

## POSITION DESCRIPTION

### REF 1334 TECHNICIAN (WASTEWATER TREATMENT PLANT) X 2 POSITIONS

#### KINOYA WASTEWATER TREATMENT PLANT

Salary Scale	\$13,665.75 - \$16,726.50 per annum	Position Type	Established
Structure:	Department:	Operations SBU	
	Sub – Section	Wastewater Treatment Plant	
Location:	Kinoya Wastewater Treatment Plant		

#### About Our Organisation

The Water Authority of Fiji is a corporate body established under the Water Authority of Fiji Act 2007 to make provision for the effective management and administration of the Water and the sewerage systems.

We are responsible for providing access to quality drinking water and wastewater services to over 154,000 residential and non-residential metered customers in the urban areas of Fiji and also setting up water supply systems in rural areas.

#### Position Objective

The Technician - Wastewater Treatment is responsible for assisting the Technical Officer Wastewater Treatment with the provision of sound advice relating to Wastewater processes and compliance requirements within WAF.

This responsibility includes facilitating and improving the provisioning of wastewater treatment and network services, monitor and maintain the treatment and safe discharge of effluent and bio solids, inspection, audit, verification and maintenance of wastewater treatment and network infrastructure in accordance with best practices.

The position reports to Technical Officer - Wastewater Treatment CE Region).

#### Key Accountabilities

1. Effective and efficient plant process control provided for the WWTP.

- Assist in the maintenance of the Wastewater treatment plant systems in order to ensure discharge of clean treated wastewater.
- Conduct regular tests on and wastewater treatment processes against EMA parameters.
- Maintain the treatment plant system.
- Maintain and operate the treatment infrastructure and its processes units.

- Inspect, service and repair components of the Waste water treatment plant including water pipes, water storage tanks, Automated treatment equipment and controls, circulation pumps, and valves and report to Technical Officer.
- Ensure full treatment and discharge of wastewater to meet EMA regulated standard
- Inspect the treatment plant systems on a daily basis to ensure effective operations.
- Establish preventative maintenance schedules in consultation with the TO and Supervisor.
- Prepare activity and work reports and ensure records are maintained of the system.
- Report maintenance, servicing and repairs.
- Submit Weekly data to Technical Officer for the WWTP Dashboards

## 2. Teamwork and cooperation

- Cooperation within the team and greater function / department achieved
- Cooperation across functions / departments ensured
- Worked collaboratively to achieve the set targets and goals

## 3. Operational compliance maintained at all times

- Compliance with operational procedures (SOP) ensured.
- OHS Policy and procedures complied with
- Non-compliance reports escalated in a timely manner.

## 4. Organisational values upheld

- Support toward the alignment of deliverables to organisational values and strategic directions ensured
- Organisational values and good corporate and governance practices are complied with in delivering outcomes ensured.

## Position Specification

### Competencies

### QUALIFICATION REQUIREMENT

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

### EXPERIENCE, SKILLS, & ABILITIES

- At least 2 years of work experience, with experience in wastewater works or wastewater treatment an advantage.
- Must be mentally and physical fit.
- Proven ability to work effectively in a Team or unsupervised.

## **WHERE TO SEND YOUR APPLICATION**

Typed applications of no more than three (3) pages 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: 1334 Technician \(WWTP\) Kinoya WWTP](#)” and should be received no later than **5pm on 26 January 2024** and could be:

**Mailed to:**

The Manager Human Resources    or

**Hand delivered to:**

Human Resources Unit    or

**Emailed to:**

[hr.recruit@waf.com.fj](mailto:hr.recruit@waf.com.fj)