

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

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Deputy Director

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

**JOB ANNOUNCEMENT**

<b>Job Title:</b> Warden	<b>Posting Date:</b> January 7 <sup>th</sup> , 2026	<b>Serial No.:</b> 164-25
<b>Department/Division:</b> Corrections	<b>Closing Date:</b> January 27 <sup>th</sup> , 2026	<b>Announcement No.:</b> 164-25
<b>Type of Position:</b> Temporary Appointment	<b>Posting Type:</b> Employment Opportunity/ Open to the public	<b>Pay Grade and Salary Range:</b> GS-16 / \$25,012 - \$65,572 p.a.

**General Description:**

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

**Key Duties and Responsibilities:**

- Supervise all prison staff for both juvenile and adults. Prison staff include Correctional officers, health care professionals, counselors, maintenance staff, and custodial staff.
- Determine staffing needs and allocate available staff accordingly.
- 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.
- Works closely with the department personnel for HR related matters.
- Develops and manages division budget and expenditures and ensures the timely application for community program funds.
- Perform other job-related duties as assigned.

**Knowledge, Skills, and Ability:**

- Certifications offered by the American Correctional Association (ACA) for those looking to advance and gain recognition in the field.

***This Is an Equal Employment Opportunity Employer***

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

Ph: (684) 633-4485/ Email: [info@hr.as.gov](mailto:info@hr.as.gov)

**"Uphold Ethical & Fair Leadership, Fostering Transparency, & Ensuring Accountability"**

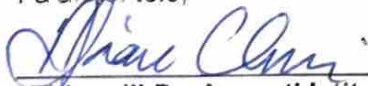
- Certifications offered by the American Correctional Association (ACA) for those looking to advance and gain recognition in the field.
- Five (5) plus years of experience in corrections working as a police officer, corrections officer, government clerk, or government contractor.
- Authority:
  - Decision making: no supervision needed
  - Financial authority: oversees, manages, and controls the operations of prison.
- Supervisory Responsibility:
  - Provides guidance, leadership, or training to other employees (no direct supervision)
  - Directly responsible for supervision non-exempt, clerical, or office administrative personnel
  - Directly responsible for supervising exempt, professional, or technical employees
  - Directly responsible for supervising supervisory/managerial employees
- Organizational Structures:
  - Reports to Director, Deputy Director
  - Titles reports to this position: Manager of the Juvenile Detention Center, Correctional Officers, Cooks, Custodians
- Working Conditions:
  - Physical surroundings: office and prison
  - Adverse working environment: able to work during rain or hot weather
  - Domestic/International Travel: able to attend training courses and conferences relating to programs locally and off island.
  - Extensive Hours: may work after hour or be ON-CALL for complaints and other areas assigned by the Governor of American Samoa.

**Academic and Experience Requirements:**

- Applicants must have a master's degree from an accredited college or university plus five (5) years of relevant experience and three (3) years of supervisory capacity.
- OR a bachelor's degree from an accredited college or university plus six (6) years of relevant experience, four (4) years of supervisory capacity.
- 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 699-.**

Fa'afetai tele,



**Titiaoalii Dr. Asenati Ietitaia Saau-Umi**

Director, Department of Human Resources

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