

Job and Person Specification

Title of Role: Principal Mining Engineer

Remuneration Level: PO3

Business Unit: Specialist Services Team

Type of Appointment: Ongoing

Division: SafeWork SA

Position Number: TBA

Job and Person Specification Approval

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Primary Purpose

The primary purpose of the Principal Mining Engineer is to provide:

- Specialist inspectorial service delivery and advice to our mining, quarrying, mineral exploration and public sectors to meet SafeWork SA's Strategic Plan Work Health and Safety targets and
- Regulatory compliance, enforcement and prevention initiatives strategically targeted at existing, emerging and closure mines proportionate to the level of risk and technical complexity.
- Workplace compliance inspection and WHS audits at mining operations.
- Assist field inspectorial staff and investigators in the investigation of incidents involving complex mining and mineral processing systems, provide high-level written advice / reports and correspondence

Reporting Relationships

- Manager – Specialist Services

Key Relationships/Interactions

- Team Managers, Team Leaders and team members across the business unit
- Mine Managers
- Officers of PCBU Mine Operators and Mining Contractors
- Mining industry bodies including SA Chamber of Mines and Energy, Cement Concrete Aggregates Australia, MAQOHSC and Skills DMC
- Employer and worker associations/unions and stakeholders
- Government agencies principally:
 Department of State Development – Mining Regulation Branch
 Environment Protection Agency
 Safe Work Australia
 Other Regulators
 Statutory organisations including WorkCover and educational institutions



Key Challenges

- Jurisdictional leveraging of intervention outcomes with-in and across businesses
- Seeking new innovative initiatives
- Keeping abreast of market trends on mining, mineral processing and plant safety systems
- Developments and legislative changes to meet current and future organisational needs
- Identifying learning opportunities

Special Conditions

- Some out of hours work and intra/interstate travel may be required necessitating overnight absences
- Specialist or high level skills, knowledge or experience may be required dependent on location of the position
- Must possess a current motor vehicle driver's licence
- Gazettal as an inspector under relevant legislation administered by this Department is a requirement
- May be assigned to other teams/locations within the Department to perform work of a similar nature appropriate to the classification either on a temporary or ongoing basis

AGD Conditions

- Participation in annual performance review and development;
- Actively participate in all mandatory training requirements;
- Abide by the standards in the Code of Ethics for the South Australian Public Sector (the Code); and
- Employment is dependent upon a National Police Certificate clearance that the AGD finds satisfactory.

Flexible Working Arrangement Options

- Flexitime arrangements are available in this role.
- Part time working arrangements are available in this role.
- Job Sharing arrangements are available in this role.
- Compressed weeks arrangements are available in this role.
- Work from home or telework arrangements are available in this role.
- Remote working arrangements are available in this role.

Responsibilities

This Job and Person Specification provides an indication of the type of duties you will be engaged to perform. You may be lawfully directed to perform any duties that a person with your qualifications, skills and abilities would reasonably be expected to perform. The Principal Mining Engineer is responsible for:

Key Responsibilities	Specified Duties	Performance Indicator/Measurement
Blasters Licence approval delegate on behalf of Regulator/Chief Inspector	<ul style="list-style-type: none"> • Audit blasters applications • Verify blasters training competencies • Undertake use of explosives compliance audits • Identify dangerous explosives practices 	<ul style="list-style-type: none"> • Consistency, Quality and Timeliness of service delivery



<p>Problem solving involving complex technical, organisational and operational issues</p>	<ul style="list-style-type: none"> • Investigate mine systems failure, and related work process failure • Undertaking, coordinating and/or case managing significant investigations • Project management, project design, development, implementation and evaluation 	<ul style="list-style-type: none"> • Root-cause analysis and review of effective control measures to prevent recurrence of similar incident • Sharing of learning with the inspectorate • Consistency, Quality and Timeliness of service delivery
<p>Mining engineering specialist support</p>	<ul style="list-style-type: none"> • Technical regulatory advice on WHS mines compliance and prevention • Compliance and Enforcement activities in the areas of mine, mineral processing, exploration, tourist mines and mine closure safety • Undertake Mines workplace engagement and inspections • Liaising with internal and external stakeholders and customers • Identifying, developing and implementing training and development programs on Mines health and safety 	<ul style="list-style-type: none"> • Consistency, Quality and Timeliness of service delivery • Applying relevant technical and contextual knowledge on case merit
<p>Compliance</p>	<ul style="list-style-type: none"> • Responsible and accountable for adhering to the requirements of the WHS Act 2012; relevant WHS Regulations 2012; the Explosives Act 1936; the Mines & Works Inspection Act 1920; the Dangerous Substances Act; the Equal Opportunity Act 1984; the PS Act 2009; the Code of Ethics for Public Sector employees; the principles of diversity; and the Department's policies and procedures; • Keep accurate and complete records of business activities in accordance with the State Records Act 1997. 	<ul style="list-style-type: none"> • Active participation and contribution in responsible and safe work practices. • Abides by the Acts, Regulations, Policies and Procedures relevant to employees of the Department; • Documents and correspondence filed according to States Records Act, 1997.

Technical Expertise

Qualifications, Skills, Knowledge and Experience relevant to the role

<p>Technical Expertise (Essential)</p>	<ul style="list-style-type: none"> • Professional Engineer (Mining), or equivalent • Proven knowledge of surface mining, underground metalliferous and mineral processing methods and practices • Proven knowledge of the use of explosives • Understanding of principal mining hazards, mine safe systems of work and mine health risks • Ability to apply WHS legislation in mining, quarrying and exploration environments • Demonstrated experience in the use and interpretation of Australian Standards and relevant codes associated with mining and use of explosives • Experience in undertaking research and analysis of complex technical / engineering data • Demonstrated ability to understand auditing process, liaising with, and, when necessary, auditing in a multi-disciplinary environment
<p>Technical Expertise (Desirable)</p>	<ul style="list-style-type: none"> • Experience in dealing with complex and emerging issues • Mine Manager competency • Project management capabilities • Investigative skills

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Behavioural Capabilities

Descriptors below detail the behavioural capabilities required for performance in the Principal Mining Engineer. KEY behaviours for this role are listed with the critical behaviours highlighted in **bold**. These behaviours have been drawn from a larger number of relevant behaviours in AGD's Performance Matrix. This broader group of behaviours are applicable to your ongoing success in the

Category and level	Behaviours
Strategic Focus (Operational)	<ul style="list-style-type: none"> • Supports strategic direction and plans • Identifies and manages risk as appropriate and escalates as necessary • Contributes to the drive for change and innovation • Adapts quickly to changing and emerging priorities
Results Orientation (Tactical)	<ul style="list-style-type: none"> • Critically evaluates the problem in its entirety before identifying and implementing best possible solution • Confidently makes decisions showing good judgement • Effectively prioritises and re-negotiates tasks as needed
Service Delivery Excellence (Operational)	<ul style="list-style-type: none"> • Identifies and raises awareness of trends, potential problems and opportunities • Uses capability and expertise of the workgroup to achieve outcomes • Identifies and delivers high quality internal and external customer service • Utilises available internal and external resources for optimal outcomes
Relationship Management (Tactical)	<ul style="list-style-type: none"> • Represents the agency and public sector effectively in public and government forums • Effectively identifies, manages and resolves conflict • Maintains awareness of the political context and acts accordingly • Develops effective working relationships with internal and external networks • Appropriately identifies and collaborates with relevant stakeholders • Shares information and knowledge • Tailors approach and communication style to suit the situation and audience • Actively listens and communicates in a clear and concise manner
Professional approach and drive (Operational)	<ul style="list-style-type: none"> • Promotes a culture of respect and high ethical standards • Supports diversity and uses this to enhance outcomes • Maintains professionalism and confidentiality when dealing with sensitive issues • Constructively expresses own views and respects the views of others • Looks for opportunities to engage in development activities

role.

Acknowledged by occupant

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(Print name)

(Signature)

Acknowledged by line manager

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(Print name)

(Signature & title)

