

Land Transport Authority

Job Description

| | | | |
|----------------------------|--|-----------------------------|--|
| Date: | November 2025 | Position Title | Laboratory Technician |
| Division: | Quality Assurance Division | Classification Level | G2/S1-G3/S7 \$13,581.71-\$22,287.23 p.a |
| Reporting Structure | Reports to the Manager Quality Assurance Division through the Quality Assurance Contract Officer | | |

| Primary Objective | |
|--------------------------|---|
| | |
| Responsibilities | |
| 1 | Prepare samples for testing using various laboratory equipment. Label sample containers with identifying data, location of sample, and time collected |
| 2 | Perform laboratory tests, experiments and procedures following standard protocols and procedures. |
| 3 | Prepare and maintain accurate records of experiments and test results. Fill out the appropriate log sheet for every test. |
| 4 | Analyse and interpret data, and report findings to supervisors or manager |
| 5 | Maintain and calibrate laboratory equipment and instruments to ensure accuracy and reliability |
| 6 | Prepare and clean equipment and materials for testing and experiments. |
| 7 | Ensure compliance with safety standards and policies at all times |
| 8 | Assist in the development and optimization of laboratory techniques and procedures. |
| 9 | Collaborate with team members and supervisors to support ongoing projects. |
| 10 | Maintain Cleanliness and organization of the laboratory workspace |

| Selection Criteria | | Essential - Desirable | Weighting |
|---------------------------|---|------------------------------|------------------|
| Qualification | University Preparatory Year successfully completed or Tertiary studies in Chemistry would be an advantage or Completed education with SSLC or PSSC. | Essential | |
| Work Experience | At least one (1) years of relevant working experience particularly in the laboratory. | Essential | |
| Knowledge and Skills | Strong written and verbal communication in both English and Samoan language Excellent verbal/written communication skills and interpersonal skills in Samoan and English. | Essential | |
| | Demonstrated ability to organize and maintain a clean workplace and identify laboratory equipment | Essential | |
| | Knowledge of road materials testing procedures on soils, aggregates, asphalt, concrete and bitumen used in the Authority | Essential | |
| | Must have a valid driver's license | Essential | |
| | Has sound knowledge of the following legislation; <ul style="list-style-type: none"> • LTA Act 2007, LTA Regulations, | Desirable | |

| | | | |
|--|--|--|--|
| | <ul style="list-style-type: none"> • Public Finance Management Act 2001, • Public Bodies Performance and Accountability Act 2001, • Ministry of Works Act 2002, • Labour and Employment Act 2013, • Occupational Health and Safety Act 2022 • Occupational Health and Safety Regulation 2017 | | |
|--|--|--|--|

| Competencies | |
|---------------------|--|
| 1 | Team Player |
| 2 | Time Management |
| 3 | Physically fit |
| 4 | Integrity/Flexible/Common Sense, Trustworthy |