

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

Ministry: Ministry of Employment and Human Resources

1. Position Title: Engineering Instructor	2. Salary Level: 9-7	3. Division: Marine Training Center
4. Reports To: Chief Engineer	5. Direct Reports: Chief Engineer	
6. Primary Objective of the Position: Teaching IDF, FVP trainees engine maritime modules.		

7. Position Overview: Teaching IDF trainees engineering modules and practical & BSHC engine maritime modules

8. Financial:

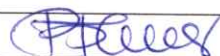
i. None

10 Legal:

- i. Kiribati National Conditions of Service 2012
- ii. Employment and Industrial Relations Code 2015
- iii. Kiribati National Condition of Service 2020
- iv. Procurement act 2019.
- v. Kiribati Maritime Act 2017
- vi. IMS Policy MTC
- vii. ISM
- viii. ISPS
- ix. MTC Assessment Policy & Procedures
- x. MTC OHS & EQ Policy
- xi. MTC Department operation Manual
- xii. Company Business Ethic
- xiii. Kiribati Shipping Act
- xiv. Merchant Shipping Act 2006
- xv. Financial Regulation 2012
- xvi. Kiribati Maritime Bill 2016
- xvii. Environmental Act as amended
- xviii. MLC 2006
- xix. STCW78 as amended
- xx. STWC-F
- xxi. Gender and Sexual Harassment Policy, Violent & Bullying

This is position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. It is an expectation that you may be required to perform additional duties as required.

Approved by:



Date of Issue:

20/7/26

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11. Internal Stakeholders: • Captain Superintendent • Deputy Captain Superintendent • Quality Management Commissioner • Head of Department • Trainees To be referred to Engine HOD • Purchasing • Damage • Injuries • Incidents • Maintenance •	12. External Stakeholders: • MEHR To be referred to Captain Superintendent: • Damage • Maintenance • Injuries	
13. KEY ACCOUNTABILITIES <i>(Include linkage to KDP, MOP and Divisional Plan)</i> ▪ KDP/KPA: 1 Human Resources Development and KPA: 2 Economic Growth and Poverty Reductions ▪ MOP Outcome: ▪ Divisional/Departmental/Unit Plan:		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Teaching	Teaching engine maritime modules to IDF. Evaluating, moderating and assessing of trainees at the end of end unit. Updating class work record.	Competency, Safe Environment and personal. Identifying poor areas to be improved.
Lesson plans and curriculum	Preparing of curriculum and lesson plans, collecting of articles and compile units into modules.	Standard of lesson delivery sustained.
Hand out review	Review trainees notes and handout to make sure the standard of training (STCW) are met.	Trainees obtain the updated training. Working on board continues. Competency

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Duty Officer	Carry out periodic check around the compound, and inspecting of watchmen at their stations after working hours and night. Reporting any unusual defect to fences and damage of MTC properties. Maintaining ISPS throughout the duty.	Cost effective. Trainees discipline improved. MTC asset are secured.
Intake	Travelling and performing intake formalities and workshop to registered candidates. Filling up all intake document and make report of the intake to be submitted to the intake coordinator on return.	Accountability, transparency and cost effective.

14. Key Challenges	15. Selection Criteria
• Trainees attendance • Lack of resources • Lesson Timetabling • Test and Exam Resist • Candidates Over limit • Course demand	15.1 PQR (Position Qualification Requirement): • Marine Fitter • Able Seafarer Engine Certificate Education: • KIT • Marine Training Center • Any recognized Institutes Experience: • Teaching at least 1 year • At least 3 years carrying out Engine Fitter tasks and responsibilities on board foreign going ships. Job Training: • Marine Engineer Class 5 • ASE • TOT 11.2 Key Attributes (Personal Qualities): 1. Knowledge

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	• Listening, reading and speaking English • Teaching • Microsoft software • Problem solving
	2. Skills: • Engine trouble shooting • Lesson delivery • Creative • Team player
	3. Attributes • Integrity • Organize • Stress tolerance/Patient • Social • Leadership • Honest • Committed

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