

GOVERNMENT OF KIRIBATI

POSITION DESCRIPTION

1. Ministry: <i>Ministry of Employment & Human Resources</i>		
2. Position Title: <i>Mechanical Engineer</i>	3. Salary Level: <i>6-5</i>	4. Division: <i>Marine Training Centre</i>
5. Reports To: <i>Chief Engineer</i>	6. Direct Reports: 1. <i>Chief Engineer</i> 2. <i>Marine Engineer Officer</i> 3. <i>MTC Electrician</i> 4. <i>Marine Engineer Instructors</i> 5. <i>Engineering Short Term Courses Students</i> 6. <i>Trainees</i>	

• Primary Objective of the Position:

The Mechanical Engineer at the maritime institute plays a pivotal role in advancing the quality of maritime education and training of engineering and workshop practice and related subjects to the standard of the international convention on standards of training certification and watch keeping (STCW 1978) as amended; enabling engineer trainees, seafarer engineer ratings, and marine engineer officers on graduation to be part of an engine room watch in accordance with regulation III/4 of that convention. The primary objective of this position is to ensure that all mechanical engineering curricula and training programs are aligned with industry standards and best practices, thereby equipping trainees with the essential knowledge and skills necessary for successful careers in the maritime sector.

The Mechanical Engineer will be responsible for:

- Teaching Marine Engineering Modules such as: Applied Mechanics, Heat and Heat Engine, Engineering Drawings, Electro - Technology, Naval Architecture and Marine Engineering Knowledge to the Marine Engineering Upgrading Courses and delivering practicum within the modules.
 - Developing and updating course materials, training modules, and assessment methods that reflect the latest advancements in mechanical engineering and marine technology.
 - Maintaining, repairing, and ensuring the efficient operation of Engines, Machinery's mechanical systems and equipment used in maritime training and operations.
 - By the approval of the Chief Engineer, provide expert guidance and support to both trainees and instructional staff, fostering a culture of excellence in mechanical engineering education.
 - Implementing practical training sessions that enhance hands-on experience or on the job training in the Marine mechanical engineering systems and machinery relevant to maritime operations.
 - Responsible for maintaining and taking care of MTC Engine room engines, standby generator, machineries and all engineering teaching resources.
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- Maintenance of discipline and controlling daily routine at MTC as duty officer in accordance with standing orders

This 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: <i>20/7/26</i>
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GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

- Maintenance of discipline and controlling daily routine on board training vessels as training officer in accordance with standing order.
- Conducting research and analysis to inform curriculum development and instructional strategies, ensuring continuous improvement and innovation in the educational offerings.
- By the approval of the Chief Engineer, mentoring and advising trainees on their career paths, industry trends, and professional development opportunities within the maritime field.

Through these responsibilities, the Mechanical Engineer will contribute to the overall mission of the Marine Training Centre, preparing the next generation of maritime professionals to excel in their roles and enhance safety and efficiency in marine operations.

7. Position Overview:

The Mechanical Engineer at the Marine Training Centre is responsible for maintaining, repairing, and ensuring the efficient operation of engines, generators, machineries, mechanical systems and equipment used in maritime training and operations. This role involves providing technical support for the school's vessels, engines, and workshop machinery, as well as contributing to the development of training programs related to maritime mechanical engineering.

The position requires collaboration with the instructional team to integrate practical engineering skills into the curriculum, ensuring students gain hands-on experience with industry-standard mechanical systems. The Mechanical Engineer plays a critical role in upholding safety standards and ensuring compliance with maritime engineering regulations, contributing to the overall success of the school's mission to train competent maritime professionals.

This provides a clear, formal overview, aligning the role with both operational and educational objectives.

8. Financial:

The Mechanical Engineer has limited direct financial responsibilities. However, the role may include the following:

- Providing cost estimates for mechanical projects or repairs as required.
- Ensuring cost-effective use of resources within the scope of

10. Legal:

The Mechanical Engineer of the Marine Training Centre is responsible for ensuring that the Marine Training Centre's operations adhere to all applicable legal and regulatory requirements listed below:

International Regulations, Codes and Standards;
- STCW Code as amended

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engineering activities. • Advising on the potential financial implications of equipment repairs or upgrades in order to support budget planning. The Mechanical Engineer is expected to operate within allocated budgets and ensure efficient use of resources, while collaborating with the Chief Engineer for approval of expenditures.	- STCW-F Code as amended - MLC as amended - ISM Code - ISPS Code - ISO 9001:2015 - ISO 45001:2015
	- ISO 14001:2015 Institute Policies and Standards;
	- MTC IMS Policy - Annex 1 of IMS - MTC Departmental Operational Manual (x6) - MTC Assessment Policy & Procedures - MTC Intake Policy & Procedures - Instructor's Guide for Teaching Induction at MTC - MTC OHS & EQ Manual & Induction Policy - MTC Readmission Procedures - MTC Emergency Plan & Procedures - Maritime CBT Manual & Procedures - MTC Garbage Management Plan - MTC 4 Year Strategic & Divisional Plan
11. Internal Stakeholders:	12. External Stakeholders

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POSITION DESCRIPTION

1. Administrative and Support Staff:

• **Nature of Interaction:**

2. Trainees:

Subject	Captain Superintendent	DSC/ IMS	HoD	Doctor
Damage	✓	✓	✓	
Injuries	✓	✓	✓	✓
Incidents	✓	✓	✓	✓
Maintenance		✓	✓	
Purchases	✓		✓	
Claims	✓	✓	✓	
Certificate	✓		✓	
Management reviews	✓	✓	✓	
Courses		✓	✓	

1. Community and Public Organizations:

- **Nature of Interaction:** Represent the Centre in community and public forums. Foster positive relationships with these local communities and organizations to enhance the Centre's public image and support community engagement initiatives;

Subject	MLHRD	Marine Division	Resp. Port Authority	Hospital	Donors	PUB/ MISE	Crewing Agent
Damage	✓					✓	
Maintenance	✓					✓	
Injuries	✓			✓			
Purchasing					✓		
Certification		✓					✓
Overseas order	✓		✓				✓
Eligibility		✓					✓

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13. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)		
▪ KDP/KPA: ▪ MOP Outcome: ▪ Divisional/Departmental/Unit Plan:		
Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
1. MTC continues to function in an efficient manner as a place of training leading to remittance earnings of Kiribati nationals 2. Students pass out from MTC with good technical engineering knowledge and skills in engineering and workshop practical experiences in order to be able to be employed on overseas ships. 3. Students' skills upgraded in accordance with their experience, enabling them to get a higher or better position onboard a vessel as Engine ratings or Engine Officers and thus earning higher wages.	1. Provision of lecturing and training of engineering theory and workshop practice and related subjects to the standard of the international convention on standards of training, certification and watch keeping 2010 (STCW) enabling the trainees on graduation to be part of an engine room watch in accordance with regulation III/4 of that convention 2. Training of participants in upgrading courses in workshop practice as part of the on the job training and engineering theory. 3. Provision of upgrading courses of Able Seafarer Engine and Marine Fitters 4. Responsible for maintaining and taking care of MTC Engine room engines, standby generator, machineries and all engineering teaching resources. 5. Teaching marine engineering theory to the students of the marine engineering Upgrading Courses.	1. General observation on a Frequentative of behavior, attendance and punctual. 2. Observing the competence of maintain ISPS levels and all MTC policies during duty, onboard training and at all times staying in MTC according to the standard of STCW 2010 and MTC standing orders. 3. Pass out Trainees should be able to demonstrate good understanding of basic Engineering knowledge and other duties as rating according to STCW 2010 regulation. 4. Pass out up-graders or short term courses participants should be able to demonstrate good understanding of engineering knowledge and workshop practical skills and experiences. Also to be able to perform engine room watch keeping duties which is written in the convention of STCW 2010 regulation III/4
4. MTC assets remain in good and working condition at all times to prevent any inconveniences.	6. Teaching marine engineering practical to the students of the marine engineering Upgrading courses 7. Maintenance of discipline and controlling daily routine at MTC as duty officer in accordance with standing orders 8. Maintenance of discipline and controlling daily routine on board training vessels as training officer in accordance with standing order.	5. All other jobs and orders assigned by the Chief Engineer must followed and completed in a required and specific time. 6. Communication in English

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	9. Other jobs assigned by Chief Engineer. 10. Communication in English	Performance Measures/Outcomes: Clarity and Accuracy: -Ensure that all written and verbal communications are clear, accurate, and free of errors. Feedback: -Receive positive feedback from stakeholders regarding the effectiveness of communication. Timeliness: -Meet deadlines for communication deliverables, such as reports and presentations.
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14. Key Challenges	15. Selection Criteria
● Achieving the best compromise with at least disruption to the effective running of MTC.	15.1 PQR (Position Qualification Requirement): Essential: 1. Marine Engineer Class 2 qualifications in accordance with STCW (Standards of Training, Certification, and Watchkeeping) or relevant Bachelor Mechanical Engineering Studies. 2. Marine Engineer Class 3 qualifications in accordance with STCW (Standards of Training, Certification, and Watchkeeping) or equivalent. 3. Marine Engineer Class 4 qualifications in accordance with STCW (Standards of Training, Certification, and Watchkeeping) or equivalent. Education: 1. Secondary School 2. International Maritime Academy or Maritime Recognized Training Organization Experience: 1. Recent experience on an overseas ship in the capacity of a third or a second engineer. 2. At least one year of experience serving as a Third Engineer Officer on a foreign going Vessel.

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	3. <i>A minimum of two years of teaching experience at a recognized maritime institution.</i> Job Training: 1. <i>Leadership and Management Training</i> 2. <i>Maritime Safety and Regulatory Compliance</i> 3. <i>Teaching and Assessment</i> 4. <i>Integrated Management Systems (IMS)</i> 5. <i>Technology Integration</i> 6. <i>Advanced Maritime Operations</i> 7. <i>Ongoing Professional Development</i>
	15.2 Key Attributes (Personal Qualities): 1. Knowledge: - <i>Maritime Regulations and Standards</i> - <i>Maritime Safety and Emergency Response</i> - <i>Integrated Management Systems (IMS)</i> - <i>Technology in Maritime Training</i> - <i>Mentally and physically fit</i> 2. Skills: - <i>Improvisation & Flexibility</i> - <i>Problem Solving and Decision Making</i> 3. Attributes: - <i>Preferably Chief Engineer or a similar position</i> - <i>Integrity</i> - <i>Resilience</i> - <i>Strategic Thinking</i> - <i>Commitment to Excellence</i> - <i>Collaborative Spirit</i> - <i>Professionalism</i>

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