

Role description

Job ad reference:	H2311WB529124
Role title:	Environmental Health Officer
Status:	Permanent Part Time (53.2 hours p.f.) (Please note: future vacancies of a temporary, full time and part time nature may also be filled through this recruitment process)
Unit/Branch:	Wide Bay Public Health Unit
Division/Health Service:	Wide Bay Hospital and Health Service
Location:	Bundaberg and Hervey Bay Hospitals
Classification level:	HP3
Salary level:	\$38.71 - \$56.89 p.h.
Closing date:	Monday, 18 th December 2023 (applications will remain current for 12 months)
Contact:	Michael Belby
Telephone:	(07) 4303 7512
Online applications:	www.smartjobs.qld.gov.au
Application Enquiries:	If you have any queries in relation to applying online, please contact Recruitment Services on (07) 4150 2250.

About Wide Bay Hospital and Health Service

Wide Bay Hospital and Health Service is responsible for the delivery of public hospital and health services including medical, surgical, emergency, obstetrics, paediatrics, specialist outpatient clinics, mental health, critical care and clinical support services to people residing in a geographical area which incorporates the North Burnett, Bundaberg and Fraser Coast local government areas and part of Gladstone local government area (Miriam Vale).





Our Vision

Care, connection, compassion for all

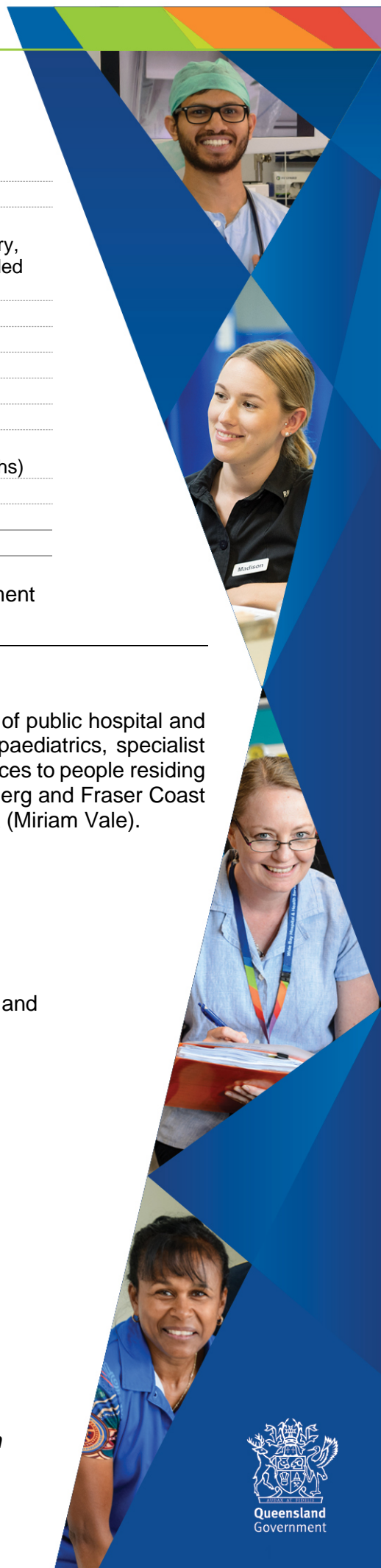
Our Purpose

To compassionately care and connect with the Wide Bay community and our staff to provide excellence in regional health services.

Our Strategic Directions

-  **Optimise and transform:** enhance and transform health services to improve patient outcomes.
-  **Equity and access:** service delivered are equitable and accessible to the community.
-  **Embed technology:** Increase access to virtual care through embedded technology.
-  **Foster partnerships:** partner with diverse stakeholders to better serve the community.
-  **Nurture and future-proof workforce:** strengthen our workforce to ensure care, connection and compassion for all.

If you want more information about **Care, Connection, Compassion for all** visit our website: www.health.qld.gov.au/widebay





Purpose

- Deliver environmental health services to protect, promote and prevent risks to the community arising from environmental health hazards that impact on the natural and built environment and human health.

Your key responsibilities

- Fulfil the responsibilities of this role in accordance with the Wide Bay Hospital and Health Service values outlined above.
- To comply with the obligation to act and make decisions in a way that is compatible with human rights and, when making a decision, to give proper consideration to human rights as required by the Human Rights Act 2019.
- Apply a competent level of environmental health knowledge, skills, judgement and problem-solving ability to deliver environmental health services
- Undertake investigations and enforcement of public health legislation in compliance with departmental policies and procedures and in line with contemporary investigatory practice.
- Contribute to the development, implementation and monitoring of environmental health projects and programs, commensurate with level of experience in the role and with appropriate supervision.
- Provide accurate and timely advice and support to managers, public health practitioners, partners, and other stakeholders, including preparation of correspondence and reports, commensurate with level of experience in the role
- Participate in public health incident responses as required
- Work with other public health practitioners and a diverse range of partners for the effective implementation of environmental health and broader public health initiatives
- Participate in planning, reporting and continuous improvement initiatives including contribution to the development of work instructions and guidelines
- Provide practice supervision and support to less experienced practitioners and students, commensurate with level of experience in the role and with the guidance of more experienced practitioners
- Actively participate in performance appraisal and development including the maintenance of mandatory and core competencies relevant to the position.

Key Responsibilities - Occupational Health and Safety

- All staff of Wide Bay Hospital and Health Service are responsible for making the health system safer and more effective by:
 - Having an understanding of their broad responsibilities as a team member and an individual for maintaining safety and quality in health care.
 - Ensuring that safety and Quality Procedures are followed.
 - Participate in the review of procedures individually or as part of a team.
 - Participate in the development and implementation of organisational processes that improve health care services, development and implementation of safety systems, engagement in improvement initiatives and related training.
 - Take reasonable care of your own health and safety and ensure that your acts/omissions do not adversely affect the health and safety of others.
 - Complete all necessary Occupational Health and Safety (OHS) training and comply with OHS Policy and procedures.
 - Report OHS incidents and assist with risk assessments.
 - All WBHHS workers have the ability to remove themselves from work situations that they consider present and imminent and a serious danger to their life and / or health. If an event of this nature were to occur the worker shall report the incident immediately to a supervisor / manager without reprisal

Qualifications/Professional registration/Other requirements

- Mandatory possession of a tertiary degree (or equivalent) qualification that is accredited by Environmental Health Australia and which is acceptable to the Chief Executive, Queensland Health.
- Appointment to this position requires proof of qualification and if applicable registration or membership with the appropriate registration authority or association. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties



- Due to the geographical scope of the position, travel will be required which may be overnight/s and away from the office and involve driving long distances on unsealed roads and staying in varying standards of accommodation.
- Note to applicants who obtained their qualifications overseas. To verify your eligibility to be assessed as meeting the above Mandatory Qualification Criteria, a certified copy of the assessment advice from the Department of Employment, Training and Industrial Relations or the National Office of Overseas Skills Recognition (NOOSR) is to accompany your application. A reference number for the advice is not appropriate. Failure to submit the advice as part of your application may result in you being assessed as not meeting the Mandatory Criteria.
- This position requires the incumbent to work at other facilities within the Wide Bay Hospital and Health Service.
- **Licence to Operate Vehicle:** This position requires the incumbent to operate a class C motor vehicle and an appropriate licence endorsement to operate this vehicle is required. Proof of this endorsement must be provided prior to the commencement of duty.
- **Hepatitis B Vaccination:** Health Care Workers in Queensland Health whose occupation poses a potential risk of exposure to blood or body fluids must be immunised against Hepatitis B according to the National Health and Medical Research Council Australian Immunisation Handbook and the Queensland Health Infection Control Guidelines.
- **Vaccination of Preventable Diseases:** It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment: measles, mumps, rubella, varicella (chicken pox) and pertussis (whooping cough). Existing staff that are engaged prior to 1 July 2016 are not subject to this condition of employment unless they apply for a role with VPD requirements that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department)
- **Tuberculosis (TB):** It is a condition of employment for this role for the employee to be assessed for their risk of TB. Existing staff that are engaged prior to 14 December 2018 are not subject to this condition of employment unless they apply for a role that is with a different Queensland Health entity (i.e. one HHS to another HHS, Department to a HHS, or HHS to Department). Should existing staff be concerned about their TB status, they should consult their GP or contact the Metro South Clinical Tuberculosis Services on (07) 3176 4141 or (07) 3176 4166 for advice.

Pre-Existing Injury or medical condition

Wide Bay Hospital and Health Service (WBHHS) takes seriously its legislative obligations to manage the risks associated with pre-existing injury or medical conditions of prospective employees.

Further to WBHHS's obligation under Section 18 of the Work Health and Safety Act 2011, whereby employers are required to provide and maintain, so far as practicable, a working environment that is safe and without risks, Section 571 of the Workers' Compensation and Rehabilitation Act 2003 (WCR Act) enables prospective employers to give a prospective worker a written notice:

- Requesting that the prospective worker disclose any pre-existing illnesses or injuries of which they are aware, which could be reasonably aggravated by performing the attached outlined employment related duties; and
- Informing the prospective worker that a failure to disclose or a false or misleading disclosure means that the employee may not be entitled to compensation under the WCR Act for a work-related aggravation of the pre-existing illness or injury.

Are you the right person for the job?

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

- Competent level of knowledge and skills in contemporary environmental health theory and practice and relevant health legislation.
- Ability to undertake investigations of relevant health legislation including field inspections and routine audits to enhance compliance and improve outcomes
- Ability to contribute to the development and implementation of environmental health projects/programs
- An industrious approach to environmental health work (especially in the field) and the ability to complete reports and update the relevant databases in a professional and timely manner



- Ability to provide environmental health advice and assistance to less experienced practitioners, partners, clients and other stakeholders, commensurate with level of experience and with the guidance of more experienced practitioners
- Demonstrated written and interpersonal skills, including the ability to be an effective team member and engage with stakeholders and clients

How to apply

Please provide the following information to the panel to assess your suitability:

- **Your current CV or resume, including referees.** You must seek approval prior to nominating a person as a referee. Referees should have a thorough knowledge of your work performance and conduct, 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.
- **A short statement (maximum 1–2 pages)** on how your experience, abilities, knowledge and personal qualities are relevant for the role, taking into account the key responsibilities and attributes noted in the 'Are you the right person for the job?' section.
- **Submit your application online at www.smartjobs.qld.gov.au** by the closing date ensuring completion of the online questionnaire

About the Health Service/Division/Branch/Unit

Wide Bay Hospital and Health Service (WBHHS) provides health services to a fast growing regional area. The Health Service covers the coastal stretch from Agnes Waters in the north to Maryborough and Hervey Bay in the South and includes the accompanying rural hinterland. Included in WBHHS are Hervey Bay and Maryborough Hospitals and Bundaberg Hospital, the main referral centres, with health facilities at Gin Gin, Childers, Biggenden, Eidsvold, Mundubbera, Gayndah, Mt Perry and Monto. The WBHHS serves a population of approximately 219,000 residents.

Across the Health Service, a range of specialty services are provided including acute care, surgical, medical, maternity, mental health rehabilitation and aged care services. Hervey Bay and Bundaberg Hospitals provide care in some major adult specialties and provide support to the surrounding smaller rural hospitals in the Health Service. The Health Service has a number of Multipurpose Health Services that provide access to integrated health and aged care services to smaller communities. WBHHS promotes the use of Telehealth, which enables patients to receive quality care closer to home via videoconferencing technology, reducing the need for travel and increasing access to specialised healthcare for people in regional and rural communities.

The Health Service provides a variety of primary and community health services including oral health, child health, school health, health promotion, environmental health, aged care and rehabilitation, aged care facilities, sexual health services and drug and alcohol services. WBHHS also provides a comprehensive and fully integrated mental health service to residents in both the community and acute care settings.

The Wide Bay is well known for its relaxed lifestyle, natural beauty and local attractions. Bundaberg is located at the southern tip of the Great Barrier Reef with access to coral islands and scuba diving. Possibly the most famous beach in Bundaberg is Mon Repos. Located 15kms east of Bundaberg, Mon Repos is known for having the largest concentration of nesting marine turtles on the eastern Australian mainland and is considered one of the two largest loggerhead turtle rookeries in the South Pacific Ocean. For a taste of the Australian bush, Cania Gorge, located in the hinterland west of Monto, is popular for bushwalks and abseiling.

The Fraser Coast includes the world-heritage listed Fraser Island, which has a unique and unspoilt landscape including rainforests with abundant fresh water lakes and crystal clear creeks. From July to November, during their annual migration, Humpback whales take time out in the protected waters of Hervey Bay. The whales perform a variety of behaviours providing a spectacular display for visitors and locals.



The land within the WBHHS region encompasses the following Tradition Custodian Groups: Butchulla; Bylee; Gooreng Gooreng; Gurang; Kabi Kabi; Taribelang Bunda; Wakka Wakka and Wulli Wulli.

Wide Bay Hospital and Health Service respectfully acknowledges the traditional owners and custodians, both past and present, of the area we service. We also declare our commitment to reducing inequalities in health outcomes for Aboriginal and Torres Strait Islander people in line with the Australian Government's Closing the Gap initiative.

Regional Medical Pathway

Bundaberg and Hervey Bay are the Wide Bay's lead sites for the Regional Medical Pathway (RMP), a major partnership between The University of Queensland, CQUniversity and the Wide Bay and Central Queensland Hospital and Health Services. The RMP provides local community supported, end-to-end medical education and training designed to address workforce shortages in the Central Queensland and Wide Bay regions. This Pathway involves student placements across the education continuum and learning opportunities through pre-vocational and vocational training. The RMP includes a variety of opportunities for clinicians to engage as teachers, mentors, tutors and researchers as a way of ensuring the future of the medical profession in regional, rural and remote Queensland.

Pre-employment screening

Pre-employment screening, including criminal history and discipline history checks, may be undertaken on persons recommended for employment. The recommended applicant will be required to disclose any serious disciplinary action taken against them in public sector employment, as well as any other availability information that could preclude them from undertaking the role. Roles providing health, counselling and support services mainly to children will require a Blue Card. Please refer to the Information Package for Applicants for details of employment screening and other employment requirements.

Diversity

Wide Bay Hospital and Health Service is an equal opportunity employer that embraces diversity and is committed to eliminating discrimination.

We strive to provide a supportive and inclusive work environment in which all our employees are valued and empowered. We recognise the positive impact, innovation and opportunity that different perspectives, experiences, beliefs, cultures and ideas bring to the workplace. Our diversity and inclusion efforts will focus on:

- People with disability and people from other disadvantaged groups
- People who identify as being of Aboriginal or Torres Strait Island descent
- Women
- People from culturally and linguistic backgrounds

Salary Packaging

To find out whether or not your work unit is eligible for the Public Hospital Fringe Benefits Tax (FBT) Exemption Cap please refer to the Salary Packaging Information Booklet for Queensland Health employees available from the Queensland Health Salary Packaging Bureau Service Provider – RemServ at <http://www.remserv.com.au>. For further queries regarding salary packaging RemServ's Customer Care Centre may be contacted via telephone on 1300 30 40 10.

Disclosure of Previous Employment as a Lobbyist

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at:

https://www.forgov.qld.gov.au/_data/assets/pdf_file/0033/185919/lobbyist-disclosure-policy_0.pdf

Probation

Employees who are permanently appointed to Queensland Health may be required to undertake a period of probation appropriate to the appointment. For further information, refer to Probation HR Policy B2 http://www.health.qld.gov.au/hrpolicies/resourcing/b_2.pdf



No Smoking Policy





From 1 January 2015, it is against the law to smoke at all public and private health facilities, and for five metres beyond their boundaries. These laws include all staff and patient residential areas on healthcare facility land.

Privacy Notice

Personal information collected by Wide Bay Hospital and Health Service (WBHHS) is handled in accordance with the *Information Privacy Act 2009*. All personal information collected will be securely stored and will not be disclosed to other third parties without consent. For information about how WBHHS protects your personal information, or to learn about your right to access your own personal information, please see www.health.qld.gov.au

WBHHS may use applicant details to provide promotional information about job opportunities and organisational updates relating to WBHHS. Applicants can unsubscribe from these communications at any time by emailing: Recruitment-Wide-Bay@health.qld.gov.au

Values in Action – what our values mean for you:

 <p>Collaboration</p>	<p>Team mindset, one service. Be kind and supportive of one another, band together – “have each other’s back”, contribute to a safe learning environment that increases capability and to make recommendations, however small, to improve.</p>
 <p>Accountability</p>	<p>Hold ourselves accountable to higher standards, take personal responsibility, have a “can-do” attitude, strive to exceed expectations. Recognise risks and speak out to ensure safety for all.</p>
 <p>Respect</p>	<p>To treat all as you would wish to be treated yourself, to recognise and value diversity, to actively listen to other’s opinions and to speak with consideration of others in mind.</p>
 <p>Excellence</p>	<p>From appearance to communication, consistently upholding higher levels of professionalism, demonstrating dedication, making a positive difference and striving to be the best in all that we do.</p>
 <p>Through patients’ eyes</p>	<p>Ensuring all that we do is focused on the patient and that we treat everyone equitably, with empathy, compassion and dignity, as you would a loved one.</p>

Vision for the public service







To be a government of the 21st century, one government that is connected and working together to deliver smarter, simpler outcomes that are responsive to the needs of Queenslanders now and for the future. We will create opportunities in partnership that are all about positive outcomes rather than just service delivery and regulation.

To enable this vision, the Queensland Public Service (QPS) is transforming from a compliance focus to a more values-led way of working. The five values statements underpin behaviour’s that will support and enable better ways of working and result in better outcomes for Queenslanders.

<https://www.forgov.qld.gov.au/our-values>



TASK ANALYSIS

Position: Allied Health						
Position Description: Provide Allied Health services for Wide Bay Hospital Health Service.						
Shifts/Breaks: 8:30am – 4:30pm. Monday to Friday. Weekend work is required (approx. 1 day per month). On-call required. Breaks as per award.						
PPE/Uniform: Closed-in shoes, supplied uniform. PPE is task dependent (e.g. gown, gloves, eye protection, face masks).						
LEGEND	RARE (1-5%)	OCCASIONAL (6% - 33%)	FREQUENT (34% - 66%)	CONSTANT 67% - 100%	REPETITIVE	NOT REQUIRED
	1 – 24min	25min – 2hr 38min	2hr 39min – 5hr 15min	5hr 16min - 8hr	Task is performed numerous times using the same body movements	Posture not required for task. Cell left blank.
FUNCTIONAL DEMANDS					PHOTO SUMMARY	
POSTURAL TOLERANCES	R	O	F	C	Rep	
Standing			X			
Walking			X			
Sitting		X				
Lying						
Forward bent posture			X			
Forward reach				X	X	
Overhead reach	X					
Squatting / kneeling	X					
Static neck postures	X					
Dynamic neck movement	X					
Crawling						
Stair climbing	X					
Ladder climbing						
Other climbing	X					
Trunk twisting		X				
Hand grip and dexterity				X	X	
Foot movement						
WEIGHTED TOLERANCES						
Floor to Waist Lifting	Up to 20kg.	Up to 5kg.				
Waist to Shoulder Lifting		Up to 5kg.				
Overhead Lifting	Up to 3kg.					
Carrying	Up to 15kg.	Up to 5kg.				
Pushing				X		
Pulling				X		
ENVIRONMENTAL FACTORS						
Inhalable Dust						
Noise Levels >85 dBa	X					
Hand/Arm Vibration						
Whole Body Vibration						
Hazardous/biological substances	X					
Cognitive factors (e.g. work pressure, nightshift work, time constraints).	X					
						
						
						
						

**ADDITIONAL INFORMATION**

- Patient transfers may require lifting more than above-mentioned loads (e.g. bariatric patients), however assistance should be provided (either from additional staff members or lifting aids). The Wards Person is generally responsible for performing patient transfers.
- Driving is required if working in Community Health.
- Lifting to waist height of up to approx. 20kg - passive stretching (patient limbs, up to ~20kg), gel cushions (up to ~15kg), buckets of water (to fill bath ~5kg), patients aids (e.g. shower chairs, over-toilet frames, etc. up to ~5kg), various supplies (tapes, etc. up to ~3kg), exercise equipment (weights, resistance bands, etc. up to ~3kg).
- Lifting to shoulder height of up to approx. 5kg - buckets of water (to fill bath up to ~5kg), various supplies (tapes, etc. up to ~3kg), exercise equipment (weights, resistance bands, etc. up to ~3kg).
- Lifting overhead of up to approx. 3kg - various supplies (tapes, etc. up to ~3kg), exercise equipment (weights, resistance bands, etc. up to ~3kg).
- Carrying of up to approx. 15kg - gel cushions (up to ~15kg), buckets of water (to fill bath, up to ~5kg), patient aids (e.g. shower chairs, over-toilet frames, etc. up to ~5kg), various supplies (tapes, etc. up to ~3kg), exercise equipment (weights, resistance bands, etc. up to ~3kg).
- Pushing/pulling - patient transfers, manual therapy.
- Forward reaching can be repetitive and is required when performing manual therapy, patient transfers, etc.
- Static neck postures (flexion) may be required when performing manual therapy, splinting, etc.
- Dynamic neck postures are required when driving the work vehicle for Community Health staff.
- Neck flexion, rotation, and extension may be required when working with patients.
- Steps and various obstacles are used during exercise classes. Stair climbing may also be required when working in community health.
- Hand grip and dexterity are required for all tasks, and can be repetitive. Grip is required when performing manual therapy, and for all lifting and carrying tasks. Dexterity is required when splinting, performing manual therapy, writing, typing, etc.
- Potential exposure to noise from equipment and patient interaction.
- Potential exposure to biological substances such as bodily fluids etc.
- May be exposed to cognitive factors including work pressures, nightshift (on-call) and time constraints.

