

Role description

General information

Title:	Production Supervisor - SITplus			Classification:	OPS4
Division:	Biosecurity	Branch:	Plant and Health Standards		Business unit: SITplus
Type of appointment:	Term Contract	Hours of duty:	37.5 hrs/week	Location:	Port Augusta

About us

South Australia is internationally recognised for the quality of its agriculture, food, and wine. Our regions are the backbone of our state and the economic powerhouse that drives prosperity for all South Australians.

The Department of Primary Industries and Regions (PIRSA) is a key economic development agency working in partnership with our primary industries, regional stakeholders and across all levels of government to advance the prosperity and sustainability of South Australia's primary industries and regional communities.

We are a passionate team of around 800 people working across metropolitan and regional South Australia to develop and protect our state's regions and food, wine, aquaculture, fisheries, forestry, grains, livestock, dairy and horticulture industries.

Purpose

The primary purpose of the role is to support the Production Manager in the day-to-day operation of the Sterile Insect Technology (SIT) Facility and to provide frontline supervision of production activities and staff. The Production Supervisor assists with production scheduling, monitoring production performance, coordinating operational activities and ensuring compliance with facility procedures, quality standards and biosecurity requirements.

The role provides day-to-day oversight of production processes, identifies and escalates operational issues, and contributes to maintaining continuity of production, equipment performance and staff capability. The Production Supervisor supports the Production Manager in maintaining the parent colony, egg laying, larval and pupal development processes and the monitoring, documentation and reporting of quality assurance activities.

The role contributes to delivering agency priorities through the production and supply of sterile Queensland fruit flies for outbreak response activities and supporting the ongoing operation of the SIT Facility.

Key accountabilities

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| <ul style="list-style-type: none"> Support the efficient day-to-day operation of the SIT Facility, including coordinating production activities and monitoring production outcomes against operational requirements. Provide routine supervision, direction and support to production and labour hire staff, ensuring compliance with facility procedures, work instructions and quality standards. Assist with production planning and scheduling in conjunction with the Production Manager to meet operational and research requirements. Monitor the regular and ad hoc servicing, maintenance and performance of equipment and machinery used within the facility and report issues requiring attention. Assist with the implementation, review and monitoring of facility biosecurity, quality assurance and hygiene procedures. Identify, investigate and report operational, production and equipment issues, and provide recommendations to the Production Manager and Facility Manager regarding mitigation strategies and continuous improvement opportunities. | <ul style="list-style-type: none"> Assist in the delivery of staff induction, training and competency development programs and ensure adherence to facility Standard Operating Procedures (SOPs). Promote and maintain safe work practices, participate in WHS activities and respond appropriately to alarms, incidents and operational emergencies. |
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Key deliverables / results

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- Efficient and effective operation of assigned production activities, supporting continuity of facility production.
- High standards of hygiene, quality assurance and biosecurity maintained throughout all production areas.
- Consistent delivery of high-quality sterile fruit flies in accordance with prescribed production and quality standards.
- Accurate and timely completion of production monitoring, reporting, record keeping and quality control activities.

- Facility SOPs effectively implemented and consistently followed by staff.
- Induction, training and supervision provided to staff to support safe and effective performance.
- Biosecurity, quality and operational risks identified, reported and appropriately managed.

Relationships

- Role reports to Production Manager, National SIT Facility.
- Role supervises Production and labour hire staff working within the facility.

- Key internal relationships – National SIT Facility Manager, Production Manager SIT Facility Administration Manager, PIRSA Operational and Biosecurity staff.
- Key External relationships – local service providers and contractors including equipment suppliers and maintenance providers.

Requirements

- Possession of a current driver's license and willingness to drive (preferred).
- Out of hours work and inter / intrastate travel may be required.
- Australian residency or current works permit is required (responsibility of applicant to provide evidence of a current work permit).
- You acknowledge your work, health and safety obligations and our expectations when [applying for a role](#).
- The incumbent will be required to undertake emergency management training and must be willing to participate in emergency preparedness, response and recovery activities required by government agencies.
- Must be prepared to work over 7-days and rostered on weekend days.

Qualifications

- Essential: Experience supervising staff in an operational, production, laboratory, agricultural or manufacturing environment.
- Essential: Demonstrated ability to coordinate work activities and support the delivery of operational outcomes.
- Desirable: Qualification in biological science, entomology, laboratory techniques, agriculture, production systems, manufacturing operations or a related discipline.

Capabilities

Refer to [PIRSA's Capabilities Framework](#) for guidance. Identify a maximum of four capabilities essential to carrying out the role. Each capability should have a maximum of three behaviours, with the exception of Professional and Technical Expertise, which may include up to six behaviours. Selections can be made from PIRSA's [Capabilities Dictionary](#).

Capability	Behaviors
Professional and Technical Knowledge Demonstrates sound understanding of production systems and processes, preferably in a high-volume production environment such as insect production, agriculture, laboratory, manufacturing or a related field.	• Demonstrates an understanding of production systems and operational processes, including planning, monitoring and continuous improvement activities. • Identifies operational risks, inefficiencies and process improvement opportunities and supports the implementation of practical solutions. • Maintains a strong focus on safety, quality assurance and biosecurity outcomes within a production environment. • Applies sound judgment when responding to production issues, equipment failures and changing operational requirements.

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Communication Skills Communicates effectively with a wide range of people, adapting style to match the audience and the situation. Communicates complex ideas clearly, coherently, fluently and articulately, both verbally and in writing.	- Handles written communications effectively, writes with the reader in mind, selecting language to suit target recipients. - Puts complex technical information in a form well matched to and well received by staff at all levels. - Seeks to understand the viewpoint of others, asks questions to clarify meaning where necessary and conveys to the other party just what they have understood.
Quality Focus Systematically monitors the standard of one's own and other's performance and strives for quality results.	- Delivers a high standard of performance even when working under pressure. - Monitors the effectiveness and quality of existing practices. - Ensures documented quality control protocols are adhered to by all staff at all times and maintains an attitude of ongoing improvement at all times.
Teamwork/Team Building Develops and accomplishes shared goals by taking an active role in the team and contributing ideas, knowledge, and expertise, works collaboratively toward team goals.	- Shares information and passes on specialist knowledge. - Supports team members to achieve their goals by sharing workloads. - Actively contributes to team activities and group meetings.

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Delegate approval:	Deputy Executive Director, Biosecurity			Date:	
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