

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Infrastructure and Sustainable Energy		
2. Position Title: Rural Energy Engineer	3. Salary Level: 11-10/ 9-7	4. Division: Energy Planning Unit
5. Reports To: Energy Planner	6. Direct Reports: Rural Energy Planner	
7. Primary Objective of the Position: To implement and manage energy development projects/activities for rural islands		

8. Position Overview	
<p>9. Financial: - Assist Rural Energy Planner with the project budget reconciliation and reporting.</p>	<p>10 Legal: 1. Work in accordance to the National Condition of Service (NCS), energy related policies and other related regulations.</p>
<p>11. Internal Stakeholders: 1. Report direct to Energy Planner and/or Rural Energy Planner. 2. Work closely with 1. EPU Staffs on any implemented energy project in outer islands. 2. MISE Staffs on any energy related issues and 3. KOIL, KSEC, PUB and PVU on the energy projects and related matters.</p> <p>To be referred to Manager: 1. Payment of goods and services from recurrent and/or development fund 2. Budget matters 3. Internal/External Travels 4. Training matters</p>	<p>12. External Stakeholders: Work closely with key stakeholders (concern Ministries and NGOs) on energy developments and related issues concerning the Rural Islands. - KSEC - MIA - MELAD - MFED</p> <p>To be referred to Manager</p>
13. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)	

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.

Approved by:	Date of Issue:
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<ul style="list-style-type: none"> ▪ KDP/KPA: ▪ MOP Outcome: ▪ Divisional/Departmental/Unit Plan: 		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Implementation of rural energy projects for the outer islands	<ol style="list-style-type: none"> 1. Implement an energy project design that well suitable for Rural Islands. 2. Assist with procurement of materials for energy projects. 3. Assist Rural Energy Planner with Rural Island projects. 	Increased access of renewable energy in outer island.
Implementation of energy activities in the Rural Islands	<ol style="list-style-type: none"> 1. Assist with energy activities, programs and projects in the rural islands. 2. Provide assistance to Energy Supervisor. 3. Supervise the energy related activities and other related matters in outer islands. 	Increased the energy efficiency and accessibility of renewable energy during designing of energy projects or implementing of energy programs.

10. Key Challenges	11. Selection Criteria
<p>Be able:</p> <ol style="list-style-type: none"> 1. To work within project given time frame or schedule. 2. To deal with aggressive customers 	<p>11.1 PQR (Position Qualification Requirement):</p> <p>Education: The post holder must possesses at least with</p> <ol style="list-style-type: none"> 1. Diploma in electrical or electronics from recognized institutions with specific 5 years work experience acquired from EPU <p>or</p> <ol style="list-style-type: none"> 2. Bachelor Degree including Energy, Electrical and Mechanical Engineering, or other energy engineering related fields with at least 2 years work experiences in Energy field. <p>Job Training:</p> <p>Prerequisite:</p>
	<p>11.2 Key Attributes (Personal Qualities):</p>

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	<p>1. Knowledge The post holder must have acquired advanced skills in the following fields</p> <ol style="list-style-type: none">1. Energy management includes energy efficiency, tariff and energy load demand analysis, and energy system design.2. Project Management skills includes project logistics, budget analysis/reconciliation and resources planning3. Accomplish intensive on the job training in RE systems installations, operations and maintenance. <p>2. Skills:</p> <ol style="list-style-type: none">1. Auto CAD design, Sketch Up program, Homer, MS Office and Excel Office programme2. Customer Service and3. Management Skills <p>3. Attributes</p> <ol style="list-style-type: none">1. Physically fit, Conscientious and Co-operative2. Writing and speaking in English must be very good
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