



AQUARIUM
INDUSTRIES
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Position: Marine Aquatic Operator/Technician
Reporting to: Warehouse Supervisor or Quarantine Team Lead
Location: Melbourne

Purpose of the Job

To manage and maintain the marine fish section, including quarantine and wholesale sections, ensuring consistent supply of quality product. Supervise assigned staff and effectively contribute to the daily activities required towards the cost effective functioning of the department.

Key Responsibilities

- Plan and prioritise daily tasks and carry out checklists in appointed section, including unpacking fish, tank preparation, feeding fish, transferring fish and treating fish.
- Identify and provide effective solutions to product quality and health issues in appointed section.
- Participate in the completion of daily tasks in appointed section and within the department.
- Manage the movement of stock and efficiently utilise space within appointed section.
- Responsible for undertaking and/or coordinating required maintenance of plant and equipment related to the appointed section.
- Monitor and report any issues with supply to Warehouse Supervisor.
- Lead, coach and mentor allocated staff including assisting with problem solving on fish health, changes to procedures, training requirements, etc
- Communicate with supervisors and co-workers to ensure effective working relationships and awareness of potential or existing problems.
- Focus on production efficiency, meeting production performance indicators (fish health and meeting budgetary boundaries) and recognise and be mindful of company costs at all times.
- Maintain compliance in OH&S and environmental management
- Maintain productivity through effective time management and consistent effort.
- Contribute to continuous improvement of the company by proposing suggestions for discussion, including liaising with other departments (i.e. Purchasing) in regards to health and supply issues.
- Understand that work outside of normal working hours may be necessary and participate in overtime as required.
- Participate in the catching/packing of customer orders with an emphasis on product quality, customer service and efficiency.
- Participate in allocated training requirements and reviews.
- Maintain consistent and professional attendance, punctuality and adherence to OH&S procedures.
- Pursue personal development of skills and knowledge necessary for the effective performance of the role.
- Any additional tasks as directed by the Warehouse Supervisor.

Key Skills

- Knowledge of the Aquaculture Industry, particularly marine ornamental fish
- Supervision and management experience of personnel
- Strong communication skills, written and verbal
- Knowledge and or experience in maintaining marine and freshwater ornamental fish
- Knowledge of Fish Health
- Strong problem solving skills
- Strong organisational skills and ability to prioritise tasks to meet deadlines
- Working in an ethical manner with livestock

Key Result Areas and Measurements

Strategic alignment	<ul style="list-style-type: none">• Working towards “world’s Best Practice”• Commitment to continual improvement
Product quality	<ul style="list-style-type: none">• Quality assurance program is adopted and supported• Non-conformance issues are dealt with effectively• Improvement in fish handling practices• Adoption of HACCP for product quality• Meet statutory compliance
Customer focus	<ul style="list-style-type: none">• Achievement of quality/service levels – customer feedback (appropriate to unit)• Number of and value of complaints• Professionalism projected when dealing with customers
Financial Performance	<ul style="list-style-type: none">• Operational performance to budget• Initiative in reducing costs
Employee welfare and OH&S	<ul style="list-style-type: none">• Effective OH&S management demonstrated
Environmental Impact	<ul style="list-style-type: none">• Meet Aquarium Industries and Statutory compliance• Future sustainability of operation is planned
Leadership and Team Effectiveness	<ul style="list-style-type: none">• Effective communication between all groups in the workplace• Plan for recruitment to meet organisational needs• Competency improvement against job competencies.

Core Competencies

- Leadership
- Flexibility
- Open communication
- Planning & organising
- Teamwork
- Self starter, self managing

Remuneration

This position is a salary role and will be negotiated with the successful applicant based on knowledge, experience and attributes.

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