



WESTERN PROVINCIAL ADMINISTRATION

POSITION VACANCIES –ADVERTISEMENT # WPA 1/25



Western Provincial Administration is seeking to recruit suitably qualified and experienced persons within the National Public Service and outside to fill in the vacancies of the positions that exist in the Administration.

The positions are specified below;

No	Reference #	Designation/ Classification	Classification	Location	Annual Salary
1. Office of District Administration – North Fly District Administration					
1	NFDA.02	Executive Officer	Gr.13	NFD-Kiunga	K48,100.00
2	NFDA.03	GESI Officer	Gr.12	NFD-Kiunga	K44,804.00
2. District Corporate Administration – North Fly District					
1	NFDCA.02	District Planner	Gr.14	NFD-Kiunga	K49,256.00
2	NFDCA.07	District HR Salary Officer	Gr.11	NFD-Kiunga	K36,004.00
3	NFDCA.09	District Revenue Officer	Gr.11	NFD-Kiunga	K36,004.00
3. Kiunga Urban Authority					
1	NFKULLG.04	LLG Accounts Supervisor	Gr.12	NFD-Kiunga	K44,804.00
2	NFKULLG.05	LLG Assembly Clerk	Gr.12	NFD-Kiunga	K44,804.00
3	NFKULLG.07	LLG Community & Welfare Officer	Gr.11	NFD-Kiunga	K40,430.00
4	NFKULLG.08	LLG Education Officer	Gr.11	NFD-Kiunga	K40,430.00
5	NFKULLG.12	LLG Information & Comm. Tech. Officer	Gr.11	NFD-Kiunga	K40,430.00
6	NFKULLG.13	LLG Business Development Officer	Gr.11	NFD-Kiunga	K40,430.00
7	NFKULLG.16	LLG Ward Development & Data Officer	Gr.10	NFD-Kiunga	K36,004.00
4. Kiunga Rural Local Level Government					
1	NFKRLLG.02	Senior LLG Officer	Gr.13	NFD-Gre	K48,100.00
2	NFKRLLG.03	LLG Assembly Clerk	Gr.12	NFD-Gre	K44,804.00
3	NFKRLLG.05	LLG Agriculture & Livestock Officer	Gr.11	NFD-Gre	K40,430.00
4	NFKRLLG.06	LLG Fisheries & Marine Resource Officer	Gr.11	NFD-Gre	K40,430.00
5	NFKRLLG.09	LLG Education Officer	Gr.11	NFD-Gre	K40,430.00
6	NFKRLLG.12	LLG Ward Development & Data Officer	Gr.10	NFD-Gre	K36,004.00
5. Ningerum Rural Local Level Government					
1	NFNRLLG.02	Senior LLG Officer	Gr.13	NFD-Ningerum	K48,100.00
2	NFNRLLG.03	LLG Assembly Clerk	Gr.12	NFD-Ningerum	K44,804.00
3	NFNRLLG.04	LLG Community & Welfare Officer	Gr.11	NFD-Ningerum	K40,430.00
4	NFNRLLG.05	LLG Agriculture & Livestock Officer	Gr.11	NFD-Ningerum	K40,430.00
5	NFNRLLG.09	LLG Education Officer	Gr.11	NFD-Ningerum	K40,430.00
6	NFNRLLG.12	LLG Ward Development & Data Officer	Gr.10	NFD-Ningerum	K36,004.00
7	NFNRLLG.15	LLG Finance & Administrative Officer	Gr.10	NFD-Ningerum	K36,004.00
6. Star Mountain Local Level Government					
1	NFSMRLLG.02	Senior LLG Officer	Gr.13	NFD- Tabubil	K48,100.00
2	NFSMRLLG.03	LLG Assembly Clerk	Gr.12	NFD- Tabubil	K44,804.00
3	NFSMRLLG.04	LLG Community & Welfare Officer	Gr.11	NFD- Tabubil	K40,430.00
4	NFSMRLLG.09	LLG Education Officer	Gr.11	NFD- Tabubil	K40,430.00
5	NFSMRLLG.12	LLG Ward Development & Data Officer	Gr.10	NFD- Tabubil	K36,004.00
7. Olsobip Local Level Government					
1	NFORLLG.02	Senior LLG Officer	Gr.13	NFD- Olsobip	K48,100.00
2	NFORLLG.03	LLG Assembly Clerk	Gr.12	NFD- Olsobip	K44,804.00
3	NFORLLG.04	LLG Community & Welfare Officer	Gr.11	NFD- Olsobip	K40,430.00
4	NFORLLG.09	LLG Education Officer	Gr.11	NFD- Olsobip	K40,430.00
5	NFORLLG.12	LLG Ward Development & Data Officer	Gr.10	NFD- Olsobip	K36,004.00
6	NFORLLG.15	LLG Finance & Administrative Officer	Gr.10	NFD- Olsobip	K36,004.00
8. Office of District Administrator– Middle Fly District Administration					
1	MFDA.02	Executive Officer	Gr.13	MFD-Nomad	K48,100.00
9. District Corporate Administration – Middle Fly District					
1	MFDA.04	Finance, Budget & Assets Coordinator	Gr.13	MFD-Nomad	K48,100.00
10. Nomad Rural Local Level Government					
1	MFNRLLG.02	Senior LLG Officer	Gr.13	MFD-Nomad	K48,100.00
2	MFNRLLG.03	LLG Assembly Clerk	Gr.12	MFD-Nomad	K44,804.00
3	MFNRLLG.05	LLG Agriculture & Livestock Officer	Gr.11	MFD-Nomad	K40,430.00
4	MFNRLLG.09	LLG Education Officer	Gr.11	MFD-Nomad	K40,430.00
5	MFNRLLG.12	LLG Ward Development & Data Officer	Gr.10	MFD-Nomad	K36,004.00
6	MFNRLLG.15	LLG Finance & Administrative Officer	Gr.10	MFD-Nomad	K36,004.00
11. Lake Murry Local Level Government					
1	MFLMRLLG.02	Senior LLG Officer	Gr.13	MFD-Lake Murry	K48,100.00
2	MFLMRLLG.03	LLG Assembly Clerk	Gr.12	MFD-Lake Murry	K44,804.00
3	MFLMRLLG.04	LLG Community & Welfare Officer	Gr.11	MFD-Lake Murry	K40,430.00
4	MFLMRLLG.06	LLG Fisheries & Marine Resource Officer	Gr.11	MFD-Lake Murry	K40,430.00
5	MFLMRLLG.09	LLG Education Officer	Gr.11	MFD-Lake Murry	K40,430.00
6	MFLMRLLG.12	LLG Ward Development & Data Officer	Gr.10	MFD-Lake Murry	K36,004.00
7	MFLMRLLG.15	LLG Finance & Administrative Officer	Gr.10	MFD-Lake Murry	K36,004.00
12. Office of District Administrator– Delta Fly District Administration					
1	DFDA.03	Executive Officer	Gr.13	DFD-Balimo	K48,100.00
13. District Corporate Administration – Delta Fly District					
1	DFDCA.03	District HR Coordinator	Gr.13	DFD-Balimo	K48,100.00
2	DFDCA.04	District Finance, Budget & Assets Coordinator	Gr.13	DFD-Balimo	K48,100.00
14. Balimo Urban Local Level Government					
1	DFBULLG.02	LLG Legal Officer	Gr.14	DFD-Balimo	K49,256.00
2	DFBULLG.04	LLG Accounts Supervisor	Gr.12	DFD-Balimo	K44,804.00
3	DFBULLG.05	LLG Assembly Clerk	Gr.12	DFD-Balimo	K44,804.00
4	DFBULLG.06	LLG Environmental Health Officer	Gr.11	DFD-Balimo	K40,430.00

5	DFBULLG.07	LLG Community & Welfare Officer	Gr.11	DFD-Balimo	K40,430.00
6	DFBULLG.08	LLG Education Officer	Gr.11	DFD-Balimo	K40,430.00
7	DFBULLG.12	LLG Information & Comm. Technology Officer	Gr.11	DFD-Balimo	K40,430.00
8	DFBULLG.13	LLG Business Development Officer	Gr.11	DFD-Balimo	K40,430.00
9	DFBULLG.15	LLG Finance & Assets Officer	Gr.10	DFD-Balimo	K36,004.00
10	DFBULLG.16	LLG Ward Development & Data Officer	Gr.10	DFD-Balimo	K36,004.00
15. Aramia Gogodala Rural Local Level Government					
1	DFAGRLLG.02	Senior LLG Officer	Gr.13	DFD- Awaba	K48,100.00
2	DFAGRLLG.03	LLG Assembly Clerk	Gr.12	DFD- Awaba	K44,804.00
3	DFAGRLLG.04	LLG Community & Welfare Officer	Gr.11	DFD- Awaba	K40,430.00
4	DFAGRLLG.06	LLG Fisheries & Marine Resource Officer	Gr.11	DFD- Awaba	K40,430.00
5	DFAGRLLG.09	LLG Education Officer	Gr.11	DFD- Awaba	K40,430.00
6	DFAGRLLG.12	LLG Ward Development & Data Officer	Gr.10	DFD- Awaba	K36,004.00
7	DFAGRLLG.15	LLG Finance & Administrative Officer	Gr.10	DFD- Awaba	K36,004.00
16. Bamu Rural Local Level Government					
1	DFBRLLG.02	Senior LLG Officer	Gr.13	DFD-Emeti	K48,100.00
2	DFBRLLG.03	LLG Assembly Clerk	Gr.12	DFD-Emeti	K44,804.00
3	DFBRLLG.04	LLG Community & Welfare Officer	Gr.11	DFD-Emeti	K40,430.00
4	DFBRLLG.09	LLG Education Officer	Gr.11	DFD-Emeti	K40,430.00
5	DFBRLLG.12	LLG Ward Development & Data Officer	Gr.10	DFD-Emeti	K36,004.00
6	DFBRLLG.15	LLG Finance & Administrative Officer	Gr.10	DFD-Emeti	K36,004.00
17. Fly Gogodala Rural Local Level Government					
1	DFFGRLG.02	Senior LLG Officer	Gr.13	DFD-Tapila	K48,100.00
2	DFFGRLG.03	LLG Assembly Clerk	Gr.12	DFD-Tapila	K44,804.00
3	DFFGRLG.04	LLG Community & Welfare Officer	Gr.11	DFD-Tapila	K40,430.00
4	DFFGRLG.06	LLG Fisheries & Marine Resource Officer	Gr.11	DFD-Tapila	K40,430.00
5	DFFGRLG.09	LLG Education Officer	Gr.11	DFD-Tapila	K40,430.00
6	DFFGRLG.12	LLG Ward Development & Data Officer	Gr.10	DFD-Tapila	K36,004.00
7	DFFGRLG.15	LLG Finance & Administrative Officer	Gr.10	DFD-Tapila	K36,004.00
18. Office of District Administrator– South Fly District Administration					
1	SFDA.02	Executive Officer	Gr.13	SFD-Wipim	K48,100.00
2	SFDA.03	GESI Officer	Gr.12	SFD-Wipim	K44,804.00
19. District Corporate Administration – South Fly District					
1	SFDCA.02	District Planner	Gr.14	SFD-Wipim	K49,256.00
2	SFDCA.03	District HR Coordinator	Gr.13	SFD-Wipim	K48,100.00
3	SFDCA.05	Information & Comm. Technology Coordinator	Gr.13	SFD-Wipim	K48,100.00
20. Daru Urban Local Level Government					
1	SFDULLG.02	LLG Legal Officer	Gr.14	SFD-Daru	K49,256.00
2	SFDULLG.04	LLG Accounts Supervisor	Gr.12	SFD-Daru	K44,804.00
3	SFDULLG.05	LLG Assembly Clerk	Gr.12	SFD-Daru	K44,804.00
4	SFDULLG.06	LLG Environmental Health Officer	Gr.11	SFD-Daru	K40,430.00
5	SFDULLG.07	LLG Community & Welfare Officer	Gr.11	SFD-Daru	K40,430.00
6	SFDULLG.08	LLG Education Officer	Gr.11	SFD-Daru	K40,430.00
7	SFDULLG.12	LLG Information & Comm. Tech. Officer	Gr.11	SFD-Daru	K40,430.00
8	SFDULLG.13	LLG Business Development Officer	Gr.11	SFD-Daru	K40,430.00
9	SFDULLG.15	LLG Finance & Assets Officer	Gr.10	SFD-Daru	K36,004.00
10	SFDULLG.16	LLG Ward Development & Data Officer	Gr.10	SFD-Daru	K36,004.00
11	SFDULLG.17	LLG Market Supervisor	Gr.10	SFD-Daru	K36,004.00
12	SFDULLG.19	LLG Garbage & Sanitation Supervisor	Gr.10	SFD-Daru	K36,004.00
21. Oriomo Bituri Rural Local Level Government					
1	SFOBRLG.02	Senior LLG Officer	Gr.13	SFD-Wipim	K48,100.00
2	SFOBRLG.03	LLG Assembly Clerk	Gr.12	SFD-Wipim	K44,804.00
3	SFOBRLG.05	LLG Agriculture & Livestock Officer	Gr.11	SFD-Wipim	K40,430.00
4	SFOBRLG.09	LLG Education Officer	Gr.11	SFD-Wipim	K40,430.00
5	SFOBRLG.12	LLG Ward Development & Data Officer	Gr.10	SFD-Wipim	K36,004.00
6	SFOBRLG.15	LLG Finance & Administrative Officer	Gr.10	SFD-Wipim	K36,004.00
22. Morehead Rural Local Level Government					
1	SFMRLLG.02	Senior LLG Officer	Gr.13	SFD-Morehead	K48,100.00
2	SFMRLLG.03	LLG Assembly Clerk	Gr.12	SFD-Morehead	K44,804.00
3	SFMRLLG.04	LLG Community & Welfare Officer	Gr.11	SFD-Morehead	K40,430.00
4	SFMRLLG.05	LLG Agriculture & Livestock Officer	Gr.11	SFD-Morehead	K40,430.00
5	SFMRLLG.09	LLG Education Officer	Gr.11	SFD-Morehead	K40,430.00
6	SFMRLLG.12	LLG Ward Development & Data Officer	Gr.10	SFD-Morehead	K36,004.00
7	SFMRLLG.15	LLG Finance & Administrative Officer	Gr.10	SFD-Morehead	K36,004.00
23. Fly Kiwai Rural Local Level Government					
1	SFFKRLG.02	Senior LLG Officer	Gr.13	SFD-Koabu	K48,100.00
2	SFFKRLG.03	LLG Assembly Clerk	Gr.12	SFD-Koabu	K44,804.00
3	SFFKRLG.04	LLG Community & Welfare Officer	Gr.11	SFD-Koabu	K40,430.00
4	SFFKRLG.05	LLG Agriculture & Livestock Officer	Gr.11	SFD-Koabu	K40,430.00
5	SFFKRLG.09	LLG Education Officer	Gr.11	SFD-Koabu	K40,430.00
6	SFFKRLG.12	LLG Ward Development & Data Officer	Gr.10	SFD-Koabu	K36,004.00
7	SFFKRLG.15	LLG Finance & Administrative Officer	Gr.10	SFD-Koabu	K36,004.00
24. Fore Coast Kiwai Local Level Government					
1	SFCKRLLG.02	Senior LLG Officer	Gr.13	SFD-Mabudawan	K48,100.00
2	SFCKRLLG.03	LLG Assembly Clerk	Gr.12	SFD-Mabudawan	K44,804.00
3	SFCKRLLG.04	LLG Community & Welfare Officer	Gr.11	SFD-Mabudawan	K40,430.00
4	SFCKRLLG.06	LLG Fisheries & Marine Resource Officer	Gr.11	SFD-Mabudawan	K40,430.00
5	SFCKRLLG.09	LLG Education Officer	Gr.11	SFD-Mabudawan	K40,430.00
6	SFCKRLLG.12	LLG Ward Development & Data Officer	Gr.10	SFD-Mabudawan	K36,004.00

All applicants must,

- Clearly state the advertisement number
- Clearly state Position Number, Designation & Classification
- Include current or latest Curriculum Vitae
- Include at least two (2) referees
- Attach copies of Certified Education Qualification
- Attach copy of Staff Performance Appraised

Any request regarding Job description should be directed to Acting Manager HR & Staff Development Mr Kaiomen Ningin phone: mobile no: 7175 5544 or email: kens.ningin@gmail.com

All applicants are required to submit two copies of application for each position only through the postal address.

Applications will close at 4:06pm, Friday 16th of May 2025 and must be submitted to the following postal address.

Provincial Administrator
Western Provincial Administration
P.O. Box 51, DARU
Western Province
Attention: Manager HR & Staff Development

Advertisement Authorized by:

MR. ROBERT ALPHONSE KAIYUN
Provincial Administrator

