Land Transport Authority

Job Description

Date:	March 2026	**Position Title**	Engineering Officer
Division:	Programming & Procurement Division	**Classification Level**	G3/S1 – G4/S7 $17,838.84 - $28,545.89
Reports to:	Report to the Senior/Principal Engineer Road Reserve PPD to ensure the all-Road Reserve related works are in accordance to LTA Act ensuring Road network is safe for all road users and traffic flows are proficient at all times.		

Primary Objective	
	To assist the Senior Engineer/Principal & Civil Engineer Road Reserve of PPD Division in carrying out site assessments of Road Reserve Permit & DCA Applications. Monitoring implementation of Traffic Management Plan and works align compliancy standards.

Responsibilities	
1	Inspect Road Reserve permit applications & DCA applications and report to Senior & Principal Engineer on status of applications.
2	Working closely with Quality Assurance Survey team to ensure standard distances for proposed works are adhered to and implemented safely.
3	Carry out inspections for measurement and assessment of Road Cuts executed through Road Reserve Permit applications under SWA - LTA MOU for re-instatement works.
4	Assist Senior & Principal Engineer Road Reserve in compilation of SWA Reimbursement claim assessment
5	Assist in carrying out assessments of CSO's (Community Service Obligation) and reporting
6	Assist in carrying out DCA (Development Consent Application) assessments
7	Assist on initiatives at the direction of the PPD Manager
8	Any other duties directed by Manager PPD and Civil Engineer Climate Resilience & Infrastructure

Selection Criteria		**Essential - Desirable**	**Weighting**
Qualification	Tertiary qualification in an engineering discipline such as NZCE, NZ Diploma of Highway Technology, Australian Diploma (AQF) Engineering OR Equivalent	Essential	
Work Experience	Minimum 1 years of relevant work experience, particularly infrastructural works.	Essential	
Knowledge and Skills	Experience in contract tender process, bidding and contract management	Essential	
	Strong written and verbal communication in both English and Samoan language.	Essential	
	Sound knowledge of Engineering standards and contract management standards.	Desirable	
	Knowledge of the Samoa Road Safety & Infrastructural Industry	Desirable	
	Sound knowledge in Public Relations and Customer Service	Essential	
	Knowledge of relevant legislations (LTA Act & LTA Regulations)	Desirable	

	Demonstrated ability to work under minimum supervision	Essential	
	Valid Driver's License with a clean Police Report	Essential	
	Should be computer literate	Essential	