



# MINISTRY FOR PUBLIC ENTERPRISES

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## Directors' Application Information Package

### 1. GENERAL

The Independent Selection Committee (ISC) is pleased to invite applications from experienced and suitably qualified individuals interested in serving in any of the Director positions of the Public Bodies listed below:

(1) Development Bank of Samoa (DBS) – four vacancies

- 1.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in rural development and community engagement.
- 1.2 An appropriately qualified person with extensive and successful experience in banking, credit risk management and investment or business development, in particular small to medium sized income earning businesses.
- 1.3 A suitably qualified person with extensive and proven experience in agricultural, including livestock and fisheries development initiatives.
- 1.4 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.

(2) Electric Power Corporation (EPC) – five vacancies

- 2.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 2.2 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in rural development and community engagement.
- 2.3 An academically and/or professionally qualified engineer with extensive and proven experience in electrical and/or mechanical works and infrastructure and a sound understanding of renewable energy technologies and development.

- 2.4 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- 2.5 A suitably qualified person with extensive and proven experience in managing medium to large projects and assets.
- (3) Public Trust Office (PTO) – two vacancies
  - 3.1 A suitably qualified person with extensive and proven experience in the matters of Wills, Trusts and estates administration.
  - 3.2 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of property and estates and/or trustee law.
- (4) Samoa Airport Authority (SAA) – four vacancies
  - 4.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in rural development and community engagement. Background in airport or aviation management would be an advantage.
  - 4.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
  - 4.3 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law. Knowledge of international aviation law would be an advantage.
  - 4.4 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures. Experience or knowledge of commercial airport operations and a strong understanding of airline and passenger requirements would be an advantage.
- (5) Samoa Housing Corporation (SHC) – five vacancies
  - 5.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in community development and engagement.
  - 5.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.

- 5.3 An appropriately qualified person with extensive and proven business management experience with a good background in investment, portfolio management and in lending securities and debt recovery.
  - 5.4 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
  - 5.5 A person with extensive experience in the building & construction industry with a good understanding of the local building policy framework.
- (6) Samoa International Finance Authority (SIFA) – three vacancies
- 6.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications. Knowledge and/or experience in taxation would be an advantage.
  - 6.2 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
  - 6.3 An appropriately qualified person with extensive and proven experience in business, operating mid-large profitable commercial ventures and in marketing international business and promotion.
- (7) Samoa Land Corporation (SLC) – four vacancies
- 7.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
  - 7.2 A suitably qualified person with extensive and proven experience in land management and property development.
  - 7.3 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures.
  - 7.4 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in rural development and community engagement.
- (8) Samoa Post Limited (SPL) – two vacancies
- 8.1 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures. Experience or knowledge of international postal operations and trade would be an advantage.

- 8.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.

(9) Samoa Shipping Corporation (SSC) – three vacancies

- 9.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 9.2 An academically and/or professionally qualified engineer with extensive and successful experience in marine engineering with preferably a sound understanding of vessel maintenance plans and the maritime transport sector.
- 9.3 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures. Experience or knowledge of commercial port operations would be an advantage.

(10) Samoa Shipping Services (SSS) – four vacancies

- 10.1 A suitably qualified person with extensive and successful cultural leadership experience, a good understanding of relevant Government policies and a good background in rural development and community engagement. Background in or understanding of ship crewing issues would be an advantage.
- 10.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 10.3 A suitably qualified person with extensive and proven experience in the maritime sector. Human resource management and advisory services associated with employment opportunities for trained mariners would be an advantage.
- 10.4 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures.

(11) Samoa Trust Estates Corporation (STEC) – three vacancies

- 11.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 11.2 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures. Experience or knowledge of commercial agriculture would be an advantage.

- 11.3 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- (12) Samoa Water Authority (SWA) – two vacancies
- 12.1 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 12.2 An appropriately qualified person with extensive and proven experience in business, operating medium to large profitable commercial ventures.
- (13) Unit Trust of Samoa (UTOS) – five vacancies
- 13.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies. Background or experience in fund investment would be an advantage.
- 13.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 13.3 An appropriately qualified person with extensive and proven experience in capital market operations and Funds and investments management.
- 13.4 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- 13.5 An appropriately qualified person with extensive and proven experience in human resource management and/or marketing and promotion.
- (14) Samoa Life Assurance Corporation (SLAC) – two vacancies
- 14.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies. Background in or understanding of life assurance work would be an advantage.
- 14.2 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.

(15) Samoa National Provident Fund (SNPF) – four vacancies

- 15.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a solid background in community development and engagement.
- 15.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 15.3 A suitably qualified person with extensive and proven human resource experience with a deep understanding of employee social security and retirement benefits & entitlements and rights.
- 15.4 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.

(16) Accident Compensation Corporation (ACC) – three vacancies

- 16.1 An academically and/or professionally qualified medical practitioner with extensive and proven experience either in private practice or in medium to large medical organizations in the areas of public health, general health care provision and rehabilitative programmes.
- 16.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 16.3 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in community development and engagement.

(17) Land Transport Authority (LTA) – two vacancies

- 17.1 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- 17.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.

- (18) National Kidney Foundation of Samoa (NKFS) – three vacancies
- 18.1 An academically and/or professionally qualified medical practitioner with extensive and proven experience on medical issues in particular renal diseases and disorders.
  - 18.2 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in community development and engagement.
  - 18.3 An appropriately qualified person with extensive and proven experience in business, operating medium to large successful commercial ventures.
- (19) Samoa Fire & Emergency Services Authority (SFESA) – three vacancies
- 19.1 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of employment and/or civil law.
  - 19.2 A suitably qualified person with extensive and proven experience in emergency preparedness procedures and processes, paramedical/medical procedures as well as a strong understanding of structural and fire engineering standards enabling fire safety assessments.
  - 19.3 An appropriately qualified person with extensive and proven experience in medium to large businesses and the application of occupational health and safety in the workplace.
- (20) Samoa Qualifications Authority (SQA) – five vacancies
- 20.1 A suitably qualified person with extensive and proven experience in Post-School Education & Training and a sound understanding of the programme accreditation and the application of quality assurance requirements for PSET providers.
  - 20.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
  - 20.3 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in community engagement. Experience or background in education or training would be an advantage.
  - 20.4 A suitably qualified person with extensive and proven experience to inform on workforce expectations and employability conditions.

- 20.5 A suitably qualified person with extensive and proven experience in the management and/or delivery of inclusive education programmes and who understands the requirements of those with special needs.
- (21) Samoa Sports Facilities Authority (SSFA) – three vacancies
- 21.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a good background in sports development and community engagement.
- 21.2 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- 21.3 An appropriately qualified person with extensive and proven experience in event hosting & coordination, sponsorship and sports-tourism promotion.
- (22) Samoa Tourism Authority (STA) – one vacancy
- 22.1 An appropriately qualified person with extensive and proven experience in either providing or managing small-to-medium-to-large tourist accommodation, land tours and transfer services.
- (23) Scientific Research Organisation of Samoa (SROS) – four vacancies
- 23.1 A suitably qualified person with extensive and successful social and cultural leadership experience, a good understanding of relevant Government policies and a solid background in community engagement. Experience or background in science and technology or research & development would be an advantage.
- 23.2 A person with extensive and successful experience in accounting/auditing, financial and/or economic management in senior positions in medium to large organizations and holding appropriate academic and/or professional qualifications.
- 23.3 An appropriately qualified legal practitioner/lawyer with extensive and successful work experience either in private practice or in medium to large organizations, preferably in the areas of commercial and/or civil law.
- 23.4 A suitably qualified person with extensive and proven laboratory experience in the fields of medical, agricultural and any other sciences relevant to its mandate.

All those who apply must identify the Public Body and the specific Director position he/she is applying for. Should you wish to be considered for a specific position in more than one Public Body Board or more than one position in the same Public Body Board you may do so. Please indicate in Section 9 of the Application Form your order of preferences up to three.



## **2. ELIGIBILITY**

All applications will be considered, however, a person must not apply if his or her background falls into any of the following disqualification criteria stated in the Public Bodies (Performance & Accountability) Act 2001.

- under 21 years of age;
- an un-discharged bankrupt;
- adjudged to be mentally defective under the Mental Health Act 2007;
- disqualified from being a Director under sections 202, 203 or 204 of the Companies Act 2001, or disqualified previously under section 189 of the Companies Act 1955 ;
- is convicted in Samoa or elsewhere of an offence punishable by death or by imprisonment for a term of 2 years or more;
- was a director or manager of a company at the time the company has been placed in receivership/liquidation;
- has a history of failing to repay on time any money legally owed to any Public Body;
- is an employee, director or shareholder in another business that is potentially in conflict with the Public Body;
- A Member of Parliament, Public Servant, or constitutional officer;
- A person employed or engaged by a PB is not eligible for appointment as a director;

Submitting an application signifies the person's agreement for the ISC to carry out investigations relating to these criteria.

## **3. APPLICATION FORM**

All those interested in being considered must complete the application form available from the MPE. This includes those who are currently occupying the position but whose terms are/have ended as well as all those who may have submitted an application previously to the Ministry for Public Enterprises.

## **4. SUBMISSION**

Applications must consist of the following:

- (1) Completed Application Form,
- (2) Current Curriculum Vitae (CV), and
- (3) The required nominated Referees.

Applications must be addressed to:

Chair  
Independent Selection Committee  
C/o Ministry for Public Enterprises  
Level 1, NPF Plaza, Apia

E-copies of applications will be accepted and must be with the Ministry by the time and date specified below.

**Incomplete and late applications will not be considered.**

## **5. CLOSING DATE**

Applications close at 4.00pm Friday 9<sup>th</sup> December, 2022.

For further information please contact Manu'a Dr. Cam Wendt, ACEO-Governance (cam.wendt@mpe.gov.ws) or call 34500.