

# ELECTRIC POWER CORPORATION



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*HR-RSA 403(ii) ver.02*

## INSTRUCTIONS

The application pack contains the **application form**, **job description** and **selection criteria**.

Applicants must:

1. Complete the application form;
2. Address as part of the application form how they have met the position essential selection criteria through work or life experience;
3. A complete curriculum vitae of not more than 5 pages
4. Attach all supporting documents as part of the application;
5. Sign and submit the authorization form and
6. Submit the application and all supporting documents before the closing date and time.

The Application and all supporting documents must be clearly marked “**Application for Service Engineer – Mechanical**” and addressed to:

The General Manager  
Electric Power Corporation  
Main Office,  
5<sup>th</sup> Floor, TATTE Building, Sogi

Applications are to be delivered to the HRM Section of the Corporate Governance Division, EPC Main Office or via email to [stanleyj@epc.ws](mailto:stanleyj@epc.ws) / [msagaga@epc.ws](mailto:msagaga@epc.ws) before **Thursday 22<sup>nd</sup> August 2019 @ 4pm**.

Incomplete and/or late applications will not be considered.

**Further Information:** Please contact the HRM Section of Corporate Governance Division on phone 65 554/65 599.

Electric Power Corporatio

**Job Application Form****Form 2****"The Power for the Nation"**

Form must be completed by Applicant whether Public Servant or Non Public Servant

**Section 1: Position Details**

Ministry EPC	Section POWER GENERATION	Location FIAGA	
Position Code CNSLTANT	Title Service Engineer Mechanical	Supervisor Position Code EXECUTVE	
		Salary Grade	Salary Rate

**Section 2: Personal Details**

First Name:	Last Name:	Other Names:
Gender:	Date of Birth:	NPF No:
Marital Status:	Physical Address (1):	Physical Address (2):
Post Code:	Phone No (1):	Phone No (2):
e-Mail:	Facimile:	

**Section 3: Education Details**

Most recent qualification	Major Area of Study	Institution Attended	Date Started	Year Graduated

**Section 4: Training History**

Courses Relevant to Selection Criteria ONLY	Institution/Country	Dates

## Section 5: Employment History

Current / Most recent Position

Employer's Name	Date	Duration
Position Title	Number of Staff reporting to you	
Main Responsibilities		

Next previous position

Employer's Name	Date	Duration
Position Title	Number of Staff reporting to you	
Main Responsibilities		

Next previous position

Employer's Name	Date	Duration
Position Title	Number of Staff reporting to you	
Main Responsibilities		

Next previous position

Employer's Name	Date	Duration
Position Title	Number of Staff reporting to you	
Main Responsibilities		

## Section 6: Selection Criteria

Based on an analysis of the duties of this position as determined by the Manager responsible, set out below are the criteria that will be used in assessing the suitability of each Applicant for the position. Please address each selection criteria on a separate sheet and attach to this form.

**It is the Applicant's responsibility to:**

1. indicate aspects of their work experience which indicate their ability to satisfy each criterion;
2. complete this information in a true and accurate way (failure to do so will disqualify the Applicant); and
3. supply supporting documentation should they be called for short-listed interviews.

**Note: If you feel the need to supply additional arguments to support your fulfilment of the selection criteria listed below then please attach that information to this application form.**

### MERIT FACTORS (Job Competencies)

#### 1. Skills and Abilities (refer to JD for full details)

- Demonstrate proven skills and ability to plan , perform and lead the mechanical team with responsibility for maintenance of KU power generators and auxiliary equipment.
- Demonstrate ability to effectively supervise and provide leadership and guidance to engineering and technicians on the field during preventative and corrective maintenance activities.
- Diagnose problems and malfunctions of generators and auxiliary equipment and provide solutions and engineering support to effect correction or resolution by applying knowledge of standard design criteria, equipment and materials specifications and troubleshooting methods.
- Demonstrate ability to oversee performance of equipment tests to provide documentation of generation unit capability; liaise with NCC to determine operating limits and efficiencies of generation facilities by developing non-destructive test plans, coordinating test performance with operating personnel, supervising test performance and data capture, analysing data, preparing reports, and reviewing test reports prepared by others.

- Demonstrate proven ability to coordinate the procurement of quality replacement and consumable spare parts for KU generators and auxiliary equipment and ability to maintain effective stock control and documentation
- Demonstrate proven skills and ability to train, teach and document manuals for training and development of technicians and engineer's alike for all engines and auxiliary equipment
- Demonstrate excellent inter-personal skills, communication and public relations and team-working skills

**2. Personal Attributes (refer to JD for full details)**

- Deeply analytical and highly innovative/creative
- Goal oriented, serious minded and intrinsically motivated
- Ability to work under pressure

**3. Experience and Past Work Performance (refer to JD for full details)**

- Minimum 10 years mechanical engineering and supervisory experience in a power utility
- Experience with KU power generator operation and maintenance

**4. Qualifications (refer to JD for full details)**

- A degree in engineering mechanical from an accredited university or college
- A license KU service Engineer
- A License Turbo charger specialist

**Section 7: Computer Literacy**

Indicate competency level for each Application

Competency Level code: 1= no knowledge; 2= basic knowledge; 3= good working knowledge; 4= strong/advanced capabilities

Main Applications		Other Systems	
Word processing (Word)		Database Management (Access)	
Spreadsheets (Excel)		Other (specify)	
Presentation PowerPoint		Other (specify)	
E-mail		Other (specify)	

**Section 8: Knowledge of Languages**

For languages other than your mother tongue, enter appropriate number from code below to indicate level of your language skills	Indicate your mother tongue by ticking a box below		Speak	Read	Write
<b>CODE</b> 1. Limited conversation, reading of newspapers, routine correspondence 2. Engage freely in discussions, read write more difficult material 3. Speak, read and write (nearly) as well as mother tongue.	Samoan				
	English				
	Other (specify)				

**Section 9: Discipline Records Check**

Do you have a discipline record; any criminal convictions; or any current legal proceedings against you? (Please TICK the appropriate box)

No

Yes

IF Yes, Please provide details on a separate piece of paper in a sealed envelope and attach it to this form. This information will be kept confidential and only be seen by the Assessment Committee.

**Section10: Declaration of Referees**

Please note that you need to declare addresses and contact numbers of three referees.

Referee Name	Designation	Address/Contact Numbers
1.		
2.		
3.		

**Section 11: Declaration of Close Relations**

Do you have a close relation (family ties) to an individual(s) currently employed anywhere in the Ministry to which you are applying? (Please TICK the appropriate box)

**No****Yes**

If YES, please provide name(s) of your relation(s) and state nature of relationship


**Section 12: Community Status**

Outside the work environment, do you hold any positions (including matai titles) associated with community services, and if so, please list:


**Section 13: Certification And Authorisation**

I hereby certify that the information given in my application is true and correct. I also acknowledge that if I am appointed on the basis of any false information that I provide my appointment will be revoked. I also authorise the Department to undertake any necessary checks to confirm the information provided by me.

Signature	Date
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**Division:** Power Generation

**Position:** Service Engineer Mechanical

**Type:** 3 Years *contract*

**Remuneration:** *commensurate with experience/expertise*

**Summary of Position:**

The Service Engineer Mechanical is responsible for the optimum performance of EPC owned four (4) 18KU30A Generator Sets at Fiaga Power Plant. Each generator set is a combination of a HYUNDAI HAR7 165-8P Alternator driven by a MITSUBISHI KU30A Diesel Engine with a 5.77MW (7,212.5kVA) electrical production capacity.

The Service Engineer Mechanical is responsible for the following responsibilities, is expected to deliver as well as the achievement of the following Key Performance Indicators:

Major Roles/Responsibilities	Deliverables:	Key Performance Indicators (KPIs)
1. Weekly, Monthly and Quaterly reports on Performances and Bills Of Health for Each and ALL Generators to Chief Engineer, Power Generation Division.	1.1 Conduct periodic (e.g. daily, weekly, monthly) plant inspections to evaluate conditions of all generators, alternators and auxilliary equipment. 1.2 Evaluate fuel efficiencies on usage versus production and lube oil usages for each and all generators. 1.3 Conduct troubleshooting diagnostics and preventative maintenance analysis of all generators, alternators and auxilliary equipment.	Improved fuel efficiency =/>4.2KWH/litre
2 Preventative Maintenance Schedules / Plans	3 Preventative Maintenance Schedule Plans based on Manufacturer's recommended Standards and Specifications. 3.1 Prepare and implement an effective and efficient maintenance plans for all generators, alternators and auxiliary equipment. 3.2 Prepare and implement effective and efficient repair plans for all generators, alternators and	Improved maintenance compliant with manufacturer's specs.  Plant availability maintained at 90%  Timely servicing of gen-sets and improved  Rated Output improved at 5.7MW

	<p>auxiliary equipment.</p> <p>3.3Coordinate and communicate implementation of maintenance and repair work plans with relevant engineers, personnel and divisions within EPC.</p>	
4 MEX Work Orders	<p>5 Coordinate and Continually Improve use of MEX Maintenance Program to manage Maintenance and Repairs Schedule Plans.</p> <p>5.1Issue MEX work orders to control all maintenance and repairs works performed on all generators, alternators and auxilliary equipment.</p> <p>5.2Enter/record in MEX work orders all maintenance and repairs works performed on all generators, alternators and auxilliary equipment.</p> <p>5.3Close MEX work orders capturing and developing true maintenance and repairs history for all generators, alternators and auxiliary equipment.</p>	Timely closing of MEX work orders
6 Safety	<p>7 Ensure SAFETY of Staff, Operatives and ALL Generators, Alternators and Auxilliary Equipment at ALL Times.</p> <p>7.1Maintain high safety level staff and plant by adhering to Safety Policies, Safety Procedures and Operational Safety Standards of EPC including Personal Protective Equipment (PPE) and lock-out/tag-out</p>	<p>Minimised near misses</p> <p>Minimal and/or zero tolerance to accident free environment</p>

	<p>procedures.</p> <p>7.2Active member of Corporation's Response Team that responds to spills &amp; emergencies in accordance with the Corporation's Spill, Control, Counter-measure Plans (SPCC Plan).</p> <p>7.3Develop, enforce &amp; continually improve Standard Operating Procedures (SOPs) to ensure safety of staff and plant.</p>	
8 Training and Staff Development	<p>9 Identify, Develop and Provide Training for EPC Technical Staff at Plant.</p> <p>9.1Maintain high safety level staff and plant by adhering to Safety Policies, Safety Procedures and Operational Safety Standards of EPC including Personal Protective Equipment (PPE) and lock-out/tag-out procedures.</p> <p>9.2Train and teach staff proper techniques for maintenance and overhauling of engines for FPS</p> <p>9.3Train and teach staff on proper techniques and overhauling of turbo-chargers</p> <p>9.4Train and teach staff on proper techniques for maintenance of all auxiliaries</p>	<p>*finalised documentation [manual and/or training document] and delivery of servicing manual/SOPs for the 4 gen-sets</p>



## **SELECTION CRITERIA**

### **Skills & Abilities:**

- Demonstrate proven skills and ability to plan , perform and lead the mechanical team with responsibility for maintenance of KU power generators and auxiliary equipment.
- Demonstrate ability to effectively supervise and provide leadership and guidance to engineering and technicians on the field during preventative and corrective maintenance activities.
- Diagnose problems and malfunctions of generators and auxiliary equipment and provide solutions and engineering support to effect correction or resolution by applying knowledge of standard design criteria, equipment and materials specifications and troubleshooting methods.
- Demonstrate ability to oversee performance of equipment tests to provide documentation of generation unit capability; liaise with NCC to determine operating limits and efficiencies of generation facilities by developing non-destructive test plans, coordinating test performance with operating personnel, supervising test performance and data capture, analysing data, preparing reports, and reviewing test reports prepared by others.
- Demonstrate proven ability to coordinate the procurement of quality replacement and consumable spare parts for KU generators and auxiliary equipment and ability to maintain effective stock control and documentation
- Demonstrate proven skills and ability to train, teach and document manuals for training and development of technicians and engineer's alike for all engines and auxiliary equipment
- Demonstrate excellent inter-personal skills, communication and public relations and team-working skills

### **Personal Attributes:**

- Deeply analytical and highly innovative/creative
- Goal oriented, serious minded and intrinsically motivated
- Ability to work under pressure

### **Experience**

- Minimum 10 years mechanical engineering and supervisory experience in a power utility
- Experience with KU engines for power generator operation and maintenance

### **Knowledge of:**

- Safety policies, practices and procedures;
- Industry codes, standard and practices, boiler and piping systems, gas, steam, air conditioning systems, vibration and noise control, hydraulics and flow measurements methods; thermal combustion processes and equipment; material science.
- Methods and techniques for report preparation and writing;
- Procedures and practices for monitoring and managing generators;
- Methods and techniques for planning, organizing and overseeing work activities;
- Techniques related to customer relations;
- Potential environmental impacts related to generation plant operation and mitigation strategies and techniques

### **Professional Qualification:**

- A degree in engineering mechanical from an accredited university or college
- A license MHI KU service Engineer
- A License Turbo charger specialist

**RESPONSE TO SELECTION CRITERIA FOR THE POSITION OF**[Service Engineer – ***Mechanical***]***(to be completed by the Applicant and attach to the application form/letter)***

Selection Criteria		State how you meet each selection criterion
<b>1. Skills and Abilities</b>	Demonstrate proven skills and ability to plan perform and lead the mechanical team with responsibility for maintenance of KU power generators and auxiliary equipment.	
	Demonstrate ability to effectively supervise and provide leadership and guidance to engineering and technicians on the field during preventative and corrective maintenance activities.	
	Diagnose problems and malfunctions of generators and auxiliary equipment and provide solutions and engineering support to effect correction or resolution by applying knowledge of standard design criteria, equipment and materials specifications and troubleshooting methods.	
	Demonstrate ability to oversee performance of equipment tests to provide documentation of generation unit capability; liaise with NCC to determine operating limits and efficiencies of generation facilities by developing non-destructive test plans, coordinating	

	test performance with operating personnel, supervising test performance and data capture, analysing data, preparing reports, and reviewing test reports prepared by others.	
	Demonstrate proven ability to coordinate the procurement of quality replacement and consumable spare parts for KU generators and auxiliary equipment and ability to maintain effective stock control and documentation	
	Demonstrate proven skills and ability to train, teach and document manuals for training and development of technicians and engineer's alike for all engines and auxiliary equipment	
	Demonstrate excellent inter-personal skills, communication and public relations and team-working skills	
<b>2. Personal Attributes</b>	Deeply analytical and highly innovative/creative	
	Goal oriented, serious minded and intrinsically motivated	
	Ability to work under pressure	
<b>3. Experience and Past Work Performance</b>	Minimum 10 years mechanical engineering and supervisory experience in a power utility Experience with KU power generator operation and maintenance	

<b>4. Qualifications</b>	A degree in engineering mechanical from an accredited university or college  A license KU service Engineer  A License Turbo charger specialist	
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**Declaration and Authorization**

I hereby declare that the information I have provided in this application is correct and complete.

I acknowledge that I will be required to undergo a character check process involving EPC making integrity and background checks and inquiries about myself from current and previous employers, police, courts, educational institutions, community members and other similar agencies as deem necessary.

I hereby consent and authorize the EPC to make such enquiries and checks including the release and disclosure of all information about myself by any person or body to the EPC, for the purpose of confirming the information provided in my application and in determining my merit for appointment to the above mentioned position.

Signed: .....

Print Full Name: .....

Date: ...../...../.....