PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 45/2025, 21st November 2025*

And they sang a new song, saying: 'You are worthy to take the scroll, and to open its seals; for You were slain, and have redeemed us to God by Your blood out of every tribe and tongue and people and nation. Revelation 5:9

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
Communications & Information Technology	CT002689	**ACEO Policy Planning and Development**	$94,624	4-Dec-2025
"	CT002707	**ACEO Broadcasting Services**	$94,624	11-Dec-2025
Education & Culture	EC001141	**School Inspector – Aana 2 District** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$55,431	27-Nov-2025
Justice & Courts Administration	JC003421	**ACEO District and Therapeutic Courts**	$94,624	11-Dec-2025
Lands & Survey	LS000007	**ACEO Legal Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	27-Nov-2025
Public Service Commission	PS002693	**Assistant Secretary - Public Service, Policy, Performance and Ethics**	$94,624	18-Dec-2025
Samoa Bureau of Statistics	BS001004	**ACEO National ID**	$94,624	11-Dec-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:
Customs & Revenue	RE000387	**Office Assistant**	**A4** $10,534	4-Dec-2025	DBS Building, Level 4 hr@revenue.gov.ws **OR** www.revenue.gov.ws
"	RE002802	**Business Analysis and Reporting Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	4-Dec-2025	"
"	RE002433	**Customs Officer - Liquor Administration** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	4-Dec-2025	"
"	RE002389	**Assistant Customs Officer - Excise and Petroleum** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A6** $15,147	4-Dec-2025	"

Education & Culture	EC000036	**Senior Accounts Officer Payable** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	4-Dec-2025	**Main Office** Malifa Compound hr@mesc.gov.ws
"	EC000386	**Senior Library Assistant - Itu Asau College** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	4-Dec-2025	"
"	EC001211	**Security Officer - Tafaigata** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	4-Dec-2025	"
"	EC000155	**Senior Education Officer - School Staffing**	**A12** $34,438	4-Dec-2025	"
Finance	FI003172	**Senior Records Clerk**	**A6** $15,147	4-Dec-2025	**Alatoa Ama,** Level 4, CBS Building alatoa.ama@mof.gov.ws
"	FI003553	**Security Officer - TATTE**	**A4** $10,534	4-Dec-2025	"
Natural Resources & Environment	NE003378	**Scientific Officer - Geophysics** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	4-Dec-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
Public Service Commission	PS003001	**Records Assistant**	**A7** $17,934	4-Dec-2025	**Main Office** Level 2, Govt Building info@psc.gov.ws
"	PS000474	**Driver/Office Assistant**	**A6** $15,147	4-Dec-2025	"
Works, Transport & Infrastructure	WI003164	**Energy Policy & Sector Coordination Officer**	**A10** $27,559	4-Dec-2025	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.gov.ws
"	WI003002	**Senior Accountant**	**A12** $34,438	4-Dec-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 **4th December, 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	AG001645	**Senior Crops Advisory Officer - East Savaii**	**A13** $38,397	**Faialofa Dempsey
"	AG003706	**Field Assistant**	**A4** $10,534	**Faapupula Oli Oliva
"	AG001290	**Field Assistant - Asau**	**A4** $10,534	**Helena Uati
"	AG001381	**Field Assistant**	**A4** $10,534	**Mua Saleutogi
"	AG003368	**Fisheries Assistant**	**A5** $12,714	**Nuuiva Tagaloa
Education & Culture	EC000021	**Telephone Operator & Receptionist Officer**	**A5** $12,714	**Melefoeata Savaliga
"	EC000045	**Cashier - Main Office**	**A4** $10,534	**Louis Siatuvai Mila
"	EC000172	**Executive Assistant - CEO**	**A10** $27,559	**Masese Melfred Fuataileniu
Finance	FI003310	**Building Manager - TATTE**	**A17** **$**67,845	**Gene Solo

Natural Resources & Environment	NE003742	**Nightwatchman - Vaipouli Savaii**	**A4** $10,534	**Leituaso Siliva
"	NE003476	**Surveyor - Asau**	**A4** $10,534	**Alafia Tamalelagi
"	NE002556	**Field Assistant - West Savaii**	**A4** $10,534	**Kuinilotu Faupapa
"	NE003322	**Forest Assistant - North Upolu**	**A4** $10,534	**Iosefo Oto
"	NE003738	**Ring Weeding - Vailima**	**A4** $10,534	**Jeanelisa Vailimavaitupu
"	NE000428	**Driver - Main Office**	**A4** $10,534	**Jerry Tuiletufuga
"	NE000772	**Driver - Vailima**	**A4** $10,534	**Johnathan Faiese
"	NE002478	**Senior Administration Clerk**	**A5** $12,714	**Sweetheart Peata Ifale
"	NE000786	**Senior Operations & Maintenance Officer**	**A12** $34,438	**Ipa Fau
"	NE003629	**Senior Administration Officer**	**A12** $34,438	**Noela Siomia
Public Service Commission	PS002992	**Principal HR Officer - PSPPE**	**A17** $67,845	**Dellphia Martin Lui Yuen
Sports & Recreation	SR000022	**Sports Officer (Administration)**	**A8** $21,086	**Eneliko Nonumalo Paiena
"	SR00023	**Sports Officer (Inclusive)**	**A8** $21,086	**Kitone Ng Lam
"	SR000024	**Sports Officer (Management)**	**A8** $21,086	**Taumateina Tugaga

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

CONFIRMED APPOINTMENTS

CONTRACT APPOINTMENT

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Commencement Date: 24th November 2025				
Education & Culture	EC000874	**Vice Principal Vaitele Primary School**	$67,845	^^Maaloalomaivao Ioelu
Commencement Date: 15th December 2025				
Health	MH001877	**ACEO Human Resources & Employment Relations**	$94,624	^^Lily Lelea'i Vaiotu Leauga
Commencement Date: 19th December 2025				
Health	MH001452	**Chief Radiographer**	$94,624	^^Torise Seuati Eneliko

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
Works, Transport & Infrastructure	WIP25003	**Senior Financial Management Officer (Alaoa Project)**	**A13** $38,397	Leti Enesi Teloma
"	WIP25002	**Senior Procurement Officer (Alaoa Project)**	**A13** $38,397	Faasamasamaletaioaana Faasau

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	AG001637	**Farm Manager - Lemafa**	**A8** $21,086	Isara Afele
"	AG000693	**Assistant Procurement Officer**	**A5** $12,714	Athena Lama Mu'a
Communications & Information Technology	CT002754	**Principal HR and Administration Officer**	**A16** $55,431	Fofoga Sopo Suamili
Customs & Revenue	RE002505	**Accounts and Administration Officer**	**A8** $21,086	Fa'atoa Petaia
Finance	FI003109	**Pump Attendant**	**A6** $15,147	Jayden Yiu Hing
Health	MH001257	**Disease Surveillance Officer**	**A10** $27,559	Asiasiga Tevita
"	MH001225	**Disease Surveillance Officer**	**A10** $27,559	Rita Peniamina
"	MH001822	**Port Health Officer**	**A10** $27,559	Tilitilimai Ah Kuoi
"	MH001823	**Port Health Officer**	**A10** $27,559	Patrick Hunt
"	MH001844	**Driver - Poutasi DH**	**A4** $10,534	Ene Namulauulu
"	MH001601	**Driver - CSD**	**A4** $10,534	Alo Mauinatu
"	MH001494	**Driver - CSD**	**A4** $10,534	Tupou Sepu
Justice & Courts Administration	JC003357	**Principal Project Management Officer**	**A16** $55,431	Roy Ah Sang
"	JC002412	**Land Mediation Officer**	**A8** $21,086	Iakopo Lotovale Sila
Lands & Survey	LS000093	**Principal IT Officer**	**A16** $55,431	Tony Leti Esera
Natural Resources & Environment	NE003549	**Groundsman - Vailima**	**A4** $10,534	Stuart Levasa
"	NE003545	**Labourer - Togitogiga**	**A4** $10,534	Lautusi Tuiloma Lautusi
"	NE003547	**Field Worker - Togitogiga**	**A4** $10,534	Iosua Nouata

GENERAL NOTICES

Provisional Appointment Cancelled - Appeal Received From Issue 44 - 2025

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)
Sports & Recreation	SR000017	**Principal Recreation Officer**	**A16** $55,431

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	-	**Supervisor - Revenue**	$72,946	28-Nov-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Supervisor - Administration & Payroll**	$72,946	28-Nov-2025	"
"	-	**Supervisor - Accounts Payable**	$72,946	28-Nov-2025	"
"	-	**Chief Finance Officer**	$87,027	28-Nov-2025	"
Land Transport Authority	-	**Manager Legal**	ACEO Level	1-Dec-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Public Trust Office	PTO08/23	**Legal Executive** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$83,666- $94,167.42	19-Dec-2025	**Juvalein Lelevaga** PTO Building, Matafele ptrustee@publictrust.ws or juvalein.lelevaga@publictrust.ws
Police, Prisons & Corrections	-	**ACEO Legal**	$94,624	27-Nov-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
Samoa Ports Authority	-	**Assistant General Manager Domestic Ports**	$94,624	12-Dec-2025	**Main Office** Matautu Tai 64400 or email: tinapenn@spasamoa.ws / taofi@spasamoa.ws
Samoa Life Assurance Corporation	-	**Legal Consultant** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$74,336	21-Nov-2025	**Laisene Eperu** Samoa Life House, Corner Vaea leperu@samoalife.ws
Samoa National Provident Fund	-	**Corporation/Board Secretary** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$54,904 - $63,597	28-Nov-2025	**Ateca / Gaoafaranifou** Level 1, Main SNPF Building ateca@npf.ws / gaoafaranifou@npf.ws
"	-	**Deputy CEO Investments and Equities, Properties, Projects and Procurement** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$106,452 - $116,235	28-Nov-2025	"
"	-	**Deputy CEO Finance, People and Culture, ICT/Innovation and Legal Services** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$106,452 - $116,235	28-Nov-2025	"
"	-	**Deputy CEO Member Services, Pensions and Welfare Schemes** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$106,452 - $116,235	28-Nov-2025	"
"	-	**Manager Finance**	$94,624 - $103,377	5-Dec-2025	"

Samoa Airport Authority	-	**Principal Officer - Terminal Facilities**	$65,651	4-Dec-2025	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
"	-	**Senior Officer - Mechanical Engineer**	$34,438	4-Dec-2025	"
Samoa Water Authority	-	**Engineer - Asset Management**	$73,388 - $90, 472 p.a	3-Dec-2025	**Human Resource Division** 2nd Floor TATTE Building, hr@swa.gov.ws

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Central Bank of Samoa (CBS)	-	**Research Officer**	$19,371.00	5-Dec-2025	**HR Department** Ground Floor, CBS Building hr@cbs.gov.ws
Development Bank of Samoa	-	**Recovery Officer**	$21,307 - $36,870	24-Nov-2025	**Luuga Pinati** Development Bank of Samoa luugap@dbsamoa.ws
"	-	**Research, Development, Policy & Business Advisory Officer**	$21,307 - $36,870	24-Nov-2025	"
Electric Power Corporation	-	**Leading Hand Mechanic (Savaii)**	$25,065	28-Nov-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Leading Hand Electrical (Savaii)**	$25,065	28-Nov-2025	"
"	-	**2 x Meter Technician (Savaii)**	$14,030	28-Nov-2025	"
"	-	**Mechanic Technician (Tanugamanono)**	$15,193	28-Nov-2025	"
"	-	**Hevay Duty Machinery Operator (Vaitele)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$15,193	28-Nov-2025	"
"	-	**4 x Security (Tanugamanono/Fiaga/Fuluasou)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$10,019	28-Nov-2025	"
"	-	**SCADA Electronics Technician (Fuluasou)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$38,675	28-Nov-2025	"
"	-	**Foreman Electrical (PG)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$38,675.00	5-Dec-2025	"
"	-	**(5) Linesman Trainee** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$11,259.00	5-Dec-2025	"
Police, Prisons & Corrections	-	**Constables (New Recruit)**	$18,545	5-Dec-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
"	-	**Electrician** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$27,559 - $30,063	27-Nov-2025	"
National Kidney Foundation of Samoa	-	**(2) Senior Registered Nurses**	-	4-Dec-2025	**Faia Nauer** Moto'otua fnauer@nkfsamoa.org.ws
"	-	**(2) Healthcare Assistants**	-	4-Dec-2025	"
"	-	**(3) Hygienists (Industrial Cleaners**	-	4-Dec-2025	"
"	-	**Ward Clerk**	-	4-Dec-2025	"

Public Trust Office	PTO08/23	**Estates & Trusts Officer**	$27,559.00 - $30,063.00	28-Nov-2025	**Juvalein Lelevaga** PTO Building, Matafele ptrustee@publictrust.ws or juvalein.lelevaga@publictrust.ws
Samoa Ports Authority	-	**Principal Green Port Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$55,426 - $67,937	27-Nov-2025	**Christina Puipuia / Unitech Kennar Sofala** SPA Office christina@spasamoa.ws / unitechk@spasamoa.ws or website www.spasamoa.ws
"	-	**Principal Finance Officer**	$55,426 - $67,937	27-Nov-2025	"
"	-	**Senior Procurement Officer**	$32,117 - $39,853	27-Nov-2025	"
"	-	**Senior Communication Officer**	$32,117 - $39,853	27-Nov-2025	"
"	-	**Administration Officer**	$24,994 - $30,725	27-Nov-2025	"
"	-	**Payroll Officer**	$24,994 - $30,725	27-Nov-2025	"
"	-	**Internal Audit Officer**	$24,994 - $30,725	27-Nov-2025	"
"	-	**Procurement Officer**	$24,994 - $30,725	27-Nov-2025	"
"	-	**Finance Clerk-Payment**	$15,292 - $18,675	27-Nov-2025	"
"	-	**Security Officer**	$15,292 - $18,675	27-Nov-2025	"
"	-	**Security Officer**	$12,483 - $14,653	27-Nov-2025	"
"	-	**Assistant Plumber**	$12,483 - $14,653	27-Nov-2025	"
"	-	**Assistant Maintenance Officer**	$11,334 - $12,100	27-Nov-2025	"
Samoa Qualifications Authority	-	**Research Policy & Planning Officer**	$28,377	28-Nov-2025	**SQA Office** TATTE Blding, Level 2 www@sqa.gov.ws
"	-	**Quality Assurance Officer**	$28,377.00	8-Dec-2025	"
"	-	**Senior Moderation Officer**	$39,369.00	8-Dec-2025	"
Samoa Shipping Corporation Limited	-	**Human Resource Administrative Assistant**	$15,147 - $20,472	28-Nov-2025	**Vandahlia Chong Wong** SSC Building, Matautu-Tai vandahlia@ssc.ws / 685-20935
Samoa Shipping Services	-	**Crewing Officer**	$18,032	5-Dec-2025	**SSS Office** Savalalo oauapaau@ssltd.ws **or** telephone 20790 / 20796
"	-	**Administration / Office Assistant**	$12,052	5-Dec-2025	"

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline

Pacific Islands Forum Secretariat	-	**Deputy Director-General - Science and Capability** Base in Suva, Fiji	-	10-Jan-2026
Intrested applicants are encouraged to apply via the malcolmduncan@insgroup.com.au				
"	TT000150	**Health and Climate Change Officer** Base in Suva, Fiji	-	7-Dec-2025
"	TT000149	**Project Imlementation Officer** Base in Suva Fiti	-	7-Dec-2025
Intrested applicants are encouraged to apply via the Pacific Islands Forum website				
Pacific Islands Forum Fisheries Agency (FFA)	-	**Director Fisheries Development Division (Occupied but advertised due to 6-Year Rule)**	-	28-Nov-2025
"	-	**Market Access Specialist (Occupied but advertised due to 6-Year Rule)**	-	28-Nov-2025
"	-	**Financial Accountant (Vacant)**	-	4-Dec-2025
"	-	**Management Accountant (Occupied but advertised due to 6-Year Rule) -** Readvertised	-	4-Dec-2025
"	-	**Fisheries Development Division Coordinator (Occupied but advertised due to 6-Year Rule)**	-	5-Dec-2025
"	-	**Human Resources Performaance Analyst (Vacant)**	-	6-Dec-2025
Details about the positions and how to apply can be accessed from the following link https://www.ffa.int/jobs/				
Samoa Australia Tautai	-	**PSC Organizational Development Adviser**	-	30-Nov-2025
Please visit recruitment@TautaiPartnership.org				
Samoa Australia Tautua	-	**Short-term Adviser-School Governance and Financial Management Trainer**	-	23-Nov-2025
"	-	**Civil Society Organisations Monitoring, Evaluation and Learning (CSO MEL)Coordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	-	30-Nov-2025
"	-	**Mornitoring, Evaluation and Learning (MEL) Coordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	-	30-Nov-2025
Please visit https://www.tautuapartnership.ws/vacancies for the full Terms of Reference (TOR).				
Pacific Community (SPC)	CR000508	**Water Project Engineer** Based in Port-Vila, Vanuatu	-	23-Nov-2025
"	TT000139	**Principal Aquaculture Adviser** Based in Noumea, New Caledonia or Suva, Fiji	-	23-Nov-2025
"	TT000146	**Statistical Capacity Development Adviser** Based in Suva, Fiji	-	30-Nov-2025
"	TT000141	**Monitoring, Evaluation and Learning Officer GCF-RTP** Based in Suva, Fiji	-	23-Nov-2025
"	CR000517	**Coordinator – Design** Based in Noumea, New Caledoni	-	14-Dec-2025
Applicants must apply online at http://careers.spc.int/				
"	CR000511	**Environmental and Social Safeguards (ESS) and Gender Equity and Social Inclusion (GESI) Officer** Based in Port-Vila, Vanuatu	-	30-Nov-2025
Detailed job description is available at the SPC Careers Portal				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Project Officer, ClimSA**	$46,509	28-Nov-2025
Application forms and JD can be retreived via : https://www.sprep.org/careers				
"	-	**Development and delivery of a Hands-on Vocational Course on Used Oil Management in Fiji, Kiribati, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu** (Readvertisement)	-	28-Nov-2025

"	-	**Supply and delivery of promotional materials for the Pacific Ocean Litter Project (POLP)**	-	28-Nov-2025
Further information can also be obtained from the SPREP Website : https://www.sprep.org/tenders				
"	-	**Request for tenders (RFT): Intergovernmental Panel on Climate Change (IPCC) Pacific Regional Coordinator** (Readvertisement)	-	28-Nov-2025
For more information, see: www.sprep.org				
Western and Central Pacific Fisheries Commission	-	**Compliance Manager**	-	17-Dec-2025
Application forms and JD can be retreived via : https://www.wcpfc.int/				
Pacific Australia Skills	-	**Maintenance Coordinator Samoa**	-	8-Dec-2025
"	-	**Country Director Samoa**	-	15-Dec-2025
Further information can also be obtained from the SPREP Website : https://lde.tbe.taleo.net/lde01/ats/careers/v2/searchResults?org=URSAUS&cws=39				
United Nations Development Programme (UNDP)	-	**National Consultant GEDSI for Samoa CARES project Procurement Process**	-	28-Dec-2025
Procurement Unit UNDP MCO - procurement.ws@undp.org				

D. Training/Scholarship Opportunities

CHINA-SAMOA Bilateral Scholarship Program!

The Public Service Commission (PSC) invites applications from Samoan citizens for Full Scholarship Awards under the China–Samoa Bilateral Scholarship Program for the 2026/2027 Academic Year.

Opportunities are available for both Undergraduate and Postgraduate studies at tertiary institutions in China.

APPLICATION FORMS: · Apply online via: www.campuschina.org

· Obtain the Expression of Interest (EOI) forms and other required documents from the PSC Office or request via email at scholarships@psc.gov.ws

CONTACT INFORMATION: For more information or assistance, please contact the Scholarships Unit at: Public Service Commission (PSC) Level 2, FMFM II Government Building Email: scholarships@psc.gov.ws Tel: 22123 / 22124

DEADLINE FOR SUBMISSION: All completed applications must be submitted to the Human Resource Development Division, Public Service Commission by **Friday, 12th December 2025 at 4:00 p.m**

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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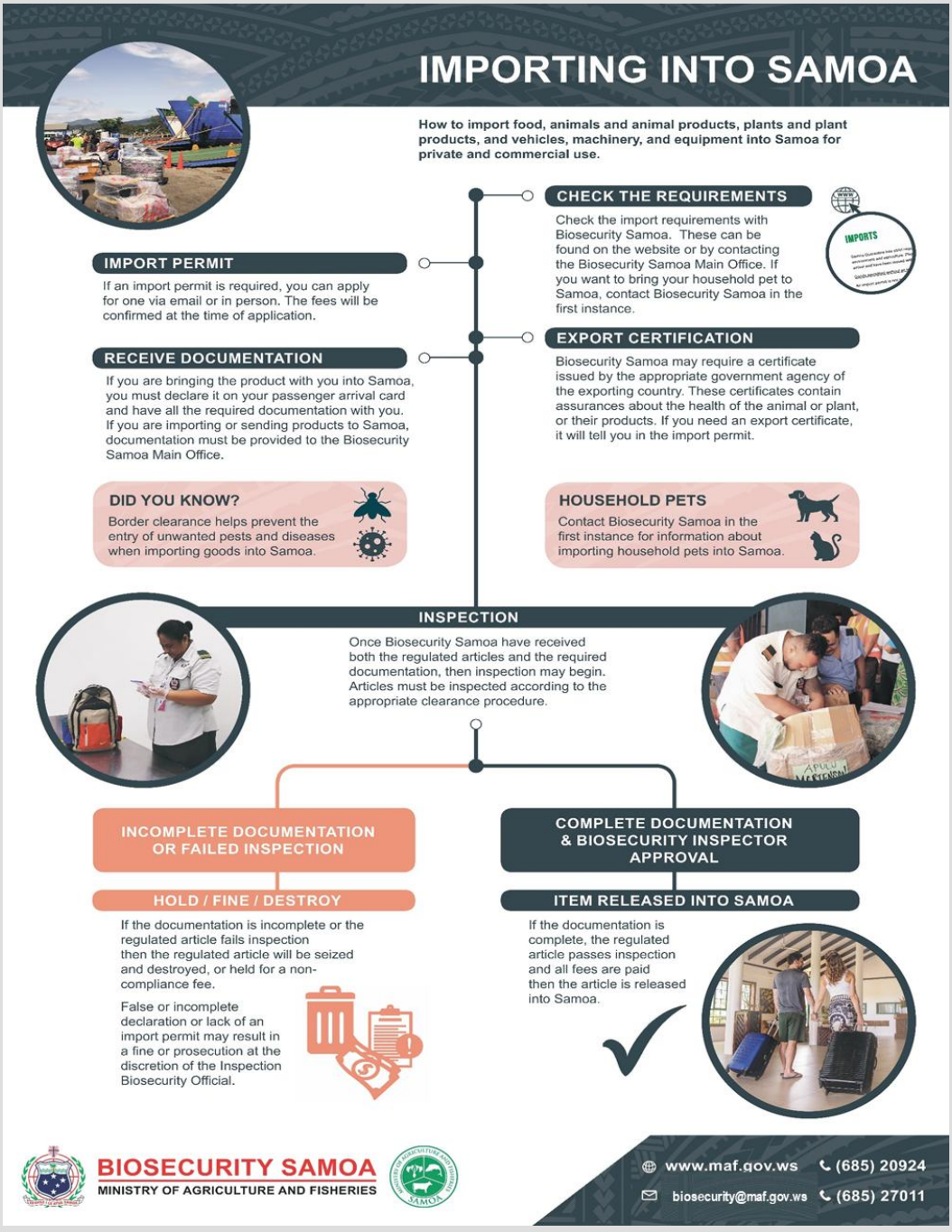
Biosecurity Samoa



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