

POSITION DESCRIPTION

Position Details					
Position Title	Environment Advisor		Position Number (from SAP)		
Division	Industrial		Corporate Function	HSE	
Leadership Level	None		Requirement for out of working hours contact	Emergency Only	
Location	Bendigo		Review Date:	May 2025	
Relationships					
Supervisors Title	HS & E Manager – Site				
Functional Supervisor	Environment Manager				
Positions Directly Supervised	NA				
Internal Customers	Site LT Environment Manager		External Customers	Government Departments/ Authorities	
Primary Purpose					
This position is responsible for monitoring and managing the Environment activities on the relevant site(s). The role will ensure compliance to environment policies, standards, licence and legal requirements.					
Job Scope and Impact					
Influence	Individual Contributor		Job impact	Compliance/Regulatory Impact	
Decision Making Level	Collaborative/Shared Decisions	Decision Making Scope	Tactical (Short-Term)	Decision Making Complexity	Routine Problems
Number of Direct Reports	0		Number of Indirect Reports	0	
Key Accountabilities					
For the relevant site(s): • Ensure compliance with selected site environmental licence annual reporting to state and territory environmental regulators. • Investigate environmental incidents. • Conduct ISO14001 gap analysis and audits, risk register and completion of action items. • Ensure environmental monitoring and management plans are completed in full and on time • Managing the day-to-day results and actions of the Wastewater Treatment Plant to ensure compliance in wastewater management and that the treatment plant is operated according to licence conditions. • Ensure daily operations are conducted in accordance with standards/ procedures. • Work with internal & external stakeholders to operate the treatment plant in accordance with EPA requirements. • Identify & improve system issues and procedural changes. • Ensure compliance with all relevant contractual regulatory and legislative requirements as a minimum standard. • Ensure all waste is managed to company specifications and in line with environmental guidelines and expectations of the regulators and Lactalis Group standards. • Manage timely collection and reporting of environmental, energy and other key sustainability data.					
Education/qualifications					

Formal Education		
Required	Diploma	Subject Area: <i>Environmental Science</i>
Preferred	Bachelor Degree	Subject Area: Environment Science
	Is industry equivalent experience of the degree acceptable: Yes ☒ No ☐	
Experience	<i>Indicate <u>minimum</u> years of experience in the same or relevant fields <u>required</u> for the role</i>	
	3 - 4 Years	Field: Environment
Technical Skills	○ Experience of Water or Wastewater Treatment ○ Implementation and continuous improvement of EMS (ISO 14001) ○ Sound knowledge and application of risk management techniques and relevant State environmental legislation ○ A driver's licence (regular travel will be required for this role)	
Core Competencies	Proven ability to establish and maintain effective stakeholder relationships	
Other	<i>Highlight any considerations that could affect grading or award classification</i>	

Health, Safety and Environment (HSE) Accountabilities

- Promote and participate in the Safety Management System and develop a proactive safety culture.
- Be a role model for working safely and promoting a safe working environment.
- Adhere to safe work procedures and systems in consultation with elected OH&S Representatives and team members.
- Proactively contribute to the identification and resolution of workplace hazards.
- Review & manage JSA/ SWMS for all contracted works
- Follow Lactalis permit to work systems covering hot works, working at heights, confined space and excavation.
- Make sure all contractors coming to site setup a Linksafe company profile with up-to-date insurance documents and each worker's online inductions are up to date.
- Comply with all relevant environmental legislative requirements.
- Actively contribute to reducing waste, conserving water and energy and other sustainability initiatives.
- Comply with environmental & trade waste management systems.
- Actively participate in understanding your environmental responsibilities.

Leadership Accountabilities (*applicable for all positions with direct reports*)

- Set clear expectations and lead by example. Deliver on your commitments and strive for excellence.
- Give timely and meaningful feedback that is useful and respectful.
- Adopt a positive approach and appropriately recognise effort and results.
- Communicate openly and honestly, sharing information and knowledge.
- Take personal responsibility for the performance and outcomes of your team.
- Drive supportive accountability and engage your teams.

Lactalis Values and Core Competencies

Our culture is underpinned by a set of common values, which set the standard for employee behaviour. They should be translated into every aspect of work from relationships with customers and colleagues, to the way employees conduct themselves on a daily basis.

Values	Core Competencies	Key Behaviours
Ambition	• Performance • Continuous Improvement • People Development	• Set high goals and drive for performance • Seek all opportunities for continuous improvement • Identify areas for developing oneself and others

Engagement	• Loyalty • Accountability • Tenacity • Entrepreneurship	• Support positively and protect the company • Account for his/her own activities and accept responsibility for them • Overcome obstacles • Demonstrate an entrepreneurial mind-set
With Simplicity	• Pragmatism • Transparency • Accessibility	• Work in a practical and effective manner (with common sense) • Act and communicate with clarity and transparency • Ensure relationships are based on accessibility, modesty and proximity

Grading and Award Coverage (HR team input)			
Korn Ferry Role Match			
Korn Ferry Level			
Korn Ferry Family			
Award Classification		Award Level	
HR Authority:		Compensation Approval:	