

Honorable Pulaali'i Nikolao Pula
Governor

Honorable Pulumata'ala Ae Ae Jr.
Lieutenant Governor

Titiaoalii Dr. Asenati Ietitaia Saau-Umi
DHR Director

Max Tuitele
Deputy Director

Falo Johansson
Deputy Director



**AMERICAN SAMOA GOVERNMENT
DEPARTMENT OF HUMAN RESOURCES
PAGO PAGO, AMERICAN SAMOA 96799**

JOB ANNOUNCEMENT

Job Title: <i>Communication Specialist</i>	Posting Date: <i>January 15, 2026</i>	Serial No.: <i>05-26</i>
Department/Division: <i>Health / Immunization</i>	Closing Date: <i>February 05, 2026</i>	Announcement No.: <i>05-26</i>
Type of Position: <i>Temporary Appointment</i>	Posting Type: <i>Employment Opportunity/ Open to the Public</i>	Pay Grade and Salary Range: <i>GS-13 / \$18,340 – \$48,760p.a.</i>

General Description:

Basic of all Media Activities for COVID. Support leadership and the Department of Health with communication, planning, and monitoring media coverage. Plan and support communication campaigns, events, and public awareness initiatives. Ensure communication comply with organizational policies and professional.

Key Duties and Responsibilities:

- Plans develop, implement, and evaluate traditional and message strategies that meet public health mission and goals.
- Ensure materials are translated to Samoan and other ethnicity such as Tonga, Fiji, Chinese etc.
- Provide marketing and communications expertise in the development and implementation of printed and online publications, websites, presentations, and collateral materials.
- Partner with organizations and online partners to develop effective and cost-efficient opportunities for message planning, research, message development, and message delivery.
- Establish and maintain effective working relationships with partners, contractors, and stakeholders.

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Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799
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- Develop content for posting on various digital media outlets, including ensuring consistency across communication channels and working within state requirements and guidelines. This may require work with partners or contractors.
- Ensure communication activities are based on accepted principles, methods, and best practices.
- Attend internal and external meetings as requested.
- Complete assigned deliverables, including required reports, within established time frames.
- Manage projects work, as needed, including quality assurance.
- Perform other job-related duties as assigned.

Knowledge, Skills, and Ability:

- Must have excellent verbal and written communication.
- Familiarity with American Samoa local populations and preferred bilingual language (Samoan).
- Proficient use of different computer programs (Microsoft Office).
- Ability to interact with individuals from a variety of disciplines and backgrounds.
- Strong organizational skills and highly capable of tracking, summarizing and reporting lab activities.
- Experience in preparing, reviewing and submitting progress reports.

Academic and Experience Requirements:

- Applicant must have a master degree from an accredited college or university plus 2 years of work experience OR bachelor plus 4 years, 2 years of supervisory.
- Years of progressively responsible working experience may be substituted for a portion of the academic requirement.
- Salary will be adjusted according to experience.

- Complete information concerning this vacancy may be obtained from the Personnel Division of the Department of Human Resources, or please contact the Recruitment unit at **633-4485/633-4000**.

Fa'afetai tele,



Titiaoalii Dr. Asenati Ietitaia Sa'au-Umi
Director, Department of Human Resources

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