

SAMOA WATER AUTHORITY

Position Description

Position Title:	Assistant Technician – NRW
Salary Grade/Rate:	Grade 4 - \$19,273per annum
Responsible to:	Engineering Officer - NRW
Division:	Rural Operations.

Position Overview:

Under the direction of the Engineering Officer - NRW, the Assistant Technician – NRW assists to ensure the satisfactory execution and completion of all works related to the Non-Revenue Water reduction as well as all tasks he/she is assigned.

Duties & Responsibilities:

1. Assist in the timely and satisfactory completion of all works related to and associated with the identification and reduction of non-revenue water.
2. Assist in the operation and maintenance of pipeline network, PRVs, Meters (domestic and bulk) and valves to ensure NRW activities and targets are achieved.
3. Maintain effective operation of pipeline network to ensure that water is received at a consistent basis and acceptable pressures.
4. Assist in the installation, maintenance and replacement of bulk and domestic meters as required under the NRW program.
5. Read, record and measure flows through bulk and domestic meters.
6. Complete and fill out all forms required for operation and maintenance works.
7. Assist in the use of GPS equipment for field work as instructed and in accordance with workplan.
8. Enter in the computer NRW data relevant as directed for analysis and decision making.
9. Assist in securing and caring for all tools, equipments and resources used for works.
10. Attend to any other duties as directed from time to time by the Immediate Supervisor, Engineer or Manager.

Position Requirements:

- 1) Minimum qualification of a Certificate in Plumbing from a recognised academic institution. (essential)
- 2) Basic experience in the provision of water supply services is an advantage.
- 3) Basic understanding & knowledge of SWA Engineering Standards is an advantage.
- 4) Is computer literate, particularly of Microsoft Office software (essential)
- 5) Good communication & reporting skills in both Samoan & English languages (essential)
- 6) Demonstrate strong work ethics and pleasant personalities (essential).
- 7) Highly flexible and can work during odd hours or on call (essential)

8) Ability to drive and holds a driver's license an advantage.

All signatures to be completed prior to filing

	Name/Signature	Date
Prepared by	_____ Faiamio Agaiava Team Leader - HRM	_____
Reviewed by	_____ Taiulu Savelio Imo Manager – Rural Operations	_____
Verified by	_____ Ruby Williams-Sheck Manager Corporate Management	_____
Approved	_____ Fuimaono Dominic Schwalger MANAGING DIRECTOR	_____