

Job Title	Planning Engineer, Water
PUB Grade	3
Appointee	VACANT
Date of effect	New grade structure and this job description implemented from 2026
Commercial Organisation	The Public Utilities Board (PUB) in Kiribati is a State-Owned Enterprise and operates as a company with a mandate to control, plan and operate generation, distribution, retail of power, treat, distribute and retail potable water and to collect, treat and dispose of sewerage within PUB's prescribed designated area of South Tarawa. The PUB operational functions are provided through power and water engineering departments, with support from the engineering planning and compliance and corporate services functions. The PUB is responsible for providing safe, reliable and affordable power, water and waste water services for South Tarawa with a population estimated to be over 68,000. The PUB is a well-established utility with a number of large-scale energy, water and sanitation projects under development and implementation.
Organizational Structure	<p>This position is located in the Engineering Planning and Compliance Department structured as follows:</p> <pre> graph TD CEO[International CEO] --> GM[General Manager, Engineering Planning & Compliance Manager] GM --> PE_E[Planning Engineer, Electrical] GM --> GIS[GIS Manager] GM --> PE_W[Planning Engineer, Water] GIS --> SO[Safety Officer] </pre>
The Job	The Planning Engineer, Water supports the General Manager, Engineering Planning and Compliance (GM) in developing engineering plans, and is accountable to the GM for planning, analysing, and coordinating the development of the water supply and waste water system, to ensure compliance with legal, engineering, and institutional requirements, and to ensure reliable, safe, cost-effective, and sustainable service delivery. The role supports infrastructure planning, estimating of future demand, system modelling, and contributing to affordable development and execution of capital

	<p>works.</p> <p>The Planning Engineer works closely with the GM, performing reliably, actively, and proactively. The incumbent should collaborate with the GM on various tasks, ensuring alignment with the departmental goals and objectives. The incumbent should regularly report to the GM, seeking guidance and direction when needed while also taking initiative and working autonomously.</p>
Supervisor	General Manager, Engineering Planning and Compliance
Supervision	-
Management Accountability	<p>Accountable for:</p> <ul style="list-style-type: none"> ❖ Development of and support for the Water Engineering staff in the execution of the combined Capital Works and Major Maintenance plan for Water supply, distribution and waste assets. ❖ Water network and system planning ❖ Assisting the timely preparation of budgets and participating in regular reviews to ensure cost-effective investments. ❖ Contributing to safe and on-time delivery of the Capital and Maintenance plans within budget. ❖ Collaborating with the GM to accurately prepare monthly and annual performance reports for Water supply, distribution and waste assets. ❖ Working closely with the Water teams to develop contingency plans and participate in investigations and reporting of PUB asset faults. ❖ Providing regular communication, advice, and information to the Finance Department and the GM on financial issues related to the job. ❖ Contributing to developments of project and work documentation in support of safety, efficiency and planning standards
Responsibilities and Duties	<ol style="list-style-type: none"> 1. Assist the GM in overseeing the timely and effective planning of both Capital and Major Maintenance work for the PUB. 2. Analyse system performance, capacity constraints, and future growth requirements and opportunities. 3. Document asset management and plan maintenance, undertake technical analyses, and provide comprehensive reports on replacement of assets. 4. Collaborate with the GM and Finance Team to contribute to the production of a 3-year operational plan that details the works to be undertaken by PUB and ensures compliance with the national water quality standard and related regulations, including performance and tariff calculations. 5. Ensure standard safety at substations by ensuring adherence to safety policy and rules, and manage the safety of personnel to assure a safe workplace. 6. Support data improvement for asset registers, hydraulic models, and planning tools. 7. Prepare technical reports, maps, and planning documentation. 8. Contribute to annual works programs for new works, scheduled overhaul project planning and execution, capital replacements and recurrent costs 9. Investigate the procurement of major equipment items, prepare specifications, and report on tenders/quotations received 10. Work with government officers and PUB's international advisors to ensure reforms are supported and implemented as designed. 11. Collaborate with internal and external project teams to ensure that the interests of the PUB are properly protected. 12. Ensure that all water supply activities comply with relevant laws, regulations, and company policies. 13. Work cooperatively with the GM and relevant PUB staff, providing support in

	various aspects of the requirements of the Engineering Planning and Compliance function and broader PUB initiatives
Selection Criteria	<p>Qualifications and Experience:</p> <ul style="list-style-type: none"> • Bachelor's degree in Civil Engineering, Bachelor's degree in Mechanical Engineering, or a related field with relevant knowledge and experience • At least 1 year of successful experience at professional engineering level • Maintains modern professional knowledge of relevance <p>Personal Capacity and Attributes:</p> <ul style="list-style-type: none"> • Planning competences for water supply, distribution and waste systems • Demonstrable risk management and decision-making skills • Analytical thinker, able to analyse complex problems and apply cost/risk trade-offs • Understanding of budgeting principles at a project and programme level • Knowledge and ability to understand engineering principles • Demonstrated ability to work independently and as part of a team to achieve both individual and workgroup goals • Demonstrable time and quality management skills, including the ability to achieve business outcomes and manage competing priorities • A high level of attention to detail with the ability to identify existing and future potential issues and consequences and take proactive action • Understands the importance of continuing professional development, including strengthening technical and managerial competencies, and contributing to PUB goals and reforms • Fluent in English • Knowledge of I-Kiribati language