

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

<b>1. Ministry: Ministry of Infrastructure and Sustainable Energy</b>		
<b>2. Position Title: Plant Operators</b>	<b>3. Salary Level: L18-17</b>	<b>4. Division: Civil Engineering Unit</b>
<b>5. Reports To: Site Engineer</b>	<b>6. Direct Reports: Transport and Coastal Leading Hand</b>	
<b>Primary Objective of the Position: For operating MISE heavy vehicles for civil construction and maintenance work</b>		

<b>7. Position Overview</b>	
<p>9. Financial: NIL</p>	<p>10 Legal: Kiribati National Conditions of Service 2012 Traffic Act 2006 Civil Aviation Regulations Occupation Health and Safety Construction Guidelines</p>
<p>11. Internal Stakeholders:</p> <ul style="list-style-type: none"> <li>• Supervisor</li> <li>• Colleague</li> </ul> <p>To be referred to Manager:</p> <ul style="list-style-type: none"> <li>• Operating computerized machines</li> <li>• Issues on vehicles encounter during operation work</li> </ul>	<p>12. External Stakeholders:</p> <ul style="list-style-type: none"> <li>• Other Ministries</li> <li>• Public Servants</li> <li>• Rural Servants</li> </ul> <p>To be referred to Manager: Funding on spare parts and safety requirements</p>

*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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<b>13. KEY ACCOUNTABILITIES</b> <i>(Include linkage to KDP, MOP and Divisional Plan)</i>		
<ul style="list-style-type: none"> <li>▪ <i>KDP/KPA:</i></li> <li>▪ <i>MOP Outcome:</i></li> <li>▪ <i>Divisional/Departmental/Unit Plan:</i></li> </ul>		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Office Activities	1. Report issue encounter during operating of heavy vehicles	Recurrent activities manage to achieve on timely basis
Field Activities	<ol style="list-style-type: none"> <li>1. Operate heavy vehicles includes, tipper truck, concrete mixer truck and pump truck, water tank truck, roller, forklift, and side lifter,</li> <li>2. Responsibility to check vehicles condition prior operating</li> <li>3. Responsible to change tyres when flat during operation work.</li> <li>4. Responsible on his/her safety to operate the vehicles</li> <li>5. Responsible on vehicles condition and makesure maintain good condition of heavy vehicles.</li> <li>6. Assist the mechanic to fix vehicles when down during operation work.</li> </ol>	Successful completion of assigned activities
Supervision		

10. Key Challenges	11. Selection Criteria
1) Complexity of road features need to be maintained	<b>11.1 PQR (Position Qualification Requirement):</b> <b>Education: Form 3 or Class 9</b>

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<p>2) Able to liaise with communities or recruited casual labour to encourage them to work to their best of their capability.</p> <p>3) Working overwater development.</p>	<p><b>Experience:</b> 3 years of working experiences on infrastructures development</p> <p><b>Job Training:</b> To be trained on job</p> <p><b>Prerequisite:</b> NIL</p>
	<p><b>11.2 Key Attributes (Personal Qualities):</b></p> <p><b>1. Knowledge</b></p> <ul style="list-style-type: none"><li>• Coherent with appropriate standards</li><li>• English Language</li><li>• Customer Services</li><li>• Education and Training</li></ul> <p><b>2. Skills:</b></p> <ul style="list-style-type: none"><li>• Active listening</li><li>• Critical thinking</li><li>• Carpentry</li><li>• Well Communicate</li></ul> <p><b>3. Attributes</b></p> <ul style="list-style-type: none"><li>• Concern for others</li><li>• Understand key of moral ethics</li><li>• Self Control</li><li>• Integrity</li><li>• Team work</li></ul>

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