

Land Transport Authority

Job Description

Date:	September 2022	Position Title	Civil Engineer Infrastructure and Climate Resilient Design
Division:	PROCUREMENT & PROGRAMMING	Classification Level	G9/S1-G9/S7 \$68,957.76-\$89,832.13 3 Year Contract
Reports to:	Report to the Manager of the Division on all matters relating to road safety & traffic in Samoa, and to ensure that they are implemented in accordance with LTA standards, objectives and targets.		
Primary Objective			
	To continuously assess the National Road Network, identifying areas critical to safety and efficient traffic flows for the purposes of developing Traffic Engineering and Management measures to upgrade and upkeep a safe and efficient National Road Network in Samoa and to assess the need for continued development of road infrastructure to build a more climate resilient Road Networks, while ensuring minimal impacts on society.		
Responsibilities			
1	Lead the Road Safety, Traffic and Drainage principal engineering team and monitor the performance of technical staff in relation to Divisional Output Delivery.		
2	Coordinate the Drainage Routine Maintenance supervision team and advise Manager on matters and issues pertaining to maintenance and construction works.		
3	Coordinate all technical reporting to stakeholder entities involved in the works of the division, under advice from the Manager and in cooperation with the Engineer – Contracts and Asset Management. Also in relation to development consents and technical assistance with stakeholders.		
4	In cooperation and coordination with the Manager and Engineer – Contracts and Asset Management, lead and oversee works pertaining to design, supervision and implementation of road, traffic and climate resilient works.		
5	Supervise all activities pertaining to design, supervision and implementation of road, traffic and climate resilient works.		
6	Report to Manager on a weekly basis on progress of works, liaising also with stakeholders during construction and implementation.		
7	Coordinate and manage the functions and works within the Road Safety & Traffic and Bridge & Coastal River Protection teams through Responsible Principal Engineers.		
8	Monitor and Report on the progress and performance of all awarded Contractors.		
9	Oversee the effectiveness of Road Safety Audits of existing roads, new projects and projects during and after implementation, as well as climate resilient works,		
10	Review and submit to CEO through Manager PPD, Audits' recommendations for approval for further treatments and solutions for improvement on the road network.		
11	Plan, monitor and manage the process for Road Safety and Climate Resilience assessments to ensure efficient and timely implementation with minimal delays.		
12	Assist Manager PPD in Preparing Financial budgets for the division.		
13	In cooperation with the Manager and Engineer – Contracts & Asset Management, advise Manager on staff matters and development processes required.		
14	In cooperation with the Manager and Engineer – Contract & Assets Management, maintain and update the contracts register for budgeting, planning and reporting purposes to the LTA Management, Board, Minister, Cabinet, Parliament etc.		
15	Represent Manager PPD in internal and other Government committees and perform any other duties as directed.		

Selection Criteria		Essential - Desirable	Weighting
Qualification	Tertiary qualification of Bachelor's Degree in Civil Engineering or relevant discipline from a recognized institution.	Essential	
Work Experience	Minimum 3 years of relevant work experience, particularly infrastructural works an advantage.	Essential	
Knowledge and Skills	Strong written and verbal communication in both English and Samoan language.	Essential	
	Sound knowledge of Engineering standards and contract management standards.	Essential	
	Ability to plan, monitor and manage projects efficiently.	Essential	
	Ability to provide technical advice regarding design, construction, or program modifications to road engineering and managerial personnel.	Essential	
	Knowledge of relevant legislations(LTA Act & LTA Regulations)	Desirable	
	Demonstrated ability to work under minimum supervision	Desirable	
	Should be computer literate and has proven experience in Microsoft office software and other appropriate engineering database	Essential	

Competencies	
1	Lead by responsible example
2	Team Building
3	Training and coaching
4	Planning, assigning, directing and supervising work
5	Addressing complaints and resolving problems.

Prepared by:	Human Resource
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