



# Inspector / Detective Inspector

## POSITION DESCRIPTION FORM

**Region / Portfolio:**

Various

**Position Description Number:**

1548

**Directorate / Command / District / Division:**

Various

**Rank:**

Inspector

**Work Unit:**

Various

### Employment Conditions

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Industrial Agreement/Award: Current Police Industrial Agreement

Work Pattern: Prescribed hours of duty in accordance with relevant industrial agreement provisions and flexible working arrangements

Location: Various

### Position Objective

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Contributes to the strategic and operational objectives of effective police services within the Western Australia Police Force in accordance with policies, procedures, legislative requirements and public standards of accountability.

### Role of Work Unit

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The WA Police Force is the State's principal law enforcement agency, responsible for the largest police jurisdiction in the world and services a growing population. The WA Police Force provides services to the community in maintaining public order; the protection of life and property; the prevention, detection and prosecution of crime; and the rendering of assistance to those in need.

This position is found in a number of work units across the Agency.

### Reporting Relationships

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This position reports to:

- Assistant Commissioner
- Commander
- Superintendent
- Director, Level 9
- Assistant Director, Level 8

Direct reports to this position include:

- Varies dependant on location

Total number of positions under control: Varies

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## Key Accountabilities

### 1 Strategic Development (20%)

- 1.1 Contributes to the achievement of corporate, operational, and more specifically strategic objectives, in accordance with policies, procedures, legislative requirements and public standards of accountability.
- 1.2 Contributes to the implementation and management of change in collaboration with the manager/officer in charge (OIC).
- 1.3 Assists in the development and implementation of strategies to ensure achievement of area objectives and ensures business and service delivery goals are met.
- 1.4 Implements strategies to ensure the highest possible level of service delivery to satisfy the needs and expectations of customers and to minimise complaints against the WA Police Force.

### 2 Operational Focus (35%)

- 2.1 Coordinates and allocates the deployment of resources and formulates plans and strategies to maximise the agency's capability to respond to high-risk incidents and major events.
- 2.2 Coordinates regional/district objectives by ensuring that business and service delivery goals are effectively communicated and achieved and professional and ethical standards maintained/sustained.
- 2.3 Provides administrative and operational support to the manager/OIC/superintendent/commander.
- 2.4 Undertakes unique duties, as required, relevant to specific work location.

### 3 Management (25%)

- 3.1 Manages and coordinates the operations of the unit/division/work location, ensuring activities of the area are performed in accordance with policies, procedures, guidelines and legislation as well as external stakeholder protocol requirements.
- 3.2 Manages the activities of subordinate staff and ensures the effective utilisation of resources.
- 3.3 Ensures that any matters affecting the unit/division/work location are brought to the attention of the manager/superintendent/commander.
- 3.4 Mitigates risks by ensuring team compliance with statutory and agency requirements within business areas.
- 3.5 Promotes and ensures the ethical standards, professionalism and integrity of the agency, supports equity and diversity in the workplace and provides a safe and supportive working environment.
- 3.6 Makes decisions to ensure the provision of an effective and efficient police service in accordance with the agency's strategic plans, business plans, strategies and operational objectives.

### 4 Negotiation, Liaison and Representation (15%)

- 4.1 Consults and negotiates with senior management and internal and external stakeholders and establishes and maintains effective working relationships.
- 4.2 Represents the area and attends conferences, committees, working parties and forums as required.
- 4.3 Ensures the dissemination of relevant information and data to stakeholders and interest groups including other internal areas, external agencies and the public.
- 4.4 Develops and maintains partnerships with representatives from the public and private sector, other police institutions/jurisdictions, members of the community and represents the WA Police Force at state and national meetings/conferences.

### 5 Other (5%)

- 5.1 Understands and complies with information security policies and procedures to ensure information holdings/systems are kept confidential and utilised accurately and reliably
- 5.2 Demonstrates and advocates a high level of ethics and integrity in accordance with the agency's professional standards and Code of Conduct including reporting wrongdoing.
- 5.3 Undertakes other duties as directed.

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## Specialist Prerequisite(s)

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It is a requirement that the position holder is:

- An Australian Citizen prior to the completion of the selection process
- Successful in obtaining and maintaining a **NEGATIVE VETTING LEVEL 1 OR LEVEL 2** (dependant on location) security clearance for the duration of their appointment in the position.

For Detective Police Officer Positions:

- Completion of the Detective Training Program as specified in the WA Police Detective Policy.

## Work Related Requirements

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**Police officer positions are to refer and apply the WA Police Force Capability Framework when addressing work related requirements.**

## Capability Framework

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The framework is intended to support staff and supervisors through the performance cycle and identify core competencies relevant to the rank and/or classification level.

## Certification

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These details are an accurate statement of the duties, responsibilities and other requirements of the position.

Position Title and Work Unit	Name	Date
A/Senior Organisational Design Consultant Organisational Design & Analysis	Helen Mashiah	25/05/2026
A/Executive Manager Organisational Design & Analysis	Julie Ismail	25/05/2026