



Australian Government

**Australian Pesticides and
Veterinary Medicines Authority**



Residues Evaluator

Position number: 10202

APS 6

Candidate information package

MARCH 2020

OUR PURPOSE

We provide a regulatory service for the supply of safe and effective agricultural and veterinary (agvet) chemicals in Australia.

Our vision

To be a world leader in agvet chemical regulation, that uses the best science and attracts strong investment to register safe products that advance Australia's agricultural productivity and animal health.

Our mission

We place our clients at the centre of our business, invest in our people and embrace technology to define how we regulate—ensuring our decisions are risk-based and transparent.

Our values

As a public service agency we are impartial, committed to service, accountable, respectful and ethical. To ensure we maintain a regulatory service delivered in line with legislative requirements and matching client expectations of a modern regulator, we adopt and promote the following cultural traits which are critical to our success.

We will:

- display resilience
- pursue excellence
- be collaborative
- engage with risk.

ABOUT US

The Australian Pesticides and Veterinary Medicines Authority (APVMA) provides regulatory services for the supply of safe and effective agricultural and veterinary (agvet) chemicals in Australia.

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.

Our work is client-focused, scientific and collaborative. Importantly, our decisions protect human and animal health, the environment, facilitate trade and contribute to Australia's agricultural productivity.

We are a dedicated team of professionals with expertise in a range of functions. We are committed to attracting and retaining staff with the right capabilities and technical skills to ensure the APVMA delivers on its purpose as defined in our Corporate and Operational Plan. We are committed to diversity and value individual differences. We promote fairness, equity, flexibility, respect and a safe and rewarding workplace.

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.

Based in either our Armidale NSW or Canberra ACT office, the APVMA offers exciting opportunities for a challenging career where you can apply your scientific expertise for the benefit of all Australians. You will play an important role in assessing the safety and effectiveness of vital crop protection and animal health products, and work as part of a broader team that delivers efficient regulatory services to support Australia's agvet chemical industry and Australian agriculture.

BENEFITS OF WORKING WITH THE APVMA

As an employee of the APVMA you will be able to use your qualifications, skills and experience to assist us to achieve our purpose.

To assist you to understand the operating environment you will be working in, you will receive induction training and ongoing professional development.

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 2017–2020](#).

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 (as the person conducting a business or undertaking) 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.

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 and weigh up 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 that 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.

All applications are submitted online through the [APVMA Careers website](#).

Where the APVMA is considering employing a current or former employee of another APS agency and where concerns have been raised about the applicant's conduct from information provided during the selection process, the Agency may seek information about suspected or determined misconduct and Code of Conduct processes from, and disclosure by, the person's current or former agency.

WRITING TIPS

When writing your application you should, where you are able to, 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 involve 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 the [Cracking the Code](#) publication located on the [Australian Public Service Commission](#) website.

FURTHER INFORMATION

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

Thank you for your interest in working with the Australian Pesticides and Veterinary Medicines Authority.

THE POSITION

Position title	Residues Evaluator
Classification	APS 6
Program	Risk Assessment Capability
Location	Armidale NSW
Job type	Ongoing, Non-ongoing (Temporary), Full-time, Part-time
Qualifications	Appropriate tertiary qualifications in: agricultural or animal science, or a related biological science, or chemistry, is essential. Postgraduate qualifications in any of these disciplines is desirable.
Salary	\$88,937.00 - \$99,283.00 plus 15.4% superannuation, depending on qualifications and experience
Security clearance	Baseline

The Risk Assessment Capability (RAC) Program of the APVMA is responsible for the assessment of the human safety and trade risk aspects of applications for the registration of agricultural and veterinary chemical products, approval of permits to use a chemical for a specific purpose, or the review of an existing chemical product and its uses.

As part of the RAC program, the Residues and Trade team focuses on:

- Managing all aspects of residue and trade assessment of Agvet chemicals including the evaluation of trial data and dietary exposure assessments.
- Providing expert advice to other areas of the APVMA and external stakeholders on residue and trade matters of Agvet chemicals.
- Establishing technical policies associated with the residue and trade assessment of Agvet chemicals.

POSITION SUMMARY

Under supervision, you will be responsible for preparing advice in relation to residue and trade assessments. You will provide assistance to team managers within the APVMA through the preparation of residue and trade assessment reports, as well as providing technical assistance to staff, as required.

KNOWLEDGE, SKILLS AND ABILITIES

The Residues Evaluator will deal with a variety of issues and address problems and tasks that are both routine and of some complexity. Assessments are to be conducted with an appropriate understanding of the impacts of performance and service delivery for the APVMA and includes the following core functions:

- Perform technical assessments of residues and trade information relating to the use of agricultural and veterinary chemicals in Australian agricultural production systems;
- Understand current Australian agricultural practices in the context of the regulation and use of agricultural and veterinary chemical products;
- Undertake Interpretation of data and preparation of scientific reports, under limited guidance using good judgement, expertise and knowledge. Ensure decisions are governed by the application of policies and procedures in accordance with the legislation, APVMA principles of regulatory science quality and relevant international best practices;
- Ensure knowledge of and compliance with legislative frameworks and agency guidelines and procedures.
- Build and sustain positive relationships with team members and stakeholders;
- Assist in the development and implementation of strategies, operational policies, priorities and work practices for the Risk Assessment Capability program to achieve results in line with APVMA operational goals;
- Use project management skills to contribute to efficient workflow and related practices with a focus on continuous improvement;
- Provide advice and technical expertise in specific areas of team or program activities. Assist in the preparation of briefs, manuals, ministerial correspondence, reports, guidelines and policies, as required; and
- Undertake special projects related to residues and trade under the direction of the Director or Executive Director.

SELECTION CRITERIA

To be considered for these roles you will need:

Essential:

- Knowledge of the regulatory framework in which the APVMA operates in the assessment and approval of agricultural and veterinary chemicals and knowledge and/or experience of the use of chemicals within the context of current agricultural and veterinary practices in Australia;
- Ability to apply risk assessment principles in the context of the residues of pesticides or veterinary medicines, to analyse and evaluate complex scientific and technical information, and to provide advice on the interpretation of data, scientific reports, policies and procedures within a regulatory framework;
- Demonstrated high level communication skills, including the ability to prepare documents and reports, ability to communicate clearly and confidently with clients, staff and service providers to establish and maintain internal and external networks, and to represent the APVMA in a variety of forums;
- Well-developed interpersonal, planning, organisational and teamwork skills including the ability to determine workflow priorities and assume responsibility for delivery of organisational goals while maintaining a focus on quality and a cohesive team environment; and
- Willingness to abide by the APS Values, Code of Conduct and Employment Principles, and a demonstrated commitment to applying the principles and practices of WHS, equity and diversity in the workplace.

YOUR APPLICATION

Please submit a résumé and a statement of claims of up to 1000 words that demonstrates why we should consider you for this position.

It is in your interests to present your application in a way that demonstrates significant outcomes associated with the selection criteria contained within this document. (Refer to 'Writing tips').

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

For any questions please contact the APVMA via +61 2 6770 2350 or hr@apvma.gov.au.