

## SAMOA WATER AUTHORITY

### Position Description

<b>Position Title:</b>	<b>Senior Lab Technician</b>
<b>Salary Grade/Rate:</b>	<b>Grade 6</b>
<b>Responsible to:</b>	<b>Environmental Scientist</b>
<b>Division:</b>	<b>Technical</b>

#### **Position Overview:**

Contribute to the overall performance of the Environment Business Unit by conducting high quality water sampling, testing and analysis.

#### **Duties & Responsibilities:**

1. Coordinate the Workplan and activities of the Laboratory unit
2. Carry out high quality water and wastewater sampling & testing
3. Supervise the technicians on the daily work and providing guidance where required
4. Prepare monthly reports regarding water quality of water works to the ES for verification.
5. Check the accuracy of data recorded in the WQ database
6. Assist in providing consultation services to customers with regards to water quality
7. Promote and Ensure the health & safety standards of water technicians
8. Assist to ensure that proper quality control measures are taken through the proper setup of the laboratory for water quality testing and analysis.
9. Undertake research into water quality issues
10. Arrange maintenance and repair of lab equipment
11. Assist in preparing and monitoring of Unit budget
12. Take over the leading role and responsibilities in the absence of the ES

#### **Position Requirements:**

- Minimum qualification of a Bachelor in Lab Science or an equivalent qualification in another Science Discipline
- At least three years experience in laboratory work
- Must have the Ability to supervise and transfer knowledge to other staff
- Good planning and organisational skills
- Excellent analytical and report writing skills
- Excellent communications skills, written and verbally in both Samoan and English
- Good public relations and customer services skills
- Must be Computer literate
- A holder of a Valid driver's license is preferable

**All signatures to be completed prior to filing**

	Name/Signature	Date
Prepared by		16/8/16
Reviewed by		16/8/16
Verified by		16/8/16
Approved		

