



# Land Transport Authority

## Job Application Form

### Section 1: Position Details

<i>Division:</i>	<b>Procurement &amp; Programming Division</b>	<i>Location:</i>	<b>LTA Office - Vaitele-uta</b>
<i>Title:</i>	<b>Principal Road Safety &amp; Drainage Engineer</b>	<i>Salary:</i>	<b>G7/S1 -G8/S7 \$42,126.64 - \$65,875.99</b>

### Section 2: Personal Details

<i>Full Name:</i>		<i>Gender:</i>	
<i>Contact Phone No:</i>		<i>Date of Birth (Day/Month/Year):</i>	
<i>Address:</i>			

### Section 3: Education Details

<b>Most Recent Qualification</b>	<b>Major Area of Study</b>	<b>Institution Attended</b>	<b>Date Started</b>	<b>Date Finished</b>

### Section 4: Training Details

<b>Trainings and Courses Relevant to the Position</b>	<b>Date</b>	<b>Duration</b>

### Section 5: Employment History

#### Current/Most Recent Position

<i>Employer's Name:</i>		<i>Date:</i>	<i>Duration:</i>
<i>Position Title:</i>		<i>Number of Staff reporting to you</i>	
<i>Main Responsibilities:</i>			

#### Next previous position

<i>Employer's Name:</i>		<i>Date:</i>	<i>Duration:</i>
<i>Position Title:</i>		<i>Number of Staff reporting to you</i>	

Main Responsibilities:		
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### Next previous position

Employer's Name:		Date:	Duration:
Position Title:		Number of Staff reporting to you	
Main Responsibilities:			

### Section 6: Selection Criteria

Please provide claims as to why you satisfy each criterion

1	<b><u>Qualification. Essential</u></b> A Bachelors Degree in Civil engineering or relevant discipline from a recognized institution
2	<b><u>Work Experience. Essential</u></b> Minimum 3 years of relevant work experience, particularly infrastructural works an advantage
3	<b><u>Knowledge &amp; Skills. Essential</u></b> Strong written and verbal communication in both English and Samoan language. Excellent written communication skills and interpersonal skills in Samoan and English
4	<b><u>Essential</u></b> Demonstrated ability to collaborate, network, negotiate and engage effectively with divisional employees, managers and with external stakeholders in issues pertaining to road safety and drainages.
5	<b><u>Essential</u></b> Demonstrated ability to formulate, manage and achieve planned outcomes with approved resources and within agreed timelines in accordance with acceptable ethical standards.
6	<b><u>Essential</u></b> Ability to provide technical advice regarding design, construction or program modifications to road engineering and managerial personnel.
7	<b><u>Essential</u></b> Has sound knowledge of the following legislations, LTA Act 2007, LTA Regulations, Public Finance Management Act 2001, Public Bodies Performance and Accountability Act 2001, Ministry of Works Act 2022, Labour and Employment Act 2013
8	<b><u>Essential</u></b> Should be computer literate and has proven experience in Microsoft Office and other appropriate engineering database.

## Section 7: Computer Literacy

Indicate competency level for each system

Competency level code: 1- no knowledge; 2-basic knowledge; 3-good working knowledge; 4- strong/advanced capabilities

Main Systems		Other Systems	
Microsoft Word		Microsoft Access	
Microsoft Excel		Other System (Specify)	
Microsoft PowerPoint		Other System (Specify)	
E-mail		Other System (Specify)	

## Section 8: Discipline Records Check

Do you have a discipline record, any criminal convictions, or current legal proceedings against you?	No	Yes
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*If yes, please provide discipline record*

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## Section 9: Declaration of Close Relations

Do you have a close relative currently employed by Land Transport Authority?	No	Yes
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*If yes, please provide name(s) and nature of relationship*

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## Section 10: Declaration of Referees

	Name	Designation	Contact Phone No
1			
2			
3			

## Section 11: Certification & Authorisation

I hereby certify that the information given in my application is true and correct.

**Signature**

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**Date**

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### Please attach the following

1	Up to date Curriculum Vitae
2	Certified academic qualifications and relevant trainings
3	3 Written Reference, 2 from previous employer with up to date contact details