



DEPARTMENT OF PERSONNEL MANAGEMENT

Form O&M 2.3

JOB DESCRIPTION

	SEQ. NO: 3	POS. NO: NMSANI.003
DEPARTMENT: NATIONAL MARITIME SAFETY AUTHORITY	DESIGNATION/CLASSIFICATION: NAVAIDS TECHNICIAN - GRADE 13	
OFFICE/AGENCY:	LOCAL DESIGNATION: NAVAIDS TECHNICIAN	
DIVISION: NAVIGATION & SAFETY SERVICES	HIGHEST SUBORDINATE:	POS. NO:
BRANCH: NAVAIDS & INVESTIGATION	IMMEDIATE SUPERVISOR: NAVAIDS ENGINEER	POS. NO: NMSANI.002
	LOCATION: MADANG	

HISTORY OF POSITION

DPM FILE NO.	DATE OF VARIATION	DETAILS
ODD 3-4-41	31/03/05	CREATE AS PER NMSA ACT

1. PURPOSE

Responsible to the Nav aids Engineer for the on-going servicing and maintenance of all aids to navigation and supervision of contractors and community maintenance program.

2. ACCOUNTABILITIES

- 2.1 Efficient maintenance of all rights.
- 2.2 Efficient supervision of community maintenance program and contractors.

3. MAJOR DUTIES

- 3.1 Servicing and maintenance of all aids to navigation.
- 3.2 Input to operational plan.
- 3.3 Aids to navigation section of Madang and Port Moresby Locations.
- 3.4 Technical supervision of Aids to Navigation Contractors.
- 3.5 Liaison with community maintenance program.
- 3.6 Operation and maintenance of aids to navigation small boats.

4. REPORTING AND WORKING RELATIONSHIPS

4.1 Internal

- Manager Nav aids & Investigation
- Nav aids Engineer
- Nav aids Technician
- Other NMSA Staff

4.2 External

- Lighthouse Communities
- Contractors
- Suppliers of Nav aids Technical Equipments
- Suppliers of Goods and Services

5. POSITION AND PERSON SPECIFICATIONS

5.1 Qualifications

- Diploma in Electrical engineering
- Diploma in Mechanical Engineering

5.2 Knowledge

- Contracts
- Nav aids Equipments and Systems

5.3 Skills

- Good Supervision
- Good Organization
- Good Oral Communication

5.4 Work Experience

Five (5) years experience in small boat operation, solar power systems and electronic control systems. Good physical condition and ability to climb and perform work in high structures.