



Job Details

Reference: 6062

Position Title: TECHNICAL OFFICER LEVEL 4 (OBSERVER)

Classification: APS Level 6

Salary range: \$66,504 - \$74,542 per annum plus an additional 15.4% superannuation

Location: 1010 Latrobe Street, Docklands, 3008

Region: Victorian Regional Office

Section: Regional Computing Centre

Status: Ongoing

Applicants: Australian citizenship – see [Essential Applicant Information](#)

Applications close: Thursday, 12 November 2009

Advertisement

Participate in the preparation of inspection programs, organise and carry out inspections of Bureau, co-operative and other inspected observing stations (synoptic and rainfall), and report on actions taken to change or correct deficiencies in operational procedures and instrumentation.

Duty Statement

Within broad guidelines, undertake moderately to very complex tasks related to the Regional Observations and Inspections Programs, including:

1. Participate in the preparation of inspection programs, organise and carry out inspections of Bureau, co-operative and other inspected observing stations (synoptic and rainfall), and report on actions taken to change or correct deficiencies in operational procedures and instrumentation.
2. Examine proposals for the establishment of new observing stations, including AWS, inspect sites and participate in the recruitment and selection of co-operative observers.
3. Accept responsibility for monitoring and checking the quality and continuity of observations received from Bureau staffed, co-operative and other observing stations, including AWS and take corrective action.
4. Assist the Regional Observations Manager as required in the performance of administrative tasks.
5. Install and check calibration and performance of instruments and instrumental equipment and train co-operative observers in observational skills and instrument maintenance.
6. Participate in the provision of supplementary training and retraining, as necessary, for Bureau Technical Officers, particularly with regard to the introduction of new observing systems.
7. Liaise with local communities and organisations to assess requirements for Bureau services and provide support for Bureau stations providing these services.
8. Perform the liaison, inspection and recruitment duties, as necessary, of the Port Meteorological Agent.

9. Arrange, participate in, and manage observing requirements associated with specialised services provided by the Bureau or research projects in which the Bureau is a participant.
10. Be aware, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy.

Duty representing highest function: 1, 2

Immediate supervisor: EXECUTIVE LEVEL 1 (SOTC - OBSERVER) (NO. 4065)

Job Profile

Role of the Regional Observations Section:

To manage the Bureau's observational program within the Region in order to achieve the objectives of the Bureau's observations program.

Role of the Position

To participate in and accept responsibility for monitoring and checking the quality and continuity of the observations received from Bureau staffed, co-operative and other observing stations. Prepare, organise and carry out inspections of Bureau and Cooperative observing stations, and report on action taken to change or correct deficiencies in operational procedures and instrumentation.

Functions of the Position

As a member of the Regional Observations Section, the occupant would be required to ensure the quality and continuity of observations received from Bureau staffed, co-operative and other observing stations, by participating in the preparation, organisation and performance of inspections of Bureau, Co-operative and other observing stations.

The occupant would also be required to examine proposals for new observing stations, inspecting sites and participating in the recruitment/selection and training (and retraining) of new co-operative observers, Port Meteorological Agents and Bureau Technical Officers. The occupant would also install and check the calibration and performance of instruments and equipment.

In addition, the occupant would liaise with local communities and organisations to assess requirements for Bureau services and provide support for stations providing these services, and would arrange, participate in, and manage observing exercises associated with specialised services or research projects in which the Bureau is associated or is participating.

Selection Criteria

Applicants must address the selection criteria. To assist you prepare your application, please read the information at [General Information for Applicants](#) and complete the Bureau of Meteorology Application Cover Form.

1. The ability to effectively make recommendations, plan and participate in the program of inspections of Bureau staffed and Co-operative Observing stations.
2. A comprehensive knowledge of and wide experience in meteorological observational practices and procedures. A sound knowledge of meteorological instruments, installation specifications and tolerances as well as quality control and uses of meteorological data.
3. Ability to plan and conduct training programs for Bureau and Co-operative Observers.
4. Personal qualities including demonstrated communication, liaison and initiative skills, together with good organisational and management skills.
5. A good understanding of, and a commitment to, the Bureau's Social Justice Policies.
6. A current Driver's Licence and a willingness to travel to remote areas of the Region.

Eligibility Requirements:**Mandatory Qualifications –**

An associate diploma from an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR relevant experience and training, which enables the employee to competently perform the duties at this level; OR Other comparable qualifications, which are appropriate to the duties.

Contact

If you would like to know more about the Bureau of Meteorology visit <http://www.bom.gov.au/>

Please read the selection documentation and if you have any queries specific to this position please contact Phil Dutton on (03) 9669 4950.

Applications

Please send your application by the closing date as follows:

The Regional Director Bureau of Meteorology GPO Box 1636M Melbourne VIC 3001
or by email to: p.dutton@bom.gov.au

All applicants are required to include a completed Bureau of Meteorology Application Cover Form, Résumé or CV and a Statement addressing the Selection Criteria.

All applicants are advised to read [General Information for Applicants](#) available on this web site before submitting their application.

Should you experience any difficulties with accessing information please contact the Recruitment Unit by email at: jobs@bom.gov.au or by telephone on 03 9669 4379 / 03 9669 4337 / 03 9669 4340.