GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Infrastructure and Sustainable Energy		
2. Position Title: Geotechnical Engineer	**3. Salary Level:** L9-7	**4. Division:** Quality Control and Inspection Unit
5. Reports To: 5.1 Quality Control Specialist 5.2 Director of Engineering Services 5.3 Secretary of Infrastructure and Sustainable Energy	**6. Direct Reports:** Quality Control Specialist	
7. **Primary Objective of the Position:** The primary objective of the position is to conduct soil analysis and determines and designs the type of foundations, earthworks and/or pavement subgrades require for the intended man-made structures to be built. Foundations are designed and constructed for structures of various sizes such as high-rise buildings, bridges, medium to large commercial buildings and smaller structures where the soil conditions do not allow code-based design. It is the key responsibility of the Geotechnical Engineer to investigate soil conditions and design foundation work suitable to the soil test result. In addition, the Geotechnical Engineer is also responsible to enforce and promote the National Building Act requirements.		
8. Position Overview:		
9. Financial: N/A	**10. Legal:** a. Kiribati National Conditions of Service 2012, Building Act 2006 and National Building Code of Kiribati 2006	
11. Internal Stakeholders: i. Architects and draughtsman. ii. Construction Engineer iii. Structural Engineer iv. Architect	**12. External Stakeholders:** i. Public Servants ii. Private building contractors iii. Private engineering firms	
13. To be referred to Manager: • Complex requests for information • Requests relating to inspection work beyond assigned tasks	**14. Without Referral to Manager** i. Activities and plans that would affect staff from other ministries need to be approved first by the immediate supervisor or Director of Engineering Services. ii. Activities that would involve or affect the general public should be approved first by MISE Secretary and Director of Engineering Services. Sometimes cabinet's approval must be sought depending on MISE Secretary's advice	

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:**

15. 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
Performed geotechnical tests/site investigation	• Survey the site and determine the best and most appropriate geotechnical testing method to be used either test pits, trenching, boring or in-situ testing • Investigate the sub-surface conditions and how it changes over various parts of the work site • Determine the relevant physical/mechanical and chemical properties of subsurface conditions • Evaluate stability of natural slopes and man-made soil deposits • Assess risks posed by site conditions • Determine the bearing capacity of the proposed construction site	• Site investigation reports produced
Design Foundations	• Understand site conditions and the size of the proposed buildings • Design the type of footing suitable to the soil conditions as well as for the intended building • Advise architects and structural engineers of the site conditions and how it would affect the intended building project	• Suitable foundation designs conforming to the Building Code requirements produced

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	• Determine the type of foundations, earth works, pavement subgrades required for the intended structure to be built	
Supervision and monitoring work	• Supervise construction work to ensure that requirements for earthwork and foundation design are addressed • Identify foundation failures and investigate solutions • Document failures with proposed solutions	• Number of foundation construction work conforming to the Building Code requirements.
Enforce National Building Code of Kiribati and Building Act 2006	• Ensure that the Building Act 2006 is enacted. • Assess building proposals to ensure they conform the Building Code and Building Act 2006. • Assist in the inspection work to ensure compliance to the Building Code and Building Act is achieved. • Assist in the structural integrity assessment of existing buildings and recommend engineering solutions to ensure existing buildings meet the Building Code minimum requirements.	• Building Act 2006 is enforced/enacted • Number of Building Permit applications approved • Number of construction work conforming to the Building Code and Act requirements • Number of existing buildings conforming to the Building Code requirements

16. Key Challenges	**17. Selection Criteria**
Key challenges of the post are: 1. Ensuring that construction contractors' work complies with construction drawings, Building Act 2006 and National Building Code of Kiribati 2. Attending inspections on Outer Islands 3. Managing heat up discussions with construction contractors especially when inspecting and reviewing construction work.	**17.1 PQR (Position Qualification Requirement):** **Education:** Bachelor's Degree in civil engineering with a specialization in Geotechnical Engineering from a recognized institution. **Experience**: **Job Training:** on the job training **Prerequisite:** (Pre-condition/Essential/Must)

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	Must be familiar with the National Building Code of Kiribati and Kiribati Building Act 2006
	17.2 Key Attributes (Personal Qualities): **1. Knowledge** a. Understand the roles of the Quality Control Unit b. Understand English Language c. Good knowledge on how to perform good customer service d. Computer literate especially Microsoft Office programs e. Keen to attend workshops relating to capacity building f. Good knowledge on how to design and analysis foundation structure using engineering design software such as spacegass and structural toolkit. **2. Skills:** a. Good note-taking skills b. Critical thinking c. Ability to solve complex issues d. Speaking **3. Attributes** a. Concern for others b. Self-control c. Attention to detail d. Analytical thinking e. Integrity f. Team work

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