

## Position Description

Vacancy Title: **Site Engineer - Pavement**

Location: **Nadi**

Reports To: **Senior Project Manager (v 1.00)**

### Objective

The Site Engineer is responsible for supporting the effective asset management, maintenance, and performance monitoring of airfield infrastructure, including runways, taxiways, aprons, pavement safety areas, airfield grading, stormwater drainage systems, airfield lighting (civil components), and civil components of navigational aids. The role ensures airfield pavements and associated infrastructure are maintained in accordance with aviation safety standards, regulatory requirements, and approved asset management plans. The Site Engineer will support the implementation of maintenance programmes, conduct pavement condition assessments, supervise maintenance works, and ensure all works are delivered safely, efficiently, and in line with best industry practices. This position reports to the Senior Project Manager.

### Outcomes

#### Organisational Stakeholders

#### 1. Asset Management & Pavement Monitoring

- Pavement asset information is accurate, current, and reliable, providing a trusted basis for asset management decisions.
- Pavement condition and performance are clearly understood through timely and credible condition assessments.
- Pavement deterioration trends are analysed and translated into appropriate, evidence-based maintenance and rehabilitation recommendations.
- Asset condition data directly informs maintenance planning, prioritisation, and implementation of approved asset management strategies.

#### 2. Maintenance Planning & Delivery

- Approved pavement maintenance and rehabilitation programmes are delivered in line with operational priorities and approved plans.
- Pavement maintenance works are completed to specification and within agreed timeframes.
- Maintenance interventions are effectively prioritised to address asset condition and operational risk.
- Contractor coordination and site delivery support efficient execution of works with minimal disruption.
- Pavement maintenance backlogs are actively managed and progressively reduced over time.

#### 3. Technical Oversight & Quality Control

- Pavement maintenance and rehabilitation works comply with approved design standards, construction specifications, and aviation requirements.
- Quality of workmanship meets defined performance and durability expectations.
- Technical decisions on pavement treatments and rehabilitation strategies are sound, practical, and evidence-based.
- Investigation and testing activities support informed engineering decisions and appropriate interventions.
- Quality issues and non-conformances are identified early and resolved promptly, resulting in minimal impact on asset performance or operations.

#### 4. Safety, Reporting & Stakeholder Coordination

- Airfield maintenance and rehabilitation works are delivered safely, with zero airside safety incidents attributable to site supervision.
- Risks associated with airside works are proactively identified, assessed, and controlled to support safe execution.
- Accurate, timely reporting provides clear visibility of works progress, pavement condition, and maintenance performance.
- Stakeholders and contractors are effectively coordinated, enabling smooth site delivery and timely resolution of issues.
- Site meetings, inspections, and communications support aligned expectations and compliant delivery outcomes.

#### 5. Teamwork & Professionalism Upheld

- Professional conduct is consistently maintained with all stakeholders, fostering positive internal and external relationships.
- Collaboration with other departments is proactive, supporting cross-functional coordination.
- All assigned duties are carried out diligently and professionally, contributing to the success of the organisation.

#### 6. Fiji Airport's image and value standards demonstrated and promoted.

- Uphold and demonstrate the organisation's image and values
- Monitor and encourage team members to uphold image and value standards

### Responsibilities - Key Competencies

Competence	Description
<b>Business</b>	
Risk Management	Analyse and manage risk.
Planning	Deliver results by developing, reviewing or following a work plan, action plan or operational plan.
Information Analysis	Make informed decisions by collecting and interpreting data and information

Competence	Description
Communication	Exchange information through verbal communication
<b>Customer</b>	
Quality Focus	Deliver quality.
<b>People</b>	
Problem Solving	Develop practical solutions to a situation.
Self-Management	Manage your priorities and objectives efficiently and effectively
<b>Professional</b>	
Technical Strength	Demonstrate knowledge of a specialist discipline.
Compliance	Comply with relevant laws and the policies and procedures of the organisation.
<b>Operational</b>	
Health and Safety	Establish and maintain a safe and healthy work environment.

## Qualifications

Qualification	Discipline	Notes
<b>Preferred</b>		
Degree	Civil Engineering	Applicants with an appropriate diploma-level qualification in Civil Engineering with 7 years of relevant experience in pavement engineering, pavement management, or infrastructure maintenance may also be considered.

## Work Knowledge and Experience

- Practical knowledge of pavement rehabilitation and design is essential
- Familiarity with flexible and rigid pavement design methods, including mechanistic design principles
- Understanding of Pavement Management Systems (PMS) concepts
- Experience in pavement condition data collection, analysis, and reporting
- Ability to prepare technical reports and maintenance recommendations
- Proficiency in AutoCAD and construction documentation tools.
- Basic understanding of project management and cost principles
- Strong communication and stakeholder coordination skills
- High level of integrity, discipline, and professional commitment
- Strong motivation for continuous learning and development

## Requirements

### Language Proficiency

- Excellent command of English

### Professional Associations

- Membership of appropriate Professional Institution

### Regulatory Compliance Requirements

- Police Clearance

## Other Required Requirements

- No other required items found.

## Interactions

Type	Interaction	Comments
<b>Internal</b>		
	All employees	
	Projects Team	
<b>External</b>		
	CAAF	
	Airport Stakeholders	
	Contractors	
	Suppliers	

## Attributes

### Behavioural Styles

Accountable	Assumes full responsibility for own actions and identifies with the success or failure of own part of the overall work/goal.
Integrity	Adherence to moral and ethical principles; soundness of moral character; honesty.
Reliable	Is able to be trusted to do what is expected or has been promised, puts in a great amount of effort believing in the value of work.

### Interpersonal Styles

Objective	Impartial and honest in dealings with others, eliminating own feelings and view to reach a balanced judgement.
Perceptive	Shows keen insight and understanding of issues or situations.
Self-sufficient and assured	Readily copes with situations without recourse/need of others, showing confidence and belief in oneself and one's own abilities.

### Thinking Styles

Disciplined/Systematic	Is controlled in conduct, shows an orderly pattern of behaviour, following a methodical and thorough approach.
Initiative	Takes action and makes decisions without the help or advice of other people.
Well organised	Controls tasks in a well thought out and critical manner.

## How To Apply

Applications must be submitted through the Maxumise Job Portal using the link provided, as only online applications will be accepted. Applicants must include a CV and a cover letter that clearly addresses the critical competencies required for the role, along with the contact details of three recent work-related referees. Only shortlisted applicants will be contacted.

## Contact for Enquiries

Contact Name: Leonarda Patterson

Contact Email: [leonarda@maxumise.com](mailto:leonarda@maxumise.com)

Further Contact Information: Maxumise: +679 330 3137 or +679 773 3137, or email [jobs@maxumise.com](mailto:jobs@maxumise.com)

**Closing Date: 17 May 2026**