

Job Role	Competencies																																				
	Management OHS Nominee	Hazard Id and Risk Management	Incident Investigation	Manual Handling	Job Specific Training and Competency	Writing a Safe Work Procedure (SWP)	All SWP in Technology Room	OHS Policy and Issue Resolution	Technology Refresher Course	Restorative Practice	OHS Induction	Workplace Behaviour and Bullying (online)	Occupational Violence	5 Day Health and Safety Representative Training	HSR Refresher Training	Voice Care	Anaphylaxis Training	Asbestos Management course and online	First Aid Training	Duty of Care and Mandatory Reporting	Chemical Safety	Emergency Management	Food Handling	Working at Heights	Office/Safety Ergonomics	Site Induction	OHS for Employees (online)	RTW Coordinator R&Rs (online)	Ergonomics (online)	Hazard and Incident Reporting (online)	Manual Handling (online)	Contractor Management (online)					
Identify retraining timeframes	Annual	Annual	As Required	3 years/ As Required	As Required	As Required	Annual	Annual	As Required	Annual	As Required	As Required	Annual	As Required	Annual	As Required	3 years	As Required	Annual	As Required	As Required	Annual	2 years	As Required	Annual	As Required	As Required	As Required	As Required	As Required	As Required	As Required	As Required	As Required			
Management OHS Nominee	✓	✓	✓	✓	✓			✓			✓	✓	✓	✓		✓	✓	✓		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Health and Safety Representative		✓	✓	✓	✓	✓		✓			✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Deputy Health and Safety Representative		✓		✓	✓			✓			✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
First Aid Officer		✓		✓	✓			✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Principal Class		✓	✓	✓	✓		✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Teacher - Arts (Ceramics and Photography)		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Teacher - Arts (other)		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Teacher - Arts (Drama and Theatre Studies)		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
Teacher - Foods, VET Hospitality		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - Outdoor Education		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - Physical Education		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - Sciences (Chemistry and Biology)		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - Technology (excluding Foods), VET Technology		✓		✓	✓	✓	✓		✓		✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - VCAL		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓	✓	2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Teacher - Business & IT, English, Humanities, Maths, Psychology, Physics, VET, NETschool, International Program, VLN, Library		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - Facilities Staff		✓		✓	✓	✓		✓			✓	✓	✓	✓		✓	✓	1		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1	
Education Support - Foods Assistant		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - Integration Aide		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - IT Staff		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - Laboratory Technician		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - Technology Assistant		✓		✓	✓	✓	✓		✓		✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Education Support - Teacher Curriculum Assistant, Deaf Support, Language Assistant, Literacy Support, BIHC, Homestay Coordinator, Sports Director, Administration, Library Technician, Student Wellbeing, Careers & Pathways, Specialist Arts Program Assistant, Publicity Officer, VLN staff		✓		✓	✓			✓			✓	✓	✓	✓		✓	✓			✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Staff - involved in food preparation for any College activity																							✓														
Staff - involved in workplace visits		✓																																			
Trainees, SBATs		✓		✓	✓			✓			✓	✓	✓		✓	✓				✓	✓	✓			✓	✓											
Cleaners																										✓	✓										
Canteen Officer																										✓	✓										
School Nurse, SSSO Staff																									✓	✓											
Contractors																									✓	✓											
Teacher - CRT																									✓	✓											

✓ = all members must have competency
 1 = one member of Team required to have competency
 2 = if any class taught is to use the kitchen

Date last modified: May 27 2014