

**OFFICE OF THE CLERK OF THE
LEGISLATIVE ASSEMBLY (OCLA)**

Applications are invited from qualified applicants for the following positions at the Office of the Clerk of the Legislative Assembly:

Permanent Position:

1. Principal Finance and Administration Officer – \$55,431 p.a

Job Description can be downloaded from www.palemene.ws

Applications are to be addressed to the Clerk of the Legislative Assembly, and should reach the Office of the Clerk of the Legislative Assembly, Maota Tofilau Eti Alesana Building before **5:00 pm** on the **23rd May 2025**

Requirements for all positions will be on the Job Application forms and should contain **all** the following:

- 1) Latest CV
- 2) Detailed statement against the Selection Criteria
- 3) References from 3 respectable persons
- 4) Confirmations of current and former employment
- 5) Certified copies of academic qualifications
- 6) Police report

Full details for the positions are available on the Parliament of Samoa website www.palemene.ws. Late applications **will not** be accepted.