

Honorable Pulaali'i Nikolao Pula
Governor

Honorable Pulumata'ala Ae Ae Jr.
Lieutenant Governor



Titiaoalii Dr. Asenati 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: Warden		Posting Date: June 2, 2026	Serial No.: 088-26
Department/Division: Department of Corrections		Closing Date: June 8, 2026	Announcement No.: 088-26
Type of Position: Temporary Appointment	Posting Type: Employment Opportunity/ Open to the Public		Pay Grade and Salary Range: GS-16 \$25,012 –\$65,572p.a.

General Description:

Manages Correctional Facility operations, such as inmate and staff schedules. Ensures the facility's safe operation and combine security, problem-solving, and prevention management strategically to ensure prevention and control.

Key Duties and Responsibilities:

- Supervise all prison staff for both juveniles and adults. Prison staff include Correctional offices, health care professionals, counselors, maintenance staff and custodial staff
- Ensure staff stays compliant by adhering to all laws, rules and standards that Govern how prisons operate, as well as to the facility policies and procedures approved by the warden
- Oversee staff training and request routine data reports on training activity including delinquency on mandated recurring training
- Investigate complaints or incidents to resolve inmate grievances
- Supervise or conduct investigations of alleged inappropriate behavior and take disciplinary action, if deemed necessary
- Ensure the facility and security equipment are properly functioning to keep staff safe
- Manage budgets and monitor expenses appropriated for building and grounds upkeep, as well as significant health care, food services and other costs
- Maintains oversight of the operations and continually monitors performance within the division
- Develops and manages division budget and expenditures and ensures the timely application for community program funds.
- Works closely with the department personnel for HR related matters

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Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799

Ph: (684) 699-4481/ Email: info@hr.as.gov

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- Determine Staffing needs and allocate available staff accordingly
- Perform other job related duties as assigned

Knowledge, Skills, and Ability:

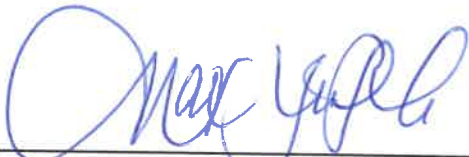
- Provides guidance, leadership and training to employees
- Ability to work under pressure.
- Thrive and teamwork.
- Knowledge of English and Samoan comprehension.
- Physically fit able to stand for long periods of time during inspection of prison
- Lead by setting the example.
- Exercise good judgment when dealing with problems.
- Flexibility in working schedule when called to work after hours or be On-Call

Academic and Experience Requirements:

- Applicant must have a Master Degree from an accredited college or university plus 5 years of relevant experience, 3 years of supervisory capacity OR, bachelor's degree plus 6 years, 4 years of supervisory capacity
- 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 699-4481.

Fa'afetai tele,



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

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