



## Job Description Form (JDF)

### Position details

Position title:	Veterinary Officer (Field)
Position number:	Generic
Classification:	Specified Calling Level 2
Physical location:	Regional
Award:	PSA 1992
Agreement:	PSCSAA 2019
Pillar:	Sustainability and Biosecurity
Directorate:	Biosecurity
Branch:	Animal Biosecurity and Welfare

### Reporting relationships

Reports to:	Technical Area Manager, SCL4
Direct reports:	Nil

### Role summary

This section provides a brief summary of the key functions of the position.

At an experienced professional level, under general direction and using initiative and independent judgement, contributes to the surveillance, regulation, controls and emergency preparedness that underpins Western Australia's extensive market access for our livestock and aquatic industries by:

- Using experience to undertake veterinary research and investigational work to maintain the biosecurity status of Western Australia's livestock and aquatic industries;
- Providing animal health and biosecurity advice and liaison on research, policy and planning for the department; and
- Assisting in the development of animal health plans and policies.

## About us

The Department of Primary Industries and Regional Development's (DPIRD) role is to ensure that primary industries and regions are key contributors to the Government's agenda for economic growth and diversification, job creation, strong communities and better places. Our goals are to:

- **Protect:** to manage and provide for sustainable use of our natural resources and soils, and to protect Western Australia's brand and reputation as a reliable producer of premium, clean and safe food, products and services.
- **Grow:** to enable the primary industries sector and regions to increase international competitiveness, grow in value and social amenity and become a key pillar of the State's economy.
- **Innovate:** to support a culture of scientific enquiry, innovation and adaptation across primary industries and regions to boost industry transformation, economic growth and employment.

## Our values

Our values are critical in creating a healthy and dynamic culture that helps each and all of us to make our best contribution, to develop a workplace where we feel excited about our work and results and where other people will increasingly want to join our team. Our values underpin how we operate:

- We value **relationships** - Our relationships with our clients, colleagues and stakeholders are at the heart of everything we do
- We are **resilient** - We recover from setbacks, embracing and adapting to change because we have a clear focus on the big picture and long term impact
- We are **responsive** - We understand the needs of our clients, colleagues and stakeholders and add value by tailoring our solutions accordingly
- We focus on **results** - We strive to develop and provide excellent services that delivers meaningful results to the community we serve.

## Key responsibilities

The key responsibilities of the role include, but are not limited to, the following:

### Animal Biosecurity

- Undertakes surveillance activity for animal diseases of national and state significance.
- Undertakes disease investigations under general direction.
- Undertakes disease control activities as required, under general direction.
- Prepares advice and undertakes enforcement on provisions of relevant Acts, regulations and guidelines.
- Meets communication requirements of the Animal Biosecurity program.
- Builds effective relationships with relevant staff members, farmers, private veterinarians, community and industry groups to actively promote biosecurity, including technology, services and resources that are available, collaborate and remain aware of relevant projects and trends.

- Uses scientific expertise to assist in biosecurity policy, planning and preparedness, presents information as required at conferences, seminars, workshops and field days.
- Supports the development and implementation of projects and maintains the conduct of project work, effectively managing expenditure within budget, and meeting project milestones, agreed outputs and internal and external reporting requirements.
- Supports preparedness and responses to emergency animal disease, residue and welfare incidents, including working in responses and emergencies as required.

### **Research and Development**

- Maintains an up-to-date knowledge and awareness of relevant research, development findings, issues and trends.
- Prepares draft submissions under general direction for internal/external funding to industry funding bodies and progress reports to support the research program.

### **Strategy Planning and Policy Development**

- Provides input into strategic planning and other planning processes regarding animal health.
- Participates in the development and production of strategic animal health research and policy across the Department.
- Provides assistance to operational areas in translating strategic animal health policy into relevant local policy and strategies.

### **General**

- Prepares draft reports, summaries and general correspondence as required.
- Participates in emergency responses as required.
- Performs other duties as required.

### **Work related requirements**

In the context of the role:

#### **Essential criteria**

#### **Role specific**

1. Knowledge and experience in production animal medicine, including how to investigate disease at an individual and herd/flock level; carry out clinical and necropsy examinations; select and submit appropriate specimens to a diagnostic laboratory; and propose plans for treatment and control.
2. Knowledge of emergency animal diseases and their controls, and the ability to apply research, conceptual and analytical skills, sound judgement and problem solving techniques to these.
3. Understanding of disease and residue reporting requirements, and how they are linked to planning and evaluation, with competent use of ICT applications such as databases, spreadsheets, models and word processing.

## Core capabilities

4. Build effective relationships: Well-developed verbal, written and interpersonal communication skills, including the ability to confidently liaise, collaborate with and communicate scientific information to departmental staff, industry and the community.
5. Challenge for innovation: Ability to establish clear plans and timeframes, evaluate performance, identify the need for change, determine action and see tasks and projects through to completion.
6. Think strategically: Well-developed conceptual and analytical skills including the ability to provide practical solutions to challenging issues and problems.
7. Deliver in a changing environment: Well-developed project and time management and organisational skills including the ability to effectively contribute to the management of change and to develop and apply advanced veterinary science techniques to enable the generation of advice for animal biosecurity and welfare.
8. Lead and empower others: Ability to lead teams and work collaboratively in a team environment contributing to the achievement of team goals.

## Desirable criteria

1. Knowledge and understanding of state and national livestock and associated industries and relevant biosecurity legislation.

## Special requirements/equipment

- A degree in Veterinary Science (obtained from an Australian university or recognised equivalent), and current recognised registration (or able to obtain prior to commencement) with the Veterinary Surgeons Board of Western Australia – registration must be maintained whilst employed by the department.
- A current and valid Western Australian C (car) class driver's licence, or equivalent is required (if not currently held, must be acquired prior to commencement at applicant's expense).
- An acceptable National Police Certificate (police clearance) is required (if not currently held, must be acquired prior to commencement at applicant's expense)
- The contract of employment specifies terms and conditions relating to this position.

## Certification

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

## Delegated authority



Signature: \_\_\_\_\_

Date: \_\_08 / 05\_\_ / \_\_2020\_\_

Position title: Deputy Director General, Sustainability and Biosecurity

Effective date: May 2020

Page 4 of 4