Lemanu Peleti Mauga
Governor

Talauega E. Ale
Lieutenant Governor

Lynn Pulou-Alaimalo
Director, Human Resources

Max Tuitele
Deputy Director
Personnel/Administration

Faagau Steve Lefiti
Acting Deputy Director
WIOA

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

JOB ANNOUNCEMENT

Job Title: ***CDBG-DR Project Engineer Architect***	***Posting Date:*** ***July 21, 2021***	***Serial No.:*** ***119-21***
Department/Division: ***Commerce/CDBG***	***Closing Date:*** ***August 03, 2021***	***Announcement No.:*** ***094-21***

Type of Position: ***Temporary Appointment***	***Posting Type:*** ***Employment Opportunity/*** ***Open to the Public***	***Pay Grade and Salary Range:*** ***GS-15/$21, 715 - $51,875p.a.***

General Description:
The Community Development Block Grant- Disaster Recovery (CDBG-DR) Project Engineer Architect is responsible for prepare scope of work and ensures all infrastructural projects are in compliance (design-wise) with CDBG-DR rules and regulations. Individual will also meet and work with relevant agencies involved in planning project designs and ensure sound and reasonable costs are made.

Key Duties and Responsibilities:

- Ensure that every project/activity undergoes the appropriate level of environmental review and review and receives clearance and authorization to Use Grant Funds (AUGF) prior to expending any funds
- Assists with construction management depending on program type and local laws to procure construction contractors (not applicable under all situations)
- Review Appraisals, architectural, engineering and construction document, as applicable. Ensure that projects are carried out in accordance with Davis-Bacon and Section 3 rules and requirements
- Ensure compliance with all other cross-cutting Federal requirements, including but not limited to: Uniform Relocation Act, Fair Housing and Equal Opportunity, Lead-Based Paint, and One-for-One Unit replacement(if applicable)
- Work and finance, compliance and policy functions to submit information for Quarterly Progress Reports
- Conducts site-visits and inspection and observe project performance and coordinate workload through the entire project to complete documents on schedule for all CDBG-DR funded projects
- Analyze building or system prototypes to increase efficiency, decrease costs, and enforce adherence of building codes and compliance issues
- Ensure that project sites are in compliance with occupational safety requirements
- Works on any other tasks in relative to the CDBG program assigned by CDBG-DR Manager
- All other duties and responsibilities as assigned

This is an Equal Employment Opportunity Employer

Knowledge, Skills and Ability:

- Must be computer literate with knowledge of MS Office Program
- Must have Architect or Civil Engineering (US Certificate)
- Knowledge in Federal grants management, grant reporting/writing
- Good Communication, writing, interpersonal skills

Academic and Experience Requirements:

- Applicant must have an Master's degree in related field from an accredited college plus 4 years of work related experience; 2 years of which at supervisory capacity OR
- Bachelor's degree in related field from an accredited university plus 5 years of work-related experience; 3 years of which at supervisory capacity
- 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.

Fa'afetai tele,

Lynn Pulou-Alaimalo
Director, Department of Human Resources