



Position Description – Bio Security Officer (Weeds)

Reports To
Environmental and Sustainability
Manager

Supervisory Responsibilities
Nil

Applicable Award
Local Government (State) Award 2017

Overall purpose of the position

To inspect and control noxious plants and animals throughout the Shire area, including private land and Council controlled areas. Assist in the eradication of noxious weeds within the Shire area. Providing information and education about noxious weeds to the public and other stakeholders

Tasks and responsibilities

- To carry out direct control and eradication of noxious weeds on all lands under the care and control of Council and on other land as specified.
- To carry out inspections within the Shire to determine noxious plant growth on both public and private lands.
- Undertake enforcement activities in relation to noxious weeds including the issue of Bio Security directions and undertakings to stakeholders regarding the need to discharge their Bio Security duty.
- To liaise with landholders, Local Land Services and NSW DPI on matters relating to noxious plants.
- To assist with promotional and advisory programmes to assist with noxious weed management. Maintain WH&S records and daily Chemical Use Register and other applicable records associated with the use of chemicals and the control of noxious weeds.
- Carry out control measures for pest animals as required.
- Undertake appropriate care and maintenance of the weed spraying vehicle and associated equipment.

- To perform other tasks or duties as directed by the Manager or Director which are within the limits of the employee's skill, competence and training.
- Maintain a strong Work Health and Safety focus.
- To keep accurate records of weeds and work activities.

All positions in Council involve multi-skilling and consequently the interchange of duties where and when required for the effective operation of the Department. The duties described above are indicative of the primary duties that a person appointed to the position would be expected to perform and should not be regarded as the sole duties applicable to the position. Other duties may be assigned in accordance with skills, experience and training.

Equal Employment Opportunity

The Gwydir Shire Council is an Equal Employment Opportunity Employer and appoints on the basis of merit. Merit is determined by assessing the applicant's abilities, qualifications, experience, work performance and personal qualities relative to the requirements of the position.

Requirements of the Role

Essential

- Class C Driver's Licence
- Knowledge in the areas of Noxious Plant Control, Application of chemicals, Plant Operation, Bio Security Act
- Current Chemcert Ticket
- Ability to identify noxious weed infestations and assist in developing appropriate control programs (including Biological)
- Ability to communicate clearly and provide information to residents, ratepayers and members of the public
- Ability to be responsible for the quality of own work and to be able to carry out the required duties with limited supervision
- Ability to set priorities for work in order to meet specified outcomes
- Ability to maintain written and electronic records
- Certificate III in Rural and Environmental Pest Management, or willingness to undertake
- Ability to complete Authorised Officers Training Course

Desirable

- Current First Aid Certificate
- Certificate IV or Diploma in Pest Management

Employment Declaration

- I agree with and understand the requirements of my employment, as detailed in this position description.
- I have had the opportunity to ask questions regarding the terms of my employment and have received satisfactory answers.
- I understand that the above position description describes the general nature of my employment, and that other duties may be required of me upon request.
- I understand that I will not be asked to participate in additional duties that are unreasonable, or outside of my capability and training.
- I understand that I will receive in-house training in aspects of my employment that I am not currently proficient, in order to satisfactorily meet the position requirements.
- I will take reasonable care for my own health and safety.
- I will take reasonable care for the health and safety of others.
- I will comply with any reasonable instruction given by the GSC.
- I will cooperate with any reasonable policies and procedure of the GSC.

Printed Name: _____

Signature: _____

Date: _____

Position: _____