



**TUVALU GOVERNMENT**  
**Ministry of Public Works,**  
**Infrastructure, Environment, Labor,**  
**Meteorology & Disaster**

Vaiaku, Funafuti, Tuvalu

Email: [tuvmet@gmail.com](mailto:tuvmet@gmail.com)

Website: <http://www.tuvmet.tv>

Facebook@Tuvalu Meteorological Service; Twitter@TuvaluMET



<b>Position Title:</b>	<b>Met Forecaster</b>	
<b>Level and Salary (P/L):</b>	<b>T1 – T3</b>	<b>\$15,448 - \$29,287</b>
<b>Ministry and Department:</b>	<b>Public Works, Infrastructure Development &amp; Water</b>	<b>Tuvalu Meteorological Service</b>
<b>Location:</b>	<b>Funafuti</b>	
<b>Reports to:</b>	<b>Senior Forecaster</b>	

**JOB PURPOSE:**

To maintain, develop and update the daily weather forecasting system to facilitate effective and efficient delivery of air observations and related outcomes.

**KEY RESPONSIBILITIES:**

1. Prepare daily weather forecast and weather briefings.
2. Perform daily weather forecast for mariners whenever necessary.
3. Prepare and disseminate warnings – slow and fast on set systems.
4. Promote and communicate weather activities.

**MAIN DUTIES AND OUTCOMES:**

- Analyse weather models, satellite and observations to produce public weather forecasts on a daily basis and disseminate to Tuvalu Broadcasting Corporation.
- Analyse weather models, satellite and observations to produce strong wind warnings and according to its Standard Operating Procedures, under supervision of Senior Forecaster, Forecast Scientific Officer & Director.
- Analyse earthquakes and tsunami information to produce Tsunami warnings with support and supervision of Senior Forecaster, Forecast Scientific Officer & Director.
- Prepare daily weather briefings.
- Update the Forecast Verification Template on a daily basis.
- Update the Inundation Template whenever necessary.
- Produce an advisory information to Senior Forecaster and Scientific Officer and closely monitor any weather phenomenon that is forecasted to affect the group.

- Work closely with duty Meteorological Observers to ensure weather bulletin is prepared and issued in a timely and accurate manner.
- Respond to queries from the public on weather bulletin with supervision of Senior Forecaster and Forecast Scientific Officer.
- Liaise with technicians on any failure of instruments or equipment
- Perform any other duties as directed by Senior Forecaster, Forecast Scientific Officer and Director.

#### **MANDATORY REQUIREMENTS:**

- A Diploma in any related field in Meteorology, Physics, Mathematics, Atmospheric Science, Earth Science and 3 or more years of working experience in any related fields.  
**OR**  
Had undergone World Meteorological Organization (WMO) or Regional Forecasting trainings or Pacific International Training Desk Level 1 or 2 in Hawaii with 3 or more years of work experience in this field.
- Good experience in related fields and have excellent written and oral communication skills in both Tuvaluan and English. Have good experience working with island communities.

#### **NOTE:**

- The successful applicant will be provided with on the job training and development to undertake this role.
- Must be able to perform shift work, night and day call outs.
- Will be required to travel whenever necessary.