

# **Graduate** program

Make a difference to the Western Australian community and be an advocate for change.

We're proud to be a part of





The Department of Local Government, Industry Regulation and Safety (LGIRS) offers a comprehensive 18-month graduate program that equips graduates with the essential skills, experience and networks needed for a successful career in the Western Australian (WA) public sector.

Our program gives you opportunities to foster professional growth and development and gain valuable exposure to state-wide projects and initiatives to help improve the lives of Western Australians.

You get the chance to rotate through our diverse business areas, as well as other WA public sector agencies.

In partnership with the Department of Mines, Petroleum and Exploration (DMPE) and the Department of Energy and Economic Diversification (DEED) there will be opportunities through prioritised rotations across both agencies, shared networking and development activities.

We also collaborate with the Department of Water and Environmental Regulation (DWER) to facilitate rotations that give diverse regulatory exposure.

## **About LGIRS**

LGIRS plays a unique role in supporting a safe, fair and resilient economy where Western Australian industries, workers, consumers and communities thrive.

You can find more information about LGIRS on our website and through our <u>LinkedIn</u> page.

# Join our team

#### **Graduate program fast facts**

- A structured 18-month program with customised rotations through diverse business areas, including interagency rotations.
- Permanent appointment, with a six-month probation period.
- Work independently and collaboratively on impactful projects.
- A comprehensive support network including graduate manager and mentor, your graduate cohort and a coordinator.
- Extensive learning and development opportunities.
- Attractive salary (\$86,439 p.a. plus 12 per cent superannuation), annual increments, flexible work arrangements and metropolitan location.
- Access to health and wellbeing initiatives and access to the Employee Assistance Program.



## What are we looking for in a graduate officer?

Each year we recruit graduates from a range of degrees and qualifications completed in the current or preceding two years. Graduates from all disciplines are welcome to apply, however, certain degrees will be highly desirable or required for certain positions. Please see pages three to four for more information.

Beyond your qualifications, we are looking for graduates who are collaborative, analytically minded, action orientated, have an inquisitive mindset, are culture and values driven, solution focused and are enthusiastic and eager to learn.

### **Graduate eligibility requirements**

To be eligible for our graduate program, you need to:

- be an Australian citizen or have permanent residency status in Australia;
- have completed your tertiary degree qualification of three or more years in 2023, 2024, or be in the final year of study in 2025\*; and
- have achieved consistently good academic results.

The graduate program is a diversity and inclusion employment initiative and we are therefore actively looking for recent university graduates who fall into any of the following diversity groups to be a part of our January 2026 intake:

- people 24 years and under;
- · people with disability; and/or
- Aboriginal and/or Torres Strait Islander peoples.

#### The graduate program

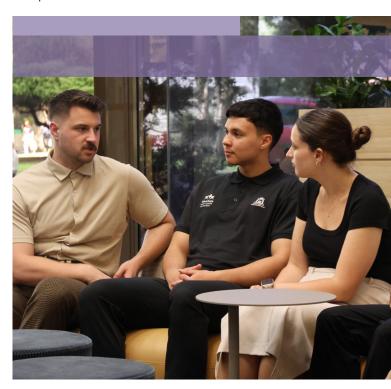
Graduates start the program in mid-January of each year. The initial six-month rotation is with your home agency and team, where you will have a graduate sponsor and graduate manager to support you throughout the program.

During the first few weeks, you will participate in various orientation and induction activities with your graduate cohort.

Following your home six-month rotation, you will move on to other rotations over the next 12 months within other diverse areas of LGIRS, DMPE, DEED, DWER or other WA public sector agencies.

Throughout the program, you will be supported by our graduate coordinator, who will work with you, your graduate manager and your sponser to develop a rotation plan.

The program offers extensive learning and development opportunities to advance the key skills and capabilities you will need to thrive in the WA public sector and LGIRS.



<sup>\*</sup> Applicants with qualifications obtained outside Australia are responsible for ensuring these are assessed by the Overseas Qualifications Unit, Department of Training and Workforce Development. See <a href="https://example.com/here/be/he

## **Available positions**

LGIRS is offering four general and three technical positions for the 2026 intake. Graduates from all disciplines are welcome to apply, with certain degrees being highly desirable for the general positions. The technical positions require specific degrees.

## Building, Energy Safety and Service Delivery - three (3) positions

Position	Desirable degree	Position details
Graduate Officer – Customer Information	<ul> <li>Data Analytics</li> <li>Software Engineering, Computer</li> <li>Science</li> <li>Telecommunications</li> </ul>	<ul> <li>Research and analysis: Support various projects by researching best practices, current initiatives and innovations, particularly in Aboriginal empowerment.</li> <li>Continuous improvement: Contribute to initiatives aimed at improving team efficiency and effectiveness.</li> <li>Stakeholder engagement: Collaborate with internal and external stakeholders to exchange relevant information.</li> <li>Event support: Assist in planning and managing events and engagement activities.</li> <li>Documentation: Draft official documents including correspondence, memos, briefing notes and reports.</li> <li>Professional development: Actively engage in learning opportunities through the Aboriginal Empowerment Unit and graduate development programs.</li> </ul>
Graduate Officer – Building Compliance	<ul><li>Arts</li><li>Building Surveying</li><li>Law</li></ul>	<ul> <li>Investigate legislative offences: Conduct investigations into breaches of WA's building services legislation and prepare reports with recommended actions.</li> <li>Handle disciplinary complaints: Investigate complaints against registered building professionals and recommend whether disciplinary proceedings should be initiated.</li> </ul>



Position	Desirable degree	Position details
Graduate Officer – Building Standards and Engineering	This is a technical position. Only the following degree will be considered:  • Mechanical Engineering	<ul> <li>Policy and standards development:         Support the research, drafting and review of gas policies and technical standards for appliances, components, installations and networks.</li> <li>Technical and safety support: Provide guidance to industry stakeholders and the public on gas safety and technical matters.</li> <li>Audits and inspections: Participate in audits of gas suppliers and industrial appliances and assist with site inspections across the state.</li> <li>Incident investigation: Contribute to investigations of gas-related incidents.</li> <li>Public engagement: Assist in gas safety campaigns by drafting educational materials and attending promotional events.</li> <li>Regulatory support: Aid the principal engineer gas in assessing performance-based solutions and handling regulatory variation requests.</li> </ul>

## **Consumer Protection – one (1) position**

Position	Desirable degree	Position details
Graduate Officer – Conciliation and Trader Intervention	<ul> <li>Arts with relevant major</li> <li>Business</li> <li>Commerce</li> <li>Communications</li> <li>Laws</li> </ul>	<ul> <li>Complaint assessment support: Assist in managing projects and processes related to evaluating consumer complaints.</li> <li>Legislative application: Apply relevant Consumer Protection legislation to determine the appropriate level of intervention required by LGIRS.</li> </ul>



## WorkSafe - three (3) positions

Position	Desirable degree	Position details
Graduate Officer – Dangerous Goods	This is a technical position. Only the following degrees will be considered:  Science or Engineering	Work towards becoming a dangerous goods officer, confirming safety compliance at dangerous goods sites across the state in line with the Dangerous Goods Safety Act 2004.
Graduate Officer – Regulatory Support	<ul> <li>Community Development</li> <li>Health Promotion</li> <li>Mental Health</li> <li>Occupational Health and Safety</li> <li>Organisational Psychology</li> <li>Psychology</li> <li>Social Policy</li> <li>Social Work</li> </ul>	<ul> <li>Support program objectives: Contribute to improving mental health, workplace culture and safety in the mining and resources sector.</li> <li>Research and policy: Conduct literature reviews and support policy development on psychosocial risks and workplace wellbeing.</li> <li>Program coordination: Assist with administrative tasks and coordination of program activities.</li> <li>Stakeholder engagement: Collaborate with internal and external stakeholders.</li> <li>Data and evaluation: Support data collection, analysis and evaluation of program outcomes.</li> <li>Communications: Contribute to awareness campaigns and communication materials.</li> </ul>
Graduate Officer – Mines Safety	This is a technical position. Only the following degrees will be considered:  Bachelor of Geotechnical Engineering/MSc in Geotechnical Engineering or Engineering Geology	<ul> <li>Technical research and analysis:         <ul> <li>Investigate issues related to open pit and underground wall stability, stress management and seismicity.</li> </ul> </li> <li>Safety and stakeholder engagement:         <ul> <li>Conduct safety inspections and liaise with relevant stakeholders.</li> </ul> </li> <li>Consultation and reporting: Draft consultation papers and analyse stakeholder feedback.</li> </ul>

## The application process

### Submit your written application

All applications should be submitted online via the WA Government Jobs Board or the link in the graduate officer advertisement. Within the online application process, you will be asked to provide us an overview of your education, work experience and relevant skills, and upload a copy of your academic transcript and your completed qualification. You will also be asked about the knowledge and experience developed through your studies and work (this may include work experience or volunteer work) to demonstrate how you proactively built strong relationships, problem solved and asked clarifying questions to achieve results.

When you fill out the online application, ensure you select which position/s you are interested in. You will not be considered for positions you have not selected.

### **Application assessment**

A selection panel will assess all written applications received and agree on a shortlist of the most competitive applicants.

#### **Panel interview**

If your written application is successful, you may be invited to attend a panel interview where you will be assessed on your suitability for the graduate position/s and it will be determined if you are the 'recommended' applicant. Other assessment methods may also be used, such as a presentation.

You are given every opportunity throughout the process to show you are an ideal candidate. If you need extra support during the process, let us know when you are contacted for further

assessment and the selection panel will make reasonable adjustments to support your participation in the recruitment process.

We will talk to the referees of the most competitive applicants. If you have concerns about us contacting your current employer, please notify us.

All applicants are notified of the outcome in writing and are encouraged to seek feedback on their application.

A breach claim period of four (4) business days occurs after applicants have been notified.

During this time, unsuccessful applicants can lodge a claim against the process in accordance with the Public Sector Management (Breaches of Public Sector Standards) Regulations 2005 and Commissioner's Instruction - Employment Standard.

If we find you suitable and recommend you for our graduate program, you will need to provide a National Police Clearance before you start.

## **Questions?**

If you have any questions about the graduate program, application process or if information is required in an alternate format, please contact:

#### **Danielle Vinicombe**

A/Coordinator Graduate and Youth Initiatives (08) 9222 3623 or graduates@lgirs.wa.gov.au.

To find out more about our interesting and diverse work across the WA community, we encourage you to visit our website or follow us on LinkedIn.

We look forward to receiving your application.

Government of Western Australia **Department of Local Government,** 

**Industry Regulation and Safety** 

8.30am - 4.30pm

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