



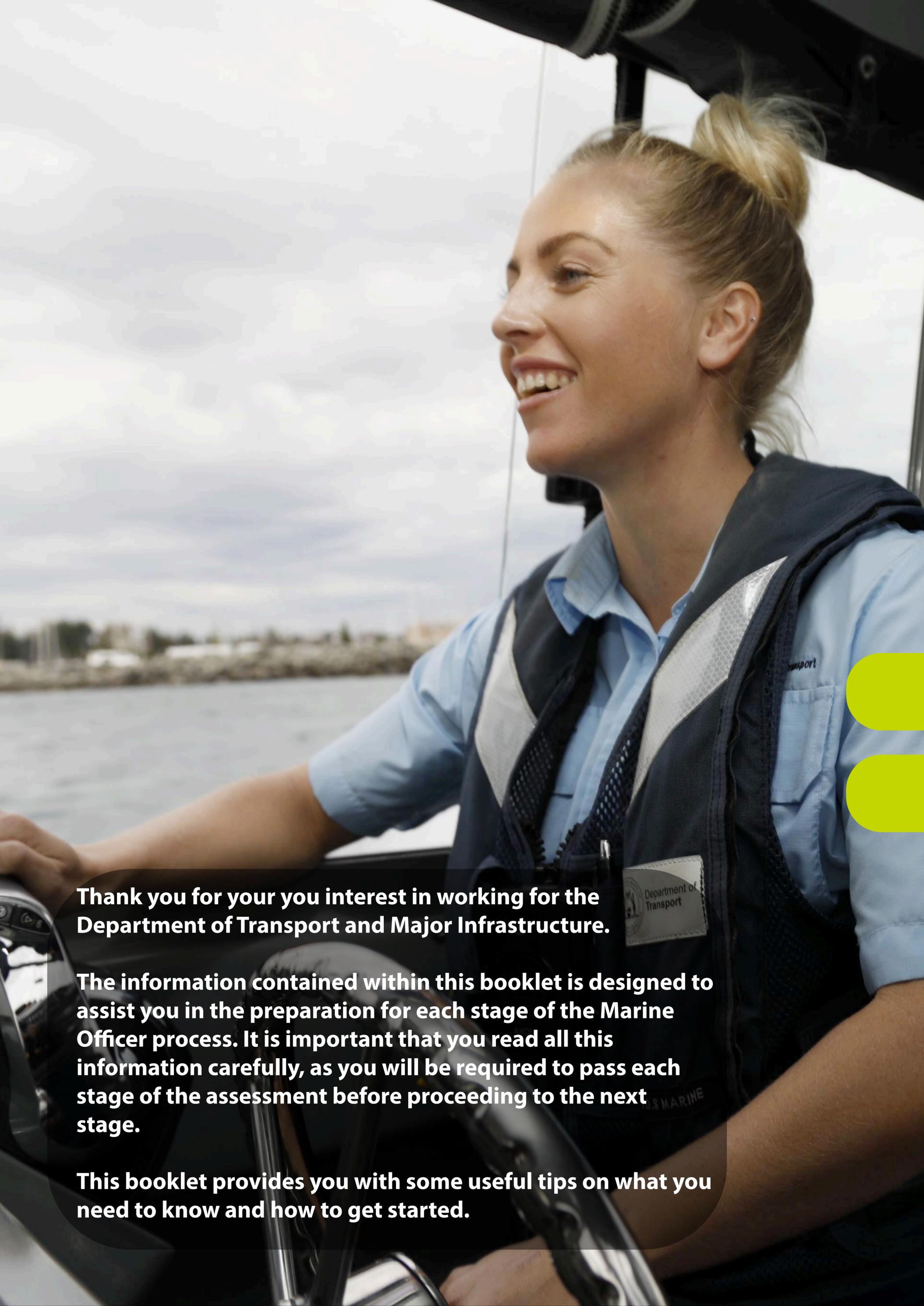
Government of **Western Australia**
Department of **Transport**
and **Major Infrastructure**

BE PART OF
SOMETHING **REAL**

Your introduction to becoming a Senior Marine Officer

Senior Marine Officer Information Booklet **2026**





Thank you for your interest in working for the Department of Transport and Major Infrastructure.

The information contained within this booklet is designed to assist you in the preparation for each stage of the Marine Officer process. It is important that you read all this information carefully, as you will be required to pass each stage of the assessment before proceeding to the next stage.

This booklet provides you with some useful tips on what you need to know and how to get started.

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About Department of Transport and Major Infrastructure

The Department of Transport and Major Infrastructure (DTMI) puts the community we serve at the centre of everything we do. We coordinate the State's transport operations, lead strategic planning and policy development, deliver safe and sustainable transport services and projects and are building Western Australia's future by leading major infrastructure projects.

DTMI isn't just about roads, boats, planes, trains or major building projects. **It's about people.**

People who need to get to work, home and everywhere in between and businesses that rely on road, rail, air and sea to deliver billions of dollars in goods and services each year.

Our Values

Our values shape how we work, collaborate and serve the community. They guide our decisions and reflect our commitment to delivering safe, effective and inclusive transport outcomes across Western Australia.



Working together we get things done.



We create an inclusive, supportive and positive workplace for ourselves, each other and for the community.



We are aware of and responsive to the changing needs of our community. Always open to possibilities.



Taking ownership, we deliver. We all have a part to play in making things happen.

The role of a Senior Marine Officer

As a Senior Marine Officer, you'll be at the forefront of safeguarding Western Australia's waterways, ensuring compliance, and promoting boating safety across our stunning coastline.

In this dynamic position, you'll lead and mentor a team of dedicated officers, setting high standards in performance and conduct. Your role will combine strategic planning with hands-on action, developing patrol rosters, implementing compliance plans, and commanding Department vessels to maintain safety and readiness.

Every day brings variety: from educating the boating community and enforcing maritime laws, to coordinating search and rescue operations and responding to environmental emergencies. You'll also play a key role in assessing aquatic activities, inspecting maritime infrastructure, and contributing to policy development that shapes the future of marine safety.

This is more than a job, it's an opportunity to make a tangible impact on the safety and enjoyment of WA's waterways while working in a supportive team environment. If you're a confident leader with strong maritime skills and a commitment to excellence, we'd love to hear from you.

The Team

In this role, you will be part of a dynamic and collaborative team working across various locations throughout Western Australia's coastline and navigable waters. Occasional regional travel may be required.

For further information on the duties and responsibilities, please refer to the Job Description Form (JDF) included with the advertisement.

To learn more about the Transport WA and its work across Western Australia, visit www.transport.wa.gov.au.

Work Location

As a Senior Marine Officer, you'll be based at one of our vibrant Maritime Offices in **Hillarys, Fremantle or Mandurah**, each located right at the heart of WA's coastal action. Your day-to-day will take you beyond the desk, patrolling stunning coastal and inland waterways, operating from DTMI maritime facilities, and responding swiftly to incidents that make a real impact. Every shift brings new challenges, diverse environments, and the chance to be part of a team that keeps our waters safe and thriving.





Employment Requirements

Qualification Requirements

It is a requirement of this role that you hold a Marine Certificate of Competency (minimum Coxswain 1 or equivalent in accordance with the Marine Safety (Domestic Commercial Vessels) National Law Act 2012 or transferable maritime qualifications obtained in the Australian Defence Force).

Shift Work Requirement

This role offers a unique opportunity to work in a dynamic, rotating shift environment that supports a healthy work-life balance and adds variety to your schedule. Shifts may include early mornings, evenings, weekends, and public holidays. Ideal for those who thrive outside the traditional 9-to-5 routine.

Adaptability and resilience are key, and in return, you'll gain valuable experience and enjoy the flexibility that comes with a non-standard roster.

Training

Senior Marine Officers are provided with a comprehensive induction and operational training program designed to equip them with the skills and knowledge required for the role. This includes:

- Maritime legislation and compliance procedures
- Vessel operation and safety protocols
- Search and rescue coordination
- Environmental emergency response
- Community engagement and education
- Occupational health and safety
- Communication and conflict resolution

We also acknowledge that no two days are the same in this role, so ongoing training and mentoring is also a focus!

Recruitment Process Summary

There are several important steps that you must meet to become a *Senior Marine Officer*. These are:

1. Lodging your application

You are required to lodge your application at www.jobs.wa.au.

2. Eligibility

Panel review of your full application to determine who will progress to the next stage.

3. Online Psychometric Assessment

This is a series of psychometric assessments aligned to the role.

4. Panel Interview

A panel interview is a structured conversation with three interviewers who want to learn about your experience and how you'll contribute to the team. It's your chance to showcase your skills and enthusiasm in a fair, merit-based process.

5. Reference Checks

The panel will contact your referees to assess your suitability for the role. These checks may be undertaken at any stage during the recruitment process.

6. Notifications

Successful and unsuccessful applicants will be notified by email after the process is finalised. Those successful at the end of the process will be placed into the recruitment pool, which will remain open for 24 months.

7. National Police Checks

Applicants identified for appointment will be requested to provide a satisfactory National Police Check prior to appointment.

How do I lodge my application?

You must apply online via **www.jobs.wa.gov.au** which will take approximately 30 minutes to complete.

Emailed, late or pro forma applications will not be accepted.

Click on the 'Apply Now' button which is located at the top and bottom of the Jobs WA advertisement page and remember to attach your:

- Current comprehensive resume with two work-related referees
- Relevant marine qualifications

Failure to supply the information requested in the above step may preclude you from being considered further for a Senior Marine Officer position.

When you have submitted your application, you will receive an automated confirmation via email. This will state the date and time your application was received as well as a unique application reference number. The email will also specify any attachments that you submitted as part of your application.



How to complete a government job application?

Here are some suggested hints and tips for completing a government job application:

- 1. Address the Selection Criteria:** Tailor your responses to show how your skills and experience meet the specific requirements.
- 2. Follow Instructions Carefully:** If a cover letter is required, make sure you follow the instructions regarding its format, length, and content. Always comply with any specific details requested in the job posting.
- 3. Submit Your Application On Time:** Be mindful of deadlines, as late applications will not be considered. Allow yourself plenty of time to complete and review your application before submission.
- 4. Application Question Essentials:** Ensure your answers highlight your relevant skills and experience while staying concise. It must also follow the criteria set out in the advertisement. This is often your first chance to make a strong impression.
- 5. Upload Only The Required Documents:** Only upload the documents specifically requested in the application process. If successful, the recruitment team will request any additional documents at the appropriate stage.
- 6. Be Patient With Feedback:** Due to the high volume of applications, there may be delays in receiving feedback. Patience is important, as responses might take longer than expected.
- 7. Check Eligibility:** Ensure you meet the eligibility criteria before applying.

Following these tips will help ensure your application is thorough, timely, and aligned with the job requirements.



Department of Transport

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Online Aptitude and Psychometric Assessment

Applicants who successfully pass the initial shortlisting stage will be invited to complete a series of online aptitude testing and psychometric assessments, which must be finalised within a specified timeframe (typically one week).

You will receive an email from the assessment provider with instructions on how to access and complete the tests. This form of testing provides an additional source of information to help determine your suitability for the Senior Marine Officer role.

Psychometric Assessment

Presented in a form of questionnaire. It evaluates a range of personality traits, such as sociability and open-mindedness. The assessment process is designed to assess characteristics that are critical to performing the duties of a Senior Marine Officer, particularly in high-pressure, independent, and community-facing environments.

Aptitude Testing

This component will include online activities and games designed to assess your verbal reasoning, numerical ability and problem solving skills.

Tips for Success

When completing the assessments, it is important to:

- Pay close attention to all instructions provided
- Answer questions honestly and accurately as they apply to you
- Be mindful of time limits, as some tests may be timed

Completing both assessments is essential to progressing to the interview stage in the recruitment process.

Preparing for the Panel Interview

Panel interviews are a common part of public sector recruitment and are designed to assess your suitability against the selection criteria and the values of the organisation. Here are some practical tips to help you prepare and perform confidently:

1. Understand the Process

- Panel Composition: Typically, two or more panel members representing different areas of the organisation.
- Structured Questions: Questions are aligned to the advertised selection criteria and may include behavioural, situational, and technical components.
- Scoring: Responses are assessed against selection criteria, along with your application, and alignment with organisational values.

2. Review the Selection Criteria

- Read the job description carefully and identify the work related requirements.
- Prepare examples from your experience that demonstrate these capabilities.
- Use the STAR method (Situation, Task, Action, Result) to structure your answers clearly.

3. Practical Tips for the Day

- Dress professionally and arrive early.
- Bring any requested documents (ID, qualifications).
- Listen carefully, take a moment to think, and answer confidently.
- If unsure, ask for clarification, panels appreciate thoughtful responses.

4. Show Your Interest

- Prepare a couple of questions for the panel about the role or team.
- Demonstrate enthusiasm for contributing to the organisation's goals.

Reference Checks

The panel may ask referees how well they think you meet the requirements of the job. Please choose referees who are familiar with your skills, including at least one recent supervisor or manager, unless exceptional circumstances apply.

Reference checks are generally conducted as the final step in the process and only applicants who are likely to be found suitable will have references sought.

National Police Certificate

After the notification letters are sent and prior to being offered an appointment, successful applicants will be requested to provide a National Police Certificate (NPC).

NPCs can be obtained at Australia Post or online at <https://cvcheck.com/national-police-check> and these must be dated 3 months or less from the date requested to be considered valid.

Uniform

If you are successful in securing a position, you will be required to adhere to the Department of Transport and Major Infrastructure's uniform standards. Senior Marine Officers must be neatly presented in the correct attire to maintain a professional image and ensure safety and visibility while performing operational duties.

The Department is committed to accommodating the diverse needs of its workforce and has made reasonable provisions to support religious and cultural requirements, provided they do not compromise safety or identification standards.



General Information

As an applicant, you must have a valid email address and regularly check it to monitor the progress of your application. All communication regarding your application will be sent to the email address you provide.

Applicants who are successful in the recruitment pool are not guaranteed employment and should not change their employment arrangement until a formal offer of employment is provided by the Department. When vacancies arise, the hiring manager will select the most suitable candidate from the pool, taking into account operational and organisational requirements.

Applicants will remain in the recruitment pool for **24 months** from the date they are notified of their successful inclusion.

You must be available to attend and participate in all stages of the recruitment process to be considered for the role. If you are unavailable for any part of the process, it is recommended that you withdraw from the campaign to remain eligible for future opportunities. Failure to attend an assessment without formally withdrawing will result in an “unsuccessful” outcome.

If, after reading this booklet and the Job Description Form (JDF) attached to the advertisement, you would like to discuss the Senior Marine Officer role, please contact the hiring manager listed on the advert.

Please note: this contact is for role-specific enquiries only and not for assistance with the general application process. If you are encountering any issues with the application process or require reasonable adjustments, please contact the Recruitment team on (08) 6551 6888 or at recruitment@transport.wa.gov.au.

Good luck with your application!