

# Job and Person Specification

**Title of Role:** Senior Chemical Engineer      **Remuneration Level:** PO2  
**Business Unit:** Primary Industries, Resources  
Country Compliance & Engineering      **Type of Appointment:** Ongoing  
**Division:** SafeWork SA      **Position Number:** [REDACTED]

## Job and Person Specification Approval

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### Primary Purpose

The primary purpose of the Senior Chemical Engineer is to provide specialist services in the regulation of major hazard facilities (MHF): technical advisory, chemical plant and process safety, compliance, enforcement and prevention activities associated with MHF. This may involve workplace audits / inspections; investigation of process safety related incidents, review effectiveness of risk management practices to eliminate and or mitigate risk of major incidents under the MHF regulatory regime and provide high-level written advice, reports and correspondence.

### Reporting Relationships

- Principal Chemical Engineer

### Key Relationships/Interactions

- Manager, Primary Industries, Resources, Country Compliance and Engineering
- Team Managers and staff across the business unit
- Key personnel in relevant industry sectors
- Businesses/PCBUs (Persons conducting a business or undertaking) and workers including associations/unions
- Government agencies, statutory organisations and educational institutions

### Key Challenges

- Seeking new and innovative initiatives
- Keeping abreast of chemical technology and processing trends in chemical plants, process safety systems, developments and legislative changes to meet current and future organisational needs
- Identifying learning and training opportunities

### Special Employment Conditions (if relevant)

- Some out of hours work and intra/interstate travel may be required with overnight absences
- Required specialist or high level skills, knowledge or experience in mechanical engineering
- Must possess a current motor vehicle driver's licence
- Inspector gazetted 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 bi-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), relevant legislation and AGD policies and procedures; and
- Employment is dependent upon a National Police Certificate clearance that the AGD finds satisfactory.

### **Flexible Working Arrangement Options (Optional Insertion)**

- 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 Senior Chemical Engineer is responsible for:

Key Responsibilities	Specified Duties	Performance Indicator/Measurement
MHF – technical audit; compliance and enforcement	<ul style="list-style-type: none"> <li>• Audit Schedule 15 chemicals in the MHF notification</li> <li>• Audit internal and external consequential risk assessment and action plan</li> <li>• Review and undertake plant-process safety improvement activities</li> </ul>	<ul style="list-style-type: none"> <li>• Consistency, Quality and Timeliness of service delivery</li> </ul>
Problem solving involving complex technical, organisational and operational issues	<ul style="list-style-type: none"> <li>• Investigate process safety failure, and related chemical processing issues</li> <li>• Undertaking, coordinating and/or case managing significant investigations</li> <li>• Project management, project design, development, implementation and evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Root-cause analysis and review of effective control measures to prevent recurrence of similar incident</li> <li>• Sharing of learning with the inspectorate</li> <li>• Consistency, Quality and Timeliness of reporting</li> </ul>
Chemical engineering specialist support	<ul style="list-style-type: none"> <li>• Provide specialist services in technical advisory, compliance and enforcement with prevention focus on chemical processing facilities</li> <li>• Assist and participate in the planning and development, case management of audit programs to verify compliance in mining-resource mineral processing facilities</li> <li>• Provide high quality advice on chemical processing and process safety matters</li> </ul>	<ul style="list-style-type: none"> <li>• Consistency, Quality and Timeliness of service delivery</li> </ul>
<b>Contribute to Culture</b>	<ul style="list-style-type: none"> <li>• Actively participate and contribute to responsible and safe work practices;</li> <li>• Embrace diversity and cultural differences in the workplace.</li> </ul>	<ul style="list-style-type: none"> <li>• Work practices are safe and WHS legislation, policies and procedures are adhered;</li> <li>• Respectful behaviour observed when faced with diversity/differences in opinion.</li> </ul>

## Technical Expertise



**Qualifications, Skills, Knowledge and Experience relevant to the role**

<b>Technical Expertise (Essential)</b>	<ul style="list-style-type: none"> <li>• A degree (or equivalent) qualification in chemical engineering which is recognised for professional engineer registration in Australia.</li> </ul>
<b>Technical Expertise (Desirable)</b>	<ul style="list-style-type: none"> <li>• Demonstrated ability to contribute to the implementation of safety management and control in chemical processing plants with focus on process safety.</li> <li>• Ability to undertake research and analyse complex technical / engineering data.</li> <li>• Experience in problem solving and dealing with complex and emerging issues through use of risk assessment techniques eg bow tie; fault tree analysis; quantitative risk assessment etc.</li> <li>• High level of verbal and written communication skills.</li> </ul>

**Behavioural Capabilities**

The AGD Performance Matrix describes the behaviours expected of AGD employees across various levels in the Department.

Descriptors below detail the behavioural capabilities required for performance in the Senior Chemical Engineer. KEY behaviours for this role are listed with the critical behaviours highlighted in **bold**. This broader group of behaviours are applicable to your ongoing success in the role.

	<b>Strategic Focus</b>	<b>Results Orientation</b>	<b>Service Delivery Excellence</b>	<b>Relationship Management</b>	<b>Professional Approach and Drive</b>
<b>Strategic</b>	Shapes Strategic Thinking and Change	Achieves Organisational Results	Drives Business Excellence	Forges Relationships and Engages Others	Exemplifies Personal Drive and Professionalism
<b>Tactical</b>	Promotes Strategic Thinking and Change	Achieves Team Results	Delivers Business Excellence	Establish Relationships and Engages Others	Models Personal Drive and Professionalism
<b>Operational</b>	Supports Strategic Direction	Achieves and Monitors Own Results	Supports Service Delivery Excellence	Fosters Working Relationships	Supports Personal Drive and Professionalism
<b>Foundational</b>	Understands the Strategic Direction	Achieves Individual Results	Contributes to Service Delivery Excellence	Maintains Working Relationships	Demonstrates Personal Drive and Professionalism



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

Acknowledged by occupant

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Acknowledged by line manager

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