

SSCAR11 Environmental Compliance Officer

1. Job role

TCF sub-sector	Carpet and Textile Floor Covering Manufacturing
Functional area	Quality and Compliance
Job role	SSCAR11 Environmental Compliance Officer
Job role description	Monitors and manages environmental performance and compliance across carpet manufacturing operations, ensuring adherence to Australian environmental regulations, standards and internal sustainability policies. In Australia's carpet manufacturing industry, the Environmental Compliance Officer plays a critical role in managing environmental impacts associated with production processes such as dyeing, coating, energy use and waste generation. The role involves monitoring emissions, water usage, chemical handling and waste streams, and ensuring compliance with environmental legislation and certification requirements. The officer works closely with production, quality, maintenance and management teams to implement sustainable practices, support regulatory reporting and drive continuous environmental improvement in a highly regulated manufacturing environment.
Performance expectations	• Ensuring compliance with environmental legislation and permits • Monitoring emissions, waste, water and energy usage • Maintaining accurate environmental records and reporting • Minimising environmental impact and resource consumption • Supporting sustainability initiatives and targets • Ensuring safe handling and disposal of chemicals and waste • Conducting audits and inspections • Supporting continuous improvement in environmental performance
Specialisation	Environmental monitoring, waste management, water treatment, emissions control, sustainability reporting, ISO 14001 systems
Application in other sectors	• Textile and apparel manufacturing • Chemical and process industries • Food and beverage manufacturing • Construction materials production • Any regulated industrial environment

2. Key tasks and critical work functions

Key tasks	• Monitoring environmental performance indicators (water, energy, emissions)
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	• Conducting site inspections and environmental audits • Managing waste disposal and recycling processes • Ensuring safe handling and storage of chemicals • Preparing environmental reports and documentation • Supporting compliance with permits and regulations • Investigating environmental incidents and non-compliance • Coordinating sustainability initiatives
Critical work functions	• Ensuring compliance with environmental laws and standards • Minimising environmental risks and impacts • Maintaining accurate reporting and traceability • Supporting safe and sustainable production processes • Identifying and addressing environmental issues proactively • Driving continuous environmental improvement • Supporting organisational sustainability objectives

3. Technical skills

Environmental monitoring	Measuring and tracking environmental performance metrics
Regulatory compliance	Applying environmental legislation and standards
Waste management	Managing disposal, recycling and treatment processes
Chemical handling	Ensuring safe use and storage of chemicals
Data analysis	Interpreting environmental data and trends
Audit and inspection	Conducting environmental audits and assessments
Reporting	Preparing compliance and sustainability reports
Environmental systems	Working with ISO 14001 and related frameworks

4. Generic Skills

Attention to detail	Ensuring compliance and accurate reporting
Analytical thinking	Interpreting environmental data
Problem solving	Addressing environmental issues and risks
Communication	Reporting and coordinating with stakeholders
Time management	Managing reporting and audit schedules
Teamwork	Working across departments
Ethical responsibility	Maintaining integrity in compliance and reporting

5. Emerging skills

Emerging skills	• Carbon accounting and emissions reporting • Circular economy and sustainable materials • Advanced environmental monitoring technologies • Data-driven sustainability analytics • Integration with ERP and compliance systems
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	ESG (Environmental, Social, Governance) reporting
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6. VET Qualifications and Skill Sets

Entry-level preparation	MSS40122 Certificate IV in Sustainable Operations or equivalent
Advanced development	MSS50122 Diploma of Sustainable Operations or equivalent or bachelor's degree in environmental management, sustainability or engineering

7. Job progression

Possible job progression	Environmental Assistant → Environmental Compliance Officer → Senior Environmental Officer → Sustainability Manager → Head of Sustainability
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8. Classification

Australian Qualifications Framework	Level 4-6
Australian Bureau of Statistics (ABS) Skill Levels	Skill Level 2-3
Open Source Classification of Occupations for Australia (OSCA)	Environmental Compliance Officer / Environmental Advisor



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