

SSFOT03 Chemical Compliance Specialist

1. Job role

TCF sub-sector	Footwear Production
Functional area	Materials Technology
Job role	SSFOT03 Chemical Compliance Specialist
Job role description	Ensures all chemicals, adhesives, dyes and compounds used in footwear production comply with Australian and international safety, environmental and trade regulations. Manages documentation, supplier compliance, testing verification and regulatory reporting.
Performance expectations	• Ensure compliance with chemical safety regulations • Maintain accurate and up-to-date compliance documentation • Minimise regulatory risk and product recalls • Support sustainable chemical management practices • Monitor supplier compliance performance • Provide compliance advice to technical and production teams
Specialisation	• Hazardous substance compliance • International trade and restricted substance standards • Environmental and sustainability reporting
Application in other Textile, Clothing and Footwear (TCF) sectors	Transferable to leather goods, apparel, textiles and chemical-intensive manufacturing industries.

2. Key tasks and critical work functions

Key tasks	• Review and maintain Material Safety Data Sheets (MSDS) • Verify compliance with Australian and international chemical regulations • Monitor restricted substances lists (RSL) • Coordinate laboratory testing and certification • Audit supplier chemical compliance documentation • Prepare compliance reports for internal and external stakeholders • Train staff on safe chemical handling procedures
Critical work functions	• Maintaining compliance with WHS and environmental laws • Preventing use of restricted or hazardous substances • Ensuring traceability of chemical inputs • Managing regulatory audits and inspections • Supporting product safety and export readiness • Promoting sustainable and responsible chemical use • Reducing risk of fines, recalls or reputational damage

3. Technical skills

Regulatory knowledge	Apply Australian and international chemical regulations.
Restricted substances management	Maintain and monitor RSL compliance.
Chemical documentation review	Interpret MSDS and supplier certifications.
Audit and compliance reporting	Prepare documentation for regulatory review.
Laboratory coordination	Oversee chemical testing processes.
Sustainability compliance*	Evaluate environmental impact and reporting standards.
Risk assessment	Identify and mitigate compliance risks.
Digital compliance systems*	Use compliance tracking and reporting software.

*Technical skills identified as emerging skills in TCF industry.

4. Generic Skills

Generic Skill	Brief description
Attention to detail	Ensure accuracy in compliance documentation.
Analytical thinking	Interpret regulatory requirements and test data.
Communication	Explain compliance requirements clearly.
Problem solving	Address compliance gaps proactively.
Collaboration	Work with suppliers and production teams.
Integrity	Maintain ethical and responsible compliance standards.

5. Emerging skills

Emerging skills	• Global ESG reporting frameworks • Digital traceability systems for chemicals • Low-impact and green chemistry innovations • Circular economy compliance standards • Carbon footprint and life-cycle assessment reporting • Advanced chemical risk analytics
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6. VET Qualifications and Skill Sets

Entry-level preparation	MSL50122 Diploma of Laboratory Technology or equivalent in Environmental Management, Chemical Technology or related field.
Advanced development	MSL60118 Advanced Diploma of Laboratory Operations or Bachelor studies in Chemistry, Environmental Science or Compliance (enterprise dependent).

7. Job progression

Possible job progression	Possible job progression: Chemical Compliance Specialist → Senior Compliance Manager → Sustainability and Regulatory Director
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8. Classification

Australian Qualifications Framework	AQF Level 5-7 (enterprise dependent)
Australian Bureau of Statistics (ABS) Skill Levels	Skill Level 2-3 (Technicians / Professionals)
Open Source Classification of Occupations for Australia (OSCA)	Chemical Compliance Specialist - Footwear Production



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