

Land Transport Authority

Job Description

Date:	February 2026	Position Title	Driver
Division:	ROAD OPERATION DIVISION	Classification Level	G1/S2 - G3/S7 \$13,581.71-\$22,287.23
Directly Supervises	None		
Reporting Structure	Manager Road Operation Division		

Position Statement

To provide supporting services to Road Operation Division

Responsibilities

1	Responsible for driving engineering officers for site inspections where instructed
1	Responsible for safe carrying of pouches, mail or documents entrusted to him for transporting
2	Report on damage and/or repaired work needed for vehicle/s.
3	Responsible for the day to day maintenance and the cleanliness of office vehicles, and ensure vehicles are scheduled for periodic service.
4	Clean and maintain vehicle equipments for safety inspection.
5	Assist the service counter and direct customer request.
6	Keep records, as required of the performance and cost of up keeping and maintenance of the vehicles (log book of R&M)
7	And any other related duties directed by Manager

Selection Criteria

		Essential - Desirable	Weighting
Qualification	Minimum qualification of PSSC.	Essential	
Work Experience	Minimum of 2 years working experience.	Desirable	
Knowledge and Skills	Knowledge of LTA functions and customer protocols.	Desirable	
Required	Certificate holder of Defensive Driving Course.	Essential	
	Valid driver's license (Class B, Private License)	Essential	
	Demonstrated ability to clearly communicate both orally and in writing in Samoan and English	Essential	
Personal Attributes	Honesty/Integrity, Punctuality, Customer Service Oriented, reliability, commitment, personal presentation, loyalty, common sense.		

Tools Required:

Vehicle Safety Gears