

Accountability, Leadership, Unity, Trust, Pride & Safety

LOCAL LAWS OFFICER

Permanent / Full Time
Location – Bowen
Base salary between $77,246 per annum to $90,622 per annum
Plus Locality Allowance + Superannuation

The Whitsunday Regional Council is situated at the heart of the Great Barrier Reef. The region encompasses the 74 tropical Whitsunday Islands, the coastal towns of Cannonvale, Airlie Beach, Jubilee Pocket, Shute Harbour and Bowen along with the rural towns of Proserpine and Collinsville. The Whitsunday region offers a dynamic environment and is perfectly placed to live, work, play and invest.

Make a Difference in Your Community

Whitsunday Regional Council is seeking a motivated and community-focused Local Laws Officer to join our Natural Resources and Regulatory team.

This diverse and rewarding role offers the opportunity to work directly with the community to promote compliance, protect public amenity, and help maintain a safe and enjoyable environment across the Whitsunday Region. No two days are the same, with responsibilities ranging from animal management and compliance investigations to community education and local law enforcement.

About the Role

As a Local Laws Officer, you will be responsible for delivering and supporting the implementation of Council's Local Laws, regulations and compliance activities.

Key responsibilities include:

- Investigating customer complaints and compliance matters relating to Council's Local Laws.
- Undertaking regulatory activities including animal management, regulated parking, illegal camping patrols, signage inspections and accommodation inspections.
- Providing advice and assistance to residents, businesses and visitors regarding local law requirements.
- Conducting compliance inspections and undertaking enforcement actions where required.
- Assessing applications and approvals in accordance with the Whitsunday Local Law 2014.
- Maintaining accurate records and providing updates on compliance activities.
- Assisting with projects, process improvements and procedural efficiencies.
- Undertaking pound duties, including the care, maintenance and disposal of animals.
- Responding to customer enquiries via phone, email and face-to-face interactions.
- Participating in Council's on-call roster and weekend overtime program as required.

About You

We are looking for someone who enjoys working with the community, can confidently manage difficult conversations, and is committed to delivering practical and fair compliance outcomes.

To be successful in this role, you will have:

- Experience in compliance, regulation, customer service, local government, community services or a related field.
- Strong communication and conflict resolution skills.
- C Class “Manual” Drivers Licence.
- Experience in the interpretation and compliance of regulations/local laws.
- Ability to obtain Authorised Persons card.
- Current First aid and CPR.
- Ability to obtain Childrens Blue card.

What Council Offers:

- 9 Day Working Fortnight
- 5 Weeks Annual Leave per annum
- 15 Days Personal Leave per annum
- 17.5% Annual Leave Loading
- 12% Superannuation Guarantee
- Annual Locality Allowance
- Salary Sacrifice Opportunities
- Learning and Development Opportunities
- Employee Assistance Program (EAP)

How to Apply:

To view the position description please click on the job attachments tab above. To apply, click the ‘Apply’ button above. For any further information regarding this role, please contact a member of our Human Resources Operations team on (07) 4761 3613.

Council is committed to providing a healthy work environment for individuals working, visiting or conducting business at Council workplaces and is transitioning to a Smoke Free Workplace.

Council practices Equal Employment Opportunities and Workplace Health and Safety Principles.