

Work Health & Safety Officer

Permanent Full Time | Professional Development Opportunities | Competitive Employment Conditions

The Shire of Irwin is seeking a safety-conscious and motivated individual to take on the role of Work Health & Safety Officer. This is a fantastic opportunity for someone looking to kickstart a career in WHS, with a well-established safety framework already in place.

About the Position

In this role, you will be responsible for managing and maintaining the Shire's existing WHS systems and processes, with support, mentoring, and training provided. You'll work closely with experienced staff to further develop your skills and confidence in the field, with opportunities to undertake formal qualifications in Work Health and Safety.

Key responsibilities include:

- Conducting site safety inspections, inductions, and audits in line with existing procedures.
- Supporting staff and contractors with WHS queries and guidance.
- Assisting with the review and continuous improvement of WHS processes.
- Helping promote a strong safety culture across the organisation.

About You

We're looking for someone who:

- Has an interest in WHS and a desire to build a career in safety.
- Is organised, reliable, and ready to take ownership of their work.
- Enjoys working with people and contributing to a positive team culture.
- Is willing to undertake relevant training or formal qualifications (support provided).

A trade background or previous experience in local government or operations will be well regarded but is not essential.

This is an excellent opportunity for someone with a genuine interest in safety who is ready to take the next step in their career and contribute to a positive workplace culture. The position is classified at Level 6 of the Local Government Industry Award, with a salary range of \$66,611 to \$72,595 per annum, negotiable based on the skills and experience of the successful applicant.

How to apply

To apply, please submit a cover letter, resume, and a one-page statement addressing the selection criteria detailed in the Position Description, available on our website: www.irwin.wa.gov.au

For more information, contact Davina Sandhu, Human Resources Consultant, at hr@irwin.wa.gov.au

Applications can be emailed to hr@irwin.wa.gov.au

Applications close at 5:00 pm on Monday 4th August 2025

Shane Ivers
Chief Executive Officer
Shire of Irwin

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