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Lieutenant Governor



Lynn Pulou-Alaimalo  
Director, Human Resources

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

**JOB ANNOUNCEMENT**

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| <b>Job Title:</b><br><b>Public Defender</b>                         | <b>Posting Date:</b><br><b>August 26, 2022</b>                                | <b>Serial No.:</b><br><b>280-22</b>                      |
| <b>Department/Division:</b><br><b>Office of the Public Defender</b> | <b>Closing Date:</b><br><b>September 21, 2022</b>                             | <b>Announcement No.:</b><br><b>109-22</b>                |
| <b>Type of Position:</b><br><b>Temporary Appointment</b>            | <b>Posting Type:</b><br><b>Employment Opportunity/<br/>Open to the Public</b> | <b>Pay Grade and Salary Range:</b><br><b>\$75,000.pa</b> |

**General Description:**

Seeking a Public Defender (PD) to provide legal representation to indigent defendants in criminal felony, misdemeanor, juvenile, and certain proceedings as appointed by the Court. Our office employs five (5) attorneys and five (5) support staff to assist with a multitude of cases we handle each year. We are putting together a team of diverse and outstanding individuals from all racial and ethnic backgrounds who are able to provide high quality representation to our clients.

**Key Duties and Responsibilities:**

Public Defender is accountable for providing high quality representation to clients

- Supervising and administering the Office of the Public Defender
- Supervises assigned professional and clerical staff
- Prepares budget for the operation of the office
- Must be able to secure the services of experts in various fields to assist in representing indigents
- Assigns attorneys for each indigent person
- Determines who is eligible for representation by the Office of the Public Defender and reviews for conflict of interest
- Preparing each case efficiently and expeditiously
- Advising and counseling each client
- Establishing and maintaining a professional relationship with each client
- Effective and efficient use of investigators, mitigation and placement specialist and other support staff
- Seeking assistance from experts appropriate to the case
- Demonstrating professional demeanor
- Exercising sound judgment to achieve desired results

***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: [hr@americansamoa.gov](mailto:hr@americansamoa.gov) / Fax: (684) 633-1139

"Here To Serve"

**Knowledge, Skills and Ability:**

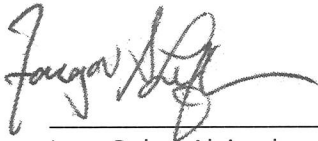
- Minimum of ten (10) years of criminal law practice
- Excellent verbal, computer, and communication skills
- Demonstrated ability to write clearly and concisely
- Bilingual skills: English/Tagalog and/or English/Vietnamese helpful but not required
- Willingness to interview clients in prison and juvenile detention facilities
- Valid Driver License

**Academic and Experience Requirements:**

- Licensed to practice law in any U.S. State and Territory- a law license in good standing in any U.S. jurisdiction is sufficient for local admission
- Possess the ability to lead, manage and effectively administer a defender's office and demonstrated commitment to maintaining an ethical and civil workplace environment
- Possess a verifiable reputation for integrity and good character, a commitment to equal opportunities for employees to succeed
- Possess a verifiable reputation for integrity and good character, a commitment to equal justice under the law and vigorous representation of those unable to afford counsel and outstanding legal ability and competence
- Years of progressively responsible working experience may be substituted for 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.**

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Lynn Pulou-Alaimalo  
Director, Department of Human Resources