



Dangerous Goods Officer - Level 3 (MIS21136)

Group:	<i>Safety Regulation</i>	Location:	<i>1 Adelaide Terrace</i>
Division/Directorate:	<i>Dangerous Goods and Critical Risks</i>	Supervises:	<i>0</i>
Branch:	<i>Dangerous Goods</i>	Reports to:	<i>Team Leader Dangerous Goods</i>
Section:	<i>NA</i>		

Operational Context

Within the Safety Regulation Group, the Dangerous Goods and Critical Risks Directorate administers legislation covering dangerous goods, explosives, major hazard facilities, petroleum operations (both onshore and offshore) and geothermal operations. This includes the regulation of: - The manufacturing, storage, handling, transport and use of dangerous goods and explosives, - Process safety on major hazard facilities, and - Process and occupational safety and health at petroleum operations and geothermal energy activities. The Directorate supports legislative change arising from the national harmonisation of safety legislation and facilitates a risk-based approach across dangerous goods, explosives, petroleum and major hazards facilities.

Role Overview

This position is part of the Aboriginal Employment Program (AEP) and is aligned to our Aboriginal Employment Strategy and Reconciliation Action Plan (RAP). This program is a diversity initiative to increase the workforce representation of Aboriginal and Torres Strait Islander people at DMIRS. Under general supervision, this role carries out the duties and responsibilities of a Dangerous Goods Officer in accordance with the Dangerous Goods Safety Act 2004. The position administers and enforces the Dangerous Goods Safety Act 2004 and regulations, including assessment and issue of licenses, permits and approvals under delegation from the Chief Dangerous Goods Officer. A major focus of this role will be to conduct compliance inspections and provide dangerous goods safety advice and support to remote Aboriginal communities.

Role Responsibilities

(The following outlines the key responsibilities and duties related to this position)

- Under general supervision:
- Carries out the duties and responsibilities of a Dangerous Goods Officer in accordance with the Dangerous Goods Safety Act 2004.
- Administers and enforces the Dangerous Goods Safety Act 2004 and regulations (including assessment and issue of licenses permits and approvals under delegation from the Chief Dangerous Goods Officer).
- Provides advice to industry and the community and promotes high levels of safety in the transport and storage and handling of dangerous goods.
- Collects and analyses dangerous goods incident information and helps develop preventative measures.
- Promotes effective team performance through developing positive constructive and effective working relationships with peers and colleagues.
- Contributes to the development of policy and advice for the Department industry and the community on dangerous goods safety matters.
- Liaises with Aboriginal community Elders, board members, coordinators, and other relevant stakeholders with regards to dangerous goods safety matters.

Corporate Responsibilities

(The following outlines departmental responsibilities)

- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
 - Works within corporate policies and procedures, acts with integrity and demonstrates ethical behaviours aligned with the Department Code of Conduct.
 - Performs other duties as directed.
 - Takes reasonable care to protect your own safety and health at work, and that of others by co-operating with the safety and health policies and procedures of the department and complying with all provisions of the Occupational Safety and Health Act 1984.
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Role specific requirements

(The following outlines what experience and qualifications are required to fulfil this role)

- Confirmation of Aboriginality.
 - Successful completion of Year 12 course, or equivalent, in science (preferably chemistry or physics).
 - Demonstrated ability to prepare and write concise, clear and logical reports.
 - Ability to liaise and negotiate outcomes with a diverse range of stakeholders.
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Capabilities Required

(The following outlines the behaviours required to be demonstrated to perform this role)

- Meets objectives, follows up to ensure work is finalised.
 - Responds under direction to changes in client needs and expectations, manages progress and keeps clients informed, provides prompt and courteous service.
 - Adheres to the Code of Conduct, acts with integrity and behaves in an honest, professional and ethical way.
 - Knows where to find information and can research, analyse and make evidence-based recommendations.
 - Drafts a range of written documents, policies, procedures and reports.
 - Works collaboratively with team members and external stakeholders and treats people with respect and courtesy.
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This position reports to:

Team Leader Dangerous Goods

Position No: MP160032 Classification: L7

Positions reporting to this Role:

This position has no direct reports

Position Conditions:

(The following outlines pre-employment assessments and ongoing conditions and requirements)

- The holder of this position exercises delegated statutory powers
- High integrity required for conflicts of interest
- National Police Check
- Base Line Hearing Test
- Medical Check
- Current Western Australian C or C-A class drivers licence or equivalent

Approved Date

01-NOV-2021