

**GOVERNMENT OF KIRIBATI**  
**POSITION DESCRIPTION**

<b>1. Ministry:</b> Ministry of Fisheries and Marine Resources Development		
<b>2. Position Title:</b> Fisheries Technician	<b>3. Salary Level:</b> L17/16-15/14-13	<b>4. Division:</b> Kiritimati Branch
<b>5. Reports To:</b> Principal Fisheries Officer	<b>6. Direct Reports:</b> Director of Fisheries	
<p><b>7. Primary Objective of the Position:</b> The initial purpose of this post is to ensure that the maintenance and repair works has required for Coastal Fisheries Division equipment, crafts work, welding and mechanical is achieved.</p>		

<b>8. Position Overview</b>	
9. Financial: Up to \$5,512.00 or more	10 Legal: Fisheries Act
<p>11. Internal Stakeholders:</p> <ul style="list-style-type: none"> <li>• Director of Fisheries</li> <li>• Principal Fisheries Officer</li> <li>• Fisheries Technicians (colleagues)</li> <li>• Marine Mechanic</li> </ul> <p>To be referred to Manager:</p> <ul style="list-style-type: none"> <li>• Report</li> <li>• Data</li> </ul>	<p>12. External Stakeholders:</p> <ul style="list-style-type: none"> <li>• CEO/Clerk to Islands Council</li> <li>• Outer island fish centers operators</li> <li>• Island Council Treasurer</li> <li>• Governmental/Non-Governmental Agencies e.g fisherman cooperatives</li> <li>• Local Community</li> </ul> <p>To be referred to Manager</p> <ul style="list-style-type: none"> <li>• Conveying request concerning assistance on fish center maintenance.</li> <li>• Reports concerning current status of outer island fish centre</li> <li>• Budget reports on DW and returns (budget reconciliation)</li> </ul>
<p><b>13. KEY ACCOUNTABILITIES</b> <i>(Include linkage to KDP, MOP and Divisional Plan)</i></p> <ul style="list-style-type: none"> <li>▪ <b>KDP/KPA:</b></li> <li>▪ <b>MOP Outcome:</b></li> <li>▪ <b>Divisional/Departmental/Unit Plan:</b></li> </ul>	

*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.*

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Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Ministry technical activities.  Support programs in boat building, crafts work, fiber glass, OMB maintenance and repair.  Providing technical assistance to the community	Willing to work and assist in the overall maintenance of the Fisheries Division Head Office, Hatcheries, Boat Building and other fisheries facilities (electrical, carpentry and mechanical faults.).  Willing to provide assistance in areas of mechanical welding, fiberglass	Work plan of activities  Progress report on activities
	Carry out other duties as and when directed by the Director of Fisheries or other Senior Officers	

10. Key Challenges	11. Selection Criteria
	<p><b>11.1 PQR (Position Qualification Requirement):</b>  <b>Education:</b> Form 5 or Form 6 Qualification</p> <p><b>Experience:</b> Prior Knowledge or work experience with the Fisheries Division in any fisheries related activities is also an advantage</p> <p><b>Job Training:</b>  <b>Prerequisite</b></p>

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	<p><b>11.2 Key Attributes (Personal Qualities):</b></p> <p><b>1. Knowledge</b></p> <ul style="list-style-type: none"><li>○ Customer and Personal Service</li><li>○ English Language</li><li>○ Computers and Electronics</li><li>○ Outboard Motor engines</li><li>○</li></ul> <p><b>2. Skills:</b></p> <ul style="list-style-type: none"><li>○ Speaking</li><li>○ Active Listening</li><li>○ Reading Comprehension</li><li>○ Social Perceptiveness</li><li>○ Maintenance and Monitoring</li></ul> <p><b>3. Attributes</b></p> <ul style="list-style-type: none"><li>○ Efficient</li><li>○ Effective</li><li>○ Innovative</li><li>○ Creative</li><li>○ Approachable</li><li>○ Cooperative</li><li>○ Fair</li><li>○ hardworking and dedicated</li><li>○ sharing</li><li>○ interested in meeting people</li></ul>
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