

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Infrastructure and Sustainable Energy		
2. Position Title: Principal Water and Sanitation Engineer	3. Salary Level: L5	4. Division: Water and Sanitation Engineering Department
5. Reports To: Secretary, MISE	6. Direct Reports: Director General of Engineering Services	
7. Primary Objectives of the Position: <ul style="list-style-type: none"> • Management of the Water Engineering Unit activities, staff and related on-going water and sanitation projects • Overseeing implementation of action plans related to water and sanitation policies • Ensuring the sustainability of water resources and investigation of additional water resources 		

8. Position Overview	
9. Nil	10 Legal: National Water Resources Policy and Implementation Plan, National Sanitation Policy and Implementation Plan, PUB Act
11. Internal Stakeholders: <ul style="list-style-type: none"> • Employees • Donors To be referred to Manager: All Activities	12. External Stakeholders: <ul style="list-style-type: none"> • Other Ministries • Customers • NGOs • SOE's • Communities To be referred to Manager All Activities
11. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)	
<ul style="list-style-type: none"> ▪ KDP/KPA: 	

This 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.

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<ul style="list-style-type: none"> ▪ <i>MOP Outcome:</i> ▪ <i>Divisional/Departmental/Unit Plan:</i> 		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
<ol style="list-style-type: none"> 1) Management of the Water Engineering Unit activities and strategic planning for development of the water and sanitation sectors. 2) Overseeing implementation of action plans related to water and sanitation policies. 3) Ensuring the sustainability of water resources and investigation of additional water resources. 	<ol style="list-style-type: none"> 1. Strategic planning for Water and Sanitation Activities within the portfolio of MPWU. 2. Assists in the preparation and control of the Units Budgets viz expenditures. 3. Undertake quarterly reporting on progress of implementation and annual review of water plans 4. Assist the DES (as required) in the preparation of project documents related to water and sanitation. 5. Analyze results of water resources investigations and sustainable yield estimates of a particular groundwater source and check recommendations of how such resources should be utilized. 6. Ensure that potable water from PUB supply and groundwater resources in Kiribati is effectively managed. 7. Ensure that all elements of both the National Water Policy and implementation plans including the Sanitation Policy and implementations plans that are the responsibility of the MPWU, are carried out. 8. Review of the National Water Policy and Sanitation Policy taking into account the changing political social, economic and technical circumstances (if required). 9. Draw up and submission of cabinet papers on water and sanitation issues (if required). 10. Prepare monthly progress reports on all activities outlined in work plans, or as required. 	<ol style="list-style-type: none"> 1. WSU is well coordinated and managed effectively. 2. Database on water supplies and sanitation facilities updated regularly. 3. Actions plans are implemented accordingly and contribute to national development plans. 4. Sustainable water sources and/or continuous water supply including adequate facilities is attained at all times especially during emergency or disaster. 5. Increase access to improved water supplies and sanitation facilities for all communities on all islands in Kiribati.

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	<p>11. Collection and analysis of water and sanitation related data is well coordinated and database developed and regularly updated for use in water resources management</p> <p>12. Advise Government on matters relating to Government policies on water and sanitation including resolutions adopted at meetings or conferences for water and sanitation</p>	
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12. Key Challenges	13. Selection Criteria
<ul style="list-style-type: none"> • The post holder is required to be able to solve problem related to his/her work in a professional manner without or little advise from his/her immediate supervisor; • How to balance the water needs of the current population, future populations, the environment, and development • Prioritising projects, given a limited budget • Allocation of limited resource to effectively implement Drought Response Action Plan (or related water and sanitation response plans) in times of disaster 	<p>11.1 PQR (Position Qualification Requirement):</p> <p>Education: <i>Essential</i></p> <ul style="list-style-type: none"> • Masters in Civil/Environmental Engineering/Geology/Water Resources Management or related field • Experience: 2 yrs experience of the above related duties and fields in which he/she had demonstrated analytical and leadership skills • Able to read working drawings and transferring of data from drawings to take-off template/sheets • Working knowledge of design tools such as Auto Cad etc. <p>Job Training: N/A</p> <p>Prerequisite: Have worked at least 2 years in a leadership or management role</p> <hr/> <p style="text-align: center;">a. Key Attributes (Personal Qualities):</p> <p>2. Knowledge Seasoned understanding of Communities on South Tarawa and Kiribati including knowledge of water and sanitation situation and issues for Kiribati</p> <p>3. Skills:</p>

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	<p>Active Listening Public Speaking</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- Hardworking- Productive- Reliable- A good team worker
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