

Job Description Form (JDF)

Position details

Position title:	Senior Biosecurity Officer
Position number:	Generic
Classification:	Level 5
Physical location:	Various
Award:	PSA 1992
Agreement:	PSCSAA 2021
Pillar:	Sustainability and Biosecurity
Directorate:	Biosecurity
Branch:	Plant Biosecurity

Reporting relationships

Reports to: Technical Area Manager (70191235)

This position

Direct reports: Nil

Role summary

Provides high-level support and broad expertise in regulatory, inspection and technical duties to enable application and enforcement of relevant biosecurity management legislation, regulations and policies.

The Biosecurity Directorate works to protect Western Australia's economy, environment, and people by preventing or managing risk from pests and diseases that impact animals, plants, and the aquatic and terrestrial environments.

Biosecurity Officers provide technical knowledge and on-ground presence to manage and protect our agriculture and aquatic resources and strengthen WA's biosecurity status.

About us

The Department of Primary Industries and Regional Development's (DPIRD) role is to ensure that primary industries and regions are key contributors to the Government's agenda for economic growth and diversification, job creation, strong communities and better places. Our goals are to:

- **Protect:** to manage and provide for sustainable use of our natural resources and soils, and to protect Western Australia's brand and reputation as a reliable producer of premium, clean and safe food, products and services.
- **Grow:** to enable the primary industries sector and regions to increase international competitiveness, grow in value and social amenity and become a key pillar of the State's economy.
- **Innovate:** to support a culture of scientific enquiry, innovation and adaptation across primary industries and regions to boost industry transformation, economic growth and employment.

Our values

Our values are critical in creating a healthy and dynamic culture that helps each and all of us to make our best contribution, to develop a workplace where we feel excited about our work and results and where other people will increasingly want to join our team. Our values underpin how we operate:

- We value **relationships** - Our relationships with our clients, colleagues and stakeholders are at the heart of everything we do
- We are **resilient** - We recover from setbacks, embracing and adapting to change because we have a clear focus on the big picture and long term impact
- We are **responsive** - We understand the needs of our clients, colleagues and stakeholders and add value by tailoring our solutions accordingly
- We focus on **results** - We strive to develop and provide excellent services that delivers meaningful results to the community we serve.

Key responsibilities

The key responsibilities of the role include, but are not limited to, the following:

Regulatory and Inspection

- Leads disease and pest surveillance, control and eradication programs under relevant biosecurity arrangements and legislation.
- Leads biosecurity inspection and associated document checks of livestock and/or agricultural, aquaculture, fisheries, forestry and other products at markets, saleyards, aggregation points, abattoirs and other premises as required under relevant biosecurity programs and legislation.
- Leads property and other premise inspections as required under the relevant legislation.
- Issues and manages regulatory instruments to manage biosecurity risk as required under relevant legislation.

Technical

- Maintains a state of readiness to deal with pest and disease or contamination incidents and emergencies.
- Undertakes and delegates experimental, survey, sampling and analytical tasks.
- Records, tabulates and checks high-level research and surveys.
- Organises and leads collection and preparation of samples for laboratory testing and other analyses.
- Leads and monitors collation, analysis and preparation of reports.
- Leads the implementation and evaluation of procedures and operations.
- Carries out high-level investigational and experimental work as required.
- Maintains comprehensive records of biosecurity regulatory activities.
- Maintains databases, and provides advice to others, relating to activities within biosecurity projects.

Extension/Advisory

- Provides biosecurity extension and advice to producers, industry and community groups as required.
- Promotes best practice biosecurity, animal welfare and product integrity.

General

- Participates in biosecurity and other emergency and incident responses as required.
- Coordinates higher-level project work and reporting as required.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Substantial experience undertaking field, regulatory, surveillance and/or inspection activities.
2. Job specific knowledge such as:
 - a. Highly developed knowledge of plant and allied industries and priority pests and diseases; or
 - b. Highly developed knowledge of livestock industries including stock husbandry and handling; or
 - c. Highly developed knowledge of invasive plant and animal species that pose a threat to the community, environment and economy.

Core capabilities

3. *Build effective relationships:* Well-developed ability to support effective working relationships with both internal and external stakeholders at all levels by identifying and managing client needs, and contributing constructively to the achievement of team goals.

4. *Challenge for innovation:* Well-developed analytical and problem solving skills, including a demonstrated ability to develop and implement innovative solutions to complex problems.
5. *Think strategically:* Demonstrated ability to conduct complex investigations, including prioritising, interpreting and applying legislation, policy, procedure and guidelines, and being able to plan, interview and report effectively having consideration for the rules of evidence and natural justice.
6. *Deliver in a changing environment:* Demonstrated ability to prioritise, organise and complete tasks within set timeframes.
7. *Lead and empower others:* Demonstrated ability to work collaboratively in a team environment and contributes to the achievements of team goals.

Desirable criteria

1. Certificate IV or progress towards a Diploma of Agriculture or equivalent.

Special requirements/equipment

- A current and valid Western Australian C (car) class driver's licence, or equivalent is required (if not currently held, must be acquired prior to commencement at applicant's expense).
- An acceptable National Police Certificate (police clearance) is required (if not currently held, must be acquired prior to commencement at applicant's expense).
- Occasional travel to and from metropolitan and regional offices may be required.
- The contract of employment specifies terms and conditions relating to this position.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and requirements of this position.

Delegated authority

Endorsed by:	Mia Carbon
Position title:	Executive Director, Biosecurity
Endorsement Date:	04 May 2022