

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: MICTTD		
2. Position Title: Firefighter/ Rescuers	3. Salary Level: L15-14	4. Division: Airport Services
5. Reports To: Deputy Chief Fire Officer	6. Direct Reports: Senior Firefighting and Rescue Officer	
7. Primary Objective of the Position: Safe and preserve endangered life during aircraft accidents		

8. Position Overview	
9. Financial: Nil	10 Legal: Civil Aviation Act 2004, Civil Aviation Rules 2005, Airport Services Manual Chapter 13
11. Internal Stakeholder: <ul style="list-style-type: none"> • Airport Staff • Airport Manager • Deputy Chief Fire Officer • Head of Departments • Director of Civil Aviation • MICTTD staff Without referral to Manager: <ul style="list-style-type: none"> • Consult supervisor on firefighting equipment needed • Enquire on equipment that you are not sure of that may have cost implications • Implement action to resolve operational incidents • Participate in all service training activities to ensure thorough understanding of firefighting techniques and tactics at all times 	12. External Stakeholder: ???? <ul style="list-style-type: none"> • Kiribati Police Service • Air Kiribati Ltd • Airlines, (Fiji Airways, Air Nauru, Air Marshall) • MHMS, MELAD • Red Cross To be referred to Managers/Supervisors: <ul style="list-style-type: none"> • Extinguish fire when occurred during aircraft accident • Maintain operational readiness and resources • Mobilize resources when responding to emergency • Take responsibility for effective performance

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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13. KEY ACCOUNTABILITIES(Include linkage to KDP, MOP and Divisional Plan)		
<ul style="list-style-type: none"> ▪ <i>KDP/KPA:</i> ▪ <i>MOP Outcome:</i> ▪ <i>Divisional/Departmental/Unit Plan:</i> 		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
<p>To ensure physical fitness and thorough informed on firefighting techniques at all times</p> <p>To be ready for all incidences during operation</p> <p>To implement wildlife strategies</p>	<p>Responsible for making sure that he is physically fit for efficient and effective performance of required activities</p> <p>To ensure that he is always present and involve in all physical trainings in order to achieve the required fitness</p> <p>Keep recording of all incidences and other necessary activities relating to safety and fire service in the logbook for monitoring purposes</p> <p>Going around airport premises studying movement of wildlife and record findings at certain hours on a daily basis</p>	<p>To undergo periodic checks that will be conducted by superiors from time to time</p> <p>To check and implement actions required in the daily logbook for daily operations</p> <p>To evaluate finding in the logbook and report their result to higher level for consideration and decision making on the development of control measures and other appropriate actions</p>
<p>To keep record of all departures and arrivals of domestic and international operations</p> <p>To log all enteries into and out of control tower premises while on duty</p> <p>Clean fire station, fire vehicles and firefighting equipment as stipulated</p>	<p>Responsible for recording of all departures and arrivals for both domestic and international operations for monitoring purposes</p> <p>For monitoring movement out and into the control tower premises in case of emergency</p> <p>Carry out other duties as required from time to time when directed by the superior officers</p>	<p>To manage departures and arrivals for both domestic and international operations</p> <p>To manage physical fitness through active participation or involvement in exercise programs or sporting activities</p>

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under the Fire Manual, SOP or as directed by superior officers	Report malfunction of the firefighting equipment including vehicles, clothing and apparatus to superior officers for appropriate or immediate actions	
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14. Key Challenges	15. Selection Criteria
<ul style="list-style-type: none"> • To ensure compliance to all firefighting service rules and regulation as well as maintaining physical fitness • Readiness to apply first aid procedures to victims when required • Readiness to save lives during accidents • Willing to undergo excessive physical exercise to attain the required fitness • To undertake further trainings that may be required from time to time 	<p>15.1 PQR (Position Qualification Requirement): Education: 1. Form 5 or form 6 certificate with good passes in English, Science, and Mathematics with 1 year work experience</p> <hr/> <p>15.2 Key Attributes (Personal Qualities):</p> <ol style="list-style-type: none"> 1. Fluent in English and Kiribati Languages 2. Physically fit and can undergo excessive training 3. Keen in becoming a firefighter and to save lives 4. Ready to perform other duties that may be assigned from time to time 5. Dedicated to all duties and responsibilities 6. Hardworking personality <p>Attributes:</p> <ul style="list-style-type: none"> • Efficient • Effective • Innovative • Vigilant • Creative • Approachable

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