



NSW
Resources
Regulator

Join our team

Recruitment information pack



DOCUMENT CONTROL

Published by NSW Resources Regulator

Title: Join our team - recruitment information pack

First published: February 2020

Authorised by: Executive Director, NSW Resources Regulator

CM9 Reference: DOC20/49178

DATE	VERSION	AMENDMENT
Feb 2020	1	First published.
Aug 2020	2	Content updated to remove Cobar as office location and disclaimer updated to reflect inclusion in DRNSW.
Sept 2020	3	Updated links on page 23 and Inspector's title on page 15.
Nov 2020	4	Updated link on page 23.
Dec 2020	5	Removed 2018 - 2019 (pages 10-11) snapshot and replaced with 2019 - 2020 business activities overview (pages 10-15 - DOC20/794352), updated TOC.

© State of New South Wales through Regional NSW 2020. You may copy, distribute, display, download and otherwise freely deal with this publication for any purpose, provided that you attribute Regional NSW as the owner. However, you must obtain permission if you wish to charge others for access to the publication (other than at cost); include the publication in advertising or a product for sale; modify the publication; or republish the publication on a website. You may freely link to the publication on a departmental website.

Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (December 2020) and may not be accurate, current or complete. The State of New South Wales (including Regional NSW), the author and the publisher take no responsibility, and will accept no liability, for the accuracy, currency, reliability or correctness of any information included in the document (including material provided by third parties). Readers should make their own inquiries and rely on their own advice when making decisions related to material contained in this publication.

Table of contents

From the Executive Director	5
Working for us	6
About us	8
2019-2020 activities overview	10
Our structure	16
Our locations	17
Our other offices	21
The industry we regulate	23
Segmentation of the mining industry in NSW	25
Pre-employment evaluation	27
Contact us	29





JOIN OUR TEAM

From the Executive Director



Working for the NSW Resources Regulator provides you with opportunity. An opportunity to make a difference. Our mission is to enable and support the mining industry in meeting its safety, environmental and mine rehabilitation obligations – and with the right people we can help make this happen.

We were created as a stand-alone regulator in July 2016 with a mandate to provide increased transparency and community confidence in the regulation of the NSW mining industry. And in a few short years we have achieved this by being a transparent, accountable and responsive regulator. We've transformed the way we regulate and the way we engage and educate industry – and have shown that, where necessary, we will take decisive action.

Being part of our team means you get to work alongside highly skilled and accomplished people with a strong sense of purpose. The success of our organisation depends on the collective skills of all of our staff. Everyone has a role to play and everyone contributes to the success of our OneTeam approach.

We have embraced flexible working, committed to building leadership capability at all levels of our organisation and resourced a structured program of learning and development opportunities for all employees.

We are constantly looking to do things better, challenge the status quo, and actively work with all stakeholders to ensure better outcomes for industry and our community. Come and join a team that wants to make a difference.

Anthony Keon
Executive Director

Working for us

Make your mark

We have a diverse and highly skilled workforce consisting of inspectors, investigators, operational policy and regulatory experts, administrative and support staff located at numerous regional offices throughout NSW. Everyone contributes to ensuring a safe and responsible mining, extractive and petroleum sector in NSW.

Grow your career

We know that to successfully achieve our goals we need to ensure our people are encouraged and empowered to reach their potential. Under our Accelerate: Capability Development Strategy, we have committed the resources to ensuring we develop the skills of our people and provide them with training, learning and development opportunities that enable them to reach their personal and professional goals.



Make time for the things that matter

Working flexibly is not only accepted, it's expected. Flexible working arrangements can include variable start and finish times, part-time work, job-sharing, working from home or at an alternative location. We know we get the best from our employees when they are working at times when they are most productive and in ways which enable them to make time for themselves and their life commitments.

"We know how important it is to get the balance right and we know that means different things for different people. By enabling flexibility we can create a culture and environment where people can do their best and ensure they make time for themselves".

Garvin Burns, Chief Inspector



Reap the benefits

Along with generous salary entitlements, there are numerous benefits and privileges available to you. In addition to recreation and personal leave, there are a range of leave types available to support you as you face the various opportunities and challenges that life throws at you. These include parental leave, study leave, cultural and religious leave, family and community services leave and the ability to purchase additional recreation leave.

Salary packaging enables employees to elect to take their salary in another form instead of receiving the whole salary as a taxable income. Salary sacrifice to your nominated super fund and salary packaging of vehicles is available to all permanent employees.

Health is the real wealth

Your health and wellbeing matters. You have access to regular health checks, flu vaccinations and to a team of counsellors and psychologists through our Employee Assistance Program.

Take your physical wellbeing and fitness to the next level. Our Fitness Passport program is a low cost, flexible corporate gym and pool membership that is open to you and your family.



About us

In administering our functions, we undertake various regulatory activities such as:

- receiving and considering complaints, safety incident notifications and requests from interested parties
- conducting inspections, audits and investigations
- assessing licensing and registration applications
- issuing prohibition and other statutory notices
- taking enforcement action such as issuing penalty infringement notices or commencing prosecution proceedings
- taking other administrative actions such as suspension or cancellation of authorities.



“It’s more than just an ordinary job. It’s very important. It’s a rewarding career where you can make a difference.”

David Gordon, Inspector of Mines Coal



We value integrity, trust, service and accountability.

Our objectives

We aim to:

- ensure a safe, sustainable and innovative mining, extractive and petroleum industry in NSW
- provide information and guidance about safety, environmental and other regulatory obligations to protect and support industry, workers, the community and the state
- promote confidence in how the industry is regulated
- make regulation transparent
- engage with and educate both industry and the community about best practice
- support industry to meet its regulatory obligations.



Increase

stakeholder and community confidence in our compliance programs



Support

the responsible operation and development of regulated industries



Minimise

harm to workers, the environment and community

2019-2020 activities overview

Key safety activities

We are the state's work health and safety regulator for mines and petroleum sites.

7,749

Active mines (FY 2019-2020)

The NSW Resources Regulator regulates safety activities in the following industry sectors



122

COAL MINES



39

LARGE MINES
metalliferous and large quarries



2,671

SMALL MINES
metalliferous, small quarries & other gemstones



194

PETROLEUM & GEOTHERMAL SITES
including exploration



3,944

OPAL MINES



779

EXPLORATION SITES
excluding petroleum and geothermal

1 Work-related death

2 Non-work related deaths

432 Dangerous incident

1,432 High potential incident

2,120*

Safety Incident Notifications received

Serious injury or illness 91

Medical treatment injury or illness 157

Explosives Reg notifications 5

* by requirement to report as notified by mines.

The actual number of incidents, injuries and illnesses recorded may differ from original incident notifications following assessment of the notified event.

238



Safety compliance concern allegations received

191



Safety compliance concern potential breaches alleged

63



Safety compliance concern breaches sustained

1,542

Other safety notifications and requests for service received

610

Safety Competence certificates granted

1,153

Safety mining authorisations applications granted

133

Safety high risk activity applications received

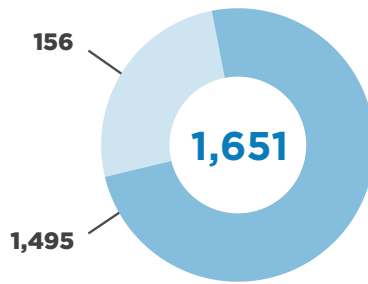
3,443

Safety Assessments conducted

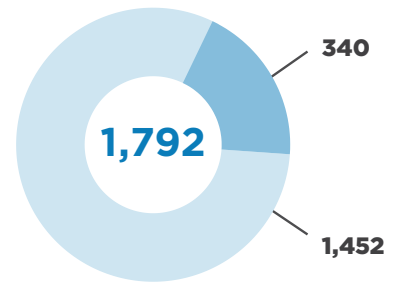
- Proactive
- Reactive



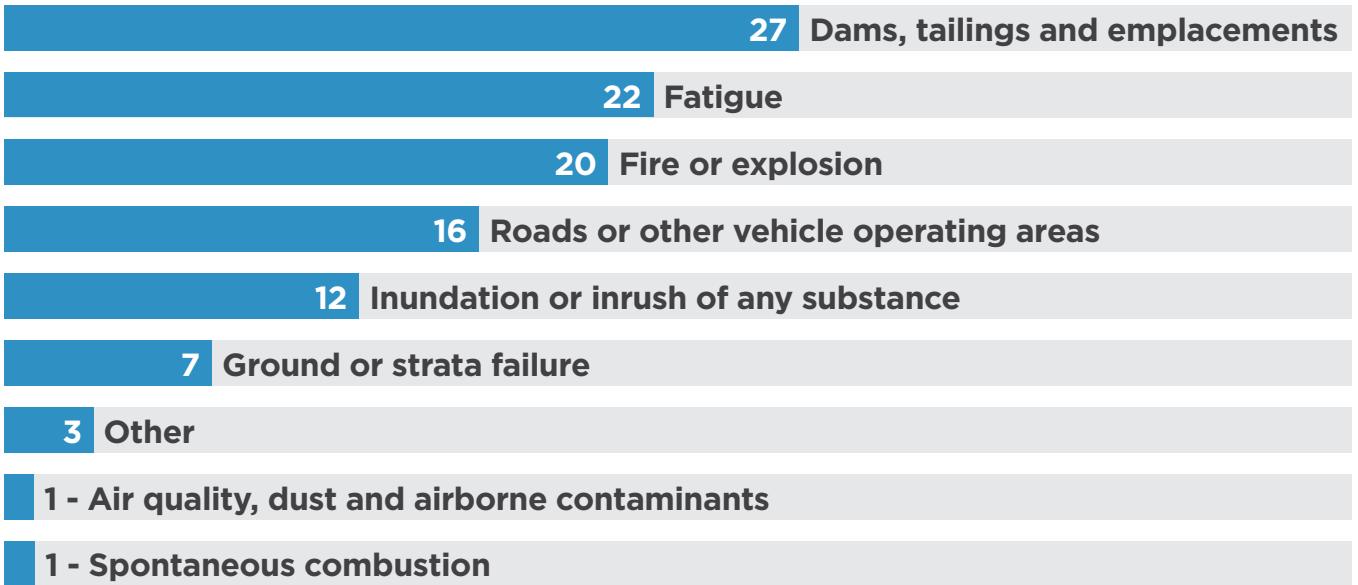
DESKTOP ASSESSMENTS



SITE ASSESSMENTS



109 Targeted safety site assessments commenced



- 1,112** WHSA s191 improvement notices
- 200** WHSA s195 prohibition notices
- 9** WHSA s198 non-disturbance notices
- 592** WHS(MPS)A s23 notices of concerns

3 Causal safety investigations completed

Workers evacuated after gas levels rise ([IIR19-02](#))

Collision between semi-autonomous dozer and manned excavator ([IIR19-04](#))

Worker injured by pin ejecting under pressure ([IIR19-09](#))

Key Mining Act activities

We conduct compliance and enforcement activities under the *Mining Act*, with a focus on **mine rehabilitation**.

2,011 current mining titles (as at 30/6/2020)



566
COAL



1,445
MINERALS

Source: Titles Administrations System (TAS) generated 30/6/2020. Petroleum titles excluded.

3,358 current small scale titles (as at 30/6/2020)



3,204
LIGHTNING RIDGE



154
WHITE CLIFFS

Source: Opal Claims System (OCS) generated 30/6/2020

195



Mining Act compliance concern allegations received

387



Mining Act compliance concern potential breaches alleged

377



Mining Act compliance concern breaches sustained



377

Mining Act compliance breaches sustained by category

254 Breach of conditions

62 Late or unsatisfactory reporting

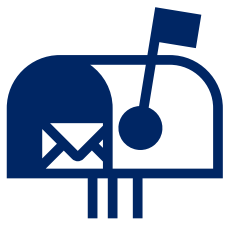
23 Late payments

15 False or misleading information

9 - Failure to comply with notices, orders, directions or undertakings

4 - Unauthorised activity

10 - Other



3,913

Mining Act requests for service actioned

331

Mine rehabilitation security deposit reviews conducted



SECURITY DEPOSIT REVIEWS

131 - mining

194 - exploration

3 - petroleum operations

3 - by Minister (Appeal) s.261BE *Mining Act 1992*

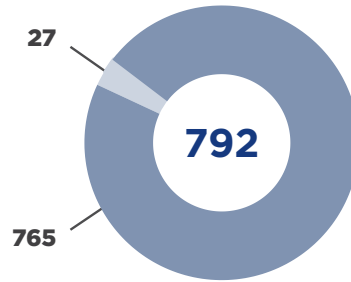
1,056

Mining Act assessments conducted

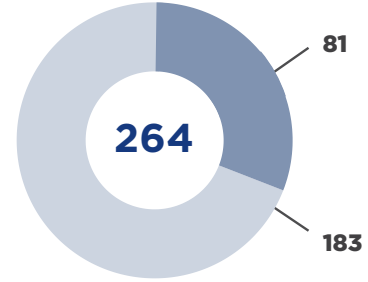
- Proactive
- Reactive



DESKTOP ASSESSMENTS



SITE ASSESSMENTS



62

Mining Act notices issued

1 Mining Act s240A prohibition notices

61 Mining Act s240 notices of directions

8

Rehabilitation Information Releases published

Whitehaven open cut coal mine ([IIR19-08](#))

Catherine Hill Bay Coal Prep Plant ([RIR20-02](#))

Castillo Copper exploration project ([IIR19-10](#))

Westside open cut coal mine ([RIR20-03](#))

Nymboida Clay Mine ([IIR19-12](#))

Fieldsend Clay Mine ([RIR20-04](#))

Kemspey Clay Mine ([RIR20-01](#))

Ulan Coal Mine ([RIR20-05](#))

Our enforcement actions

SAFETY

ISSUED

19

OFFICIAL CAUTIONS

ISSUED

1

PENALTY NOTICES

ACCEPTED

3

ENFORCEABLE UNDERTAKINGS

- 2 enforceable undertakings rejected
- 5 enforceable undertakings notice of variations accepted
- 4 enforceable undertakings finalised

ISSUED

0

stop work orders



3

prosecutions commenced

5

prosecutions finalised



MINING ACT

ISSUED

240

OFFICIAL CAUTIONS

ISSUED

39

PENALTY NOTICES

ACCEPTED

1

ENFORCEABLE UNDERTAKINGS

ISSUED

2

suspension of operations

ISSUED

3

cancellation of titles



3

prosecutions commenced

3

prosecutions finalised



Engaging with industry



21

Safety alerts and bulletins



6

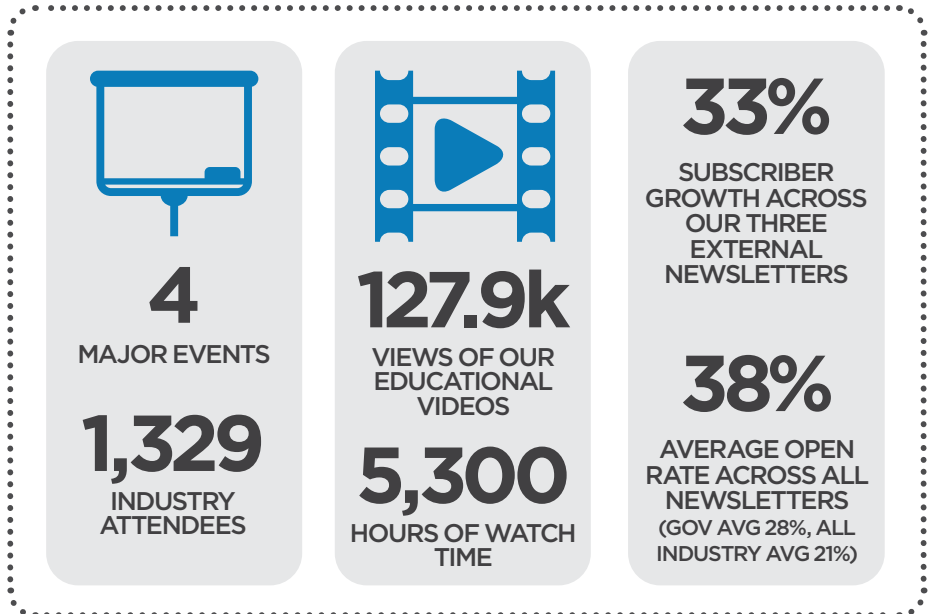
Investigation reports



18

Information releases

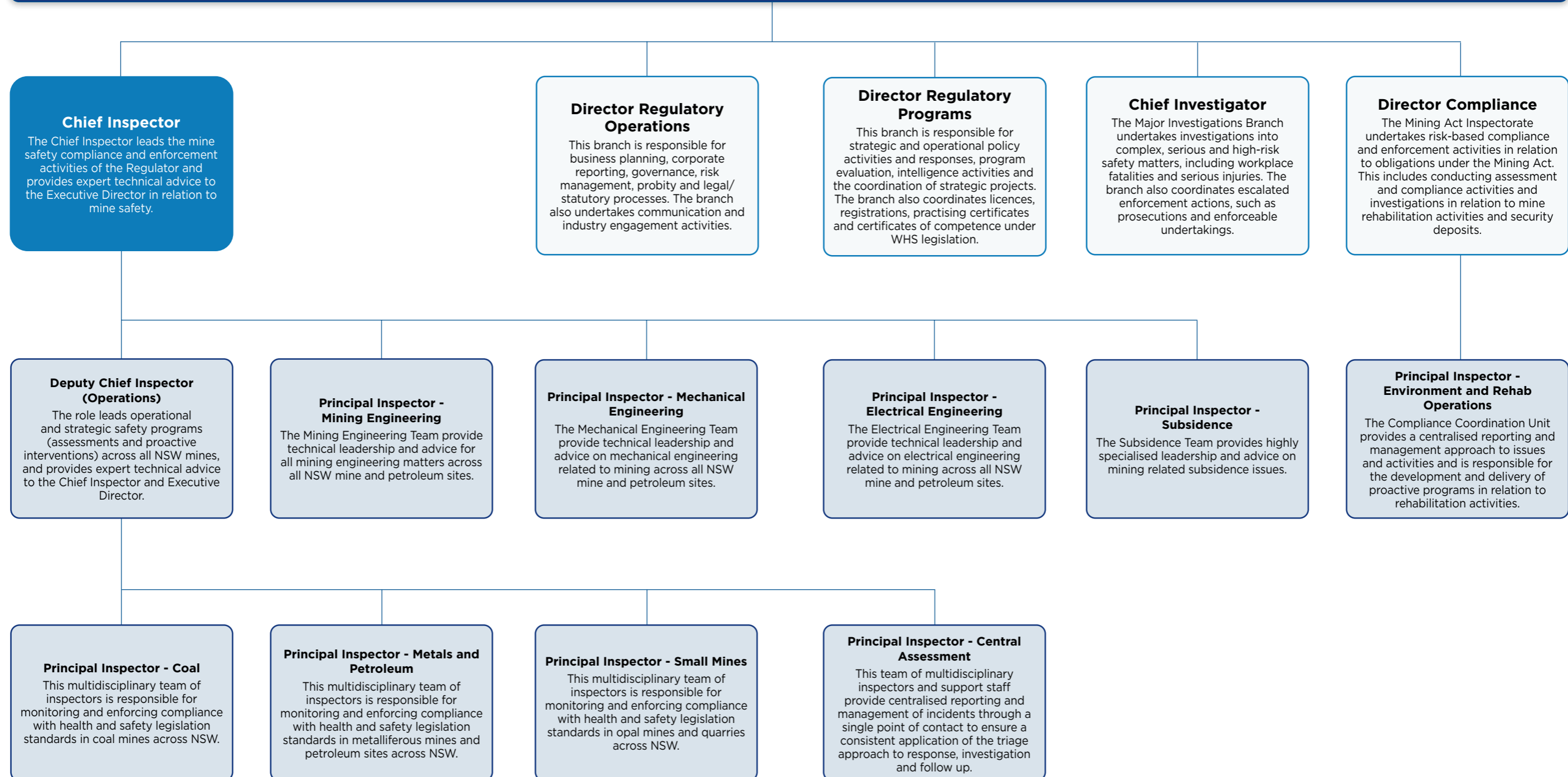
Engaging with industry



For further information regarding these activities please refer to [Monthly business activities report June 2020](#).

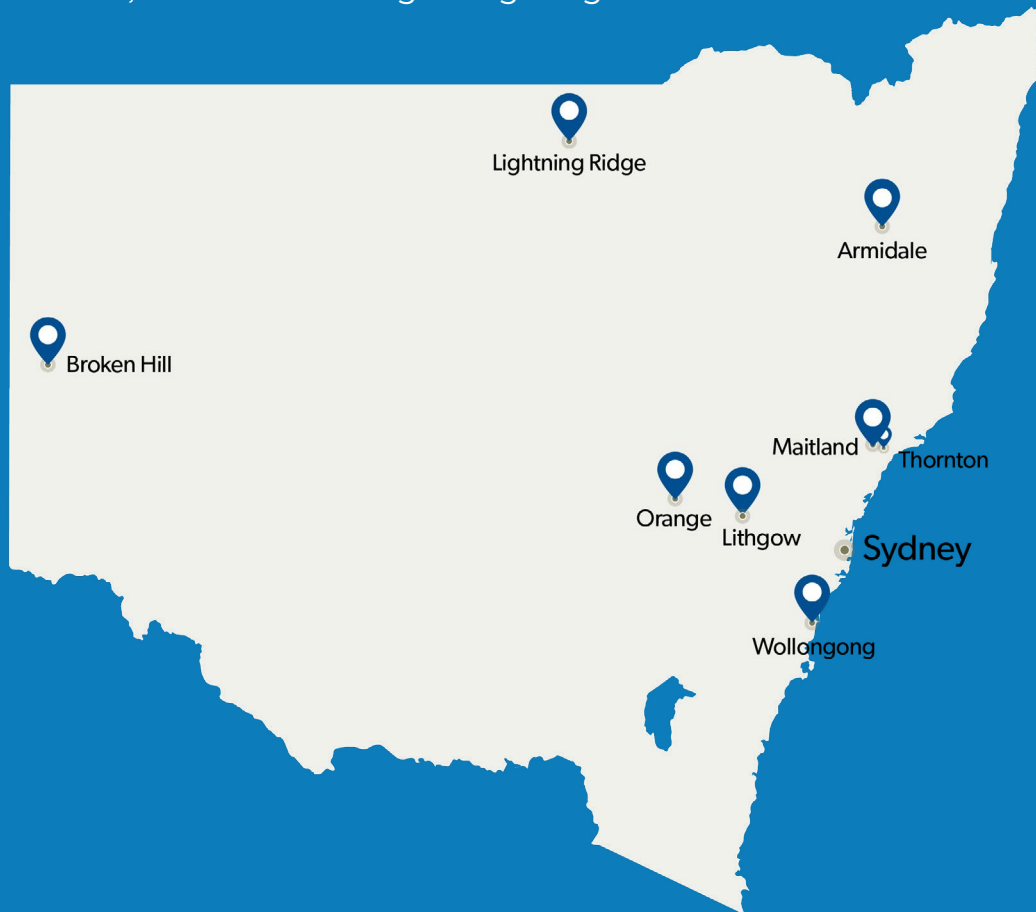
Our structure

Executive Director
The Executive Director is responsible for managing and controlling the affairs of the Regulator and providing strategic direction and oversight.



Our locations

Our head office is located in Maitland, with inspectors and other staff located at key mining areas such as Wollongong, Orange, Lithgow, Broken Hill, Armidale and Lightning Ridge.



NSW is geologically rich with an abundance of naturally occurring minerals. Across the state there are significant deposits of coal (both thermal and coking), copper, gold, silver, lead, zinc and industrial minerals, with demand for the products in both domestic and international markets. In addition to many operating mines, exploration activity is also underway. The Mining Act and WHS legislation creates a framework for the Regulator to play a key role in overseeing systems and processes for managing risk to workers, the community and the environment from the high-hazard mining and petroleum industry.

While the obligations created by the legislation are generally the same for all sectors, the sheer scale of different products and methods used for exploration, mining, extraction and production makes regulation of the industry particularly challenging.



Our head office - Maitland

The city of Maitland is a rapidly growing regional community positioned on the bank of the Hunter River, with access to both Newcastle and Sydney. Maitland has over 80,000 residents. The local community is well-served with a number of hospitals, private and public schools, sporting grounds, modern shopping centres, well-maintained parks and other facilities.

Maitland is surrounded by rich agricultural land with viticulture, dairy farming and thoroughbred racehorse industries all thriving in the region. The vineyards in the Hunter Valley are a short drive away, with over 150 wineries producing a wide array of exceptional wines. The mild warm temperate climate zone of the region not only makes the area perfect for agriculture, it is also a wonderful place to live.

In fact, the Hunter Valley region is a nature-lover's paradise with the abundance of the region's natural assets providing endless options for active and adventurous weekend exploring. Dolphins and migratory whales swim in the crystal blue waters of Port Stephens, with oysters and a variety of estuary fish also flourishing in the pristine waterway. Barrington Ranges National Park to the north of Maitland is home to dramatic landscapes and world heritage listed rainforests, while the vast wilderness of the Greater Blue Mountains National Park is accessible to the south.

The city of Newcastle is a 30-minute drive from Maitland and has a relaxed feel, with some of the finest surfing beaches in the country. Newcastle is a vibrant and prosperous centre with a large university and a booming artistic and cultural scene. Located right at the mouth of the Hunter River, it has a deep-water harbour, host to the largest shipping port on the east coast of Australia and the world's largest coal export facility. Newcastle airport connects the city and the region effortlessly with numerous carriers operating daily flights to a range of destinations.

Major office hub - Wollongong

Wollongong is a coastal city with a population of around 204,000, 90-minutes south of Sydney. It is the urban hub for the greater Illawarra-Shoalhaven region, home to 405,000 people.

Wollongong boasts an idyllic coastal lifestyle and a diverse, welcoming community. The city has a strong beach culture and offers an abundance of outdoor leisure activities such as cycling, hiking, surfing and swimming.

Cafés, restaurants, small bars, galleries and shopping centres have activated Wollongong's city centre as part of its revitalisation. The city centre is also home to a range of cultural and community events.

The city is an educational hub in the Illawarra region, home to the University of Wollongong, as well as many colleges and schools. It also hosts the Wollongong Science Centre and Planetarium.



“If I was at a barbeque and was asked about the NSW Resources Regulator, I’d sum it up in one phrase – It’s the best job I’ve ever had.”

Russell Wood, Principal Inspector
Metals and Petroleum



Major office hub - Orange

A major centre with a true provincial feel, Orange offers a remarkable array of sights, scenes and tastes to delight residents.

Only 3.5 hours from Sydney, it boasts beautiful parks, historic streetscapes, award-winning wineries and hatted restaurants. The area is renowned for its fresh produce – from apples and berries to truffles and succulent meats, fresh produce is readily available.

The Orange economy is supported by many industry sectors but is primarily underpinned by secure skilled employment which in turn supports the retail and services sector.

Orange has a true love of cultural, theatrical and musical events. Attracting local, national and international artists, you'll enjoy world-class performance facilities to indulge your artistic and cultural passions.

Outside of Orange, the bushland surrounding the city is spectacular. Mount Canobolas, an ancient volcano, is a dramatic backdrop and things to do and see in this conservation area include the Spring Glade walking track to the summit and visiting Lake Canobolas. Farther west is Nangar National Park, with abundant wildlife and breathtaking views from Mount Nangar lookout.



Our other offices

Armidale

Affectionately known as the capital of New England, Armidale is a cosmopolitan and urban centre located in a picturesque rural setting on the doorstep of some of the most scenic national parks in Australia. Boasting a population of more than 24,000, and located halfway between Sydney and Brisbane, Armidale is the administrative centre for the Northern Tablelands region. Home to the University of New England, TAFE, four private schools and public schools all achieving pleasing results, Armidale is also widely known as a centre of education excellence. With a lively appreciation of the arts, together with a range of stylish cafés and restaurants serving up contemporary Australian and international cuisines, making the most of the fresh air is easy to do in Armidale.

Broken Hill

Built on a rich history of mining, Broken Hill is Australia's first heritage listed city and home to more than 17,000 people. With beautiful heritage buildings and iconic landscapes, Broken Hill has become a mecca for artists across many genres who come to capture the fascinating and inspiring environment. The 'accessible dessert' provides explorers with endless opportunities to experience the grandeur of the Australian Outback. Experience a classic Aussie pub or visit a contemporary cafe for delicious food, wine and coffee that rivals the capital cities.

Armidale city centre





Lightning Ridge

Attracting more than 80,000 visitors each year, Lightning Ridge is a colourful town offering plenty of experiences. Commonly known as the black opal capital of the world, Lightning Ridge is a combination of rural sophistication and the extraordinary, with the town utilising brightly coloured car doors as sign posts. From cacti collections to an underground lamp gallery, such is the allure of the Ridge, with many who initially planned to stay a day or so, staying a lifetime.

Lithgow

Situated on the western edge of the Blue Mountains, Lithgow is a vibrant town rich with history, adventure and spectacular natural attractions. Home to more than 12,500 people, the Lithgow region is also a gateway to the world heritage-listed Capertee and Wollemi national park, home to ancient wonders and thriving wildlife. For those who enjoy the great outdoors, Lithgow's spectacular green mountains, clear blue lakes and fresh crisp air will certainly deliver.

The industry we regulate

The mining, petroleum and extractive industry plays a pivotal role in helping to deliver on the government's State Priorities, by helping to grow the economy and contribute to employment generation – especially in regional areas.

The total value of NSW's mining production in 2015/16 was around \$19 billion, with nearly \$1.2 billion paid in royalties - which was used to fund infrastructure and services for the benefit of all people in NSW. During this period, the industry also employed over 27,000 people directly and over 100,000 people indirectly, through the provision of both mining and non-mining related services.

The coal industry supports about 80 per cent of NSW's electricity supply requirements and the extractive and quarrying industry contributes greatly to construction and infrastructure projects. The strength and growth of NSW relies heavily upon the continued development of the mining industry, particularly at a time when energy supply and security is a key concern and delivering infrastructure and growing the economy are priorities.

However, it is an industry with equally significant risks and responsibilities. Over that same period, over 2,000 safety incidents were reported to us, with 64 serious injuries recorded. There were also over 670 allegations of mining related non-compliance events considered by us. Of particular concern, over the past five years, there have been 12 fatalities recorded as a result of workplace incidents.

Looking more globally, there is a long history of catastrophic mining incidents caused by complacency, carelessness and cutting corners, both



on the part of industry and those tasked with regulating it. Pike River, Upper Big Branch and, closer to home, Gretley, Northparkes and Moura No 2 are all stark reminders of the need to stay vigilant and responsive. There are also many examples of the environmental harm that mining can cause, if not appropriately managed or controlled.

NSW also has had an unenviable history in relation to the wrong people obtaining authorisations to extract its precious resources. The State Government and the community now demand a strong regulator that will take decisive action to ensure the integrity of the industry and those who operate within it. Importantly, these concerns extend to post-mining activities, and the appropriate rehabilitation of the land, which is vital as many more mines approach the end of their operations.

Further, as resource recovery becomes more complex, new technologies emerge and commodity prices fluctuate, we must strive to challenge historical ways of thinking, the status quo and the normalisation of risks. We must ensure we allocate resources efficiently, through a risk-based, intelligence-led, and outcomes-focused framework. We must also ensure that we do not stifle innovation and look to ease regulatory burden where possible.

NSW has a strong regulatory framework and through an integrated and holistic regulatory approach we will seek to promote, and where necessary, enforce compliance. By focusing on business improvement through a unified and integrated regulatory approach, and leveraging off strong industry engagement and partnerships, we are confident that we can deliver on our mission of enabling and supporting industry to understand and fulfil its obligations.



Segmentation of the mining industry in NSW



**How we
segment the
mining
industry**

- **Coal mines**

Open cut, underground and coal preparation plants

- **Large mines**

METALLIFEROUS AND QUARRIES
Quarries that produce >900,000 tonnes pa and large open cut or underground metalliferous mines

- **Small mines**

METALLIFEROUS, QUARRIES AND OTHER GEMSTONES
Quarries and other mine types (eg sand, clay, lime) that produce <900,000 tonnes pa, open cut or underground metalliferous mines and gemstone mines

- **Non-mine**

Includes many manufacturers (including OEMs), suppliers, designers, importers, licence holders and registration holders

- **Petroleum and Geothermal**

Onshore petroleum and geothermal productions and exploration sites

- **Opal mines**

Opal mines at Lightning Ridge and White Cliffs

- **Exploration**

Exploration sites (excluding petroleum)



JOIN OUR TEAM

Pre-employment evaluation

Appointment and ongoing assignment is subject to satisfactory participation in mandatory pre-employment and ongoing integrity clearance and medical screening, in accordance with the Resources Regulator's [Integrity Clearance Policy](#) and health monitoring systems. It is a condition of engagement to hold and maintain an integrity clearance in accordance with [section 54](#) of the *Government Sector Employment Act 2013*, [rule 8](#) of the Government Sector Employment (General) Rules 2014 and the Resources Regulator Integrity Clearance Policy. Please note, in accordance with clause 1.3 of this policy, candidates need to consent to the carrying out of integrity screening by the Resources Regulator and any third-party provider contracted to conduct screening activity in accordance with this policy; unless a candidate provides such consent, their application will not be further considered.

Compliance with the key requirements of the Resources Regulator [Pecuniary Interests in the Regulated Sector Policy](#) is mandatory.

Individuals must possess and maintain the qualifications to be appointed as an [inspector](#) under section 18(2)(a) of the *Work Health and Safety (Mines and Petroleum Sites) Act 2013*, and in accordance with the Resources Regulator Policy - [Qualifications of mine safety inspectors](#).

We recognise that we operate in a diverse community and welcome and encourage applications from all ages and genders, Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse groups, the LGBTIQ+ community, veterans, refugees and those with disability.

For more information about applying for a role in the NSW public service, click the links below:

- [How to apply](#)
- [Checklist](#)
- [FAQs](#)
- [Recruitment process](#)





“During my time in the mining industry, I would leave for work in the dark and return home in the dark. My work life-balance was very poor, with my passions outside of work put on hold.

Since joining the NSW Resources Regulator, I have been given the opportunity to work flexibly, which has enabled me to pursue my passion in the equestrian field of dressage. I have been able to attend competitions and receive coaching from international and Olympic dressage coaches, igniting my desire to qualify for the 2024 Olympic Games. Additionally, I have had the opportunity to complete my Certificate IV in Government Investigations. This role-specific training relates to what I do on a daily basis and forms an excellent foundation to my career development.

I’m thrilled with the switch from mining to the Regulator! I have the benefit of working in a field where I feel I can make a difference to improving environmental performance in mining and have the support and time to pursue my Olympic dream.”

Amy McKenzie, Inspector Environment

Contact us

Phone 1300 814 609

Email resources.regulator@planning.nsw.gov.au

Post PO Box 344 Hunter Region Mail Centre NSW 2310

Head office 516 High Street Maitland NSW 2320

Web www.resourcesregulator.nsw.gov.au

