

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: MLPID		
2. Position Title: Tradesman	3. Salary Level: L17/16-15/14-13	4. Division: Water and Sanitation Division.
5. Reports To: Leading/Foreman	6. Direct Reports:	
7. Primary Objective of the Position: 1. Responsible for carrying out plumbing work on water and sanitary systems for Government Project and maintenance to Government houses and other related plumbing works.		

2. Position Overview	
9. Financial: Existing post/Budget.	10. Legal: National Condition of Services, OHS Act, Building Act.
11. Internal Stakeholders: <ul style="list-style-type: none"> • Employees • Donors <p>To be referred to Manager:</p> <p style="text-align: center;">All Activities</p>	12. External Stakeholders: <ul style="list-style-type: none"> • Other Ministries • Customers • NGOs • SOE's • Communities <p>To be referred to Manager</p> <p style="text-align: center;">All Activities</p>
11. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)	
<ul style="list-style-type: none"> ▪ KDP/KPA: ▪ MOP Outcome: ▪ Divisional/Departmental/Unit Plan: 	

This is position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

Revised by: Keebwa. Teremita	Date of Issue: 06 th January 2020.
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Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
<ol style="list-style-type: none"> 1. Assist in the implementation of water supply and sanitation systems. 2. Assist on groundwater/ water quality monitoring at all Water Reserves. 3. Provide progress report on Water systems. 4. Collecting water consumption from Water Reserves. 5. Assist in Water delivery and septic de-slugging. 	<ol style="list-style-type: none"> 1. Installation/Connection of new water meter to Government houses/private. 2. Daily records on water consumption from Water Wind pumps, solar pumps and generator pumps. 3. Assist with water quality monitoring (other than salinity) as may be required. 4. Carrying out percolation test and installation of leach pit to Government houses. 5. Plumbing works on Government houses (KHC) and related projects. 6. Carry out maintenance work accordingly without any assistance, except only when necessary. 7. Implementation of rainwater harvesting schemes according to the building code for private and communal buildings. 8. Be ready to assist in water and sanitation related projects as may be required from time to time. 9. Assist and/or carry out repair and maintenance, including rehabilitation works as required to water and sanitation works in the villages, schools and clinics. 10. Maintain safety equipment and ensure steps are taken to prevent injury and promote safety during construction, installation and even monitoring. 	<ol style="list-style-type: none"> 1. Daily reports on progress of status of water and sanitation systems. 2. Regular visits to Water Reserves for rehabilitation of water and sanitation system as required. 3. Water delivered to communities is well recorded. 4. Water supplies and sanitation facilities are adequately maintained. 5. Reduction in water-borne illnesses 6. Timely implementation of WSD activities.

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	<p>11. Carry out any other duties that falls within the National Conditions of Service as may be required from time to time.</p>	
12. Key Challenges	13. Selection Criteria	
<p>1. Problem solving is a critical element of this position in terms of exposure to chemical agents including solvent cement glue and primer, heating pvc pipes may cause risks. The candidate should be aware of safety procedures in dealing with these items.</p> <p>2. The candidate will need to report:</p> <ul style="list-style-type: none"> • regularly to the head of the WSD, to keep them abreast of their workplan and what they have been doing, to ascertain what the head of the WSD considers are the critical issues that their assistance is required with, and to inform them of any concerns of the customers; • The position will also require regular collaboration with all members of the WSD, personnel from other divisions and organizations associated with the supply of water, and members of the public. <p>3. Candidate must be prepared to deal with customers first on arising water and sanitation issues, only reverting back to WSD when all intervention efforts have failed. Must also be able to work without supervision of WSD while on outer island and</p>	<p>11.1 PQR (Position Qualification Requirement):</p> <p>Education: <i>Essential</i> Form 5 school Certificate/ Trade Certificate in related field</p> <p>Experience:</p> <ol style="list-style-type: none"> 1. Good computer skills, especially in Microsoft Word and Excel 2. Have worked with an engineering division or water and sanitation sector or department as Plumber for one year. 3. Understanding plumbing technical designs. <p>Job Training: N/A</p> <p>Prerequisite:</p> <p style="padding-left: 40px;">a. Key Attributes (Personal Qualities):</p> <p>2. Knowledge Understanding of plumbing technical designs features is the key communication between draftsman and plumber. In addition, key identification of fittings is necessity.</p> <p>3. Skills: Plumbing or construction skills and/or water quality monitoring skills.</p> <p>4. Attributes</p> <ul style="list-style-type: none"> - Highly self-motivated and conscientious person who does not require regular supervision - Creative - Organized 	

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collaborate effectively with island councils through regular reporting.	<ul style="list-style-type: none">- Hardworking- Productive- Reliable- A good team worker
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