

SITE SENIOR EXECUTIVE CERTIFICATE OF COMPETENCE ORAL EXAMINATIONS

WHAT TO EXPECT

Think about the oral examination as a competency discussion which will explore your ability to perform the Site Senior Executive (SSE) role. **Your challenge is to show the panel that you are able to think like a fully qualified person.**

Work-based scenarios will be presented and these will be followed up with questions to test your knowledge on the operational aspects of the SSE role.

The areas which will be covered could include:

- > controlling legislation and regulations for health and safety, including its purpose and background and its practical application
- > an understanding of the Pike River Royal Commission Recommendations
- > hazard identification and risk management
- > knowledge of emergency management planning and procedures, including CIMS
- > Health and Safety Management Systems, including Principal Control Plans and Principal Hazard Management Plans
- > worker health
- > worker participation in health and safety systems.

Throughout the examination, panel members will also be considering your suitability as a leader and communicator – the ‘people’ side of things.

The panel members’ role is to manage the examination process to allow you to prove your knowledge and understanding. During the examination you may find that panel members summarise the points covered, and ask questions to find out more information or to clarify certain points of the discussion.

If anything is unclear during the oral exam or you need more explanation it is important that you let the examiners know. It is OK to do this.

Taking time to think and answer the question is OK.

SAMPLE SCENARIO AND QUESTIONS

The following are examples of a typical scenario that could be used in an oral examination, including the initial questions that may be asked. Further follow-up questions will be asked for each scenario. These will differ depending on your initial response and how the discussion progresses throughout the examination.

- > As SSE of a mining operation, what reporting systems would you have in place in relation to the HSMS?
- > What are the critical matters you should be reporting in relation to the health and safety of the operation?

WHO WILL EXAMINE ME?

Members of the SSE panel will consider of three of the following people.

- > Tony Forster, Chief Inspector and Chairman of Board of Examiners
- > Gavin Taylor, Retired Chief Inspector of Coal Mines Queensland
- > John Sleigh, Member of Queensland Board of Examiners
- > Dave Bellett, Deputy chief Inspector – WorkSafe
- > Barry Bragg, Managing Direct CRL Energy, Chairman Ngai Tahu Property