

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Infrastructure and Sustainable Energy		
2. Position Title: Senior Sanitation Engineer	3. Salary Level: L6	4. Division: Water and Sanitation Engineering Unit
5. Reports To: Director, Engineering Services	6. Direct Reports: Senior Water and Sanitation Engineer	
7. Primary Objective of the Position: <ul style="list-style-type: none"> • The primary focus is the implementation and delivery of key activities for Water and Sanitation Engineering Division within the Ministry of Infrastructure and Sustainable Services. • Responsible for coordinating and managing the implementation of technical aspects of sanitation programs of the Unit. • This position supports the mandate of Unit, which is the management of water resources, water and sanitation systems on the outer islands of Kiribati. 		
8. Decision Making Authority Ministry of Infrastructure and Sustainable Energy	9. Key Contacts	10. Frequency and purpose
11. Without referral to manager <ul style="list-style-type: none"> • Be involved with and facilitate standardisation of sanitation designs and drawings. • Ensure compliance with Building code or PUB standards and operating procedures as required. • Assist with locating and recording with GPS the exact locations for installation of new septic tanks and VIP latrines; • Supervise the works in villages / communities for construction of household toilets, septic tanks and soakaways, community toilets, and VIP pit latrines; • Monitor initial communal toilets to identify areas where design can be improved for subsequent toilet blocks; • Supervise works carried out for sanitation facilities for islands and 	Water Engineer and Hydrogeologist	Monthly, quarterly or as required

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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<p>communities;</p> <ul style="list-style-type: none"> • Undertake asset condition survey for sanitation systems managed by WSEU and identify areas requiring further rehabilitation. • Supervise installation, operation and maintenance of sanitation systems, including retrofitting household saltwater flushing systems, installing new sewer connections, and construction of new toilets on South Tarawa, where required; • Provide advice and support to ongoing sanitation projects implemented through WSEU. • Prepare monthly, quarterly and annual reports on conditions of community, village and island sanitation systems. 		
<p>12. After consultation with managers or others</p> <ul style="list-style-type: none"> • Advise households on how their new septic tank works, what cannot be put in it, and how to monitor sludge depth and the importance of periodic desludging; • Provide quality checks on supply, operation and maintenance of sanitation equipment supplied to WSEU in consultation with Senior Water and Sanitation Engineer, and facilitate PUB acceptance; • Support community consultations related to sanitation systems • Support the Senior Water and Sanitation Engineer with any technical aspects relating to outlined tasks. 	<p>Senior Water and Sanitation Engineer</p>	<p>Regularly - Immediate Supervisor</p>
<p>13. Referred to manager or others</p> <p>The position will also require regular collaboration with all members of the WSEU, the PUB, other ministries and organisations associated with the supply of water, including members of the public.</p>	<p>All members of the WEU, the PUB, persons from other ministries and organizations associated with the supply of water, and members of the public</p>	<p>As required</p>

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14. Position Overview		
Financial: Existing post	Legal: National Water Resources Policy and Implementation Plan, National Sanitation Policy and Implementation Plan, PUB Act	
Internal Stakeholders: <ul style="list-style-type: none"> • Employees • Donors To be referred to Manager: <div style="text-align: center;">All Activities</div>	External Stakeholders: <ul style="list-style-type: none"> • Other Ministries • Customers • NGOs • SOE's • Communities To be referred to Manager <div style="text-align: center;">All Activities</div>	
15. 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> 		
16. Key Result Area/Major Responsibilities	17. Major Activities/Duties	18. Performance Measures/Outcomes
<ul style="list-style-type: none"> • Involve with design, installation, operation and maintenance of sanitation systems. • Household and community sanitation systems comply with Building code or PUB 	<ul style="list-style-type: none"> • Be involved with and facilitate standardisation of sanitation designs and drawings. • Ensure compliance with Building code or PUB standards and operating procedures as required. • Assist with locating and recording with GPS the exact locations for installation of new septic 	<ul style="list-style-type: none"> • Increase in efficiency of sanitation systems at the household and community level. • Sustainability of sanitation systems

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<p>standards</p> <ul style="list-style-type: none"> • Sanitation systems installed through MISE are recorded and records updated regularly • Build capacity of communities to build their own toilets. • Supervision of construction of sanitation systems and asset condition undertaken regularly. • Provide advice and support to WSEU on all sanitation related matters 	<p>tanks and VIP latrines;</p> <ul style="list-style-type: none"> • Supervise the works in villages / communities for construction of household toilets, septic tanks and soakaways, community toilets, and VIP pit latrines; • Monitor initial communal toilets to identify areas where design can be improved for subsequent toilet blocks; • Supervise works carried out for sanitation facilities for islands and communities; • Undertake asset condition survey for sanitation systems managed by WSEU and identify areas requiring further rehabilitation. • Supervise installation, operation and maintenance of sanitation systems, including retrofitting household saltwater flushing systems, installing new sewer connections, and construction of new toilets on South Tarawa, where required; • Provide advice and support to ongoing sanitation projects implemented through WSEU. • Prepare monthly, quarterly and annual reports on conditions of community, village and island sanitation systems. 	<ul style="list-style-type: none"> • An update database for Outer Island sanitation systems. • Behavioral change in increase ownership of sanitation systems and less reliance on Government. • Reduction in water-borne illnesses • Increase in coverage of privately owned sanitation systems
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19. Key Challenges

20. Selection Criteria

21. PQR (Position Qualification Requirement):

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22. Problem Solving:

Problem solving is an extremely large component of this position. Some of the problems encountered will include (but are not limited to):

- Designing, proposing disposal and treatment of waste products or estimating the costs and management of the system construction.
- Plan, design, inspect and control the operation of sanitation systems, including (when required) incinerators, sanitary fills, and garbage reduction plants.
- Finding drainage areas and navigating land issues

23. Decision Making:

Decision making will also be a large component of this position. Decisions to be made will include (but are not limited to):

- Analysing the operation methods of communities, households and even public facilities to determine their needs for safe disposal of waste products such as sewage and waste water.
- When to replace equipment (this will involve the commitment of funds, which will not be the candidate's responsibility, but they will need to provide advice on the matter).

24. Special working conditions:

25. Education: *Essential*

The person for this position should have the following attributes:

- Bachelor of Engineering (Sanitation, Civil or Environmental) or Bachelor of Science (with majors in geology, hydrology or physics)
- 1 year working experience in water quality monitoring, training technical staff, water assessment, water resource investigations or related working experience.
- Excellent written communication skills in English

26. Experience: *Highly Desirable*

- Master of Engineering (Sanitation, Civil or Environmental) or Master of Science (with majors in geology, hydrology or physics) or related field

27. Job Training: N/A

Prerequisite:

Key Attributes (Personal Qualities):

a. Knowledge

- In-depth understanding of health and safety regulations
- Ability in producing reports and developing relevant policies
- Good knowledge of data analysis and risk assessment
- Familiarity with Equipment Maintenance

b. Skills:

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<p>25. Candidate must be in good physical condition to undertake regular, physically demanding field work and will be willing to travel to any islands in Kiribati when required</p>	<ul style="list-style-type: none">• Excellent organisational and motivational skills• Outstanding attention to detail and observation ability• Exceptional communication and interpersonal abilities• Fluency in the analysis and interpretation of data using computer applications such as Microsoft EXCEL.• Member of professional body of geoscientists or engineers <p style="text-align: center;">c. Attributes</p> <ul style="list-style-type: none">• A meticulous personality, very good attention to detail, and a methodical outlook• A conscientious character, with a strong desire to know the status of the water resources in Kiribati in order to ensure a reliable supply of potable water• A visionary spirit, and an ability to find creative solutions• Highly self-motivated and conscientious person who does not require regular supervision• Good team management skills • Creative• Organized• Hardworking• Productive• Reliable
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