



Department of  
Water and Environmental  
Regulation

## **Position Description**

**Position Title:** *Manager Licensing - Waste Industries*

**Classification Level:** *Specified Calling Level 4*

**Position Number:** *100492*

**Reports to:** *Senior Manager, Waste Industries – SCL5*

**Directorate / Division:** *Regulatory Services*

**Supervises:** *9 (No. of FTE)*

**Branch / Section:** *Waste Industries*

**Location:** *Joondalup*

### **Role summary**

Manages a team within Industry Regulation (Waste Industries), which has primary responsibility for oversight and management of waste sector industry regulation under the Environmental Protection Act 1986, and ensures efficient and effective assessment and appropriately determined applications for works approvals and licences within target timeframes that are effective and enforceable.

Provides oversight of operational environmental management of activities subject to a works approvals or licence, ensures timely risk based reviews of existing premises and provides a support role for compliance programs on premises subject to a works approval or licence.

### **Responsible for**

- Managing staff and resources in accordance with statutory and Departmental requirements with the focus on achieving motivated and energised staff with a clear stakeholder focus.
- Representing the Department with external stakeholders and the general public; providing detailed scientific advice in a manner which is understandable.
- Managing workload, prioritising deadlines and meeting departmental operational requirements.
- Working with limited direction and using sound independent judgement.
- The allocation, assessment, determination of works approval and licence applications and also risk based reviews of existing premises, regulated under Part V of the *Environmental Protection Act 1986* within target timeframes.
- The review and actioning of monitoring reports, Annual Environmental and Annual Audit Compliance reports within the assigned area.
- The assigned area's support to the agency's compliance, investigation and response functions as required.
- Action in relation to environmental regulation and management issues associated with prescribed premises within the assigned area including resolution of contentious issues and operational policy and guidance development.
- Developing, maintaining and sharing licensing and technical expertise with staff to improve knowledge and capabilities throughout the agency as required.
- Contributing to the development and implementation of policies, strategies, plans, standards and programs for industry regulation.
- Undertaking additional duties within the skill and scope of position capabilities and departmental needs.

### **Work related requirements**

The following is to be read in the context of the preceding sections of this document.

#### **Essential**

1. Bachelor of Science in a relevant discipline, or an approved equivalent qualification.
2. Ability to understand and apply legislation and policy to support government and organisational objectives.
3. Ability to conceptualise, analyse and evaluate information to develop practical solutions and make informed decisions. Demonstrated experience critically reviewing scientific studies and documents, synthesising large amounts of information and assessing solutions.
4. Ability to communicate effectively with internal and external stakeholders including the ability to gain consensus and commitment from others and resolve issues and conflict. Demonstrated ability to communicate and exchange detailed scientific information at a high standard and professional level.
5. Ability to deliver products and services to the required standards within the required timeframes.
6. Ability to work effectively with a diverse team of professionals manage and develop self and champion change.

### **Our Values**



Our values underpin everything we do, they guide the way we conduct our work, how we engage with each other and deliver services to our customers. The ability to demonstrate how you will apply our values is important to us.

### **Special Equipment/Requirements**

Current 'C' class drivers licence, accepted in Western Australia, to enable the undertaking of site visits.

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### **Position Certification**

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