



Job Description Farm Technical Officer Level 2

Position Number:	00036042	FTE:	1.0
Directorate:	Service Resource Management	Branch:	Muresk Institute
Location:	Northam	Position Status:	Permanent
Agreement/Award:	Public Service Award 1992 Public Sector CSA Agreement 2024 or as replaced		

Reporting Relationships

Reports to:

Farm Manager, Level 6

Other officers reporting to the above office:

No other direct reports

This Office – officers under direct responsibility:

No direct reports

Key Role Statement

The Farm Technical Officer will assist the Farm Manager in the day to day operation of the Muresk Institute farm. This position will support the Farm Manager in coordinating the development and implementation of farm activities to support agricultural education and training programs.

Key Responsibilities

- Works closely with internal and external stakeholders, including training providers, government and industry to support education, training and research and development.
- Supports external users accessing the Muresk institute farm and supports the Institute to be utilised as a multi-tenanted, multi-user site.
- Assists the Farm Manager in implementing farm operations, including contractors, partner programs and research and Development.
- Participates in ensuring that all farm enterprises, vehicles, machinery and buildings are properly operated and maintained.
- Assists in supervising students involved in farm based education and training initiatives.
- Assists the Farm Manager with a wide range of general agricultural tasks such as operating machinery and equipment, assisting in the establishment and harvesting of crops, feeding, mustering, moving and husbandry of livestock.
- Applies basic mechanics and farm infrastructure maintenance.
- Ensures the maintenance of accurate records and registers
- Ensures best practice in interpreting and applying relevant and applicable policies, procedures and legislation across farm operations including safe work practices.
- The Farm Technical Officer will adhere to the Work Health and Safety Act 2020 (WA) requirements in their work area.
- Undertake rostered weekend and overtime duties as required, including livestock water checks, harvest and during crop seeding.

Expected Leadership Behaviours

The role occupant is expected to consciously adopt the behaviours and mindsets aligned to the position's **Personal Leadership** context. The following outlines the key leadership behaviours in action pertinent to this position.

- **Lead collectively** - You identify opportunities for improvements in your team, ensuring the work and services you provide always add value to Western Australians. You complete your work to a high standard and ensure information is accurate. You proactively build strong working relationships with members of your team and use these relationships to achieve your objectives and deliverables to a high standard.

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- **Think through complexity** - You understand and respect the need for compliance to minimise risk in your team. You are accountable and take responsibility for your decisions and actions.
 - **Dynamically sense the environment** - You listen to and understand the needs of others in your work environment. You recognise changes that affect your ability to deliver your work.
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Selection Criteria

Essential

- Demonstrated experience and competency in broadacre livestock and cropping enterprises and the ability to operate and assist with the maintenance of agricultural machinery.
- Demonstrated effective written and oral workplace communication abilities including record keeping appropriate to farming operations.
- Ability to work effectively as part of a team and with minimal supervision.
- Information Technology competence and systems knowledge.
- Demonstrated ability to apply relevant safety procedures and guidelines.

Other Requirements

- May be required to work from any Department worksite.
 - Current 'C' Class Drivers Licence
 - Possess or willing to obtain HR Driver's Licence and an authorisation to drive Towed Agricultural Implements HC-X or MC-X.
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Values

Our values reflect the way we go about our work with our partners, stakeholders and each other.

- We find solutions, deliver and do things well.
- We have integrity and courage.
- We respect, trust and care for each other.
- We know diversity makes us stronger

CERTIFICATION

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

Branch Director:

Name: John Murphy

Position: General Manager Muresk Institute

Signature:



Date: 30 September 2025

Delegated Authority:

Name: Tammy Ford

Position: A/Executive Director Service Resource Management

Signature:



Date: 3 October 2025

HR USE ONLY

Date Registered on Content Manager:

3 October 2025

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