



**JOB DESCRIPTION FORM**

**SECTION 1 - OFFICE IDENTIFICATION**

<p>ORGANISATION: <b>PERTH ZOO</b></p> <hr/> <p>DIRECTORATE: <b>LIFE SCIENCES</b></p> <hr/> <p>SECTION: <b>LIFE SCIENCES</b></p>	<p>EFFECTIVE DATE OF DOCUMENT: <b>May 2017</b></p> <hr/> <p>CLASSIFICATION: <b>Level 1</b> POSITION NUMBER: <i>na/ casual pool</i></p> <hr/> <p>TITLE: <b>Technical Officer Zoology</b> ANZSCO CODE: <b>361114</b></p> <hr/> <p>SALARIES AGREEMENT/AWARD <b>GOSAC Award 1989 &amp; Public Services and Government Officers General Agreement 2014</b></p>
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**SECTION 2 - REPORTING RELATIONSHIPS**

Title:	<b>CURATOR OPERATIONS</b>	
Classification:	<b>LEVEL 7</b>	
↑		
Responsible To		
Title:	<b>SUPERVISOR ZOOLOGY</b>	
Classification:	<b>LEVEL 5</b>	
↑		
Responsible To		
<b>THIS OFFICE</b>		
↑		
Responsible To		
Title:	Offices under <u>direct</u> responsibility	Number of FTE's Supervised and controlled:
	Classification:	
	<b>NIL</b>	

**SECTION 3 - KEY RESPONSIBILITIES**

*Under supervision, this position provides the basic care, husbandry and health monitoring of a limited range of taxa in the Perth Zoo collection.*



#### SECTION 4 - CONTEXT AND SCOPE

##### Our Vision

*A world where diversity of species and habitats is secure*

##### Our Purpose:

*To inspire and act for wildlife conservation*

##### We are committed to:

**Excellent Animal Care:** world leading standards for animals in our care

**Excellent Customer Service:** the best possible experiences for visitors, colleagues and partners

**Collaboration and Partnerships:** integrating our efforts and working with others

**Innovation and Creativity:** supporting and fostering ideas to improve our work

**Integrity and Ethical Practice:** strong corporate governance; honesty; and openness

**Respect:** valuing visitors, colleagues and our stakeholders

**Environmental Responsibility:** minimising the use of finite resources and Perth Zoo's impact on our environment

**Social Responsibility:** delivering social improvements by connecting people with wildlife and Perth Zoo

**Learning and Knowledge:** building knowledge through research and professional experience

#### ROLE OF SECTION

The Life Sciences Directorate aims to provide the highest possible levels of health care, welfare, husbandry, species management and exhibit management for the animals under the Zoo's care. This enables Perth Zoo to achieve its objectives in community education and awareness, species management and wildlife conservation.

#### ROLE OF POSITION

The role of this position is to work predominantly under supervision as an effective member of the section team providing for the basic care, husbandry and health monitoring of a limited range of section taxa in the Perth Zoo collection. Proficiency and competencies are measured against the Zoo's Standard Operating Procedures (SOPs). Training will occur as operationally required.

#### SECTION 5 - SUMMARY OF DUTIES

##### Outcome: Animal Husbandry

1. Provides general care and monitors the health of animals, and reports any husbandry issues to the Senior Technical Officers Zoology or Supervisor.
2. Food preparation in accordance with established diets, feeding schedules and procedures (including abiding by SOPs).
3. Ensures that the enclosures are clean and safe and assists in the refurbishing of the exhibits.
4. Provides animals with behavioral enrichment as directed.
5. Assists in the development and implementation of programs for behavioral conditioning including handling of animals.

##### Outcome: Animal Health and Wellbeing

1. Administers medication and monitors the condition of the animals, under supervision by the section Senior Technical Officer Zoology, Supervisor and Veterinary staff.
2. Develops skills to undertake operant-conditioning tasks according to established Zoo policies and procedures, where required.
3. Reports accurately using established Zoo record keeping procedures.



**Outcome: Exhibit Maintenance and Design**

1. Maintains exhibits to the highest standard of presentation for animal welfare, staff safety and visitor viewing.

**Outcome: Species Management.**

1. Demonstrates understanding of and supports the objectives of management plans for species within a round/section.

**Outcome: Zoo Conservation**

1. Delivers Keeper talks, formal presentations, talks to school and community groups, media presentations and behind the scenes tours consistent with Perth Zoo's intent to inspire visitors to take action to conserve wildlife and build understanding and respect for wildlife.
2. Develops an understanding of the Perth Zoo conservation partnerships to incorporate into communication with visitors as required.
3. Contributes to approved in-situ activities for the section such as data collection, pre-release animal conditioning, and fieldwork as required.

**Outcome: Research.**

1. Contributes to approved research activities for the section, such as data and sample collection under supervision as required.

**Outcome: Sectional Resource Management.**

1. Assists in training of Zoology staff and monitoring work experience students/interns/volunteers according to Zoo policy, routines and Standard Operating Procedures as required.
2. Follows department SOPs and the Zoo's procurement policies for goods required for the section.

**Outcome: A positive work environment**

Contributes to the promotion of a workplace culture that supports:

1. Conservation and biodiversity goals
2. Diversity and employment development
3. Best practice occupational safety and health standards
4. An environment free from discrimination and harassment
5. Customer service objectives
6. Ethical decision making

**Outcome: Other.**

1. Undertakes other duties as directed.



## SECTION 6 - SELECTION CRITERIA

Perth Zoo is a commercial conservation organisation with a strong focus on community engagement, research, learning & development. As a values driven organisation Perth Zoo is committed to wildlife conservation and a workplace that delivers environmental sustainability, equal opportunity and safe practices.

We are looking for someone who is committed to supporting and upholding our organisational values in the achievement of the Zoo's objectives.

Within this context, the successful applicant will demonstrate an ability to apply the following knowledge and skills to this role:

### ESSENTIAL

1. Good knowledge of animals, their biology and ecological threats.
2. Some experience in the captive husbandry and management of animals in an environment relevant to that of the role.
3. Knowledge of Occupational Health and Safety issues associated with a zoo or similar environment.
4. Ability to express ideas and information effectively both verbally and in writing, including public speaking and the observation of and reporting on animal behaviour.
5. Good interpersonal skills with an ability to work effectively, individually and in a team environment.

### DESIRABLE

1. Progress towards a Certificate III in Captive Animals or a relevant tertiary qualification and/or relevant zoo keeping experience.
2. Knowledge of and commitment to conservation consistent with the role of Zoos.

## SECTION 7 - APPOINTMENT FACTORS

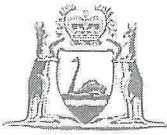
LOCATION:

SOUTH PERTH

ALLOWANCES/SPECIAL CONDITIONS  
State allowances and conditions applicable.

Pre-employment medical  
Police Clearance

SPECIALISED EQUIPMENT OPERATED  
Specify type of equipment, make and model operated.



SECTION 8 - CERTIFICATION

- (i) The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

MANAGER	
DATE	
DIRECTOR	M. Finlay
DATE	15/5/17

- (ii) Checked by:

HUMAN RESOURCES	
DATE	15/5/17

- (iii) Approved by:

A / CHIEF EXECUTIVE OFFICER	M. A.
DATE	15/5/17

- (iv) As occupant I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name (in full) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_