PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission | *Issue 20/2026, 29th May 2026*

For as the body is one and has many members, but all the members of that one body, being many, are one body, so also is Christ.

1 Corinthians 12:12

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
Communications & Information Technology	CT002695	**Manager ICT Systems & Program Management** **(Re-advertisement: Previous Applicants NEED NOT TO re apply)**	$94,625	19-Jun-2026
Health	MH001232	**ACEO Health IT and Communicaiton Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	19-Jun-2026
Prime Minister & Cabinet	PM002647	**ACEO Corporate Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	12-Jun-2026

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:
Natural Resources & Environment	NEP26001	**Senior Invasive Species Oficer**	**A14** $42,358	12-Jun-2026	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NEP26002	**Communication and Outreach Officer**	**A11** $30,896	12-Jun-2026	"

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	AG003433	**Crops Advisory Assistant**	**A4** $10,534	12-Jun-2026	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
"	AG001409	**Crops Advisory Assistant - East Savaii**	**A4** $10,534	12-Jun-2026	"
"	AG001586	**Driver**	**A4** $10,534	12-Jun-2026	"

"	AG003539	**Store Clerk**	**A4** $10,534	12-Jun-2026	"
Education & Culture	EC001029	**Orchestra Musician Viola** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	12-Jun-2026	**Main Office** Malifa Compound hr@mesc.gov.ws
"	EC000043	**Senior Procurement Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A6** $15,147	12-Jun-2026	"
"	EC001011	**School Library Assistant Mulifanua Primary School** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	12-Jun-2026	"
"	EC001185	**Senior Cirriculum Officer Expressive Art - Primary**	**A13** $38,397	12-Jun-2026	"
Foreign Affairs & Trade	FT002172	**Senior Human Resources & Administration Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	12-Jun-2026	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws
Justice & Courts Administration	JC002567	**Court Officer - Land and Titles Court**	**A10** $27,559	12-Jun-2026	**Raeinah Fania** Mulinuu raeinah.fania@mjca.gov.ws
"	JC003327	**Principal Case Management & Mediation Officer**	**A16** $55,431	12-Jun-2026	"
Revenue	RE002844	**Senior Recoveries & Enforcement Officer**	**A12** $34,438	12-Jun-2026	DBS Building, Level 4 hr@revenue.gov.ws **OR** www.revenue.gov.ws
Samoa Bureau of Statistics	BS001165	**Statistician - Environment Unit**	**A10** $27,559	12-Jun-2026	**Main Office** Level 1, Gov't Building hr@sbs.gov.ws
"	BS001166	**Business Data/Statistics Officer**	**A10** $27,559	12-Jun-2026	"
"	BS001169	**Senior System & Information Officer**	**A12** $34,438	12-Jun-2026	"
"	BS001174	**Senior Statistical Data Analyst**	**A13** $38,397	12-Jun-2026	"
"	BS001176	**Procurement and Asset Management Officer**	**A10** $27,559	12-Jun-2026	"
"	BS001175	**Principal Corporate Governance and Communication Officer**	**A17** **$**67,845	12-Jun-2026	"
"	BS001172	**Senior Registration and Authentication Officer**	**A12** $34,438	12-Jun-2026	"
"	BS0001170	**Senior Use Case Officer**	**A12** $34,438	12-Jun-2026	"
"	BS0001171	**Use Case Officer**	**A10** $27,559	12-Jun-2026	"
"	BS001173	**NDID Registrration Officer**	**A10** $27,559	12-Jun-2026	"
Sports & Recreation	SR000092	**Senior Accounts Receivable Officer**	**A14** $42,358	12-Jun-2026	**Tuna Bryce Viali** Tuanaimato Aquatic Center tbryce@msr.gov.ws
"	SR000093	**Senior IT Oficer**	**A14** $42,358	12-Jun-2026	"
"	SR000094	**IT Officer**	**A10** $27,559	12-Jun-2026	"

Works, Transport & Infrastructure	WI003135	**Strategic Planning Officer**	**A10** $27,559	12-Jun-2026	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.gov.ws

APPOINTMENTS are provisional where promotion is involved for persons appointed unless otherwise indicated. Provisional appointees should not take up appointments until they are confirmed. Confirmation of appointments will be notified in the Public Service Official Circular, if no appeals are received within 14 days of promulgation herein.
NOTICE OF APPEALS including grounds of appeals must be received by the Chairman, Public Service Commission, APIA by **12th June, 2026**

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	AG003791	**Senior Biosecurity Officer AOR)**	**A13** $38,397	**Ferila Fiti
"	AG003792	**Biosecurity Officer (AOR)**	**A10** $27,559	**Aukuso Vaili
Customs	CU000012	**Senior Accounts and Administration Officer**	**A12** $34,438	**Atua Taualoa
Health	MH001710	**Senior Graphic Designer Officer**	**A14** $42,358	**Christine Lauvao
"	MH001518	**Biomedical Engineer Officer**	**A13** $38,397	**Eseta Moananu
"	MH001311	**Biomedical Technician**	**A8** $21,086	**Liaidanna Kalapani

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

CONFIRMED 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	EC000037	**Senior Accounts Officer Payable**	**A5** $12,714	Laufaifaitonga Silipi
"	EC000026	**Senior Payroll Officer**	**A5** $12,714	Fatima Aniseko
"	EC001029	**Orchestra Musician Violinist**	**A4** $10,534	Naamaia Lele
"	EC001029	**Orchestra Musician Tenor**	**A4** $10,534	Raymond Luatua
"	EC001029	**Orchestra Musician Soprano**	**A4** $10,534	Katenari Aso Leo
"	EC001029	**Orchestra Musician Alto**	**A4** $10,534	Apelu Sulumanaia
Natural Resources & Environment	NE003348	**Forestry Research & Development Officer**	**A10** $27,559	Selesitoa Talosaga Talivaa
"	NE001036	**Receptionist**	**A4** $10,534	Norma Lloyd Wendt

GENERAL NOTICES

Provisional Appointment Cancelled - Appointee Withdrew From Issue 18 - 2026

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)
Education & Culture	EC001029	**Orchestra Musician - Viola**	**A4** $10,534

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)		Contact Details:
Electric Power Corporation	-	**Supervisor Accounts/Financial Reporting**	$75,332.00	5-Jun-2026	**Corporate Services** TATTE Building, SOGI tinais@epc.ws or corporate@epc.ws
"	-	**Chief Engineer - National Control & Dispatching Center (NCDC)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$94,625	12-Jun-2026	"
"	-	**Overseer - Power Generation (Savaii)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$72,946	12-Jun-2026	"
Land Transport Authority	-	**Land Surveyor**	$72,447.02-$94,377.64	8-Jun-2026	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Samoa Water Authority	-	**Internal Auditor**	$94,624	5-Jun-2026	**Human Resource Division** 2nd Floor TATTE Building, hr@swa.gov.ws
Samoa Airport Authority	-	**Principal Executive Assistant Officer**	$65,651	19-Jun-2026	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws | **web:** www.samoaairports.com
"	-	**Prinicipal Legal Officer**	$65,651	19-Jun-2026	"
"	-	**Senior Statistician Officer**	$34,438	19-Jun-2026	"
"	-	**Senior Store-Man Officer**	$34,438	19-Jun-2026	"
"	-	**Senior Officer - Rescue & Fire Services**	$34,438	19-Jun-2026	"
Samoa Fire & Emergency Services Authority	-	**Assistant Commisioner**	$94,624.00	19-Jun-2026	**Petroceilli Lokeni** SFESA Building, petrocelli.lokeni@sfesa.ws
Samoa National Provident Fund	-	**Assistant Manager Member Services**	$72,405/$87,912	12-Jun-2026	**Gaoa Faranifou** Level 1, Main SNPF Building gaoafaranifou@npf.ws
"	-	**Assistant Manager Properties**	$72,405/$87,912	12-Jun-2026	"
Unit Trust of Samoa (UTOS)	-	**Information Technology Manager**	$94,624 - $106,452	25-Jun-2026	**Fiaputa Lino-Toetu** Level 3, DBS Building fiaputa.lino-toetu@utos.ws or telephone 29916 & 26949

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Electric Power Corporation	-	**Linesman Trainee (Savaii)**	$11,259	12-Jun-2026	**Corporate Services** TATTE Building, SOGI tinais@epc.ws or corporate@epc.ws
"	-	**Assistant MIS/GIS Officer**	$25,065	12-Jun-2026	"
"	-	**Tree Clearing Labourer (Vaitele)**	$9,254	12-Jun-2026	"
Land Transport Authority	-	**Senior Engineering Officer - Maintenance & Construction**	$29,555.19 - $44,849.95	15-Jun-2026	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Legislative Assembly	-	**Senior Information Technology Officer**	$38,397	8-Jun-2026	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
"	-	**Driver**	$15,147	8-Jun-2026	"
National Kidney Foundation of Samoa	-	**Registered Nurses (2)**	-	12-Jun-2026	**Main Office** Motootua Faia Moke-Nauer: fnauer@nkfs.ws or Fereita Simanu-Salani: fsimanu@nkfs.ws
Police, Prisons & Corrections	-	**Carpenter - Samoa Police Academy**	$18,545	12-Jun-2026	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
"	-	**Maintenance Officer - Samoa Police Academy**	$18,545	12-Jun-2026	"
"	-	**Electrician (Air Conditioner Technician)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$30,063	12-Jun-2026	"
"	-	**Constables (New Recruit) - Male Only** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	12-Jun-2026	"
Samoa Fire & Emergency Services Authority	-	**Human Resources (HR) Officer**	$27,559	5-Jun-2026	**Jubin Simanu / Noel Lolani** SFESA Building, jubin.simanu@sfesa.ws, noel.lolanii@sfesa.ws
"	-	**Senior Station Officer - Safety**	$38,397	5-Jun-2026	"
"	-	**Maintenance Officer**	$27,559	5-Jun-2026	"
"	-	**National Emergency Call Centre (NECC) Clerk**	$13,656	5-Jun-2026	"
Samoa Tourism Authority	-	**HR Officer**	$28,391.95	12-Jun-2026	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel
"	-	**Finance Officer**	$28,391.95	12-Jun-2026	"
Samoa Airways	-	**Travel Consultant - Pago Pago Officer**	-	17-Jun-2026	**Human Resources** Fetu-Ao Building amariner@samoaairways.com lvailaau@samoaairways.com phone: 21261

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline
Samoa Australia Tautua	-	**Education Technical Lead**	-	14-Jun-2026
Please visit https://www.tautuapartnership.ws/vacancies for the full Terms of Reference (TOR).				
Secretariat of the Pacific Community (SPC)	-	**Senior Officer - Pacific Way** Suva-based	-	31-May-2026
"	-	**Environmental and Social Safeguards (ESS) Officer** Noumea-based	-	14-Jun-2026
"	-	**Pacific Climate and Clean Air Coalition Coordinator**	-	14-Jun-2026
"	-	**Crisis Management Advisor** Based in Suva or Nomea	-	14-Jun-2026
"	-	**Program Implementation Officer - Pacific Humanitarian Warehousing Program** Based in Suva	-	21-Jun-2026
Further information, see : https://careers.spc.int				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Non-governmental organisation (NGO) to support the implementation of the Building Our Loss and Damage (BOLD) Response Project - Tuvalu**	-	26-Jun-2026
Further information, see : https://www.sprep.org/tenders				

D. Training/Scholarship Opportunities

2027 JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP PROGRAM – CALL FOR APPLICATIONS!

The Government of Japan through the Ministry of Education, Culture, Sports, Science and Technology (MEXT), is pleased to invite eligible Samoan Nationals to apply for the 2027 MEXT Scholarship Programs for the following programs:

1. Research students
2. Undergraduate students
3. Specialized Training College Students
4. College of Technology Student (Kosen) students

Applications guidelines and forms are available in the URL below:
https://www.ws.emb-japan.go.jp/itpr_ja/11_000001_00476.html

Submission of Applications
Please submit your completed application (hard copy) with supporting documents to the Embassy of Japan Office.
Application Deadline: Friday 5th June 2025 (5:00 PM)

*Late submissions will not be considered

Enquiries
All enquiries relating to MEXT scholarships should be directed to:
The Embassy of Japan
Level 2, B-Building, SNPF Plaza Savalalo, Apia
Email: japanese.embassy@ap.mofa.go.jp
Phone: +685-21187
Website: https://www.ws.emb-japan.go.jp/itpr_ja/11_000001_00476.html

MOFCOM Masters and Doctoral Scholarship Programs 2026!

Are you ready to take your academic journey to the next level?

Scholarship Opportunities for Master and Doctoral Studies in China is now open – but closing soon.

To support interested applicants, we invite you to attend an **Information and Q&A session for the MOFCOM MASTERS AND DOCTORAL SCHOLARSHIPS** as follows:

Date: Thursday 21st May 2026
Venue: Samoa Shipping Services Ltd, Savalalo
Time: 10:00am – 1:00pm

What to Expect
The information session will cover:
- Scholarship eligibility requirements
- Fields of study available
- Scholarship benefits and coverage
- Enrolment plans
- Application and Selection process

Representatives from the **Chinese Embassy** and the **Public Service Commission – Human Resource Development Division**, will be present to provide guidance and answer your questions.

Why Apply?
Dream big – without worrying about financial barriers.

The China MOFCOM Scholarships provides a life-changing opportunity to:
- Advance your academic and professional goals.
- Gain international experience.
- Build skills to contribute to national development.

Whether you inspire to innovate, lead change or make a lasting impact in your field, this is your opportunity to make it happen.
Take the Next Step
Don't miss out on this fully funded opportunity.
Join the session, get informed, and start your application journey today.

Ministry of Communication & Information Technology

Accident Compensation Corporation

Public Trust Office

Ministry of Health

Ministry of Commerce, Industry & Labour

Ministry of Commerce, Industry and Labour
Matagaluega o Pisinisi, Alamanuia ma Leipa
Please address all correspondence to the Chief Executive Officer
+685 20441 | 20442
info@mcil.gov.ws
www.mcil.gov.ws
P.O Box 862, Level 4 ACC House Apia SAMOA

PUBLIC NOTICE

MANDATORY COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH (OSH) REQUIREMENTS

The Ministry of Commerce, Industry and Labour (MCIL) hereby reminds employers in all workplaces of their legal obligation to provide a safe and healthy working environment for all their employees within the Government Ministries, State Owned Enterprises, Contractors and all business owners in Samoa.

Recent reports of incidents involving health and safety violations in the work places, has prompted the MCIL to issue this notice. You are required to be committed to your responsibilities under the Occupational Safety and Health Act 2002 and OSH Regulations 2017.

1. Employer Obligations

Under the Occupational Safety and Health Act 2002, employers must take all "reasonably practicable" steps to ensure the safety, health, and welfare of their employees. This includes:

- **Providing a Safe Work Environment:** Ensuring buildings, machinery, and systems of work are safe and without risk.
- **Emergency Plan and Procedures:** Having in place an emergency plan which includes assembly points, special assistance information and warning systems.

- **Hazard Identification:** Systematically identifying and assessing risks (physical, chemical, or biological).
- **Training and Supervisions:** Providing adequate training, safety equipment, and supervision to employees.
- **Maintaining Records:** Keeping a register of all accidents, incidents, and near-misses.
- **Not to Charge employees for Safety Gear:** Employers cannot charge employees for safety equipment required by law.

2. Employee Duties

Workers also have a duty of care to:

- Take reasonable care of their own safety and that of others.
- Wear or use protective equipment provided by the employer.
- Report any hazards or dangerous work situations to the employer immediately.

The OSH Unit of the MCIL conducts regular inspections to monitor work place compliance. Failure to comply with these requirements may lead to investigations, legal proceedings, and penalties.

Remember, **"Safety is everyone's responsibility"**

For more information or to report a hazard, please contact our Occupational Safety and Health Unit on telephone numbers 20441/ 20442 or our email info@mcil.gov.ws .

Ma le faaaloalo,

Fepuleai Roger Toleafoa

CHIEF EXECUTIVE OFFICER

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.

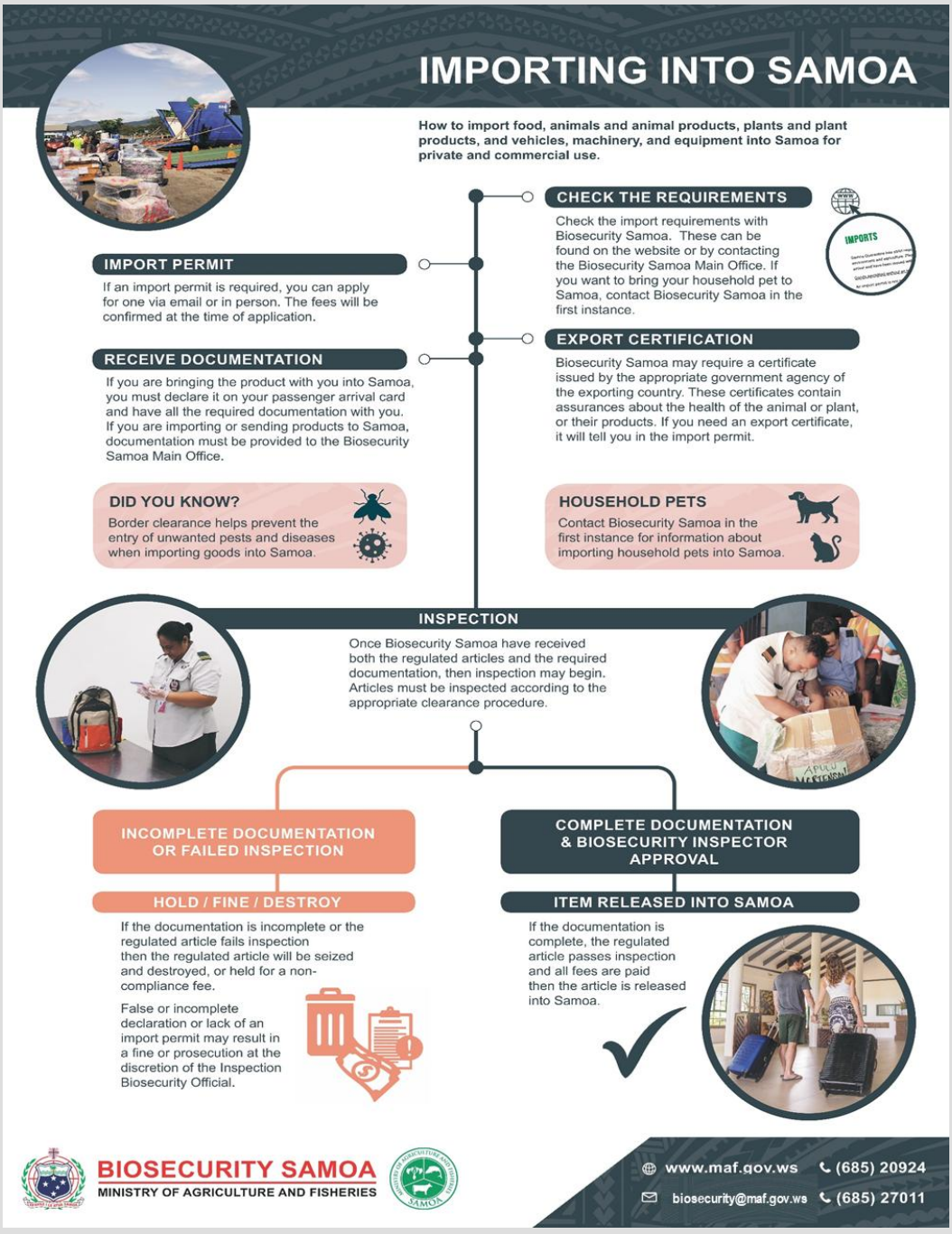
Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

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