

SAMOA WATER AUTHORITY.

Position Description.

Position Title:	Assistant Technician – Wastewater Maintenance
Salary Grade/Rate:	G 4 - \$19,273 / \$25,829 per annum max.
Responsible to:	Team Leader - Wastewater
Division:	Wastewater

Position Overview:

Under the direct supervision of the Team Leader Wastewater, the Assistant Technician will be assisting the Wastewater team with operation and maintenance tasks on all wastewater system assets to ensure efficient and optimum performance of all system assets.

Duties & Responsibilities:

1. Assist with Operations of Wastewater system assets which include WWTP and PSS network.
2. Assist with planning and management of preventative maintenance program using MEX maintenance management system.
3. Collect and prepare weekly wastewater samples as per standard procedures for lab testing.
4. Maintain logs and records of all WW system assets including hour meter, water meter, Electricity meters etc. and record them into MEX (Engineering maintenance software).
5. Assist with the installation of new pump units, network mains, laterals and other system components.
6. Conduct basic inspections of all system equipment and controls based on routine and preventative programs in place.
7. Assist to ensure compliance with statutory occupational health and safety practices at all times within the workplace.
8. Assist with setting up and installation of data acquisitions equipment' as well as their proper care.
9. Attend to emergency callouts as soon as practical
10. Attend to any other office related duties as required from time to time.

Position Requirements:

- i. Certificate of Due Completion in Fitting, APTC Trade Certificate III in Engineering, or equivalent [Essential]
- ii. Relevant practical experience is essential

- iii. Ability to follow written and oral instructions and to communicate effectively both in Samoan & English languages [Essential]
- iv. Must have basic knowledge and experience in the operation and maintenance of a Wastewater Treatment Plant and Pressure Sewer system [Essential]
- v. Knowledge of O&M maintenance systems i.e MEX [Desirable]
- vi. Be physically fit and the ability to work at heights and in confined spaces [Essential]
- vii. Ability to work under adverse conditions [Desirable].
- viii. Demonstrate good work ethics and pleasant personalities [Essential]
- ix. Must have a clean Police Report of at least six months validity [Essential]

All signatures to be completed prior to filing

Name/Signature		Date
Prepared by	_____	_____
	HR Section	
Reviewed by	_____	-----
	Seiuli Timothy Betham Manager – WW Division	
Verified by	_____	-----
	Faiamio Agaiava Manager – CMD	
Approved	_____	-----
	Namulauulu Irasa Mauala Alafau Managing Director	