



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

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5<sup>th</sup> Septemeber, 2024

Cabinet Secretary  
Financial Secretary  
Director of Audit  
Permanent Secretaries

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**VACANCY NOTICE – ASSISTANT PLANT OPERATOR**

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

The Assistant Plant Operator will be responsible for assisting in the operation and maintenance of desalination plants to ensure the efficient production of clean, potable water. His/her duties will include monitoring of equipment, conducting routine maintenance, troubleshooting issues, and adhering to safety protocols. He/she will work closely with senior operators to learn and execute operational procedures effectively.

**Duties and Responsibilities:**

1. Operates pumps, valves, membranes, filters, motors and related machinery and equipment to facilitate the production of high-quality drinking water.
2. Maintains and secures tools and equipment issued to the crew.
3. Assists in operating and controlling the desalination process, including starting up and shutting down of equipment, adjusting flow rates, and maintaining optimal operating conditions.
4. Supervises and assists in the performance of maintenance work and makes minor repairs to machinery and equipment.
5. Assists in carrying out routine maintenance checks and assessments on machinery and equipment and keeps an accurate record of such data.
6. Keeps an accurate record of readings of meters, gauges, scales, materials, and other pertinent information on all jobs and transmits information to Plant Operator.
7. Always adheres to safety procedures and protocols, including wearing appropriate personal protective equipment (PPE), following lockout/tagout procedures, and participating in safety training programs.
8. Might assist in the instruction of trainees.
9. Keeps an accurate log of plant operations and related records in appropriate logs and databases.
10. Performs custodial duties in connection with maintenance of buildings and grounds.
11. Performs other related duties.

**Minimum Qualifications and Experience:**

- A Secondary School Certificate or a Diploma/Certificate in Mechanics, Plumbing or Pipefitting from a Technical College
- Preferably two (2) years of experience in the Water and/or Mechanical Industry

**Salary:** (K10-K21) (\$24,516-\$39,204) per annum

Applications must be accompanied by:

- ☐ Letter of Application
- ☐ Curriculum Vitae
- ☐ Police Record
- ☐ Two (2) Letters of Recommendation



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- ☐ 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
Water Services Department
Needsmust, Basseterre, St. Kitts

The deadline for receipt of applications is **29th August 2025**.