary** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$46,158	6-Nov-2025
"	EC000469	**Principal Lona Primary** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$50,378	13-Nov-2025
Finance	FI003133	**ACEO Internal Audit & Investigations** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	13-Nov-2025
Health	MH001232	**ACEO Health IT and Communication Services**	$94,624	6-Nov-2025
Lands & Survey	LS000007	**ACEO Legal Services**	$94,624	13-Nov-2025
"	LS000002	**ACEO Land Lease**	$94,624	13-Nov-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

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	AG003594	**Field Assistant** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws

"	AG001559	**Field Assistant** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	"
"	AG001243	**Nightwatchman - Toloa** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	"
"	AG000962	**Nightwatchman - Nuu** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	"
"	AG003445	**Receptionist/Typist** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A6** $15,147	13-Nov-2025	"
"	AG000958	**Field Assistant - Nuu**	**A4** $10,534	13-Nov-2025	"
Communications & Information Technology	CT002723	**Senior Technician** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	**A12** $34,438	13-Nov-2025	**HR** Level 6, TATTE Building hr-info@mcit.gov.ws
Education & Culture	EC000029	**Principal Accountant Officer**	**A16** $55,431	13-Nov-2025	**Main Office,** Malifa Compound hr@mesc.gov.ws
"	EC001187	**Senior Curriculum Officer Arts - Secondary** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	13-Nov-2025	"
"	EC000036	**Senior Accounts Officer - Payable** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	13-Nov-2025	"
Justice & Courts Administration	JC002360	**Maintenance Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	13-Nov-2025	**Raeinah Fania** Mulinuu raeinah.fania@mjca.gov.ws
Public Service Commission	PS002969	**Principal HR Officer - HRM**	**A17** **$**67,845	13-Nov-2025	**Main Office** Level 2, Govt Building info@psc.gov.ws
Natural Resources & Environment	NE000411	**Driver**	**A4** $10,534	13-Nov-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NE003378	**Scientific Officer - Geophysics**	**A10** $27,559	13-Nov-2025	"
"	NE003593	**Driver - Mulinuu** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	"
"	NE000406	**Driver - Main Office** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	13-Nov-2025	"
"	NE002530	**Land Regulatory & Inspection Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	13-Nov-2025	"

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 - **13th November, 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
Communications & Information Technology	CT002729	**News Reporter - Broadcasting Services**	**A10** $27,559	**Matauaina Isaako Tuitama
Customs & Revenue	RE002491	**Records and Data Entry Clerk**	**A4** $10,534	**Grace Tausoo Aniseko
"	RE002494	**Records and Data Entry Clerk**	**A4** $10,534	**Miriama Setefano

"	RE002495	**Records and Data Entry Clerk**	**A4** $10,534	**Atua Toma Ese
"	RE002429	**Senior Customs Officer - Intelligence & Investigations**	**A12** $34,438	**Mareko Timoteo Lemamea
Education & Culture	EC00891	**Nightwatchman - Main Officer**	**A4** $10,534	**Iefata Siania Salanoa
"	EC000137	**Executive Assistant Officer - CDMD**	**A8** $21,086	**Jaye Juniah Solomona
"	EC000043	**Senior Procurement Officer**	**A6** $15,147	**Mose Joshua Vaasiitasi Aisoli
Finance	FI003533	**Senior Sector Planning Officer**	**A14** $42,358	**Vitolio Akerei Iamafana
"	FI003573	**Security Officer - TATTE**	**A4** $10,534	**Tinifuotaua Fou Sale
"	FI003554	**Security Officer - TATTE**	**A4** $10,534	**Sanele Olasa Pili
Health	MH001391	**Senior Account Officer - MT2**	**A12** $34,438	**Fotu Tuli
"	MH001648	**Senior Pharmarcy Technician Level 3 - MT2**	**A10** $27,559	**Leilani Sulusulu
"	MH001440	**Assistant Leading Hand Electrician - MT2**	**A5** $12,714	**Sueni Galumalemana
"	MH001833	**Ambulance Driver - MT2**	**A4** $10,534	**Davids Bernard
"	MH001074	**Health Promotion Officer - Information, Education & Communication**	**A8** $21,086	**Johnwesley Te'o
"	MH001862	**Cashier - TTM Hospital**	**A4** $10,534	**Eniveronika Setefano
"	MH001116	**Health Promotion Officer - Community**	**A8** $21,086	**Julian Tufuga
Natural Resources & Environment	NE003430	**Watershed Officer**	**A10** $27,559	**Belarus Ale
Public Enterprises	PE000021	**Senior Performance Analyst**	**A12** $34,438	**Emmadivinemercy Sakaria
Women, Community & Social Development	WS003217	**Planning & Reporting Officer**	**A10** $27,559	**Judane Ieremia-Apoua

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

CONFIRMED APPOINTMENTS

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: 7th October 2025**				
Education & Culture	EC000002	**ACEO Finance & Administrations**	$94,624	^^Faamago Tulaniu

CONTRACT APPOINTMENT **Commencement Date: 16th September 2025**				
"	EC001126	**ACEO Assessment & Examinations**	$94,624	^^Maria Lei Sam-Elisaia
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000635	**Principal Salani Primary School**	$58,304	^^Lemau S Kennar
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000440	**Principal Lepa Primary School**	$58,304	^^Fagaloga Taliau
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC001130	**Principal Saleilua Primary School**	$58,304	^^Alapati Pati
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000367	**Vice Principal Fasitoo Uta Primary School**	$50,378	^^Loimata Tuuu
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000303	**Principal Fogatuli/Faiaai Primary School**	$58,304	^^Faalaa Pupu Satui
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000747	**Principal Satupaitea Primary School**	$67,845	^^Afaalii Faatalatala Peleti
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000378	**Principal Gataivai Primary School**	$58,304	^^Norman Faafetai
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000379	**Vice Principal Gataivai Primary School**	$46,158	^^Siniva Iosefa
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000965	**Principal Vailoa Faleata Primary School**	$67,845	^^Lemafoe Leituala
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000796	**Principal Tanugamanono Primary School**	$58,304	^^Moevanu Tualaulelei
CONTRACT APPOINTMENT **Commencement Date: 27th October 2025**				
"	EC000836	**Principal Vaigaga Primary School**	$67,845	^^Tafaomalo Sione

CONTRACT APPOINTMENT
Commencement Date: 27th October 2025

"	EC000341	**Principal Falelatai Primary School**	$58,304	^^Salape Elisara

CONTRACT APPOINTMENT
Commencement Date: 5th September 2025

Prime Minister & Cabinet	PM003262	**ACEO Cabinet Secretariat**	$94,624	^^Olafetiitii Faaiuaso Samoa

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
Health	MHP23020	**Senior Health Inspector Officer - Faleolo DH**	**A14** $42,358	Lucy Semu

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	EC000152	**Principal School Governance Management Officer - Faleata to Lefaga**	**A16** $55,431	Saofaiga July
Finance	FI003593	**Senior Labour Mobility & Dev Train Skills Officer**	**A14** $42,358	Eneliko Ulugia
Health	MH001912	**Principal Radiographer General**	**A16** $55,431	Foketi Agavale
"	MH001026	**Senior Planning Officer**	**A12** $34,438	Faasililelagi Aiono
"	MH001212	**Senior Water Technician Officer**	**A12** $34,438	Tupua Sua
"	MH001920	**Orderly Porter**	**A4** $10,534	Piva Wright
"	MH001921	**Security - TTM Hospital**	**A4** $10,534	Lemisio Sio
"	MH001378	**Medical Records Clerk**	**A5** $12,714	Faataualofa Elia
"	MH001785	**Senior Cook Full Diet**	**A7** $17,934	Colleen Mulitalo
Public Service Commission	PS003057	**Principal Investigations Officer**	**A17** **$**67,845	Jeremy Faamau
Samoa Law Reform Commission	LC000005	**Executive Assistant and Receptionist**	**A12** $34,438	Tata'a Maiava
"	LC000017	**Principal Information Technology Officer**	**A16** $55,431	Leota Fuatimu Semisi
Works, Transport & Infrastructure	WI003137	**Urban Management Officer**	**A10** $27,559	Riverlina Fitisemanu
"	WI003133	**Strategic Planning Officer**	**A10** $27,559	Vaitui Kaisalika
Women, Community & Social Development	WS003257	**Principal Community Planning Officer**	**A16** $55,431	Kereta Fuafiva

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	-	**Social & Land Acquisition Officer**	$72,946	7-Nov-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Supervisor - Revenue**	$72,946	28-Nov-2025	"
"	-	**Supervisor - Administration & Payroll**	$72,946	28-Nov-2025	"
"	-	**Supervisor - Accounts Payable**	$72,946	28-Nov-2025	"
"	-	**Chief Finance Officer**	$87,027	28-Nov-2025	"
"	-	**Electrical Engineer - Asset Management** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	$72,946	14-Nov-2025	"
Police, Prisons & Corrections	-	**ACEO Legal**	$94,624	13-Nov-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
"	-	**Assistant Commissioner - District Operations**	$94,624	13-Nov-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
Samoa Fire & Emergency Services Authority	-	**Assistant Commissioner: Fire Safety and Emergency Prevention** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	$94,624	7-Nov-2025	**Petroceilli Lokeni** SFESA Building, petrocelli.lokeni@sfesa.ws
Samoa Airport Authority	-	**Senior Officer - Welding & Fabrication** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$34,438	14-Nov-2025	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or rwright@saa.ws **web** www.samoaairports.com
"	-	**Senior Officer - Occupational Health & Fitness** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$34,438	14-Nov-2025	"
Samoa Airways	-	**Manager Airport Services**	-	17-Nov-2025	**Tanuvasa Mareko** Fetu-Ao Building. tmareko@samoaairways.com
"	-	**Manager Engineering**	-	17-Nov-2025	"
"	-	**Manager Flight Operations**	-	17-Nov-2025	"
"	-	**Manager Human Resources & Administration**	-	17-Nov-2025	"
Samoa Business Hub	-	**Manager Legal & Recovery Division**	$78,000	7-Nov-2025	**SBH, Main Office** Le-Sanalele Complex faagutu@samoabusinesshub.ws
Samoa Tourism Authority	-	**Manager, Planning & Development Division**	$94,624.38	21-Nov-2025	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel
"	-	**Manager, Finance & Corporate Services Division**	$94,624.38	21-Nov-2025	"

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Central Bank of Samoa (CBS)	-	**Research Officer** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	$19,371	7-Nov-2025	**HR Department** Ground Floor, CBS Building hr@cbs.gov.ws
Electric Power Corporation	-	**SCADA Electronics Technician**	$38,675	7-Nov-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Radio/Telecommunication Technician**	$38,675	7-Nov-2025	"
"	-	**Call Center Telephone Operator**	$11,259	7-Nov-2025	"
"	-	**Tree Clearing - Savaii**	$9,254	7-Nov-2025	"
"	-	**Plant Operator Trainee**	$11,259	7-Nov-2025	"
"	-	**Foreman Mechanic (PG)**	$38,675	14-Nov-2025	"
"	-	**Foreman Electrical (PG)**	$38,675	14-Nov-2025	"
"	-	**Leading Hand Electrical (PG)**	$25,065	14-Nov-2025	"
"	-	**Electrical Technician (Finance)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$15,193	14-Nov-2025	"
"	-	**Network Technician (ICT)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$43,327	14-Nov-2025	"
"	-	**System Analyst (ICT)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$43,327	14-Nov-2025	"
Legislative Assembly	-	**Principal Facilities Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$55,431	7-Nov-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
"	-	**Senior Stenographer**	$34,439	14-Nov-2025	"
New Zealand High Commission	-	**Development Programme Coordinator**	$66,296 - $89,694	10-Nov-2025	**Lavea'i Ioane** New Zealand High Commission Building, Lavea'i.Ioane@mfat.govt.nz
"	-	**Bachelor of Health Science Programme Coordinator**	$79,000 - $91,000	14-Nov-2025	**Ronicera Fuimaono** New Zealand High Commission Building, Ronicera.Fuimaono@mfat.govt.nz
Police, Prisons & Corrections	-	**Electrician** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$27,559 - $30,063	13-Nov-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
Public Trust Office	-	**Estate & Trusts Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$27,559.00 - $30,063	17-Nov-2025	**Juvalein Lelevaga** PTO Building, Matafele ptrustee@publictrust.ws or juvalein.lelevaga@publictrust.ws
Samoa Fire & Emergency Services Authority	-	**Senior Payroll Officer**	$38,397	14-Nov-2025	**Jubin Simanu / Fuatai Tiumalu** SFESA Building, jubin.simanu@sfesa.ws, fuatai.tiumalu@sfesa.ws
"	-	**Qualified Officer Compliance**	$27,559	14-Nov-2025	"

"	-	**National Emergency Call Centre Officer**	$17,934	14-Nov-2025	"
"	-	**Principal Internal Audit Officer**	$55,431	14-Nov-2025	"
Samoa National Provident Fund	-	**Senior Members Officer (Savaii Office)**	$46,353 - $63,597	14-Nov-2025	**Vetalcy / Unaite** Level 1, Main SNPF Building vetalcy@npf.ws / unaite@npf.ws
"	-	**Relationship Clerk - Member Services (2)**	$13,414 - $16,333	14-Nov-2025	"
"	-	**Senior Training and Development Officer**	$46,353 - $63,597	14-Nov-2025	"
"	-	**Commiunications Officer**	$28,306 - $45,182	14-Nov-2025	"
"	-	**Records Officer**	$28,306 - $45,182	14-Nov-2025	"
"	-	**Records Clerk**	$13,414 - $16,333	14-Nov-2025	"
"	-	**Senior Securities Officer - Legal Services**	$46,353 - $63,597	21-Nov-2025	"
"	-	**IT Clerks (2)**	$14,605 - $16,333	21-Nov-2025	"
Samoa Business Hub	-	**Recovery Officer**	$25,000 - $30,000	7-Nov-2025	**SBH, Main Office** Le-Sanalele Complex faagutu@samoabusinesshub.ws
Samoa Water Authority	SPRMOCMD01	**Senior Public Relations & Marketing Officer**	$34,600	3-Nov-2025	**Human Resource Division** 2nd Floor TATTE Building, hr@swa.gov.ws
Samoa Housing Corporation	-	**Recoveries Officer**	$16,314.27	7-Nov-2025	**Simon Potifara** Main Office simon@samoahousing.ws or Ph#:24615/24630
"	-	**Cashier**	$13,420.77	7-Nov-2025	"

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline
Pacific Islands Forum Secretariat	-	**Procurement Officer**	-	14-Nov-2025
Intrested applicants are encouraged to apply via the Pacific Islands Forum website				
Peace Corps	-	**Program Manager (Environmental Project)**	WST$76,412 – WST$103,169	3-Nov-2025
Candidates can obtain the full Statement of Work at the Peace Corps office or by emailing ws-samoajobs@peacecorps.gov or download from here: www.peacecorps.gov/samoa/about/contracts/				
Samoa Australia Tautai	-	**ICT Disaster Recovery Plan Adviser**	-	9-Nov-2025
"	-	**PSC Organizational Development Adviser**	-	23-Nov-2025
Please visit recruitment@TautaiPartnership.org				
Samoa Australia Tautua	-	**Civil Society Organizations Monitoring, Evaluation and Learning (MEL) Support**	-	9-Nov-2025

"	-	**Civil Society Organisations Monitoring, Evaluation and Learning (CSO MEL) Support**	-	9-Nov-2025
"	-	**Health Technical Lead** Re-advertisement	-	16-Nov-2025
Please visit https://www.tautuapartnership.ws/vacancies for the full Terms of Reference (TOR).				
Pacific Community (SPC)	JM000906	**Principal Advisor to the Deputy Director General Science & Capability** Suva based	-	2-Nov-2025
"	TT000127	**Procurement Advisor** Suva based	-	2-Nov-2025
"	TT000134	**Programme Accountant** Suva based	-	9-Nov-2025
"	TT000133	**Planning, Monitoring, Evaluation and Learing Adviser** Suva based	-	9-Nov-2025
"	JM000909	**Senior Finance Manager** Suva based	-	9-Nov-2025
"	JM000907	**Statistic Adviser (Demography)**	-	9-Nov-2025
"	CR000508	**Water Project Engineer** Based in Port-Vila, Vanuatu	-	23-Nov-2025
Applicants must apply online at http://careers.spc.int/				
"	-	**Energy Coordinator, FSM Outer Island Electrification project** Based in Phohnpei, Micronesia	-	16-Nov-2025
Applicants must apply online at Pacific Community website				

D. Training/Scholarship Opportunities

Agriculture Studies Networks for Food Security (Agri-Net) 2026

Agriculture Studies Networks for Food Security (Agri-Net) 2026!
The JICA Scholarhsip Program – Agri-Net for Food Security 2026 is now open for applications.

Key Areas Covered
1. Smallholder Horticulture Empowerment & Promotion (SHEP)
2. Strengthening Food Value Chains (FVC)
3. Coalition for African Rice Development (CARD)
4. Promotion of Fisheries-centered Blue Economy
5. Sustainable Livestock Development towards One Health

Duration
- Master's Degree: Sept/Oct 2026 – Sept 2028 (2 years)
- PhD Degree: Sept/Oct 2026 – Sept 2029 (3 years)

Eligibility
- Young/mid-career government officials & prospective academics
- Professionals from agriculture, fisheries, livestock, food systems
- Work experience: Minimum 5 years (with at least 6 months in current organization)
- Education:
- Master's: Bachelor's or higher
- PhD: Master's degree
- Age Limit:
- Master's: 35 or under (exceptions possible)
- PhD: 40 or under (exceptions possible)
- English proficiency

Note for Women Applicants
JICA strongly **encourages women to apply**. Promoting **gender equality and women's empowerment** is a priority.

Submission Details
Applications should be submitted to JICA Samoa Office, Level 2, Building B, SNPF PLAZA, Beach Road, Savalalo, Apia Samoa. For additional information and to obtain the Application Form and related documents, please contact PSC Scholarship team via email at scholarships@psc.gov.ws. Ensure all documents are complete at the time of submission.

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.

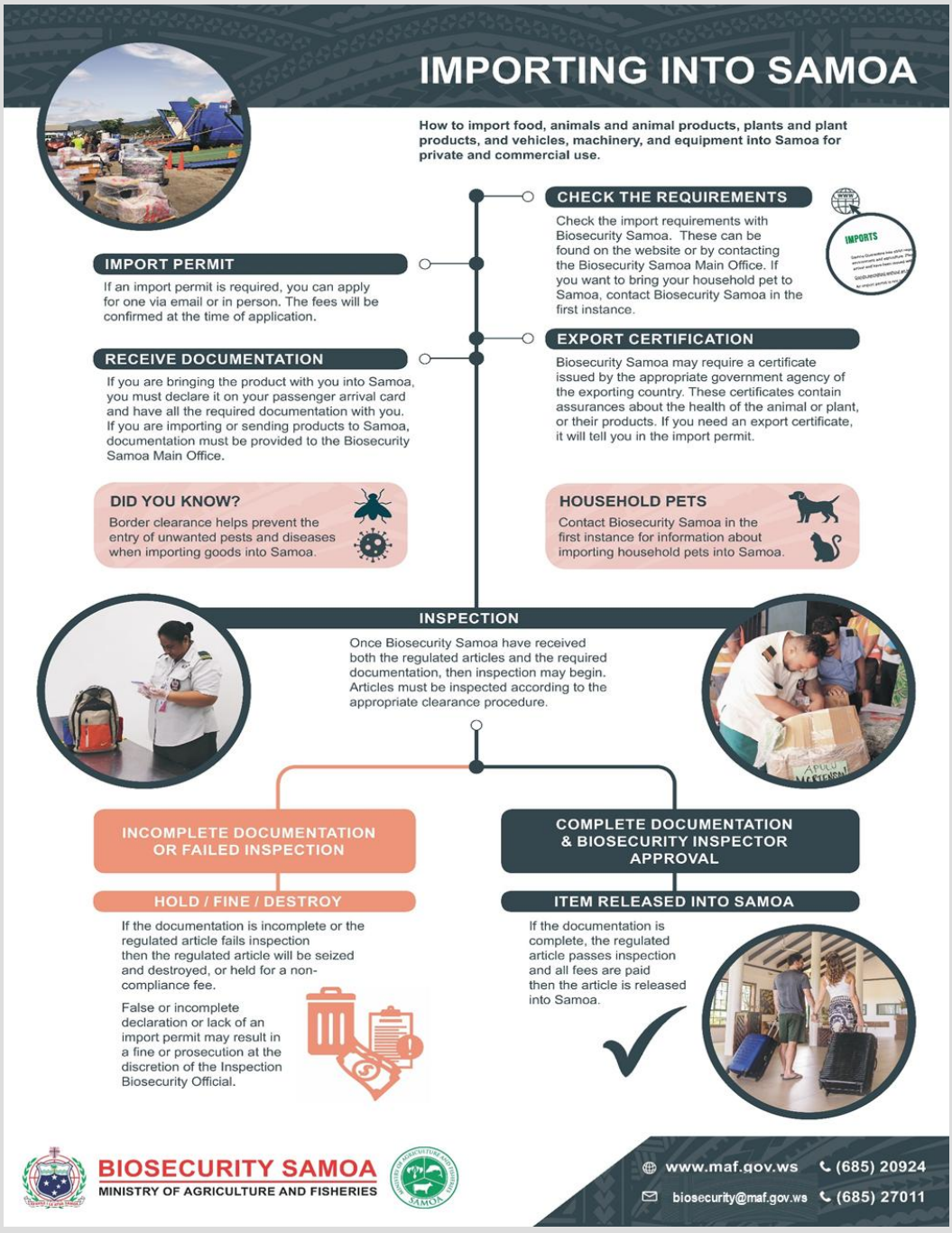
Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

Ministry of Women, Community & Social Development

Samoa Qualifications Authority

Ministry of Agriculture & Fisheries

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