



**GOVERNMENT OF KIRIBATI**  
**MINISTRY OF INFRASTRUCTURE & SUSTAINABLE ENERGY**  
**BOTAKI NI MAKURI IBUKIN MAKURIAN KARIKIRAKE AO KATEIMATOAN**  
**KORAKORA**  
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## **TERMS OF REFERENCE**

**A. Position Title:** Project Technical Officer – Water Scarcity Project

### **B. Project Description**

The Managing Water Scarcity through Strengthened Water Resources Management Project responds to the MFAT's Water Security Strategic Approach to address the climate change-related water security challenges faced by Pacific Island Countries. The Project is being implemented by the Pacific Community (SPC) over the three-year period from July 2020 to June 2023, and builds upon the achievements, learnings, and enabling environments established through the MFAT-funded Strengthening Water Security of Vulnerable Island States (SWSVIS) Project. This project was also implemented by SPC from 2015 to 2019 and supported a range of activities to strengthen the availability, reliability and quality of drinking water in vulnerable and isolated communities in the Cook Islands, Kiribati, the Marshall Islands, Tokelau, Tuvalu. The SWSVIS project worked across multiple sectors within the participating countries to help develop and implement a suite of practical measures and tools that strengthened local capacity to anticipate, prepare for and respond to the impacts of drought. The new Water Scarcity Project represents a significant scaling up and refocusing of the activities implemented under the SWSVIS project. It aims to provide support to specific water-scarce communities to actively manage resources and improve resilience, in order that:

- Communities have the infrastructure and capacity required to access, collect and store water
- Communities understand, protect and maintain water resources and infrastructure
- Communities are sustainably using water resources and managing risks

Implementation of the project is now commencing in each of the five atoll nations of the Cook Islands, Kiribati, the Marshall Islands, Tokelau and Tuvalu.

In order to implement the project activities on the ground and enable national participation in activities at the regional level, the project provides for the mobilization of local resources to provide project management support and coordination of local demonstration activities and support participating countries in their engagement in the project.

The national project management function will be an integral part of the implementation of the project at the national and local levels and provide a **“Project Technical Officer”** role to support the implementation of the project. While the officer will be based with the designated Ministry, he or she will be required to work closely across multiple sectors and will be expected to work alongside the National Water Scarcity Project Coordinator to assist in the implementation of project activities.

### **C. Scope of Services**

The Project Technical Officer will have the following responsibilities and duties:

## **1. Coordination of Investment Plan Activities**

- i. Assist the Project Coordinator with the preparation, procurement and shipping of project materials to the project sites.
- ii. Supervise and implement on-site construction and installation of water infrastructures on the project sites.
- iii. Conduct technical site assessments, ensuring risk-informed measures are integrated into project activities.
- iv. Prepare bills of quantities (boqs) and cost estimates for procurement and budgeting.
- v. Assist Project Coordinator with the development of workplan and budget

## **2. Strengthening Partnerships for Water Security**

- i. Aid in information exchange between relevant stakeholders, including but not limited to the key project sectors of disaster management, water, weather and services, island council and civil society.

## **3. Knowledge Building Information Management**

- i. Maintenance of effective archives of project information and facilitation effective exchange of this information.
- ii. Assist in ensuring relevant data and information arising from the national project is made available to relevant stakeholders to assist in the management of water security issues and drought situations.

## **4. Reporting**

- i. Reporting of works progress on project sites to the Project Coordinator.
- ii. Maintain records of any reports developed from the project

## **D. Duration of the Contract**

- i. The engagement of a Project Technical Officer is on a 6-month contract basis, with the possibility of extension subject to performance and availability of funding.

## **E. Required Skills, Qualifications and Experience**

The successful candidate should have the following:

- i. Bachelor's degree in engineering, science, water resources management and other related fields or Diploma in Plumbing and other related fields with at least three years' experience in water related projects
- ii. Demonstrated ability to work closely and collaboratively with island communities, government agencies, civil society and the private sector
- iii. Demonstrated understanding of water security challenges and response in atoll environments, at both the national and community levels.
- iv. Minimum Qualification of Diploma in Plumbing and Water Resources Manag
- v. Excellent written and oral communication skills in both English and Kiribati
- vi. Familiarity and knowledge of financial processes and procedures of the Government of Kiribati
- vii. Computer Literacy, including demonstrated expertise in the use of MS Office and MS Excel
- viii. Experience in supervising works related to water projects is an advantage

Expressions of Interest (EOI) must be submitted in a sealed envelope to the Secretary, Ministry of Infrastructure and Sustainable Energy no later than **18<sup>th</sup> February 2026**, during working hours.

Registration will be opened on the **09<sup>th</sup> February 2026** and to be closed on the **18<sup>th</sup> February 2026**. The application should be submitted at the MISE Headquarter Office through Registry, BETIO.

Details of the post can be obtained from MISE during working hours. Further information, please call MISE on 75126192, 63030120 or email: [director.wsed@mise.gov.ki](mailto:director.wsed@mise.gov.ki) or [hro@mise.gov.ki](mailto:hro@mise.gov.ki)