
WATER AUTHORITY OF FIJI
REF: 1016 OPERATOR
WATER TREATMENT PLANT
(MATOVO WATER TREATMENT PLANT)

Purpose

The Operator - WTP is responsible for providing technical services and all necessary plant and machinery maintenance work for all plant/machinery/plumbing works within the WTP function to ensure that the production and quality goals of the WTP function are successfully achieved.

This position reports to the Technical Officer

Principal Accountabilities

1. Compliant and fully operational Water Treatment Plant effectively maintained

- Maintenance of the water treatment plant systems effectively assisted in order to ensure the availability of clean community water supply:
 - Timely and relevant technical back up provided for WTP pumps, machinery and plumbing repair and maintenance works
 - All treatment processes (pumping/coagulation/settling/filtration/chlorination, chemical treatment process) is fully monitored and maintained in working condition
 - Relevant and effective preventative maintenance program successfully implemented for the designated region established in consultation with the supervisor
 - Fully operational WTP equipment, machinery ensured at all times
- Regular WTP inspections delivered and recommendations of servicing is undertaken and provided to superiors
 - Inspect, service and repair components of the water treatment plant including water pipes, water storage tanks, chemical treatment equipment controls, circulation pumps, and valves and report to supervisor
- Adequate supply of water for human consumption effectively ensured through timely and competent services

- Accurate and complete daily log of work done maintained and relevant data effectively tracked using the available computer program
 - Robust activity and work reports maintained on the relevant computer system
 - Full compliance with external and internal requirements/standards/regulations/legislation maintained at all times, including:
 - Personal Protective Equipment requirements
 - Handling of dangerous goods requirements
 - WAF's OHS requirements
 - Timely delivery of all housekeeping duties assigned by supervisor ensured
2. Timely, relevant and compliant reporting delivered
- All internal and external (if any) reporting requirements in relation to the outcomes of this role understood and correctly executed
 - Robust and relevant periodic reports/documents prepared and submitted as and when requested
 - Superiors provided with useful information combined with analysis and interpretation, for the purpose of decision making
 - Ad-hoc information request by superiors addressed in a timely manner
3. Teamwork and cooperation
- Cooperation within the team and greater function / department encouraged
 - Cooperation across functions / departments ensured
 - Collaboration and leadership to achieve relevant organisational targets and goals
 - Other related duties assigned by the supervisor effectively and efficiently addressed
4. Organisational Values promoted and demonstrated at all times
- Support of the environment aligning deliverables to organisational values and strategic directions ensured
 - Organisational values and good corporate and governance practices are complied with in delivering outcomes ensured

Knowledge & Experience

- Certificate in Plumbing & Sheet Metal or Industrial Laboratory or Electrical Engineering and/or Mechanical Engineering

- At least 2 years of work experience, with experience in waterworks or water treatment an advantage
- Robust knowledge of and proven experience in water plant operation and maintenance including pumps, valves, chemical treatment systems, etc.
- Proven ability to work long flexible hours
- Physically fit with a can-do attitude to perform the tasks required
- Proven ability to work effectively as part of a team and deliver results within tight deadlines

Skills & Abilities

- Promote team morale and build commitment towards a common aim.
- Identify the important issues and select an established procedure to address the problem

Remuneration

Remuneration will be commensurate with relevant qualifications and experiences.

WHERE TO SEND YOUR APPLICATION

Typed applications must include the curriculum vitae in chronological order and the names of 2 referees with certified copies of relevant certificates and separate application for different positions. Briefly state how you meet the knowledge, experience, skills and abilities for the position applied.

INCOMPLETE & LATE APPLICATIONS WILL NOT BE CONSIDERED. ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.

Applications should be marked “**Confidential REF: 1016 Operator –Water Treatment Plant (Matovo WTP)**” and should be received no later than **3 June 2022** and could be:

Mailed to:

The Manager Human Resources or
Water Authority of Fiji

Hand delivered to:

Human Resources Unit or
Level 3, Manohan Building

Emailed to

hr.recruit@waf.com.fj