

SAMOA WATER AUTHORITY

Position Description

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

Position Overview:

Under the direction of the Engineering Officer (EO) O&M, the Headworks Assistant Technician supports the safe and effective operation and maintenance of all raw water facilities including intakes, treatment plants, boreholes and raw water transmission mainline.

Duties & Responsibilities:

1. Assist in the timely completion of all routine and assigned works, following the daily work plan set by the Team Leader.
2. Assist with routine and emergency inspections, cleaning, and basic maintenance of intake structures, borehole heads, pump houses, filtration units, reservoirs and chlorination plants. Tasks include clearing debris, checking and cleaning screens, lubricating mechanical parts, and replacing minor fittings.
3. Assist in the implementation of capital upgrades and rehabilitation of intakes and borehole infrastructure.
4. Assist Treatment Plant Operators (TPO) with sand washing and sand scraping of filter media as directed to maintain filtration efficiency.
5. Assist teams to monitor and maintain raw water quality and coordinate with TPOs to meet treatment requirements.
6. Provide proper security and care for all tools, equipments and resources used for the works.
7. Assist to prepare daily reports and maintain accurate material requisitions using the Order Book or other approved systems.
8. Carry out any other tasks assigned by the Team Leaders of Urban O&M
9. Be available to work after normal working hours when requested, including during emergencies.

Position Requirements:

- Minimum qualification of a Certificate in Plumbing from a recognised academic institution.
- Basic knowledge of water supply services is an advantage.
- Familiarity with SWA Engineering Standards and safe work practices is desirable.

- Must be highly motivated, honest and hard working with a strong sense of team work.
- Physically and mentally fit to perform assigned duties.
- Possession of a valid driver's license would be an advantage.

All signatures to be completed prior to filing

	Name/Signature	Date
Prepared by	_____ Manager Urban	_____
Reviewed by	_____ Manager - CM	_____
Verified by	_____ Manager CM	_____
Approved	_____ MANAGING DIRECTOR	_____