

## POSITION DESCRIPTION

### REF 1432: TECHNICIAN (WASTEWATER TREATMENT PLANT) – KINOYA WWTP

<b>Salary Scale</b>	\$13,665.75 - \$16,726.00 per annum	<b>Position Type</b>	Established
<b>Structure:</b>	<b>Department:</b>	Wastewater Management SBU	
	<b>Sub – Section</b>	Wastewater Treatment Plant	
<b>Location:</b>	Kinoya WWTP		

### 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 setting up water supply systems in rural areas.

### Position Objective

The **Technician** – is responsible for assisting the Technical Officer – Nausori Zone 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 network services across Nasinu & Nausori Wastewater network. Conducting service delivery and fault complaints resolution as well as routine inspection, audit, verification and maintenance of network infrastructure in accordance with best practices. The position reports to Technical Officer – Nausori Zone

### Key Accountabilities

1. Effective and efficient operations of Wastewater Network in Nausori.
  - Conduct fault classification as per WAF Fault Classification Dashboards
  - Resolve customer complaints as per WAF Customer Charter
  - Conduct routine checks and inspections across WAF's Wastewater Pumping Stations
  - Maintain clean and safe working environment within and around Pump Station Sites
  - Inspect, service and repair components of the Wastewater Pumping Stations including pipe works, wet well and guide rails, fencing and gantry support, switchboards, valves and pits and report to Technical Officer.
  - Ensure minimal overflow of wastewater overflows from wastewater networks.

- Ensure security of Wastewater Pumping Station sites.
- Conduct regular unblocking, flushing and bailing programs for WAF's Wastewater Networks and pipelines.
- Conduct repair works for minor and major pipeline bursts and collapses.
- Submit Weekly Operational Data to Technical Officer for the WW 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 always maintained

- 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 & EXPERIENCE REQUIREMENT**

- Certificate in Plumbing & Sheet Metal or Electrical Engineering and/or Mechanical Engineering
- At least 2 years of work experience, with experience in wastewater works or wastewater treatment an advantage

#### **SKILLS, & ABILITIES**

- Contribute to the team improving team effectiveness through personal commitment
- Identify the important issues and select an established procedure to address the problem
- Grow your competence through reflection and seeking learning opportunities
- Utilise time and effort efficiently to complete tasks set by others.

## **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: 1432: Technician (WWTP) - Kinoya WWTP" and should be received no later than **5pm on 12 July 2024** and could be:

**Mailed to:**

The Manager Human Resources

Water Authority of Fiji

PO Box 1272, Suva

**Hand delivered to:**

Human Resources Unit

Level 3, Manohan Building

Corner Wainivula & Kings Road

**Emailed to:**

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