



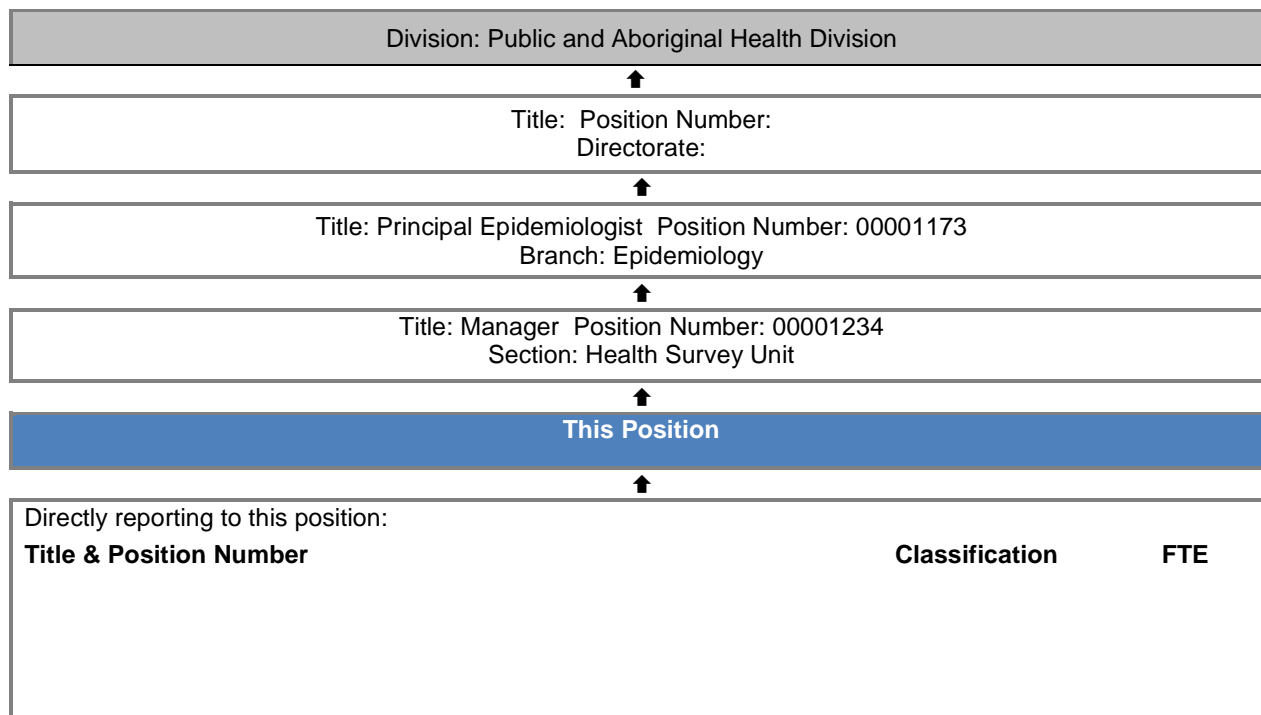
## POSITION DESCRIPTION

<b>Position Number</b>	00001174
<b>Position Title</b>	Senior Research Officer
<b>Classification</b>	Level 5
<b>Division</b>	Public and Aboriginal Health Division
<b>Directorate</b>	Epidemiology
<b>Branch</b>	Epidemiology
<b>Position Status</b>	Permanent
<b>Award</b>	Public Service and Government Officers General Agreement
<b>Site Location</b>	East Perth

## ORGANISATIONAL ENVIRONMENT

<b>Our Vision</b>	A WA health system that delivers safe, high quality and sustainable services that support and improve the health of all West Australians.
<b>Our Mission</b>	To lead and steward the WA health system.
<b>Our Values</b>	Respect, Excellence, Integrity, Teamwork, Leadership

## REPORTING RELATIONSHIPS



## KEY RESPONSIBILITIES

Contributes to the planning, coordination, implementation, analysis and reporting of survey data related to health monitoring and health needs, including the survey programs conducted by the Health Survey Unit. Conducts and reports on other epidemiological analysis for the Epidemiology Branch.

## BRIEF SUMMARY OF DUTIES

*This section outlines the results and outcomes required of an individual in this position.*

**Employees are required to undertake all duties and responsibilities in accordance with Department of Health WA Code of Conduct, Policies/Procedures and relevant legislation.**

1. Collaborates with Department of Health (DOH) Divisions and other groups in the development of health survey programs.
2. Plans, organises, implements and reports on survey programs.
3. Contributes to the planning and supervision of the conduct of special population health and epidemiological surveys as directed
4. Provides expert advice on matters pertaining to population and other health surveys, and about the special requirements for the collection of selected aspects of health status and health risk factors.
5. Is responsible for the derivation, maintenance and updating of survey databases for use in analysis.
6. Conducts data analysis of survey databases and prepares Performance Indicators as required.
7. Prepares reports for the Branch on key issues and results from the surveys.
8. Conducts and reports on other epidemiological analysis for the Epidemiology Branch.
9. Interprets and communicates the results of health survey and other epidemiological information to DOH Divisions and other groups.
10. Represents the Branch, Public and Aboriginal Health Division and DOH on relevant committees.
11. Performs other duties as required.

## WORK RELATED REQUIREMENTS

**Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.**

### Essential Selection Criteria

1. Experience in the conduct and analysis of population surveys.
2. Well-developed analytical and problem-solving skills.
3. Good statistical skills and demonstrated expertise in the use of statistical and other PC-based software.
4. Knowledge and understanding of the role of performance indicators.
5. Good interpersonal, verbal and written communication skills including experience in the presentation of scientific results and the ability to produce reports for both expert and lay audiences.
6. Good organisational and time management skills.

### Desirable Selection Criteria

1. Experience in the use of appropriate research skills and techniques in the analysis of health status, health risk factors and health utilisation data.
2. Tertiary degree with a methodological and quantitative basis, preferably in epidemiology, public health or population and community-based research.
3. Knowledge of the health system and issues in the health industry.

### Appointment Factors

- Successful 100 point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity check.

### CERTIFICATION

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

Manager/Supervisor	Director/Division Head
NAME:	NAME:
SIGNATURE:	SIGNATURE:
DATE:	DATE: