



Australian Government

**Australian Pesticides and
Veterinary Medicines Authority**



Scientific Officer
Position number: 10055
APS 6

Candidate information package
September 2025



The position

Position title	Scientific Officer (APS6)
Classification	Australian Public Service Level 6
Location	Armidale NSW or Canberra ACT
Job type	Ongoing; Full-time (Non-ongoing and Part-time options may be considered)
Qualifications	Appropriate tertiary qualifications in toxicology, pharmacology, physiology or any related biological science are essential. Postgraduate qualifications in any of these disciplines are desirable.
Salary	\$104,942 to \$118,166 (plus 15.4% superannuation), depending on qualifications & experience
Security clearance	Baseline
Citizenship requirements	Open to Australian citizens only

Direct supervisor	Director Health
Branch	Science and Assurance
Section	Science Assessments - Health

Position summary

The Science and Assurance (S&A) Branch is responsible for building community confidence in the regulatory decision making of the Australian Pesticides and Veterinary Medicines Authority (APVMA) by leading our post-market regulatory functions, including chemical review, recalls, adverse experience reporting program (AERP), hormonal growth promotants (HGP), and manufacturing quality and licensing (MQL) programs. As one of three science branches, the Science and Assurance Branch will work closely across the Agricultural Chemicals and Veterinary Medicines Branches to lead our science policy work to ensure our regulatory tools and scientific approaches are contemporary and adaptive to new opportunities and risks, and that our staff and stakeholders have access to up-to-date guidance and instructional materials that reflect our regulatory scientific approaches.

The Science Assessments Section of the APVMA is responsible for providing technical assessments as part of post-market review of registered chemical products and their uses to ensure human safety, environment safety, efficacy, and trade risk aspects.

The Science Assessment - Health section focuses on:

- Undertaking chemical reviews (reconsiderations) of registered active constituents, agvet products and their labels. These reconsiderations assess the currently approved uses against contemporary science to ensure the statutory criteria can still be met.
- Developing written materials, including guidance documents for applicants, regulatory consultation documents and internal guidance materials.
- Providing expert scientific advice to other areas of the APVMA and external stakeholders on matters relating to the safety aspects of agvet chemicals.

Based in either our Armidale NSW or Canberra ACT office, you will be working in a team of highly experienced scientists in chemistry, environment, residues, toxicology and health risk assessment. Under supervision, the Scientific Officer will be responsible for preparing advice in relation to technical assessments relevant to the work of chemical review.

Core functions

The Scientific Officer will be required to:

- Evaluate technical evidence and apply principles of risk assessment in matters related to agricultural and veterinary chemicals.
- Facilitate cooperation and partnerships with external service providers on health assessments, while working with internal and external clients and stakeholders.
- Assist in the development and implementation of strategies, operational policies, priorities, and work practices.
- Identify the appropriate scope and regulatory strategy for risk assessments to be undertaken in accordance with the legislation, APVMA principles of regulatory science quality and relevant international best practices.
- Assist in making regulatory decisions in accordance with the legislation and delegations.
- Assist in developing the technical capacity within the evaluation teams to build a greater understanding of human health risk assessments.
- Use project management and implement efficient workflow, and related practices with a focus on continuous process improvement.
- Undertake special projects related to human toxicology and/or risk assessment under the direction of the Health Director or Executive Director.

Selection criteria

To be a strong contender for these roles, you will have:

Essential:

1. Tertiary qualifications in toxicology, pharmacology, physiology or any related biological sciences.
2. Well-developed analytical and problem-solving skills, with the ability to evaluate data, provide pragmatic advice and make decisions on complex information.
3. Demonstrated experience in conducting risk assessment, particularly relating to human health effects within a regulatory setting in both data rich and data poor environments.
4. Demonstrated high level communication skills, including the ability to prepare documents and reports, ability to communicate clearly and confidently with staff and service providers, and to represent the APVMA in a variety of forums.
5. Demonstrated ability in managing and establishing team priorities and outcomes, through the effective use of project management skills, showing initiative in identifying learning opportunities, and prioritising workloads to deliver high quality outcomes in a timely manner.
6. Demonstrated experience in building and sustaining relationships with key internal and external stakeholders, including promoting collaboration and information sharing.

Desirable:

- Postgraduate qualifications in a natural science field (PhD, MSc); e.g., biology, molecular sciences, pharmacology, physiology, toxicology, or a related biological science

Your application

In submitting your application, please ensure that you include an up-to-date resume and separate document addressing the selection criteria above. Your response to the selection criteria must not exceed 500 words.

Referee checks are used to confirm a candidate's suitability for a role. They also allow us to verify or gather additional insights about a candidate from their application, resume, interview and other capability-based assessments.

Please ensure you have nominated a current referee who has known you for a reasonable amount of time and has good knowledge of your performance in a relevant context (e.g. current work or education) to provide an objective assessment of your capabilities, knowledge and experience.

The information obtained from referees will be used to inform the final decision of a candidate's suitability for the role.

All applications are submitted online through the APVMA Careers website: apvma.gov.au/join-our-team.

If you have any questions, please contact our People and Culture team by email at hr@apvma.gov.au.

Our selection process

In accordance with the *Public Service Act 1999* we recruit our staff based on merit, which means that from a wide and diverse field of applicants we will select the best person for the position. To do this, we compare the skills, experience and abilities of each applicant. We use different tools and techniques, such as written applications, interviews and work sample tests, to collect the evidence we need to make a merit-based decision.

In the event a role in another area needs to be filled, which is deemed to require the same skillset, an existing order of merit may be utilised.

Table 1 outlines the approach we anticipate taking to fill this position. Please note that this approach may be subject to alterations during the recruitment process.

Table 1: APVMA selection process approach

Scientific Officer – selection process					
Selection Criteria	Stage 1		Stage 2		
	Relevant work experience	Responses to application questions	Psychometric testing	Work sample assessment	Structured interview
Criteria 1	Y	Y			Y
Criteria 2	Y	Y		Y	Y
Criteria 3	Y	Y		Y	Y
Criteria 4	Y	Y		Y	Y
Criteria 5	Y	Y			Y
Timeframe	October- November2025		October to December 2025		

Writing tips

When writing your application (also referred to as your 'response to the selection criteria') you should demonstrate your experience through discussion of real life examples. It is preferable for you to select an example/s that best allows you to present competencies against the requirements of the position.

For this you should consider using the STAR Method (Situation-Task-Action-Results):

Situation

- What was the situation? This is a brief outline of the situation faced and your role.

Task

- What were the main issues involved with the situation?
- What needed to be done?
- What task/s needed to be achieved and what was the desired outcome?
- What obstacles had to be overcome?

Action

- What were the steps you took to complete the task? This will include allocation of resources, people involved etc.

Results

- What was the outcome?

For additional information on preparing your application and addressing selection criteria please refer to [Cracking the Code](#) on the [Australian Public Service Commission](#) website.



About the APVMA

Our purpose

The APVMA regulates agricultural and veterinary chemicals to protect the health and safety of people, animals and the environment, and to support primary industries, biosecurity and international trade for all Australians.

Our vision

To be a global leader in agriculture and veterinary chemicals regulation for the benefit of Australia.

Our role

The APVMA is the national regulator of agricultural and veterinary (agvet) chemicals in Australia, in line with the responsibilities set out in the Agricultural and Veterinary Chemicals (Administration) Act 1992 and the Agricultural and Veterinary Chemicals Code Act 1994. The regulatory framework for managing agvet chemicals in Australia is collectively referred to as the National Registration Scheme for Agricultural and Veterinary Chemicals (NRS). Under the NRS framework, it is responsible for the regulation and control of agvet chemicals up to and including the point of retail sale. The Authority also administers the import and export of chemicals and medicines.

The core regulatory functions of the APVMA are:

- assess new active constituents and products against the statutory criteria of safety, efficacy and trade
- ensure that the approved label accurately reflects how the product is identified, used, stored and disposed of, including first aid and safety information
- recall non-compliant products, ensuring the quality and safety of agvet chemicals in the marketplace and verify compliance with the relevant legislation
- ensure compliance on manufacturing, importing and exporting of agvet chemical products
- consider applications for permits to use an agvet chemical in a manner that is different to the directions for use specified on the registered product label. A permit may also authorise the use of an unregistered chemical under specific circumstances
- undertake chemical reviews (reconsiderations) of a registered active constituent or agvet product and its label. These reconsiderations assess the currently approved uses against contemporary science to ensure the statutory criteria can still be met.

Our values

The APVMA upholds the Australian Public Service (APS) values as set out in the [Public Service Act 1999](#) and these values are applied through the APVMA values and behaviours:

- Impartial – apolitical and provide advice that is frank, honest, timely, and based on the best available evidence
- Committed to service – professional, objective, innovative and efficient
- Accountable – open and accountable to our stakeholders across the Australian community
- Respectful – respect all people, including their rights and their heritage
- Ethical – demonstrate leadership, are trustworthy, and act with integrity
- Stewardship – build capability and institutional knowledge and support the public interest now and into the future, by understanding the long-term impacts of what we do.

About us

The APVMA provides regulatory services for the supply of safe and effective agricultural and veterinary (agvet) chemicals in Australia. Our decisions protect human and animal health, the environment, facilitate trade and contribute to Australia's agricultural productivity.

We regulate the manufacturing and supply of pesticides including, herbicides, biocides, insecticides, and seed treatments; animal antibiotics, hormonal treatments and some stock feeds and pet foods. We also regulate household products such as insect repellents, garden sprays and pool chemicals.

We demonstrate and celebrate our commitment to workplace diversity strategies to maximise the contribution and inclusion of our people. We welcome applications from Aboriginal and Torres Strait Islander people, mature age people, people with cultural and linguistic diversity, and people with disability.

The APVMA offers exciting opportunities for a challenging career where you can apply your scientific expertise for the benefit of all Australians. You will work as part of a broader team that delivers efficient regulatory services to support Australia's agvet chemical industry and Australian agriculture.

More information about [the roles and responsibilities of APVMA](#) is available on our website.

Benefits of working with the APVMA

Throughout your career with us we will offer you experience in:

- project management
- team work and leadership
- working with multidisciplinary science teams
- understanding of registration process and decision making in a regulatory context
- evaluation of the safety and efficacy of new pesticide or veterinary medicine products
- how product labels are used to manage risks to humans, animals, crops, the environment, and trade
- providing advice to the decision maker on registration of new products
- developing relationships with industry stakeholders.

We offer generous pay and conditions under the [APVMA Enterprise Agreement 2024-27](#).

In return we expect you to:

- comply with the requirements of the *Public Service Act 1999*, including the APS Values, Employment Principles and Code of Conduct
- comply with our policies and guidelines
- participate in our Performance Management process
- as a worker under the *Work Health and Safety Act 2011*, cooperate with any reasonable instruction, policy or procedures given to you by the APVMA which relates to health and safety in the workplace
- take reasonable care for your own health and safety while at work and ensure your acts or omissions do not adversely affect the health and safety of other persons in your workplace.

