

SAMOA WATER AUTHORITY

Position Description

Position Title:	Assistant Technician – O & M Networks
Salary Grade/Rate:	Grade 3 - \$13,689 - \$18,345 per annum max.
Responsible to:	Team Leader – O&M Networks
Division:	Urban Operations.

Position Overview:

Under the direction of the Team Leader (TL) O&M, the Networks Assistant Technician is responsible for assisting in the operation, maintenance, repair and improvement of the water distribution network and associated assets. The incumbent supports the delivery of reliable water supply services by carrying out field operations, maintenance activities, inspections, installations, and customer service related works in accordance with SWA standards and procedures.

Duties & Responsibilities:

1. Assist in the timely completion of operation, maintenance, repair, and installation works relating to the water distribution and reticulation network and associated infrastructure.
2. Assist in the operation and maintenance of pipelines, pressure reducing valves (PRVs), water meters (domestic, commercial, and bulk), valves, hydrants, and other network assets as directed by the Team Leader.
3. Support the effective operation of the water distribution network to maintain continuity of supply and acceptable service pressures to customers.
4. Install, test, read, calculate flows, and assist in the calibration and maintenance of domestic, commercial, and bulk water meters.
5. Conduct site investigations for new water connection applications, install new service connections, and carry out maintenance works associated with customer complaints and service requests.
6. Operate GPS equipment and collect asset data for updating records of new and existing infrastructure, including pipelines, hydrants, valves, air valves, PRVs, and valve chambers.
7. Accurately complete all required operational and maintenance records, forms, running sheets, pressure test reports, vehicle logs, sketches, and other documentation on a daily basis.
8. Prepare and process material requisitions through the approved stores and procurement systems, monitor material usage, and report on the progress of assigned works.

Approved

MANAGING DIRECTOR
