

## Regulatory Services Officer - Port Health

**Salary:** Band 9 £32,233-£35,744

**Hours:** Full time, 37 hours per week potentially attracting a weekend / out of hours shift allowance.

Permanent

### The Service

The Regulatory Services team is responsible for delivering a pest control service and the regulation of clean air, port health border controls and sampling, health and safety, food safety and standards, animal welfare, communicable diseases, statutory nuisance, environmental permitting, rogue and fraudulent traders, fair trading, product safety, intellectual property crime, age restricted sales, petroleum and explosive safety.

### What is the role?

Dealing with consignments entering the UK through Portsmouth International Port, whilst working within the broader Regulatory Services team, this role will focus upon delivering border inspection duties, assisting with statutory responsibilities and the delivery of regulatory actions. This role is key to the effective delivery of the Port Health Authority's enhanced functions at the end of the EU exit transition period.

### The role's duties will include:

- working with a busy Border Control Point
- assisting and reporting to the Principal Regulatory Service Officers, Official Veterinarians and the Port Health manager on the carrying out of the Port Health functions at Portsmouth International Port
- assisting with the delivery of food and feed checks in order to ensure that products entering the county are safe to eat / safe to enter the food chain
- ensuring that animal and public health is safeguarded
- ensuring that compliance with EU / UK rules are maintained and international trading standards are secure
- preventing and controlling incidences of infectious disease and food-borne infections
- the certification of food products for exportation / importation
- conducting ship sanitation inspections onboard ships
- taking potable water samples for testing of water onboard ships and at port facilities
- carrying out surveillance of other animal diseases and administration of the Pet Travel Scheme
- participating in the investigation and prevention of outbreaks of infectious disease onboard ships entering Portsmouth International Port
- assist in managing the provision of a quality regulatory service in Port Health, providing a high level of customer service whilst working effectively with business to protect public health
- managing projects, assisting in enforcement proceedings and manage complex casework, carry out regulatory inspections and risk assessments
- providing advice, guidance and assistance to persons, import/export agents, businesses and organisations contacting the service ensuring regulatory compliance through education and advice
- taking enforcement action, preparing and giving evidence in court
- a commitment to the personal professional development and understanding / competencies in the above

## **Who is the person?**

Ideally, the post holder will already be participating in the attainment of a formal qualification such as:

- a Higher Certificate in Food Control - or
- a Trading Standards qualification delivered through the Trading Standards Qualifications Framework - or
- another "recognised certificate" in environmental protection, occupational health and safety, or public health

## **Additionally, the post holder should have:**

- relevant enforcement experience obtained through working in a similar role
- a proven aptitude towards delivery compliance through official controls
- quality interpersonal skills to contribute positively to complex team discussions
- a business facing / caring propensity whilst seeking compliance
- an understanding of PACE, CPIA, RIPA, HACCP and other effective investigatory principles
- knowledge of the judicial system / use the criminal and civil courts
- an understanding industry guidance, techniques of inspection and sampling
- an awareness of regulatory regimes / programs, SFBB and similar food safety management systems and consumer protection environments
- an understanding of a range of enforcement sanctions and appropriate applications of law
- a high level of IT literacy is necessary
- high standards of communication and presentation skills

## **The post holder will be required to undertake the following / demonstrate ability in assisting and supporting senior officers by:**

- achieving the qualifications necessary to deliver the full range border control sanctions
- achieving statutory compliance
- delivering service enquiry management
- developing IT systems
- developing income generation
- developing and delivering team training and team building
- delivering out of hours services demand and participating in service rotas / shift work
- the post holder will require a full driving licence