



Job Description Form (JDF)

Position details

Position title:	Senior Technical Officer (Agriculture)
Position number:	Generic
Classification:	Level 5
Physical location:	Various
Award:	PSA 1992
Agreement:	PSCSAA 2021
Pillar:	Primary Industries Development
Directorate:	Various
Branch:	Various

Reporting relationships

Reports to:	Various
	This position
Direct reports:	Various

Role summary

Operates under general direction and is regarded as technical problem solver in own field of expertise. Provides high level technical support by carrying out assigned field or laboratory research projects of a more complex nature. Contributes independently and significantly to advances in technical procedures. As required, supervises the work of, and provides guidance to, technical staff.

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:

Research and Development

- Manages assistance in field, glasshouse and laboratory experiments by overseeing the execution of a range of experimental, survey, sampling and analytical tasks.
- Manages the recording, tabulating, and checking of research and surveys.
- Manages the technical collation, analysis and preparation, of research and survey reports.
- Manages the maintenance of laboratory and experimental equipment used in research projects.
- Manages the operation and maintenance of research facilities.

Communication and Liaison

- Promotes and facilitates the development of, liaison with, and maintenance of, networks with relevant staff members, stakeholders and community and industry groups.
- Supports communication and industry development activities by presenting and facilitating the application of technical advances and coaching junior officers in this activity.

- Assists with the preparation and promotion of research and development findings.
- Manages the customer enquiries process and grievance process.

General

- Manages and trains the technical team as required.
- Manages and assists in the preparation of cost estimates for different components of the research, diagnostic, inspection and extension activities and, orders supplies and equipment, as required.
- Manages the implementation and evaluation of technical procedures and operations.
- Manages work with pesticides and other hazardous substances in accordance with standard safety procedures and guidelines.
- Undertakes emergency response duties as required.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Extensive knowledge and expertise in the use of agricultural practices, research techniques and methods.

Core capabilities

2. *Build effective relationships:* Well-developed written, verbal and interpersonal communication skills, including the ability to confidently liaise and collaborate with and make presentations to departmental staff, industry and community stakeholders and the ability to prepare reports and technical publications.
3. *Challenge for innovation:* Proven ability to plan and manage major research projects and identify the need for change, determine priorities and action to meet deadlines.
4. *Think strategically:* Ability to identify issues, to conceptualise and analyse realistic and practical solutions to challenging problems with minimal supervision and to contribute to ongoing improvement.
5. *Deliver in a changing environment:* Well-developed planning and organisational skills, including the ability to prioritise tasks and meet deadlines.
6. *Lead and empower others:* Proven ability to work autonomously, collaboratively and productively within a small team with the ability to lead and facilitate work groups and achieve outcomes.

Desirable criteria

1. Bachelor degree in relevant discipline or equivalent experience.

Special requirements/equipment

- Diploma in a relevant discipline with relevant practical experience or substantial relevant experience.
- Undertaking field work away from the base location for periods up to a working week may be required.
- Working outside normal hours to complete seasonal tasks may be required.
- Living in regional/semi-remote community may be required.
- An acceptable National Policy Certificate (police clearance), or equivalent may be required for identified positions (if not currently held, must be acquired prior to commencement at applicants expense).
- A current and valid Western Australian "C" class (car) drivers' license or equivalent is required (if not currently held must be acquired prior to commencement at applicant's expense).
- Occasional travel to and from metropolitan and regional offices may be required.
- 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

Endorsed by: Carl Binning
Position title: Deputy Director General, Primary Industries and Regional Development
Endorsement Date: 1 August 2020