



**HUMAN RESOURCE MANAGEMENT DEPARTMENT
OFFICE OF THE PRIME MINISTER
FEDERATION OF SAINT CHRISTOPHER AND NEVIS**

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13<sup>th</sup> November 2024

Cabinet Secretary  
Financial Secretary  
Director of Audit  
Permanent Secretaries

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**VACANCY NOTICE – ASSISTANT ENGINEER**

The Human Resource Management Department on behalf of the Ministry of Public Infrastructure et al wishes to invite suitably qualified persons to fill the position of **Assistant Engineer at the Water Services Department.**

The Assistant Engineer works under the general supervision of the Chief Engineer of the Water Services Department. This position represents the interests of the Department through interactions with the Public Works Department Engineering Division, engineering consultants, project related contractors, other utility companies, government Ministries and stakeholders. This position is responsible for asset management, coordinating and monitoring of capital projects, performing periodic plan reviews, collection and evaluation data regarding the water distribution system, project management and prepares and delivers public presentations amongst other duties.

**Minimum Qualifications and Experience:**

- **Bachelor's degree in Civil/ Environmental Engineering, Hydrology, Geology.**
- Minimum two (2) years worked in a water utility company or in operations and maintenance
- Demonstrates capability of developing and implementing solutions towards the improvement of pump mechanisms reliability and efficiency

**Knowledge & Skills:**

In addition to the requirements above, the post holder must have the following skills:

- Skills in engineering design, analysis, and calculations
- Thorough knowledge of equipment, facilities, materials, methods, and procedures used in water distributions systems.
- Knowledge of asset management, condition assessment and evaluation studies
- Knowledge of pump design and troubleshooting
- Skills in project management, general understanding of contracts and the ability to interpret construction contracts and specifications.
- Use of CAD system to design and specify projects.
- Time management, organization and the ability to work to deadlines.
- Good verbal, written and interpersonal skills essential for coordinating with staff and other stakeholders.
- Ability to establish and maintain effective working relationships with employees, other departments/ministries, service providers and the public.
- Ability to organize data collection activities, analyze technical information and identify solutions.
- A valid driver's license.

**Salary:** (K33- K41) (\$64,092- \$89,952) per annum

Applications must be accompanied by:

- Letter of Application
- Curriculum Vitae
- Police Record



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- Two Reference letters
- Official academic certificates, transcripts and other relevant documents (certified copies)
- Two (2) references with telephone and e-mail addresses

and should be addressed to:

**Permanent Secretary
Ministry of Public Infrastructure, Energy & Utilities; Domestic Transport
P.O. Box 186
Public Works Department
Wellington Road, Basseterre, St. Kitts**

**or
email Daryll.Lloyd@gov.kn**

The deadline for receipt of applications is **17th December 2024.**