



Senior Triage Inspector - Level 6 (MIS17082)

Group:	WorkSafe	Location:	Cannington
Division/Directorate:	WorkSafe Investigations	Supervises:	0
Branch:	WorkSafe Investigations	Reports to:	Team Manager WorkSafe General Industries Triage
Section:	Metro Team Foxtrot		

Operational Context

Within the WorkSafe Group, the Investigations Directorate is responsible for the conduct of investigations into workplace injury and fatality events to obtain evidence enabling the Regulator to assess the suitability of initiating prosecution actions and other enforcement outcomes under work health and safety laws.

Role Overview

This role is responsible for the triaging of notifiable dangerous incidents, serious injury and disease and fatalities reported to WorkSafe from all industry and external stakeholders as per the WHS Act 2020, Part 3 of Incident Notifications. The role will be exposed to confronting and distressing content; including the requirement to engage with persons who experienced traumatic circumstances relating to sudden and unexpected loss. Consideration of the above and individual coping strategies (to supplement support strategies provided by the department) is required.

Building Leadership Impact as a Leader of Others

We believe that all our people are leaders and expect and encourage them to demonstrate leadership in their roles. Leadership in this position is about delivering high-quality work as a specialist in their domain of expertise, balanced with a focus on training, motivating and enabling others.

Role Responsibilities

The following outlines the key responsibilities and duties related to this position:

- Liaise, triage and allocate reported serious injuries and disease, notifiable dangerous incidents and fatalities to the appropriate industry inspectorate or investigations teams.
 - Utilises inspector powers to conduct initial enquiries, preserve a scene and where applicable release a scene.
 - Coaches and mentors less experienced team members on more complex/sensitive notifiable and reportable serious injuries, dangerous incidents and fatalities.
 - Coordinate and/or participate in a range of projects.
 - Participate in the development of legislation, policy and systems and facilitates continuous improvement.
 - Identify and respond to emerging issues and trends related to workplace safety and health.
 - Represent the Department in a range of committees/ working groups and forums.
 - Liaise and build networks with a wide range of client groups including employers, employees, government, unions and industry organisations.
 - Contributes towards building a positive team culture.
 - Works rostered on alternative coverage within business hours and on a roster for After Hours OnCall Duty Inspector outside business hours.
 - Seek opportunities to continue to build your own capability and expertise to take on more senior/complex roles.
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Corporate Responsibilities

The following outlines departmental responsibilities:

- Takes reasonable care to protect your own safety and health at work, and that of others by co-operating with the safety and health policies and procedures of the department and complying with all applicable work health and

safety laws.

- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
 - Performs other duties as directed.
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Role Specific Requirements

The following outlines what experience and qualifications are required to undertake this role:

- Diploma or higher Occupational, Safety and Health qualification or equivalent relevant WHS experience.
- Significant range of industry experience relevant to the role, extensive knowledge and practical experience in the application of WHS legislation including gathering preliminary information and conducting investigations.
- Experience in promoting the creation of safe and healthy workplaces.
- Demonstrated ability to build rapport and deal compassionately with stakeholders impacted by workplace safety and health issues.
- Demonstrated ability to manage complex and sensitive situations effectively.
- Experience in coaching others to resolve challenging or complex problems.

Expected Leadership Behaviours

While it is expected that the occupant will demonstrate all leadership behaviours of a [Leader of Others - Knowledge](#), the following outlines those that are required to undertake this role:

- **Lead Collectively** - You understand how your work and that of your team contribute to achieving agency outcomes and fit in the sector.
 - **Think Through Complexity** - You are confident in making decisions, seeking guidance from others as necessary.
 - **Dynamically Sense The Environment** - You adapt your approach to changes in the work environment that affect or may impact the ability of your team or work group to deliver outcomes.
 - **Deliver on High Leverage Areas** - You identify and understand the competing priorities of your work area, prioritising essential tasks and making adjustments as appropriate.
 - **Build Capability** - You contribute to the development of those in your team or work area by understanding their current capabilities and striving to develop them further.
 - **Embody The Spirit of Public Service** - You lead by example, promoting and role modelling behaviours and respect for others in all aspects of your work, thereby protecting your reputation and that of your team or work area, agency and the sector.
 - **Lead Adaptively** - You embrace change in your work area.
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This position reports to:

Team Manager WorkSafe General Industries Triage

Position No: MIS21195 Classification: L7

Positions reporting to this Role:

This position has no direct reports

Position Conditions:

The following outlines pre-employment assessments and ongoing conditions and requirements:

- The holder of this position exercises delegated statutory powers
- High integrity required for conflicts of interest
- Nationally Coordinated Criminal History Check
- Medical Check
- Psychometric Check

Approved Date

14-JAN-2026