**Senior Environmental Officer, PO3**

**Energy and Extractive Resources, Energy, Extractive and Southwest Compliance, Environmental Services and Regulation**

This role is open to all applicants, however applicants with disability or who identify as Aboriginal and/or Torres Strait Islander that meet the minimum requirements for the role will be given priority consideration and invited to participate in the next selection activity.

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| **Duration** | Permanent | **Annual Salary** | $98,335 – $107,151 p.a. |
| **Type of appointment** | Flexible/Flexible Full-Time | **Position number** | 76029206 |
| **Location** | Brisbane (alternate locations may be considered) | **Contact** | Helena Braye, A/Manager  Email: [helena.braye@des.qld.gov.au](mailto:helena.braye@des.qld.gov.au)  Ph: 0434 898 755 |
| **Closing Date** | Monday, 05 August 2024 | **Job Ad Reference (JAR)** | QLD/578390/24 |

The [Department](http://www.psc.qld.gov.au/about-us.aspxhttp:/www.psc.qld.gov.au/about-us.aspx) of Environment, Science and Innovation

The Department of Environment, Science and Innovation (DESI) recognises the enormous value a clean environment, innovative society and economy, and a diverse and inclusive culture makes to Queenslanders’ lives. As a diverse organisation, the department brings together environment, heritage protection, national parks, science and innovation to help achieve government objectives for a better Queensland.

We value and are committed to:

* building inclusive cultures in the Queensland public sector that respect and promote [human rights](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.forgov.qld.gov.au_humanrights&d=DwMFAg&c=tpTxelpKGw9ZbZ5Dlo0lybSxHDHIiYjksG4icXfalgk&r=W4Gweh5POIqUFNTEU92Jny_3m0ZH7_MyCNsZ6WbxI2w&m=DP2ZLFkNwNjdifpUVipAQaVEBuedVVc4i5VxMuP_IJE&s=n8IaVLsBmceOUzhioUYLOvzCEJhlCoAknsTUtJUryPc&e=) and [diversity](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.forgov.qld.gov.au_inclusion-2Dand-2Ddiversity-2Dcommitment&d=DwMFAg&c=tpTxelpKGw9ZbZ5Dlo0lybSxHDHIiYjksG4icXfalgk&r=W4Gweh5POIqUFNTEU92Jny_3m0ZH7_MyCNsZ6WbxI2w&m=DP2ZLFkNwNjdifpUVipAQaVEBuedVVc4i5VxMuP_IJE&s=koW3J_GJiZzzdkvt7CTYJukNsnFmkSdIgcEJAKnkghA&e=).
* strengthening our culture which values results, professional growth, workforce diversity and a healthy balance between work and life commitments.
* encouraging and supporting employees as individuals in an inclusive environment by embracing our differences and applying diverse and inclusive thinking to our business.
* the values of the Queensland Public Sector: customers first; ideas into action; unleash potential; be courageous; and empower people.

The department is proud to be an accredited White Ribbon Workplace. Domestic and family violence has no place in homes, communities or workplaces and we are committed to preventing violence and supporting employees affected by domestic and family violence.

At DESI we recognise, respect and value First Nations people and cultures.  We are progressing self-determination by recognising the rights and interests of First Nations people. We are investing in a culturally connected and agile organisation, with the skills and experience we need to support better outcomes for First Nations people. We are taking action in fundamental areas like employment and procurement, and by building strong and sustainable partnerships with First Nations organisations and communities. We are focused on working with First Nations people to improve service design and delivery, knowing that this will deliver better outcomes for all of Queensland.

More information on the department’s functions, focus and the type of organisation we are, can be found on our [website](https://www.des.qld.gov.au/our-department/employment).

# Your contribution

Senior Environmental Officers work to improve the state of Queensland’s environment by identifying environmental risks, ensuring compliance with environment, coastal, heritage and planning legislation and policies, providing scientific and technical support for a wide range of projects and contributing to the implementation of environmental management and protection strategies. Environmental risks relate to those activities that have the potential to impact environmental values including land, air, water and people. Activities that are monitored by DES include mining and resource activities (e.g. coal, mineral and petroleum and gas), industrial activities (e.g. metal production and mineral processing), coastal activities (i.e. dredging and port operations), waste activities (e.g. commercial composting and landfills) and water treatment services (i.e. sewage treatment and water treatment).  
Senior Environmental Officers, depending on their work group, regularly undertake compliance inspections or assess incoming environmental applications.

Travel statement

# This position in based in the Brisbane CBD. However, travel to regional centres and other offices is required from time to time. This includes overnight stays.

# Your role

As the Senior Environmental Officer you will:

* Assess and analyse assigned tasks related to administering environmental impact and assessment of proposed and/or existing industrial activities (ie development, resources, petroleum, environmentally relevant), developing recommended assessment conditioning within statutory timeframes for Team Leaders’ review or delegate’s approval
* Analyse and investigate assigned tasks, in collaboration with the Team Leader, for a range of environmental matters, requiring research including of technical and scientific reports, and legislative interpretation and make recommendations consistent with contemporary Administrative Decision Making Principles
* Advise, liaise and consult with a range of internal and external customers and stakeholders including prospective applicants at pre-lodgement meetings, industry representatives, other government departments, and escalating ambiguous matters in a timely manner
* Prepare written correspondence for a variety of audiences including ministerial briefings, statutory notices, departmental alerts, technical reports and information documents by researching, sourcing and collating relevant information
* Contribute to a workplace culture consistent with the department’s values including ethical behaviour and sound decision making and foster ESR’s capability and own capability by mentoring less experienced staff, undertaking peer reviews, actively engaging in team discussions and sharing experiences and learnings
* Foster a workplace culture that supports and promotes the interests of First Nations people and actively engage through our work to contribute to better outcomes for First Nations people.

# What we are looking for

We’re looking for the best suited applicant for the role. We’ll do this by assessing your eligibility and your suitability to undertake the requirements of the role (including, where relevant, the way you carried out previous roles). We’ll also consider your potential to make contributions to the department and how your engagement would support our commitment to equity, diversity, respect and inclusion.

This position requires:

* Demonstrated ability to work cooperatively, communicate well and sustain positive relationships with team members to achieve team goals, commitments and deadlines
* Demonstrated understanding of contemporary environmental and regulatory management issues   
  Working knowledge of, or a proven ability to rapidly acquire working knowledge of, the department's Regulatory Strategy and related legislation and policies with ability to interpret and apply
* Analytical, observational and problem-solving capability with demonstrated ability to take the lead assigned discrete investigation of issues and develop and articulate a clear understanding of technical issues and risks within the ESR's Regulatory Strategy
* Demonstrated stakeholder management skills with the ability to conduct negotiations and articulate issues to achieve sound environmental outcomes in complex and contested circumstances
* Demonstrated ability to prepare correspondence including statutory notices, letters, and collate information for ministerial and executive correspondence, briefings in a timely manner
* Contribution to workplace equity and diversity that enriches our culture of safety, innovation, respect and inclusion.

Every staff member is expected to role model leadership behaviours. This role requires the **Individual Contributor** leadership capabilities as outlined in the [Leadership competencies for Queensland booklet](https://www.forgov.qld.gov.au/leadership-competencies-queensland).

# Eligibility requirements

## Citizenship/Visa

To be eligible for employment in this position, you must be an Australian citizen, have permanent residency status or a visa permitting you to work in Australia. If you are not an Australian citizen you will need to provide evidence of your residency status or visa, with your right to work (including any conditions / restrictions) prior to engagement. You are required to notify the department if your right to work in Australia ceases.

## Qualifications

To be eligible for appointment to this position you must hold PO degree or agreed equivalent. Please contact [helena.braye@des.qld.gov.au](mailto:helena.braye@des.qld.gov.au) if you have queries regarding equivalency If your qualification is from an overseas institution, you are responsible for obtaining official recognition (see <https://desbt.qld.gov.au/training/training-careers/osqrecognition>). You will be required to provide this prior to any appointment.

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## Licences

It is a mandatory requirement for the occupant of this position to hold an unrestricted driver’s licence. You will need to provide a copy of your driver’s licence, with the original sighted prior to engagement. Employees are required to drive government vehicles, including four-wheel drives as a part of their day-to-day and field work.

## Aboriginal and/or Torres Strait Islander Priority Consideration

Aboriginal and/or Torres Strait Islander priority consideration applies to this role. As an equal opportunity measure under section 105 of the [*Anti-Discrimination Act 1991 (QLD)*](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1991-085), priority consideration will be given to Aboriginal persons and Torres Strait Islander persons. Aboriginal applicants and Torres Strait Islander applicants who meet the minimum requirements for this role will be invited to participate in the next selection activity.

An Aboriginal and/or Torres Strait Islander person is one who identifies as an Aboriginal and/or Torres Strait Islander person and either:

* is of Aboriginal and/or Torres Strait Islander descent; or
* is accepted as an Aboriginal and/or Torres Strait Islander by the Aboriginal and/or Torres Strait Islander community in which they live.

To enable the selection panel to confirm that you are eligible for priority consideration, the panel requires:

Your written assertion that you are of Aboriginal or Torres Strait Islander descent.

## Diverse Ability Priority Consideration

Diverse ability consideration applies to this role. As an equal opportunity measure under section 105 of the [*Anti-Discrimination Act 1991 (QLD)*](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1991-085), priority consideration will be given to persons with disability. Diverse Ability applicants who meet the minimum requirements for this role will be invited to participate in the next selection activity.

To enable the selection panel to confirm that you are eligible for priority consideration, the panel requires:

Your written assertion that you are a person with disability.

# Benefits and conditions

For a full list of benefits and conditions that come with this role please see our departmental website: <https://www.desi.qld.gov.au/our-department/employment/why-work-with-us/why-work-with-us>

# How **to** apply

The selection panel will assess your ability to perform the work required of the position based on your application and other selection processes which may include an interview and/or work test. Pre-employment checks, including referee checks will be conducted.

To apply, lodge an application online at [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au/) that consists of the following:

* your current resume of no more than four (4) pages
* a short 2- page statement that briefly describes why you are the best suited person for this role––noting, our department values equity and diversity so please include information that will help us understand how you could contribute to our workforce diversity.
* evidence of the above listed [**Eligibility Requirements**](#_Mandatory_requirements) to confirm your eligibility.

If you need any additional support or adjustments during the recruitment process to help you demonstrate your ability to meet the inherent requirements of the role, please contact [helena.braye@des.qld.gov.au](mailto:helena.braye@des.qld.gov.au).

**Submitting your application**

* Applying online through the Smart Jobs and Careers website [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au) is the preferred means to submit an application. To do this, access the ‘apply online’ facility on the Smart Jobs and Careers website. You will need to create a ‘My SmartJob’ account before submitting your application.
* By applying online, you can track your application through the process, maintain your personal details through registration and withdraw your application if required.
* If you experience any technical difficulties when accessing [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au) please contact 13 QGOV (13 74 68). All calls relating to the status of your application once the job has closed should be directed to the contact officer on the position description. If you do not have internet access and are unable to submit your application online, please contact the QSS Customer Support Team on 1300 146 370, between 9am to 5pm Monday to Friday, to enquire about alternative arrangements.
* Late applications cannot be submitted via the Smart Jobs and Careers website, so please allow enough time before the closing date to submit your application. If approval has been granted by the Selection Panel for a late application to be considered, please contact the QSS Customer Support Team on the number above to arrange.
* Hand delivered applications will not be accepted.

**Additional information**

* Criminal history checks may be undertaken on the recommended applicant(s). A criminal conviction or charge will not automatically exclude an applicant from being considered for employment with the department. If information is received that may exclude you from further consideration, you will be given an opportunity to respond and your response will be taken into account in the evaluation process.
* If you are the recommended applicant, you will be required to disclose any serious disciplinary action taken against you in public sector employment.
* If you are the successful applicant, the department will work with you to ensure reasonable adjustments are made in the workplace to enable you to work safely and productively.
* A probationary period of three months will apply to external appointees.
* All newly employed public sector employees are obliged to provide their chief executive with a disclosure of employment as a lobbyist in the previous two years.
* Applications will remain current and may be considered for identical/similar vacancies, provided employment commences within 12 months of the closing date of the original vacancy.