

Position Details

Administrative Services – CSOF4

THE FOLLOWING INFORMATION IS FOR APPLICANTS	
Advertised Job Title	Health, Safety and Environment (HSE) Advisor - SKA-Low Telescope
Job Reference	97859
Tenure	3-year Specified Term - Full-Time, Part-Time or Job-Share
Salary Range	AU\$96,811 - \$109,527 per annum base, plus 15.4% superannuation + Overtime and Site Allowances
Location(s)	Geraldton, Western Australia and on site at Inyarrimanha Ilgari Bundara the CSIRO Murchison Radio-astronomy Observatory (approx. 5 days per fortnight)
Relocation Assistance	Will be provided to the successful candidate if required
Applications are open to	Australian/New Zealand Citizens and Australian Permanent Residents
Client Focus – Internal	100%
Client Focus – External	0%
Position reports to the	This role will report to the SKA-Low HSE Systems and Assurance Manager
Number of Direct Reports	0
Enquire about this job	To enquire about this role, please contact the SKA-Low HSE Systems and Assurance Manager, Jessica Olynyk on Jessica.olynyk@csiro.au
How to apply	Apply online at https://jobs.csiro.au/ Internal applicants please apply via Jobs Central If you experience difficulties when applying, please email careers.online@csiro.au or call 1300 984 220.

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](#).

The CSIRO Experience

As an employee of CSIRO, you will be eligible for the many benefits of working at Australia's National Science Agency. You can read more here:

1. [Life at CSIRO](#)
2. [Personal Development & Learning](#)
3. [Generous Leave & Conditions](#)
4. [Work / Life Balance](#)

Background

The SKA Observatory is a next-generation radio astronomy facility that will revolutionise our understanding of the Universe and the laws of fundamental physics. Enabled by cutting-edge technology, it promises to have a major impact on society, in science and beyond.

Formally known as the SKA Observatory, the SKAO is an intergovernmental organisation bringing together nations from around the world.

The Observatory has an international footprint and consists of the SKAO Global Headquarters in the UK, the SKAO's two telescopes at radio-quiet sites in South Africa and Australia, and associated facilities to support the operations of the telescopes.

Constructing and operating these telescopes will position the SKAO as the leading research infrastructure for radio astronomy globally, providing science capabilities to the international astronomical community for decades to come.

Once in operation, the SKAO will be one global observatory operating two telescopes across three continents on behalf of its Member States and partners.

Australia will host the SKA Observatory's low frequency telescope (SKA-Low) in remote Western Australia on Wajarri Yamaji Country.

The Traditional Owners and native title holders, the Wajarri Yamaji, have gifted CSIRO with the traditional name Inyarrimanha Ilgari Bundara for the CSIRO Murchison Radio-astronomy Observatory, home to the SKA-Low telescope. The traditional name means 'sharing sky and stars' in the Wajarri language.

In Australia, SKAO is collaborating with CSIRO to operate the SKA-Low Telescope. SKA-Low teams will operate out of:

- Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory on Wajarri Yamaji Country.
- Our Engineering Operations Centre on Nhanhangardi, Naaguja, Wilyny and Amangu Country in Geraldton.
- Our Science Operations Centre on Whadjuk Noongar Country in Perth.

Further Reading: [Explore CSIRO and the SKA-Low Telescope project](#)

Role Overview

The HSE Advisor will be part of the SKA-Low (SKAO) Project Team based at the Engineering Operations Centre (EOC).

This role will use a collaborative style for cultivating effective relationships with our people, contractors, and other stakeholders. The HSE Advisor will have experience in providing field HSE support, be able to anticipate problems and provide solutions for changing circumstances, whilst managing priorities to service the needs of multiple work-fronts. Using a hands-on approach, the HSE Advisor will choose appropriate strategies for empowering all staff and contractors to work to a high HSE standard.

The HSE Advisor will provide diverse HSE Advisory support by performing and reviewing risk assessments, being proactive in providing a course of action to manage HSE issues, review contractor activities, monitor and test emergency plans, support investigations, help prepare HSE reports, support continuous improvement programs, and provide onsite HSE coaching and support to team members.

CSIRO and the SKA Observatory value and respect difference, and we are committed to building an inclusive culture by creating an environment where you can balance a successful career with your commitments and interests outside of work. We believe that you will do your best at work if you have a work / life balance. We are open to discussing flexible working opportunities with this role being offered on a full-time, part-time or job share basis. Please raise your preference in your application.

Our Engineering Operations Centre (EOC) is on Nhanhangardi, Naaguja, Wilynyu and Amangu Country in Geraldton. Construction will take place at Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory on Wajarri Yamaji Country.

This role is based at the EOC in Geraldton with frequent travel required to Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory on a Fly-In Fly-Out (FIFO) arrangement from Geraldton using 9-seater planes to and from an unsealed runway.

This role will also require infrequent domestic travel to Perth to our Science Operations Centre on Whadjuk Noongar Country.

Duties and Key Result Areas

- Support the implementation of SKA-Low project HSE plans and procedures.
- Support the SKA-Low site project leaders in ensuring SKA-Low site activities are aligned with project HSE plans.
- Establish forums and lines of communication to inform and update SKA-Low site leaders on project HSE matters.
- Acquire a deep understanding of the respective business HSE risk profile and design and implement impactful HSE improvement initiatives.
- Be visible across SKA-Low project sites, building and maintaining relationships with internal and external stakeholders.
- Perform and review risk assessments and make recommendations for reducing risk exposure.
- Drive activities for verifying the effectiveness of controls for high-risk construction activities.
- Coordinate integrated teams training exercises to test the effectiveness of site Emergency Response Plans.
- Monitor changing site conditions to ensure any additional risks are assessed and effectively controlled.
- Recommend improvements and provide updates for maintaining the SKAO Risk Register.
- Coordinate and support teams to complete external training such as 4WD, Emergency response, white card etc.
- Support incident investigations to identify the underlying causes and facilitate the development of actions to avoid recurrence.
- Engage with relevant stakeholders to enable the effective roll-out and communication of HSE programs and initiatives for cultivating a positive culture across the project.
- Lead HSE inductions and awareness training.
- Accurately maintain records of inspections, assurance, training, and other activities.
- Contribute to the development of the Annual HSE Improvement Plan.
- Support the ongoing review and improvement of the HSE Management System

- Adhere to the spirit and practice of CSIRO's and SKAO's Values, Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.

Selection Criteria

CSIRO is an Equal Opportunity employer working hard to recruit world-class talent that represents the diversity across our society. As part of our commitment to equitable employment outcomes for under-represented groups, preference will be given to Aboriginal and Torres Strait Islander people who meet the role criteria. CSIRO conscious inclusion practices are intended to constitute a special/equal opportunity/affirmative measure under section 8(1) of the Racial Discrimination Act 1975 (Cth).

Essential

Under CSIRO policy only those who are able to demonstrate how they can meet the essential criteria may be appointed.

- Qualification in Occupational Health and Safety and site-based experience in a Health and Safety role.
- Ability to coordinate Emergency Response training exercises.
- C Class Driver's License.
- Intermediate skills Microsoft site.

Desirable

- Degree in Occupational Health and Safety or equivalent or willingness to undertake higher training as part of your ongoing professional development.
- Certificate in Public Safety (Emergency Management).
- Experience working in remote locations.
- Experience working with construction teams.

Required Competencies

- **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
- **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others reactions.
- **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
- **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
- **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
- **Adaptability:** Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

Special Requirements

- The successful candidate will be required to gain a National Police Clearance or equivalent. This will be conducted by CSIRO, Talent Services, through our provider HireRight. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
- The successful candidate will be required to undertake a pre-employment medical examination prior to commencement.

CSIRO and SKAO Values

Visit [CSIRO Online](#) and [Space and Astronomy](#) and [SKAO online](#) and [SKAO Location](#) for more information. In your application and at interview you will need to demonstrate behaviours aligned to our values of:

CSIRO	SKA Observatory
<ul style="list-style-type: none">• People First• Further Together• Making it Real• Trusted	<ul style="list-style-type: none">• Diversity and Inclusion• Excellence• Collaboration• Creativity and Innovation• Sustainability and Safety