PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 22/2026, 15th June 2026*

Let us hold fast the confession of our hope without wavering, for He who promised is faithful.

Hebrews 10:23

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
Agriculture & Fisheries	AG001654	**ACEO Policy Development, Planning and Communication**	$94,625	3-Jul-2026
Communications & Information Technology	CT002695	**Manager ICT Systems & Program Management** **(Re-advertisement: Previous Applicants NEED NOT TO re apply)**	$94,625	19-Jun-2026
Education & Culture	EC001102	**ACEO Performance Development**	$94,625	3-Jul-2026
"	EC001088	**Orchestra Director**	$67,845	3-Jul-2026
Foreign Affairs & Trade	FT002319	**Manager Overseas Missions**	$74,335	3-Jul-2026
Health	MH001232	**ACEO Health IT and Communication Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	19-Jun-2026
Natural Resources & Environment	NE003755	**ACEO Internal Auditor**	$94,624	3-Jul-2026
"	NE002474	**ACEO Waste Management and Pollution Control Division**	$94,624	3-Jul-2026
Public Service Commission	PS002970	**Manager Corporate Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	10-Jul-2026
Family & Social Affairs	WS004057	**ACEO Sector Coordination & Community Engagement**	$94,624	3-Jul-2026
"	WS000614	**ACEO Women, Men & Gender Development**	$94,624	3-Jul-2026
"	WS002600	**ACEO Children, Youth & Family Development, previously known as ACEO Economic Empowerment** **(Re-advertisement: Previous Applicants NEED TO re-apply)**	$94,624	19-Jun-2026
"	WS003205	**ACEO Research Policy & Planning** **(Re-advertisement: Previous Applicants NEED TO re-apply)**	$94,624	19-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:
Commerce, Industry & Labour	CLP24001	**Senior Policy Officer (LEEP Division)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A14** $42,358	26-Jun-2026	**HR & Admin** Level 4, ACC Building mcilhr@mcil.gov.ws
Justice & Courts Administration	JCP26001	**Principal Legal Aid Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A16** $55,431	26-Jun-2026	**Raeinah Fania** Mulinuu raeinah.fania@mjca.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:
Agriculture & Fisheries	AG003366	**Human Resource and Training Officer**	**A10** $27,559	26-Jun-2026	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
"	AG003359	**Fisheries Officer - Database Analysis**	**A10** $27,559	26-Jun-2026	"
"	AG003270	**Fisheries Officer - Aquaculture**	**A10** $27,559	26-Jun-2026	"
"	AG003657	**Crops Advisory Assistant**	**A4** $10,534	26-Jun-2026	"
Customs	CU000010	**Principal Internal Audit and Risk Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A16** $55,431	26-Jun-2026	**HR** mochr@revenue.gov.ws
Education & Culture	EC001211	**Security Officer - Main Office** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	26-Jun-2026	**Main Office** Malifa Compound hr@mesc.gov.ws
Finance	FI003103	**Senior Investigation Officer**	**A14** $42,358	26-Jun-2026	**HR & Admin,** Level 4, CBS Building hr-admin@mof.gov.ws
"	FI003606	**Senior Domestic Debt Management Officer**	**A14** $42,358	26-Jun-2026	"
"	FI003609	**Senior Human Resource Management Officer**	**A14** $42,358	26-Jun-2026	"
"	FI003611	**Senior Asset Management Officer**	**A14** $42,358	26-Jun-2026	"
"	FI003554	**Security Officer - TATTE**	**A4** $10,534	26-Jun-2026	"
"	FI003607	**Debt Management Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	26-Jun-2026	"
Foreign Affairs & Trade	FT002176	**Principal Foreign Service Officer**	**A16** $55,431	26-Jun-2026	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws
Justice & Courts Administration	JC003419	**Senior Data Analyst Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	26-Jun-2026	**Raeinah Fania** Mulinuu raeinah.fania@mjca.gov.ws
"	JC003289	**Phonographic & Transcribing Assistant Officer - Tuasivi** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	26-Jun-2026	"

Prime Minister & Cabinet	PM003618	**Marketing Officer**	**A8** $21,086	26-Jun-2026	**Main Office** Level 4, Gov't Building hr@mpmc.gov.ws
"	PM002671	**Assistant Immigration Officer**	**A6** $15,147	26-Jun-2026	"
"	PM002662	**Records Supervisor**	**A12** $34,438	26-Jun-2026	"
"	PM003272	**Cashier (Main Office, Upolu)**	**A4** $10,534 plus $2000 (risk allownce)	26-Jun-2026	"
Samoa Bureau of Statistics	BS001092	**Senior Officer - Questionnaire Design** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	26-Jun-2026	**Main Office** Level 1, Gov't Building hr@sbs.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 **26th 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	AG000962	**Nightwatchman - Nuu**	**A4** $10,534	**Faasaomotaeao Goia Su
Commerce, Industry & Labour	CL002538	**Senior Labour Mobility & Development Training Skills Officer**	**A14** $42,358	**Russel Ieremia
Education & Culture	EC000157	**Senior Officer Teacher Development (Secondary)**	**A12** $34,438	**Kattie Afegata
"	EC000159	**Senior Officer Teacher Development (Primary)**	**A12** $34,438	**Gaufaleai Hans Smith
"	EC000155	**Senior Education Officer - School Personnel**	**A12** $34,438	**Mary Asia Andrews
"	EC000025	**Records Officer**	**A4** $10,534	**Aigalelei Saleupolu
Foreign Affairs & Trade	FT002191	**Customer Service Officer**	**A10** $27,559	**Gloria Aperaamo Ah Fook
Health	MH001030	**Strategic Health Planing Officer**	**A10** $27,559	**Fetuao Petelo
"	MH001957	**Senior Revenue Clerk**	**A5** $12,714	** Antonina Tanuvasa
Justice & Courts Administration	JC002559	**Court Registry Support officer-Digitization**	**A5** $12,714	**Maria Tufele
Natural Resources & Environment	NE000786	**Senior Operations & Maintenance Officer**	**A12** $34,438	**Fou Sekone

**** 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

Works, Transport & Infrastructure	WIP21000	**Senior Financial Management Officer**	**A13** $38,397	Tutogi Margueritte Malua

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

GENERAL NOTICES

Government of Samoa
Malō o Samoa

PUBLIC SERVICE COMMISSION
Komisi o Galuega a le Malō

PUBLIC SERVICE COMMISSION NOTICE OF CONDOLENCES

The Commission offers its most heartfelt condolences and deepest sympathy for the sudden passing of:

Mr. Misa Iuni Alova

Late Principal Moamoa & Tauaoo Primary School (MEC).

2019 - current: Principal Moamoa & Tauaoo Primary School
2005 – 2016: Assistant Teacher - Pata Falelatai Primary School
2000 – 2004: Assistant Teacher - Samatau Primary School
1997 – 1999: Teacher Falelatai Primary School
1990 – 1992: Medical Records Clerk - MOH
The Commission acknowledges your work in the public service with honour and gratitude.

***This is a new Commission policy as a permanent feature of the Public Service Official Circular**

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)		Contact Details:
Police, Prisons & Corrections	-	**Assistant Commissioner - National Operations**	$94,624	26-Jun-2026	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws

Samoa Airport Authority	-	**Senior Eletrical Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$34,438	26-Jun-2026	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
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
"	-	**Principal 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 Commissioner**	$94,624.00	19-Jun-2026	**Petroceilli Lokeni** SFESA Building, petrocelli.lokeni@sfesa.ws
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:
Development Bank of Samoa	DB1217	**Recovery Officer**	$21,307 - $36,870	19-Jun-2026	**Tiperia Talo** Development Bank of Samoa tiperiat@dbsamoa.ws
"	DB1271	**Finance/Admin Officer (Savaii)**	$21,307 - $36,870	19-Jun-2026	"
"	"	**Loans Oficers (2)**	$21,307 - $36,870	24-Jun-2026	"
Gambling Control Authority	-	**Sales Officer (3)**	-	3-Jul-2026	**GCA Office** Apia Main Office info@gca.gov.ws
"	-	**Information Technology Officer**	-	3-Jul-2026	"
Office of the Electoral Commission	EV000047	**Internal Auditor & Investigation Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$55,431	19-Jun-2026	**Corporate Service Division** OEC Headquarter, Mulinuu csds@oec.gov.ws
Police, Prisons & Corrections	-	**Payroll Officer**	$23,199	26-Jun-2026	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
"	-	**Finance Clerk**	$18,545	26-Jun-2026	"
"	-	**Electrician (Air Conditioner Technician)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$30,063	26-Jun-2026	"
"	-	**Constables (New Recruit) - Male Only** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"
"	-	**Carpenter - Samoa Police Academy** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"

"	-	**Maintenance Officer - Samoa Police Academy** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"
Samoa National Provident Fund	-	**Pension Clerks (2)**	$13,414 / $19,930	26-Jun-2026	**Uini / Vetalcy** Level 1, Main SNPF Building uini@npf.ws / vetalcy@npf.ws
"	-	**Internal Audit Officer**	$28,306 / $38,101	26-Jun-2026	"
Samoa Ports Authority	-	**Payroll Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$24,994-$30,725	26-Jun-2026	**Christina Puipuia** SPA Office christina@spasamoa.ws or website www.spasamoa.ws
"	-	**Electrician** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$15,292-$18,675	26-Jun-2026	"
"	-	**Internal Audit Officer**	$24,994-$30,725	26-Jun-2026	"
"	-	**Security Officer (2)**	$15,292-$18,675	26-Jun-2026	"
"	-	**Security Cadet**	$12,483-$14,653	26-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
"	-	**Safety & Quality Assurance Officer**	$18,000 - $35,000	26-Jun-2026	"
Samoa Export Authority	-	**Nightwatchman/Security – Vaitele Tai (SEA Headquarters)**	$10,534	26-Jun-2026	**Wendy Paulo-Tuitaalili** SEA Office. Vaitele-Tai. Apia w.tuitaalili@samoaexportauthority.gov.ws
"	-	**Nightwatchman/Security – Mulifanua (Commercial Farm)**	$10,534	26-Jun-2026	"
"	-	**2 x Farm Labour (0.5FT) & Nightwatchman/Security (0.5FT)**	$10,534	26-Jun-2026	"
Samoa Shipping Services	-	**Shipping Officer**	$12,082	26-Jun-2026	**SSS Office** Savalalo oauapaau.sssltd.ws

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline
New Zealand High Commission	-	**Development Programme Coordinator**	SAT$ 66,296 – SAT$89,694	22-Jun-2026
Please contact Jonathan Lee: Jonathan.Lee@mfat.govt.nz				
Samoa Australia Tautai	-	**Public Enterprise Governance Specialists**	-	7-Jul-2026
Contacts details: recruitment@TautaiPartnership.org				
Secretariat of the Pacific Community (SPC)	-	**Senior Officer - Pacific Way** Suva-based	-	31-May-2026
"	-	**Program Implementation Officer - Pacific Humanitarian Warehousing Program** Based in Suva	-	21-Jun-2026
"	-	**Tok Pasifika Project Advisor** Nomea - based	-	28-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				
"	-	**Finance Officer**	-	19-Jun-2026
TO APPLY, CLICK ON THE LINK BELOW https://jobs.hrmonise.com/details/4734/sprep/FOSamoa				
"	-	□ **Senior Finance and Administration Officer- Pacific Ocean Initiative Internationally Recruited Role**	-	26-Jun-2026
TO APPLY, CLICK ON THE LINK BELOW https://jobs.hrmonise.com/details/4774/sprep/SFAO-POI				
"	-	**Project Manager - Pacific Ocean Initiative Internationally Recruited Role**	-	26-Jun-2026
TO APPLY, CLICK ON THE LINK BELOW https://jobs.hrmonise.com/details/4772/sprep/PM-POI%20(Fiji)				

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"**

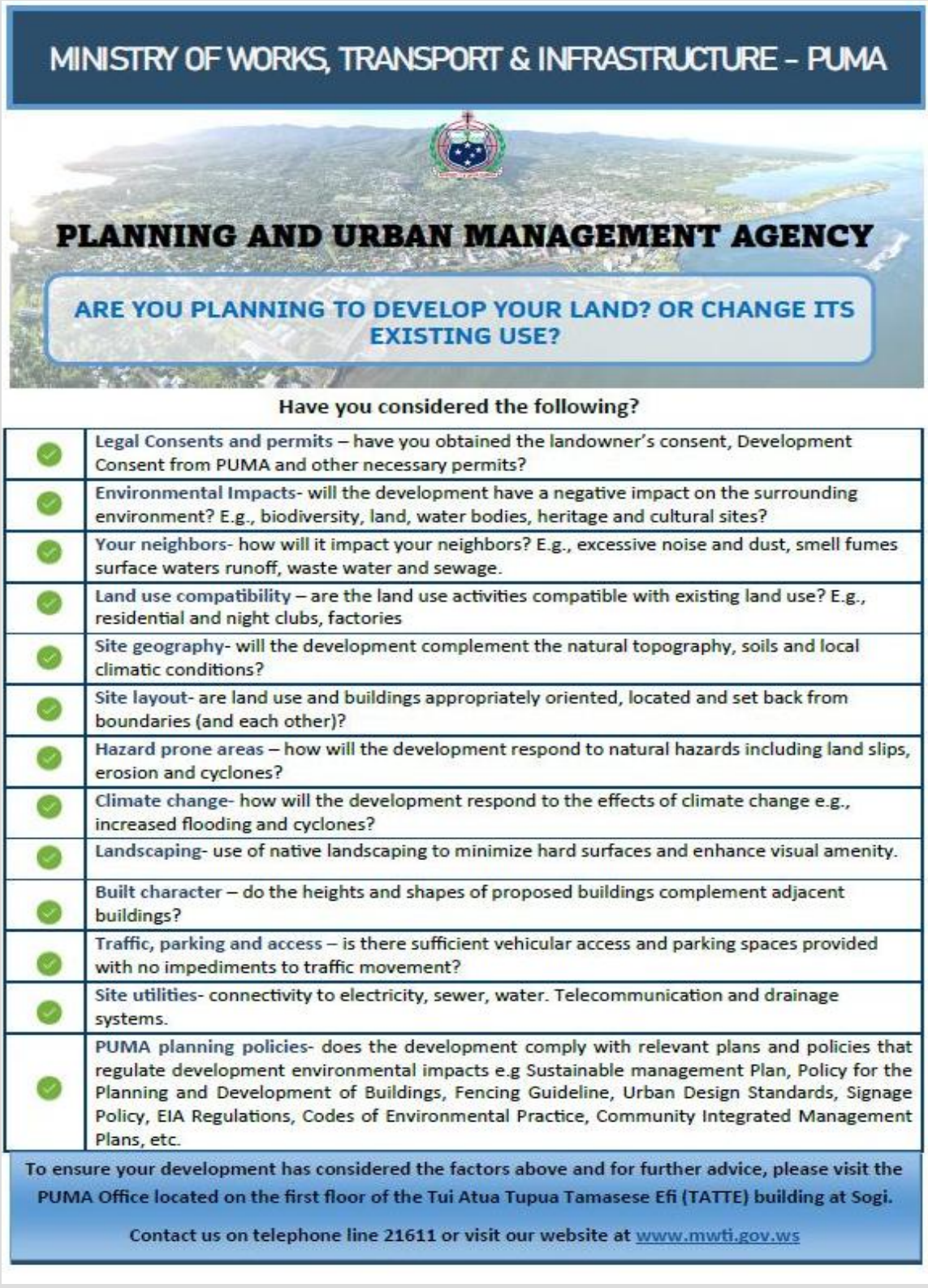
For more information or to report a hazard, please contact our Occupational Safety and Health Unit on telephone numbers 20441/ 20442 or our email info@mcil.gov.ws .

Ma le faaaloalo,

Fepuleai Roger Toleafoa

CHIEF EXECUTIVE OFFICER

Ministry of Works, Transport & Infrastructure - PUMA

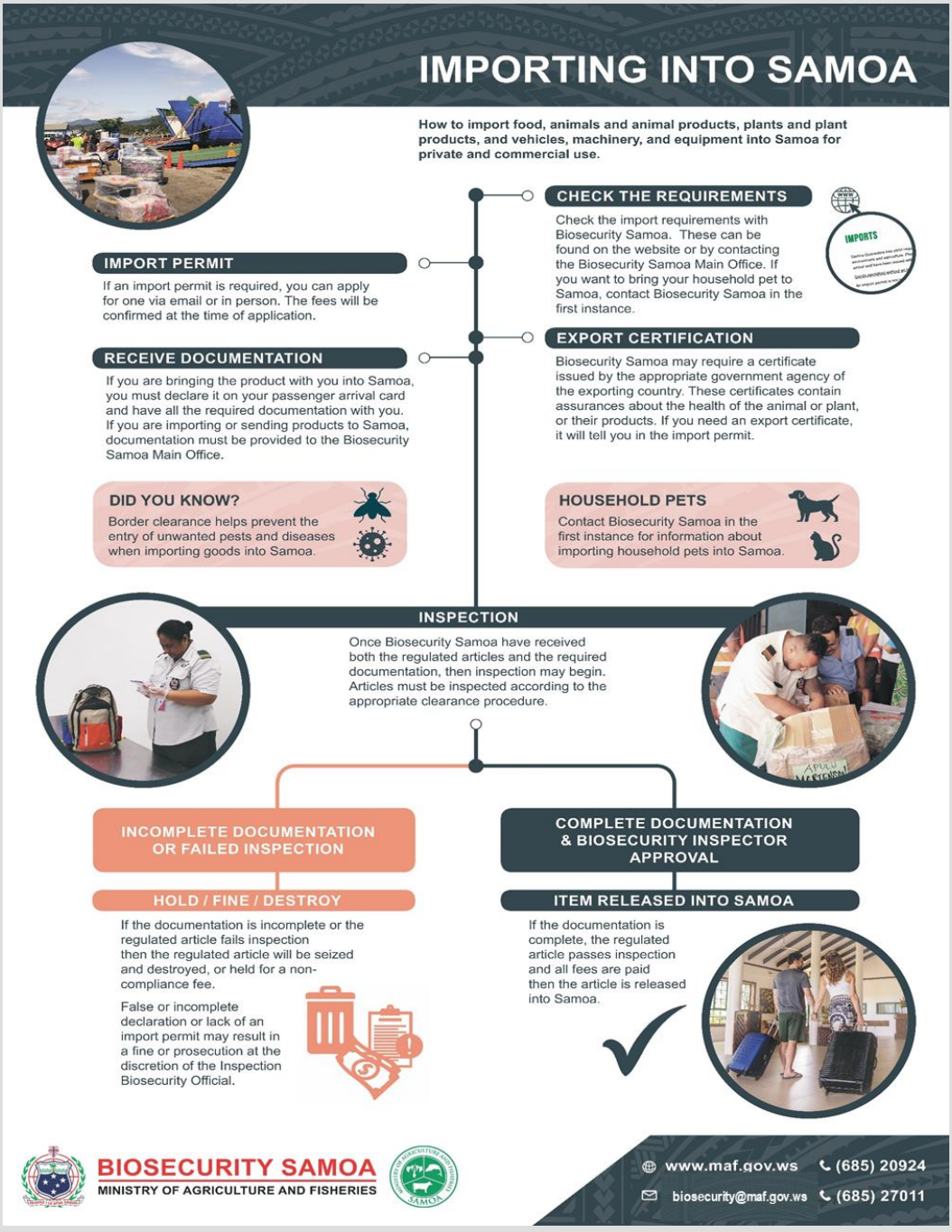


Ministry of Women, Community & Social Development

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