



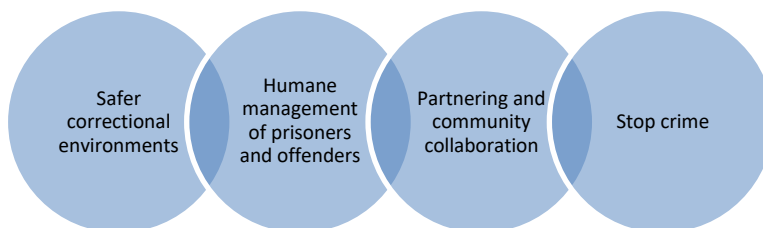
## Surveillance Officer

Position details			
Command	Community Corrections	Location	Thursday Island
Classification	OO4	Salary per hour	\$47.16 - \$51.60
Type of vacancies	Casual – hours will be allocated via a roster	** non-standard hours:	10 hours per week - Community Service supervision - no accommodation provided.
Reports to	District Manager	No. direct reports	Nil
Contact name	Maya Dawson	Contact position title	A/ District Manager
Telephone	(07) 4252 7400	Closing date	Thursday, 27th November 2025. Continuous Applicant Pool.
Job Ad Ref	QLD/606531/24		

### About Queensland Corrective Services

#### Who we are

At Queensland Corrective Services we strongly believe in the need to work with people that value the goals of our organisation and who will thrive in our workplace. Our strategic objectives are:



#### Our vision

To enhance the safety of Queenslanders through modern, sustainable and evidence-based corrective services to maximise rehabilitation and reduce recidivism.

#### Our purpose

To provide safe, modern, and responsive correctional services which rehabilitate prisoners and offenders and prevent crime making Queensland safer.

#### Our values

The following values underpin behaviours that will support, transform and enable better ways of working.

**Professionalism:** We are a responsive criminal justice agency providing the highest standards of service delivery through diligence, efficiency, collaboration, sharing of knowledge and supporting our co-workers, stakeholders, the community, prisoners and offenders.

**Integrity:** We inspire trust by acting ethically at all times, acting with honesty and truthfulness and treating prisoners and offenders with dignity and respect.

**Accountability:** We are publicly accountable for the provision of community safety through our actions and preparedness to justify our decisions.

**Innovation:** We seek to continually improve through innovation, evidence-based best practice and research to improve correctional services.

## Our people

Capable and professional people delivering responsive services; our greatest strength is the diversity, talent and dedication of our people and our commitment to supporting them.

## Our organisational structure

Queensland Corrective Services is comprised of four divisions and the Office of the Commissioner:

- Custodial Operations
- Community Corrections and Specialist Operations
- Organisational Capability
- Workforce Culture, Integrity and Capability

Our Queensland Corrective Services organisational structure can be viewed [here](#).

## About the Command

Community Corrections is responsible for supervising adult offenders in the community. Community Corrections is divided into seven regions each with a number of district offices and reporting centres. Community Corrections staff aim to protect the community and reduce re-offending by supervising offenders in the community in which they live and encourage offenders to adopt more pro-social attitudes and behaviours.

## About the Role

Undertake Surveillance activities of offenders, including offenders subject to supervision and community-based orders.

In this role you will:

- Surveillance of offenders living in the community including the installation of Electronic Monitoring equipment and the performance of monitoring/response activities associated with Electronic Monitoring.
- Undertake direct interaction with offenders regarding the resolution of surveillance issues.
- Undertake transportation and escort of offenders.
- Provide assistance to offenders with reintegration activities.
- Conduct drug and alcohol testing of offenders and maintain accurate records as required.
- Utilise Electronic Monitoring to respond to offender movements and alert data and make and record observations relevant to surveillance.
- Identify and respond appropriately to risks arising from surveillance offender management including appropriate liaison with the Intelligence Analyst, Regional and District Manager as required.
- Community engagement and liaison including developing and maintaining productive relationships with service providers and other community agencies.
- Supervise offenders participating in community service work.
- Ensure the safety and security of self and others.
- Ensure the confidentiality and security of offender details and appropriate access to the information by relevant staff and approved external agencies.
- Ensure records and information data for the Integrated Management System (IOMS) are accurate and current.
- Ensure maintenance, accuracy and appropriateness of surveillance results.



## Role Fit

Within the context of the role responsibilities described above under “About the role”, the ideal applicant will be someone who can competitively demonstrate their knowledge, skills and experiences and their suitability against the [Leadership competencies for Queensland \(Individual contributor\)](#): Vision, Results and Accountability in the context of the essential requirements for this role:

The essential requirements for this role are:

- Experience in, and understanding of, supervision and surveillance practices
- Experience in a criminal justice environment or similar human services/regulatory agency would be desirable
- Ability to engage with community groups and/or external service providers
- Ability to work collaboratively with people from diverse cultural backgrounds
- Interpersonal and relationship management skills
- Sound judgement, initiative and maturity in conflict resolution
- Confidence, flexibility and resilience
- Negotiation skills
- Risk management
- Computer and keyboard skills

### Qualifications, professional registration, conditions and other requirements

- Possession of C Class driver’s license
- There are no mandatory requirements for this position
- This position may shift work if used to support the monitoring of offenders in the community. Shift penalties may apply.

### How to apply

To be considered for this role, please provide the following information to the selection panel for assessment of your suitability:

- A **cover letter** (1-2 pages maximum) outlining how your knowledge, skills and experiences make you a competitive candidate against the [Leadership competencies for Queensland \(Individual contributor\)](#): Vision, Results and Accountability within the context of the essential requirements ‘role fit’ and responsibilities described under ‘about the role’.
- Your **current curriculum vitae/resume**, including two referees who can attest to your performance and conduct in the workplace. Referees should have a thorough knowledge of your capabilities, work performance and conduct within the previous two years, and it is preferable to include your current/immediate/past supervisor. By providing the names and contact details of your referee/s you consent for these people to be contacted by the selection panel. If you do not wish for a referee to be contacted, please indicate this on your resume and contact the selection panel chair to discuss.

People from diverse backgrounds including non-English speaking backgrounds, people with a disability, women, Aboriginal people and Torres Strait Islander people are encouraged to apply.

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 online 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 role 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 this.

Hand delivered applications will not be accepted.



## Additional Information

- Applicants are encouraged to read the *Queensland Corrective Services Applicant Information Guide* contained within the role advertisement. This Guide includes information on employee benefits, employment screening, applying for the role, the selection process and other additional information.
- The role description provides the minimum requirements for the role. The incumbent may be required to undertake other duties as required. There may be instances where the incumbent will be required to work hours outside the normal work hours.
- A non-smoking policy is effective in Queensland Government buildings, offices and motor vehicle.
- Where a subsequent or recurring vacancy arises, either from the same centre/location or different centre/location from the advertised position, the vacancy may be filled from the order of suitability used to fill the original position.
- Applications will remain current for up to 12 months after the closing date.

