

POSITION DESCRIPTION

REF 1454: TECHNICIAN (OPERATOR – WATER TREATMENT PLANT) – BITUTARALAGI WATER TREATMENT PLANT

Salary Scale	An attractive remuneration package will be offered to the successful candidate	Position Type	Established
Structure:	Department:	Operations	
	Sub – Section	Water Treatment Plant	
Location:	Bitutaralagi Water 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 – 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.

Key Accountabilities

- 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
- Adherence to the respective work schedules & shift rosters
- 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
- 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
- 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 Technical Officer or Supervisor WTP effectively and efficiently addressed
- 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

Position Specification

Competencies

QUALIFICATION REQUIREMENT

- The Applicant must possess Certificate III in Plumbing and Sheet metal with 3 years of relevant work experience working in the Water / Wastewater Network or a Trade Test Certificate Class III in the discipline of Pipe Fitter or Plumber General with 2 years of demonstrated experience working on water and wastewater networks; or
- Certification in Specialized Plumbing Courses with 2 years' experience in water works

EXPERIENCE, SKILLS, & ABILITIES

- At least 2 years of work experience, with experience in waterworks or water treatment an advantage
- Experience with safely operating power tools and equipment with appropriate PPE.
- Understanding Occupational Health and Safety Management Systems (OHSMS) and practices;
- General knowledge of the purpose and operations of water utilities
- Demonstrated ability to undertake repair and maintenance on large water mains
- 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
- Proven knowledge to effectively utilize information technology, including computerized control & monitoring systems (e.g. SCADA), geographical information systems, and engineering plans & drawings in making operational and maintenance decisions.
- Demonstrated understanding of Non-Revenue Water Concepts and the Virtuous Cycle and impact / contribution Reactive Maintenance and Operations plays in reducing Non-Revenue Water Levels
- Demonstrated ability to create a motivating environment where goals can be achieved
- Ability to adapt to changing operational situations by understanding system behaviour and performance.
- Working knowledge as well as experience with MS Office software together with good and timely report writing skills.
- Must have a valid driving license.

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: 1454 Technician (Operator – Water Treatment Plant) Bitutaralagi Water Treatment Plant” and should be received no later than **5pm 30th August 2024** and could be:

Mailed to:

The Manager Human Resources
Water Authority of Fiji
P O Box 1272, Suva

Hand delivered to:

Human Resources Unit
Level 3, Manohan Building
Corner Wainivula & Kings Road

Emailed to:

hr.recruit@waf.com.fj