PUBLIC SERVICE OFFICIAL CIRCULAR

Special Issue 09, 4th September 2026

Special Advertisement

The Public Service Commission, on behalf of the Government of Samoa, invites applications from qualified candidates for the following position:

CHIEF EXECUTIVE OFFICER

MINISTRY OF FOREIGN AFFAIRS AND TRADE

Position Code	Salary Grade (per annum)
FA000001	**CEO GRADE B** **SAT$124,857 - $129,317**

DUE DATE: 2nd October 2026

See conditions below

Application Package can be uplifted from the Office of the Public Service Commission or download from the PSC website https://www.psc.gov.ws/employment/special-advertisements/

1. MAKING AN APPLICATION (PLEASE READ CAREFULLY)

a. For your application to be considered you must complete **ALL** requirements of the Application Package

1. Cover letter
2. **Complete** and signed Application Form (Form 2)
3. **Certified** Copies of all academic achievements / qualifications.
4. Recently updated Curriculum Vitae (last updated within 12 months)
5. 3 most recent written references (within the last 12 Months)

2. SUBMISSION OF APPLICATION

a. All applications must be addressed to:
The Chairman
Public Service Commission
Level 2, FMFM II Government Building
Apia, Samoa

b. Applications can be submitted via email:
recruitment@psc.gov.ws or
mmulitalo@psc.gov.ws

c. Closing Date: Friday, **2nd October 2026 at 5:00pm**

For more information, please do not hesitate to contact Melanie Mulitalo-Alatimu on email mmulitalo@psc.gov.ws or telephone 22123.

APPLICANTS ARE STRONGLY ADVISED TO SUBMIT COMPLETE APPLICATIONS PRIOR TO THE CLOSING OF THE ADVERTISEMENT.