



Job Application Form

Section 1: Position Details

Division:	PROCUREMENT & PROGRAMMING DIVISION	Location:	LTA Office – Vaitele
Title:	Senior Engineer – Road Safety & Drainage	Salary:	G5/S1-G6/S7 \$29,555.19-\$44,849.95 p.a.

Section 2: Personal Details

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

Section 3: Education Details

Most Recent Qualification	Major Area of Study	Institution Attended	Date Started	Date Finished

Section 4: Training Details

Trainings and Courses Relevant to the Position	Date	Duration

Section 5: Employment History

Current/Most Recent Position

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

Main Responsibilities:		
------------------------	--	--

Next previous position

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

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	Qualification. Tertiary qualification in an engineering discipline such as NZCE, NZ Diploma of Highway Technology, Australian Diploma (AQF) Engineering OR Equivalent. Essential
2	Work Experience. Minimum 3-5 years of relevant work experience, particularly infrastructural works. Essential
3	Knowledge and Skills. Experience in simple engineering design of minor road infrastructural developments. Essential
4	Experience in contract tender process, bidding and contract management. Essential
5	Strong written and verbal communication in both English and Samoan language. Essential
6	Sound knowledge of Engineering standards and contract management standards. Desirable
7	Knowledge of the Samoa road construction industry. Desirable
8	Sound Knowledge in Public Relations and Customer Service. Essential
9	Knowledge of relevant legislations (LTA Act & LTA Regulations). Desirable
10	Demonstrated ability to work under minimum supervision. Essential
11	Valid Driver's License with a clean Police Report. Essential
12	Should be computer literate. Essential

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
--	----	-----

If yes, please provide discipline record

--

Section 9: Declaration of Close Relations

Do you have a close relative currently employed by Land Transport Authority?	No	Yes
--	----	-----

If yes, please provide name(s) and nature of relationship

--

Section 10: Declaration of Referees

	Name	Designation	Contact Phone No
1			
2			
3			

Section 11: Certification & Authorization

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

Signature

--

Date

--

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
4	Valid Police Report