

Post Title	Engineering Superintendent	Salary Scale	Grade 5-4/3
Reporting Officer	Engineering Manager	ER 2024#	1
Department	Engineering	Location	KPA Headquarter, Betio
Scope of work	The post holder will assist the Engineering Manager in looking after the plant and marine fleets to ensure their ongoing serviceability and operations for the public and for the port itself. The post holder will assist in the procurements of parts of fleets to reduce idleness of machines including proper training and manning of each fleet.		
Minimum Qualification Requirements (MQR)	<p>i) Eligibility</p> <ol style="list-style-type: none"> a) Marine Engineering Class III or related field. b) At least five (5) years working experiences as Marine Engineer on foreign or local vessels. c) Age should be between 30 to 55 years d) Clean police record e) Physically fit (medical clearance) <p>ii) Skills and Attributes:</p> <ul style="list-style-type: none"> • Ability to lead and motivate staff to achieve desired goals. • Ability to plan, implement and coordinate work plan to minimise breakdown and idleness of marine fleets. • Ability to supervise and appraise staff on work performance and to provide feedback professionally. • Sound knowledge and skills on marine fleets. • Proficient in Microsoft Office package • Excellent written and oral communications both in English and Kiribati 		
Duties and responsibilities	<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. Work with the Engineering Manager on the development and implementation of the maintenance plan of machines. 2. Develop, implement a work plan for the Marine Engineering section and ensure the plan is reviewed when deemed necessary. 3. Procure parts of Marine fleets to ensure the fleets operate efficiently without disruptions on parts. 4. Ensure maintenance of marine fleet engines are done according to the maintenance plan 5. Strictly enforce OHS requirements and compliance on safety of fleet as required from the Marine. 6. Strictly observe housekeeping to be carried out by Marine Engineers to uphold cleanliness of each fleet 7. Provide and update the manning roster of the fleet and ensure those who are on duty are punctual 8. Provide the update or monthly report to the Engineering Manager and 		

	<p>Senior Management team on the performance or issues encountered within the section</p> <p>9. Supervise, monitor and provide performance report for staff using the SPA form.</p> <p>10. Provide incident report to the Engineering Manager on matters concerning the fleets.</p> <p>11. Perform any other duties that may be required by the Chief Executive Officer and the Board from time to time.</p>		
Submitted by:		Signature:	
Approved by:		Signature:	