



Commonwealth of Australia
APSJobs - Vacancies Daily
PS13 Daily Gazette Thursday - 03 April 2025.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS13 Weekly Gazette Thursday - 03 April 2025.pdf.

The Gazette contains notifications of certain vacancies and employment decisions for APS and some non-APS Commonwealth agencies as required by the Public Service Act 1999, the Parliamentary Service Act 1999, and their subordinate legislation. To know more about these requirements, see <https://www.apsc.gov.au/public-service-gazette-requirements>

These Vacancies Daily will also appear in the Gazette PS13 Weekly Gazette Thursday - 03 April 2025.pdf.

Gazette Lodgement Inquiries

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Vacancies

Vacancy VN-0756695

Australian Electoral Commission

Closing Date: Thursday 17 April 2025

Enterprise Transformation Group
Indigo Delivery Branch Indigo Systems Team

Job Title	Assistant Director, Indigo Delivery Branch
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Central Queensland Mc QLD
Salary	\$118,146 - \$133,138
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Executive Level 1
Position Number	2025-066 Multiple
Agency Website	https://www.aec.gov.au/

Job Description

<https://candidate.aurion.cloud/aec/production/>

You will join a team of highly motivated and collaborative professionals in the Indigo Delivery Branch (IDB) who lead the build, refinement and deployment of modern, secure and agile AEC services and technologies for the Indigo Program within the Chief Information Officer Division (CIOD).

The Indigo Delivery Branch (IDB) consists of three teams:

- **Indigo Build Delivery:** Multi-disciplinary teams that build, refine and deploy solutions to re-engineer business processes and replace aging electoral systems with modern, secure and agile technologies.
- **Indigo Build Quality:** Multi-disciplinary teams with a focus on quality in an agile development environment. Completing functional and non-functional testing, we coordinate both User Acceptance Testing (UAT) and Deployment activities.

- **Indigo Systems Team:** The Indigo Systems Team provides technical expertise to the broader Indigo Program across multiple disciplines, including architecture, security, Azure cloud, Azure DevOps, ServiceNow, enterprise integration, and infrastructure to support and enable agile delivery teams. Acting as the IT enabler, the team ensure that Indigo systems are efficiently designed, secure, integrated and deployed.

The IDB is committed to establishing and maintaining a high-performing and positive workplace culture. **Duties**

The Indigo Delivery Branch has Assistant Director roles available across all three teams (Indigo Systems Team, Indigo Build Delivery and Indigo Build Quality).

As an Assistant Director in IDB, you will work with limited direction to support the Director and Program Manager to deliver the Indigo Program, while providing strategic and operational leadership to ensure strategic outcomes are met and work packages are delivered effectively against scope, budget, time and to a high quality.

You will play a key role in delivering technical projects and procurements, including working with vendors and external partners ensuring governance and regulatory requirements are strictly adhered to. You will develop and maintain critical reporting, documentation, assessments, frameworks and briefs across Security, Architecture, Governance, Delivery, Software Development and more.

As an Assistant Director, you will engage, communicate and negotiate with technical and non-technical stakeholders, including senior leadership, to influence decision making, align priorities and drive successful Program outcomes. You will foster a high-performance culture, driving innovation, continuous improvement and collaboration across teams, while providing leadership and guidance to team members.

To excel you'll have:

- Demonstrated experience in managing ICT/Technical programs/projects, including effective planning/scheduling, task management, resource management and quality management. Managing issues and risks, ensuring proactive controls that minimise disruptions to schedule, quality and budget.
- Demonstrated experience managing high volumes of work and competing priorities, with the ability to deliver high-quality work to agreed standards and timeframes.
- Excellent written and verbal communication skills, with the ability to communicate effectively with people from diverse backgrounds and levels of seniority.
- Excellent stakeholder engagement skills, with the ability to build and maintain strategic relationships and use professional judgement to communicate decisions and manage stakeholder expectations.
- Excellent analytical and problem-solving skills, including the ability to identify and implement pragmatic, fit-for-purpose solutions.
- Demonstrated high integrity and discretion when dealing with confidential and sensitive matters.
- Demonstrated ability to work autonomously, and a strong commitment to working harmoniously within a team to achieve positive results and support the AEC's strategic direction.
- Demonstrated proficiency in using Information Communications Technology (ICT) tools to maintain project/program records and information - e.g. Microsoft Office Suite, Azure DevOps, Electronic Records Management (ERM) systems.

Desirable

- Tertiary qualifications and/or an industry recognised certification in Management, Business Administration, Project Management or a similar field.
- Demonstrated work experience executing and managing ICT programs/projects in the Australian Government context.
- Experience in Agile ways of working, such as SCRUM or the Scaled Agile Framework (SAFe).

Eligibility

- AEC employees must be Australian citizens.

- Any person who is, and seen to be active in political affairs, and intends to publicly carry on this activity, may compromise the strict neutrality of the AEC and cannot be considered.
- Applicants are required to consent to, undergo, obtain and maintain a character clearance.
- Applicants are required to consent to, undergo, obtain and maintain the security clearance required for this role.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Electoral Commission

The Australian Electoral Commission (AEC) is at the heart of Australian democracy. The AEC is responsible for conducting federal elections and referendums, maintaining the Commonwealth electoral roll and making sure the Australian public is informed about all electoral matters. Our goal is to see that all eligible Australians actively participate in our democracy. The AEC values of electoral integrity through quality, agility and professionalism drive strategic and corporate planning and assist in organising the agency in a way that will effectively deliver the business into the future. The AEC is an equal opportunity employer which upholds the APS employment principles and actively encourages a diverse and inclusive workplace. The AEC's statutory functions in relation to the conduct of elections and referendums require that the AEC and its employees must be, and must be seen to be, impartial and politically neutral. As a result, the AEC Enterprise Agreement and Political Neutrality Policy state that it is an inherent requirement of AEC employment that employees, and prospective employees, are not publicly active in any political affairs and do not publicly engage in such activities. This includes advocating any issues associated with a referendum. Should a prospective employee fail to meet this inherent requirement, they will be ineligible for employment with the AEC.

To Apply

Position Contact	Tracy McKay, tracy.mckay@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0756686

Australian Signals Directorate

Closing Date: Sunday 27 April 2025

Capability & Transformation
Portfolio & Transformation

Job Title	ASD 6 & EL1 Procurement Officer & Procurement Specialist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	\$98,345 - \$138,388
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Melbourne
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Information Pack
Classification	APS Level 6;Executive Level 1
Position Number	ASD/02870/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

Join our small supportive team, where your contribution is truly valued. We are part of a dynamic and innovative branch that is rapidly growing, filled with passionate individuals who want to make a positive difference in ASD people culture.

The team is newly formed and we are seeking talented and motivated people to assist us in progressing key priorities of the branch, which includes contract management and procurement.

About the Role

The Procurement Delivery section in the Contractor Workforce & Portfolio Branch is responsible for delivering robust enterprise labour hire procurement outcomes for ASD. In line with the APS Strategic Commissioning Framework, ASD is committed to driving efficiency, consistency and strong governance in the management of our contracted workforce.

ASD6 – Procurement Officer

This role will lead the delivery of an allocated group of labour hire procurement activities to efficiently and effectively fill contractor vacancies across ASD.

Key Duties of this Role:

- Provide advice and support for procurement planning, tendering and contract formation and contract management activities while ensuring compliance with Commonwealth Procurement Rules, instructions, legislation, procurement policies, processes and procedures.
- Draft and review contracting correspondence including commercially sensitive reports, submissions, proposals and other documents as required.
- Understand and provide advice on commercial risk, legal principles and contractual performance requirements.
- Work collaboratively with the team, stakeholders and subject matter experts to establish and finalise contracts and resolve contracting issues that may arise.

- Build, sustain and encourage productive relationships with team members and actively participate in team work and group activities.

ASD EL1 – Procurement Specialist

This role will lead a small team of procurement specialists delivering labour hire procurement services to efficiently and effectively fill contractor vacancies across ASD.

Key Duties of this Role:

- Manage allocated resources, setting work area priorities, managing workflows and evaluating business outcomes.
- Complete allocated work tasks within agreed timeframes and quality requirements, share own expertise with others and guide and develop less experienced employees.
- Lead and undertake procurement planning, tendering and contract formation and associated procurement activities while ensuring compliance with legislation, procurement policies, processes and procedures.
- Implement procurement related documentation including templates, schedules, correspondence, reports, submissions, plans and strategies, risk and performance reviews and other contract documentation.
- Translate and apply legal principles, legislative and mandatory policy compliance obligations and critical commercial risk and performance requirements related to procurement and contract management.
- Engage, negotiate and persuade clients and stakeholders and respond to complex to very complex enquiries and contract management issues, taking the initiative to identify alternative courses of action to ensure resolution.

Duties

ASD6 – Procurement Officer

Under broad direction, our ideal candidate will perform a range of contracting and procurement activities, demonstrating their experience, knowledge of and compliance with legislative frameworks, government decision-making and the Australian Signals Directorate's mission and policy requirements.

You will work independently with a high degree of autonomy and accountability for the achievement of agreed outcomes. You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

You will have well-developed written and verbal communication skills, including negotiation skills. You will have a sound knowledge of the Commonwealth Procurement Rules and supporting instructions.

ASD EL1 – Procurement Specialist

Our ideal candidate is a strong people leader with at least five years' experience delivering labour hire procurement services in a Commonwealth Agency. You will ideally have formal qualifications to support your experience. You will have well-developed leadership skills, written and verbal communication skills, including negotiation skills. You will have a knowledge of the Commonwealth Procurement Rules and supporting instructions.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo the security clearance vetting process at a specified clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

- Five years or more experience in undertaking and managing Labour Hire Procurement processes in a Commonwealth Agency. **(ASD EL1 only)**
- Two years or more experience in undertaking and managing Labour Hire Procurement processes in a Commonwealth Agency. **(ASD6 only)**
- Certificate IV in Government (Procurement).
- Knowledge of the Commonwealth Procurement Rules (CPRs) and associated instructions.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Signals Directorate

To Apply

Position Contact	Name Withheld, asdcareers@dfp.com.au
Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0756742

Job Title	EL1 Work Health and Safety Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC
Salary	\$122,685 - \$138,388
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per Information Pack
Classification	Executive Level 1
Position Number	ASD/02934/25
Agency Website	https://www.asd.gov.au/careers

Job Description

asdcareers@dfp.com.au

About the Team

The Work Health and Safety (WHS) team are responsible for keeping our workplaces safe and enhancing employee health and wellbeing. The team leads health and safety programs, systems and initiatives to ensure all workplaces across the Agency are as safe and healthy as possible. The team provides information, advice and guidance on general WHS and legislative matters, oversees compliance, due diligence and assurance activities and works in conjunction with the ASD Leadership team to ensure safety is at the forefront of ASD's daily business and operational activities.

ASD offers flexible work practices, excellent training, mentoring and development opportunities as well as a competitive salary and benefits packages.

About the Role

An **ASD EL1 Work Health and Safety Manager** is accountable under limited direction to:

- Lead a team, managing allocated resources, setting work area priorities, managing workflows, developing strategies and evaluating business outcomes.
- Manage completion of work within timeframes and quality requirements, share own expertise with others and guide and mentor less experienced employees.
- Undertake complex research and analysis activities to identify and address work health and safety risks to capability.
- Provide advice, collaborate and communicate with stakeholders on complex to very complex and sensitive work health and safety issues.
- Understand and apply relevant work health and safety legislation, ASD policies and procedures, recommending viable solutions and prevention strategies to address work health and safety issues.

- Build productive working relationships with stakeholders to influence decisions and ensure alignment with broader strategic objectives.
- Represent ASD work health and safety network at internal and external forums.
- Assess and evaluate work health and safety strategy, initiatives, projects, policy and procedures.
- Analyse complex to very complex work health and safety issues applying expertise to identify and recommend courses of action.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

Duties

We are seeking an energetic, highly organised and task-orientated Work Health and Safety (WHS) Manager to be part of a diverse and collaborative team supporting the evolution of the organisation and delivery of new outcomes, while ensuring business-as-usual activities are also maintained.

The candidate will have a good working knowledge of, and demonstrated experience in, interpreting and applying legislation. A highly capable and experienced WHS professional who is comfortable working in a changing environment and has a solid understanding of best practice WHS - helping to develop and deliver a range of WHS services and programs. Confidence to engage with stakeholders at all levels and responding to queries to provide accurate technical advice is also essential, as is developing and maintaining internal and external relationships to facilitate the achievement of outcomes.

Our ideal candidate will possess the following:

- Excellent communication and interpersonal skills (written and verbal)
- Strong stakeholder engagement skills and a demonstrated ability to work collaboratively with a range of people, including at an internal and external senior executive level
- The proven ability to exercise sound judgement, discretion, and integrity including the ability to maintain confidentiality and privacy
- Demonstrable attention to detail, with the ability to take responsibility for own actions and accurate completion of work
- The ability to work in a fast-paced environment, manage competing priorities and triage effectively while still ensuring key targets are met
- Experience implementing strategic HR initiatives, and experience leading and managing a team to be high performing and collaborative.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo the security clearance vetting process at a specified clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.

Notes

Tertiary qualifications, industry certification or equivalent experience in human resources or a discipline related to the role.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Signals Directorate

To Apply

Position Contact	Name Withheld, asdcareers@dfp.com.au
Agency Recruitment Site	asdcareers@dfp.com.au

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Vacancy VN-0756808

Job Title	ASD 6 & EL1 Azure EntraID Engineer
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Canberra ACT
Salary	\$98,345 - \$138,388
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Information Pack
Classification	APS Level 6;Executive Level 1
Position Number	ASD/03019/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

Are you ready to elevate your career to new heights? Join our team of cloud trailblazers who are building secure cloud platforms for the Australian Signals Directorate (ASD). We are seeking talented individuals with a passion for innovation, a commitment to excellence and an appreciation of security. ASD is harnessing the power of cloud technology to revolutionise its operations and advance national security. By leveraging cloud capabilities, ASD has rapidly scaled and deployed cutting-edge solutions to support its mission-critical work. At the same time, Cloud enables ASD to innovate and experiment with new technologies, enhance collaboration and information sharing, and improve the speed and accuracy of its intelligence analysis. ASD is positioning itself at the forefront of technological innovation and cementing its role as a technology leader in the National Intelligence Community. We are seeking people for a range of functions related to cloud including technology, financial operations, security, and project management.

With Cloud, ASD can stay ahead of the evolving threat landscape, enhance its cybersecurity posture, and better support Australia's foreign policy interests. By embracing Cloud, ASD is positioning itself at the forefront of technological innovation and cementing its role as a leader in the National intelligence community.

About the Role

As an **ASD 6 Azure EntraID Engineer** you will be part of a larger team to coordinate and contribute to the overall Cloud Division goals. You will work consistently to a defined technology delivery plan and where needed, provide specialist cloud technology advice and assistance to other team members. You will work alongside other Cloud Division cloud engineers and contribute to the successful delivery of platform solutions in support of ASD capability.

- Designing, implementing, and managing identity and access management (IAM) policies, roles, and access controls to ensure secure and efficient access to cloud resources.
- Configuring, managing, and troubleshooting Microsoft Entra ID, including features like multi-factor authentication, single sign-on (SSO), and access control.

- Implementing and maintaining monitoring and logging solutions to track system performance, identify potential problems, and ensure compliance.
- Responding to incidents and troubleshooting issues related to cloud infrastructure.
- Assisting with performing root cause analysis and implementing preventive measures to avoid future incidents.
- Work collaboratively with stakeholders and subject matter experts to progress cloud business activities.
- Ensuring that cloud infrastructure complies with security standards and regulations, such as the Information Security Manual (ISM) and the Protective Security Policy Framework (PSPF).

As an **ASD EL1 Azure EntraID Engineer** you will (in addition to the above) work independently with reasonable autonomy and accountability to achieve outcomes of existing technology delivery plans. You will work alongside other Cloud Division cloud engineers, solution architects and mission teams to contribute to the successful delivery of platform solutions in support of ASD capability.

Both **ASD 6 and EL1 Azure EntraID Engineer** can expect to work closely with the engineering teams and platform stakeholders to ensure the platform is meeting business need. This includes understanding and documenting platform requirements and functional specifications, including ongoing sustainment and technical feasibility of the platform. You will contribute to strategic planning and be accountable towards ongoing self-improvement and professional development.

ASD provides professional skilling and on the job training, and proactively supports career growth within the organisation.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

Duties

An **ASD 6 Azure EntraID Engineer** ideal candidate will have the following:

- Demonstrated experience in implementing, configuring, and maintaining EntraID.
- Experience with EntraID connect and directory synchronization.
- Experience in ICT solutions across hybrid and commercial cloud.
- Experience in PowerShell, Microsoft Graph API.
- Knowledge of Cloud Frameworks.
- Knowledge and experience with sign-in and audit logs.
- Experience in configuration of Sentinel for ID security.
- Sound understanding of compliance with national security regulations.
- Experience in user, group and application lifecycle management and proficient in implementing conditional access policies with understanding of identity governance.
- Understanding of multifactor authentication methods and previous experience in implementing role based access control.
- Proficient with configuring and managing external identities, B2B technology.
- Experience with identity protection policies and privileged identity management, including security access controls across on-premise and cloud environments.
- Understanding of OAuth, OpenID, SAML and federation concepts.

An **ASD EL1 Azure EntraID Engineer** ideal candidate will have the following (in addition to the above):

- Ability to contribute to project planning efforts, advocate governance and approval processes.
- Robust communication skills, including the ability to explain complex problems to key stakeholder.
- Strong technical and leadership skills to motivate and guide team members to deliver high quality cloud solutions.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo the security clearance vetting process at a specified clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information. It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

ASD 6 - EL1 Azure EntraID Engineer:

- Commercial cloud certifications desired, Information Technology, Computer Science or Computer Engineering Bachelor Degree.
- Proven experience in same or similar role.
- Proven experience cloud infrastructure and best practice.
- Desirable skills in organisational governance, business process design and digital transformation.
- Proficiency in scripting languages like PowerShell, Python, or similar.
- Ability to develop and manage professional relationships with self-regulation in a technically driven workforce.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Signals Directorate

To Apply

Position Contact	Name Withheld, asdcareers@dfp.com.au
Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0756465

Australian Submarine Agency

Closing Date: Sunday 27 April 2025

Australian Submarine Agency
Chief Operating Officer (B2)

Job Title	Chief Risk Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$167,660 - \$199,525
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 2
Position Number	ASA/02658/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=89E486BB-13B6-8F1A-BB6B-E3AB94D3A6DE>

Duties

The Role

The acquisition of conventionally-armed, nuclear-powered submarines is an historic and transformative endeavour for Australia. The whole-of-nation effort to safely and securely deliver the cutting edge nuclear-powered submarine program will transform

Australia's economic and national security landscape for decades to come.

The Chief Risk Officer is responsible for advising and supporting the Australian Submarine agency in achieving a positive risk culture.

Key duties will include:

- Advise the ASA Executive Team on risk management matters, including guiding and influencing risk based decisions
- Work with the ASA Executive Team to identify, measure and evaluate all key current, emerging and future risks.
- Steward and improve the ASA Risk Management System
- Support the ASA Executive Team to influence ASA culture, including providing objective advice and assurance on the performance and behaviours of people, processes and systems.
- Lead and Manage the ASA risk management framework integrated project team.

About our Team

As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

Our Ideal Candidate

We are a dynamic organization seeking employees who are agile, innovative and energised by high-paced work. We are seeking highly motivated and collaborative minded people who will have the opportunity to contribute to a once in a lifetime program.

Our ideal candidates will bring the following attributes and skills to the role:

- Ability to lead, maintain, assure and improve the risk framework for the ASA to ensure it remains fit for purpose.
- Ability to effectively influence, promote and communicate with senior ASA executives and governance boards on risk matters
- Possesses both broad and deep experience in the management of major acquisition and sustainment programs.
- Advise on the design and operational effectiveness of key controls for ASA risks model and monitor the expected behaviours for risk taking in the ASA, as articulated by the accountable authority
- Identify, promote and support the development of the capabilities needed to ensure that risks are managed effectively across the ASA, including training, assurance and resources.
- Implement appropriate training and awareness programs to build the capability of officials to appropriately manage risk.
- Ability to lead and motivate a diverse group of ADF, APS and contractors to achieve ASA objectives.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Submarine Agency

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia’s nuclear-powered submarine program. Australia’s acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	AIRCDRE Jason Agius, 0422 434 559
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=89E486BB-13B6-8F1A-BB6B-E3AB94D3A6DE

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Vacancy VN-0756467

Australian Submarine Agency
Chief Operating Officer (B2)

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - SA SA, Various locations - TAS TAS, Various locations - WA WA, Various locations - QLD QLD, Various locations - NT NT
Salary	\$86,887 - \$93,066
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	APS Level 5
Position Number	ASA/02605/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=89E486BB-13B6-8F1A-BB6B-E3AB94D3A6DE>

Duties

The Role

The Australian Submarine Agency (ASA) is looking for highly experienced, enthusiastic and organised Executive Assistants to fill current vacancies supporting a number of SES Band 2 and 2 Star Officers across the Agency.

This role is fast-paced with rigid timelines. It requires management of the office environment and the prioritisation of multiple workflows. To succeed in this role, you will have great people skills the ability to anticipate the needs of your senior executive and demonstrate flexibility, resilience and initiative.

The duties of an APS 5 Executive Assistant in the ASA include the following:

- Accountable for the delivery of executive support including 'front of office' functions, including:
 - Managing the appointment diary and meeting arrangements for the Senior Executive Service.
 - Monitoring and triaging the inbox of the Executive and Division
 - Keep contact lists up to date
 - Printing meeting packs and tracking correspondence and clearance documents
 - Tracking and processing administrative correspondence and documentation.
 - Responsibility for travel requisitions and acquittals for the office, booking travel and accommodation etc.
 - High level liaison with key internal and external stakeholders.
 - Developing business improvement initiatives to streamline workflow.

- Advise, arrange, coordinate and reconcile all aspects of domestic and international travel in-line with Defence travel policy for Senior Executive Service Officers.
- Understand and utilise with internal and external professional knowledge and experience to improve processes and work outcomes.
- Demonstrate and apply ASA administration policy and procedures
- Liaise with stakeholders and visitors of all levels, building good working relationships and providing a point of contact for assistance and general enquiries.
- Mentor and develop APS 4 Executive Assistants (EAs)

Our Team

Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people.

We have multiple divisions within the agency seeking EA's –

- Policy, Strategy & Engagement
- SM Capability
- Virginia Acquisitions
- Science & Technical
- Security & Stewardship
- Government & Executive
- SSN-AUKUS

Our Ideal Candidate

We are a dynamic organization-seeking employees who are agile, innovative, resilient and energised by high-paced work. Our ideal candidates will bring the following attributes and skills to the role:

- Possess excellent communication and interpersonal skills including initiative, positive attitude and the ability to work under pressure to achieve results
- Have strong stakeholder engagement skills and a demonstrated ability to work collaboratively with a range of people, including internal and external senior executive levels and their support staff
- Ability to exercise sound judgement, discretion, and integrity including the ability to maintain confidentiality and privacy
- Strong attention to detail and organisational skills, ability to manage competing priorities, while working independently and collaboratively with the executive officer.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia's nuclear-powered submarine program. Australia's acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	ASA Hudson's Recruitment, asahudsonrecruitment@hudson.com
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=89E486BB-13B6-8F1A-BB6B-E3AB94D3A6DE

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Vacancy VN-0756678

Job Title	Network & Communications Technical Lead
Job Type	Full-Time, Ongoing
Location	Various locations - TAS TAS, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - VIC VIC, Various locations - WA WA
Salary	\$115,443 - \$134,865
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	TBA
Classification	Executive Level 1
Position Number	137379
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/137379/>

The Classified Systems Delivery Section (CSD) is responsible for the delivery and support of ICT systems at the Secret classification, for use by the Department of Home Affairs and a range of external stakeholders. These include numerous Australian Government Departments, New Zealand Government Departments, and other Commonwealth agencies.

The CSD Section is a multidisciplinary team comprised of resources across numerous ICT disciplines, including server, network, compute, storage, cryptographic, deployable, and desktop solutions. It also operates the ASN Service Desk, network and close support services and manages the Department's Secret and Top Secret COMSEC Accounts.

CSD supports a range of critical government capabilities, including counter terrorism initiatives, law enforcement activities, Home Affairs maritime platforms, and national crisis response, such as the continuation of Executive Government during a national emergency or disaster.

Please visit our website for more information about the [Department of Home Affairs](#) or [Australian Border Force](#)

Our ideal candidate

- Leading a team of technical specialists and working collaboratively with a wide variety of internal and external platform stakeholders
- With proven extensive knowledge of network topology, vendor technologies (IPS, firewalls, load balancers, routers, switches etc.), routing protocols (BGP, EIGRP, OSPF) & information security technologies, experience operating & sustaining gateway & network infrastructure in a large organisation
- Ability to guide and mentor of CSD Section Communications staff, managing their workload, priorities and professional development
- Representing the section, provision of technical advice, and enhancing the perception of CSD section and TOSB within the Department and with Whole-of-Government SECRET ICT users.

Duties

- Manage the team members priorities and workloads in a constant changing environment, and mentor and transfer knowledge to other members of the CSD teams to achieve cross-skilling within an APS staffs and contractors workforce
- Assures the security, availability, capacity and performance of network infrastructure, voice and video communications systems and services
- Leads and contributes to the resolution of network incidents and problems, management of networks and comms changes, configuration items and assets, and continuous service improvement in accordance with Home Affairs ITSM practices and processes
- Accountable for the delivery of business as usual (BAU) and project outcomes in the CSD Communications area
- Development of network documentation including but not limited to, architecture design, high-level system design (HLSD), detailed level design (DLD), standard operating procedures (SOP), post incident reports (PIR), etc.

Additional information

Desirable

- Resolution of complex technical incidents and supporting the delivery of projects and implementing complex changes
- Extensive knowledge and experience managing and administering an ICT network environment comprising, but not limited to, designing and supporting network topologies with different vendor technologies such as:
 - Gateway
 - Static/dynamic routing
 - Dynamic Multipoint Virtual Private Networks
 - Internet Protocol Security
 - Load Balancers
 - Hot Standby Router Protocol
 - Spanning Tree Protocol
 - Wide Area Network optimisation
 - Quality of Service configuration.
- Significant, proven experience with network infrastructure in large organisations or similar to Government ICT environment
- Very good written and verbal communications and collaboration skills and experience
- Industry network related, recognised certifications such as Cisco Certified Network Associate (CCNA), Cisco Certified Network Professional (CCNP), Cisco Certified Design Expert (CCDE).

Eligibility

To be eligible for the position you must be an Australian Citizen.

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

ABF Workers will also be required to obtain and maintain an Employment Suitability Clearance (ESC).

Home Affairs Workers will also be required to obtain and maintain an Onboarding Check.

In certain circumstances, an Employment Suitability Clearance (ESC) may be required in addition to, or in lieu of, an Onboarding Check, which will be determined by the delegate as necessary.

Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position. The Australian Public Service (APS) Employee Value Proposition (EVP) highlights the top reasons our employees enjoy working in the APS.

The Department may provide relocation assistance to eligible APS employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances. For further information please enquire with the contact officer listed in the advertisement.

Information about employment and advice on how to apply for vacancies can be obtained from the Department's website at <https://www.homeaffairs.gov.au/about-us/careers>

Candidates should be aware that in roles where vaccination against COVID-19 is required by public health orders/directions or other legislation proof of vaccination will be required. If a candidate is not fully vaccinated or is unwilling to be vaccinated within a reasonable time period, they may not be offered that role.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Home Affairs

The Department of Home Affairs is responsible for central coordination, and strategy and policy leadership in relation to cyber and critical infrastructure resilience and security, immigration, border security and management, counter-terrorism, the protection of our sovereignty, citizenship and social cohesion. The Department implements a strategically coordinated approach to the cyber security and resilience of all Australians through the appointment of a Cyber Security Coordinator and continues to enable rapid responses to threats of foreign interference through the dedicated Counter Foreign Interference Coordinator. Additionally, the Department contributes to Australia's prosperity and unity through the management and delivery of the migration, humanitarian and refugee programs. The Department also promotes social cohesion through multicultural programs, providing settlement services and through managing and conferring citizenship. We encourage applications from Indigenous Australians, people with disability and people from other diverse backgrounds. We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential. For more information www.homeaffairs.gov.au/about-us/careers/working-with-us/workplace-diversity

To Apply

Position Contact	Newton Braga, 02 6229 3550
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/137379/

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Vacancy VN-0756841

Great Barrier Reef Marine Park Authority

Closing Date: Wednesday 23 April 2025

Major Projects Science for Management

Job Title	Project Manager Data Visualisation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Canberra ACT
Salary	\$94,563 - \$106,775
Future Merit Locations	Cairns, Gladstone, Airlie Beach, Yeppoon, Townsville, Canberra
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	267
Agency Website	

Job Description

<https://www2.gbrmpa.gov.au/careers>

We are seeking an experienced, outcomes-focused data visualisation specialist with strong project management skills to join our Science for Management section.

Responsible for supporting the Reef Authority's work in relation to the use of science and data in Reef management, the position coordinates the delivery of the Reef Authority's flagship Eye on the Reef Program and assists in delivering high quality outcomes for important initiatives such as the Reef 2050 Integrated Monitoring and Reporting Program (RIMReP). A key priority is to deliver, maintain and enhance the Reef Knowledge System an initiative of the Reef Authority designed to provide comprehensive information about the Great Barrier Reef's ecosystems that enables resilience-based management of the Reef, and provides managers with an understanding of how the Reef 2050 Long-term Sustainability Plan is progressing. It also contributes to other key programs of the Science for Management section.

You will work closely with Authority staff, management partners and stakeholders to scope, design and develop digital tools and products that contribute to understanding of the health and resilience of the Reef and the effectiveness of management actions. This includes providing high quality: project management; data visualisation services and technical advice; design and development of digital tools, systems and processes for data management, analysis and visualisation; preparation of information and reporting products; and contribution to communication and engagement activities.

Duties

Key Responsibilities

- Provide high level support and advice in relation to data visualisation and analysis to inform the development, stakeholder uptake, and continual improvement of digital tools, systems and processes for accessing and using science and management data.
- Design and develop appropriate, accessible and appealing visualisations and analysis tools (e.g. dashboards, reports, and interactive charts, maps and infographics) that help users analyse, interpret and communicate complex science and management datasets from a range of sources.
- Work collaboratively with key stakeholders to determine data management, analysis and visualisation requirements and prepare high quality digital and other information products.
- Provide high level project management for multiple projects, including by working collaboratively with internal and external stakeholders and subject matter experts to lead or support project planning and implementation.
- Assist with the section's planning, reporting and evaluation processes to support the Authority's strategic objectives.

About You

- You have experience in data visualisation and project management.
- You are a natural problem solver, a doer and are known for seeing things through.
- You are curious and open-minded, recognise the ideas and contributions of others, and can communicate tactfully with colleagues and external stakeholders.
- You are able to translate complex subjects into simple language for a range of audiences.
- You thrive under pressure, have an eye for detail, and don't get flustered when faced with competing priorities.
- You have a sense of humour and enjoy being part of a cohesive team.

Eligibility

Applicants must:

1. be an Australian citizen at time of applying for position,
2. be able to obtain and maintain a Baseline security clearance, failure to do so will result in termination of employment.
3. be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be the successful candidate.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Rohana Rogan-Darvill, 0499 732 066
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0756838

National Heavy Vehicle Regulator

Closing Date:Friday 18 April 2025

Job Title	Product Analyst
Job Type	Full-Time, Ongoing
Location	Newstead QLD
Salary	\$125,747 - \$125,747
Future Merit Locations	Newstead
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	
Position Number	493026
Agency Website	

Job Description <https://secure.dc2.pageuppeople.com/apply/1123/gateway/Default.aspx?c=apply&sJobIDs=493026&SourceTypeIL>

About the role
Joining our Digital Enablement team as a Product Analyst, The Data and Technology Division

enables the NHVR to be a modern, data lead regulator through the development and implementation of information, data and analytics across all NHVR core functions. This role is responsible for:

- Provide tier 2 and tier 3 technical support for Digital Enablement GIS application
- Collaborate with stakeholders to gather requirements to configure applications to meet business needs.
- Utilise a data driven approach to monitor product performance from the customer's perspective, using insights to guide the product roadmap.
- Provide application support to customers, stakeholders, software development teams and development partners.
- issues, troubleshooting problems, and providing solutions in a timely manner.
- Work collaboratively with product development teams to understand software updates and communicate benefits, new features or process changes to relevant teams.
- Monitor performance and identify opportunities for efficiency improvements

Duties

What's on Offer

Full time, permanent position based in our Brisbane head office at Newstead's Gasworks precinct – with cafes, transport and end of trip facilities at your fingertips. Other key benefits include:

- Rostered days off and additional leave over the Christmas closure – 7 weeks of leave per year!
- Hybrid work arrangements – work from home two days per week
- Ongoing professional development, support and training
- Access to wellbeing programs including Fitness Passport and discounted health insurance
- Superannuation co-contribution scheme
- Access to salary packaging including novated lease
- Supportive team and work environment

About You

As the successful candidate, you will have:

- Experience in defining problems and breaking down work to assign to work backlogs
- Experience supporting mobile applications and desktop applications.
- Experience with compliance or case management systems
- Experience supporting AWS and/or Azure cloud-based applications.
- Experience working in Agile-Scrum environment

Who we are

The National Heavy Vehicle Regulator (NHVR) commenced operations in 2013 as the national entity responsible for regulating all heavy vehicles with a gross vehicle mass over 4.5 tonnes. Headquartered in Brisbane, we employ more than 1,000 people across the ACT, New South Wales, Queensland, South Australia, Tasmania and Victoria. **Eligibility**

Application Process

We look forward to receiving your application, including CV and cover letter. **Applications close 11:55pm, 18/04/2025.** Please note, applications may close early if suitable candidates are identified prior.

To view the position description, visit: <https://careers.nhvr.gov.au/jobs/search>
For any queries, please feel free to contact NHVR Recruitment via recruitment@nhvr.gov.au.

Successful applicants will be subject to a criminal history check.

We are committed to being an inclusive, diverse and flexible workplace where differences are valued. We welcome applications from people of all backgrounds, experience and abilities.

We are not accepting agency introductions for this position.

Notes

About the National Heavy Vehicle Regulator

The National Heavy Vehicle Regulator (NHVR) commenced operations in 2013 as a national entity responsible for regulating all vehicles in Australia over 4.5 tonnes gross vehicle mass. The NHVR minimises the compliance burden on the heavy vehicle transport industry, reduces duplication and inconsistencies across state and territory borders, and ultimately for the heavy vehicle business with government in Australia. We are headquartered in Brisbane and employ more than 900 people across the ACT, New South Wales, Queensland, South Australia, Tasmania and Victoria.

To Apply

Position Contact	Steven Harvey, 07 3007 0032
Agency Recruitment Site	https://secure.dc2.pageuppeople.com/apply/1123/gateway/Default.aspx?c=apply&sJobIDs=493026&S

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Agriculture, Water and the Environment

Vacancy VN-0756851

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 01 May 2025

People, Property and Security
People & Policy Recruitment Strategy and Entry Programs

Job Title	Training Broadband - 2026 DAFF Graduate Development Program – ABARES Stream
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	- \$77,728
Future Merit Locations	Canberra, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	to be negotiated
Classification	APS Level 4
Position Number	2025/1027
Agency Website	https://www.agriculture.gov.au

Job Description

<https://www.agriculture.gov.au/about/jobs/apply>

- **Combine Research and Policy:** Do meaningful research that shapes national policies and helps manage Australia's precious natural resources. Your research and advice will directly influence decisions that matter, from climate change to international trade.
- **Grow Your Career:** Take advantage of extensive training and development opportunities, including hands-on experience, specialised courses, and workplace rotations. You'll gain the skills and knowledge to excel in your career.
- **Join a Dynamic Team:** Collaborate with experienced professionals in a supportive and proactive environment. Our aim is to ensure you work with the best in the field, and that you are integrated into a team that is passionate about making a difference.

The Program

The Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) is a research bureau within the Department of Agriculture, Fisheries and Forestry (DAFF). The Graduate Development Program - ABARES Stream is a 12-month program where you will have a unique role in the Australian Public Service, working at the intersection of research and policy.

The research part of ABARES means you will apply what you have learnt at university or the workplace to interesting and challenging problems.

The policy part of our work means that you will collaborate with colleagues in DAFF and other departments, helping to shape Australian Government policies to improve the wellbeing of Australians. ABARES provides the opportunity to work on some of the biggest challenges facing Australian agriculture, from increased global trade protectionism to the design of biodiversity and carbon markets.

At ABARES ideas matter and, as a graduate, we will value your existing skills. From your first week on the job, we will provide an engaging and challenging environment for you to develop and broaden your skills and experience and progress your career. We also promote work life balance, so you will have the time to pursue hobbies and other interests outside work. **Duties**

What you will do

- Collaborate: Work as part of a proactive and integrated research team.
- Research and analysis: Provide evidence and advice to support policy and industry decision-making.
- Develop Skills: Enhance your abilities through formal and on-the-job training activities.
- Learn: Participate in an in-house agricultural policy course taught by subject matter experts.
- Train: Receive training in writing, presentation, data analytics, and modelling.
- Engage: Get involved in ABARES seminars and conferences, including National Outlook.
- Rotate: Experience different roles through workplace rotations within ABARES and the Department, gaining a broad understanding of DAFF's work.

Eligibility

The program provides several benefits to graduates including:

- a competitive remuneration package with salary/level advancement during, and on successful completion of, the program.
- access to a network of people including a dedicated Entry Programs Team who will provide guidance and support.
- a formal course through the Australian Public Service Commission Academy. This course provides development activities, brings graduates together from across the APS to build understanding, networks and cross-agency collaboration.
- Workplace rotations. Within the ABARES stream you will spend the majority of your time in ABARES with an opportunity to use one rotation in another area of the department to broaden your experience.
- attending Australian Public Service Commission (APSC) graduate events.
- inclusion in our graduate network, access to a buddy and engagement with the executive.
- relocation assistance if moving interstate or from a remote location to the closest regional location.
- flexible work arrangements.

Please note that Graduates commence at the APS 4 level (\$77,728 per annum plus superannuation; equivalent to APS 4.1). Graduates may progress to an APS 4.2 (\$80,371 per annum plus superannuation) part way through the program following an assessment of their work performance. On successful completion of the program, Graduates advance to the APS 5 level (\$88,834 per annum plus superannuation).

Mandatory qualifications

A degree in economics, mathematics, statistics, computer science and physics. Transcripts must be provided as part of your application. **Notes**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

To Apply

Position Contact	Tim Whitnall, 02 6276 5857
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General’s

Vacancy VN-0756817

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Thursday 17 April 2025

Corporate
Intelligence and Information Systems National Criminal Intelligence System

Job Title	Assistant Director, NCIS Stakeholder Engagement Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$117,662 - \$141,853
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid - To be negotiated
Classification	Executive Level 1
Position Number	5799_12/24_IIS
Agency Website	https://www.acic.gov.au/

Job Description

<https://www.acic.gov.au/about-us/careers>

The Assistant Director National Criminal Intelligence System (NCIS) Stakeholder Engagement role will lead the coordination of stakeholder engagement activities for the NCIS capability. This role builds and maintains strategic partnerships with internal and external stakeholders across Commonwealth, State and Territory levels, driving collaborative outcomes to achieve ACIC strategic objectives.

As the Assistant Director Stakeholder Engagement, you will be accountable for leading a small team and providing strategic oversight of stakeholder engagement initiatives.

Duties

- Coordinate stakeholder engagement activities across the NCIS Operating Model;
- Develop, implement and maintain a Stakeholder Engagement Strategy and Plan;
- Identify and engage with key stakeholders, managing issues and risks;
- Build and maintain relationships with stakeholders through positive engagement opportunities;
- Gather information, identify best practices, and leverage resources to inform engagement approaches;
- Monitoring and report on stakeholder engagement activities, assessing impact and effectiveness against the strategy and plan;
- Approve the development of NCIS communication products and services;
- Conduct periodic reviews of the effectiveness of NCIS governance arrangements.

Our ideal candidate

To be successful in this role, you will demonstrate the following experience, skills and attributes:

- Demonstrated experience in building and maintaining relationships with internal and external stakeholders and clients, including high-level proficiency in liaison, collaboration and negotiation with jurisdictional, remotely located or dispersed stakeholders;
- Considerable experience in the preparation of written material, within a government context, for external stakeholders and Executive personnel;
- Experience in a program or agency governance role including well developed skills in briefing and communicating with senior executives;
- Proven people management skills with a demonstrated ability to motivate, develop and coordinate teams and individuals across a multi-disciplinary business, data and technology driven environment.

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen.
- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting Level 1 security clearance.
- **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC. Please refer to the ACIC's [Character Standards](#) for further information.

Notes

The ACIC is committed to [diversity and inclusion](#). We celebrate and champion diversity to ensure we reflect the community we serve, and pride ourselves on our vibrant culture. We welcome applications from Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, neurodiverse, mature aged employees and carers.

More information about our conditions is available in the ACIC Enterprise Agreement 2016–2019 and Determination 2022/1 on our [website](#).

About the Australian Criminal Intelligence Commission (ACIC)

The Australian Criminal Intelligence Commission (ACIC) is Australia's national criminal intelligence agency. Our vision is an Australia hostile to criminal exploitation. We work with our national and international partners to conduct investigations and collect intelligence to combat serious and organised crime, cybercrime and national security threats. We develop and maintain national information and intelligence sharing services and systems for use by state, territory and Commonwealth law enforcement agencies. We also deliver nationwide background checking services to support employment or entitlement decisions to keep the Australian community safe. The ACIC Board provides strategic direction to the ACIC and represents Commonwealth, state and territory law enforcement and other regulatory agencies. Our purpose is to protect Australia from criminal threats through coordinating a strategic response and collecting, assessing and disseminating intelligence and policing information.

To Apply

Position Contact	Lisa, 0432 940 036
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0756821

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Thursday 17 April 2025

Corporate
Legal and Assurance Legal Services

Job Title	Lawyer/Senior Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Canberra ACT, Perth WA
Salary	\$94,563 - \$141,853
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	APS Level 6;Executive Level 1
Position Number	5928_03/25_ LA
Agency Website	https://www.acic.gov.au/

Job Description

<https://www.acic.gov.au/about-us/careers>

About the roles

APS6 Lawyers deliver a broad range of in-house legal services to the ACIC. In this role you will have the opportunity to gain experience providing a broad range of in-house legal services within a multi-disciplinary environment and engage with key internal and external stakeholders on legal matters.

Duties

Key responsibilities of an APS6 Lawyer (Canberra and Perth):

- Work collaboratively across the national legal services branch and deliver high quality, client focused legal services;
- Undertake statutory interpretation and provide advice on information disclosure;
- Provide legal advice and support to operational teams including in obtaining warrants, controlled operations, and other operational activities;
- Statutory interpretation of the Australian Crime Commission Act 2002 (Cth) and other legislation relevant to the exercise of the ACIC's functions;
- Provide accurate and timely legal advice in support of the ACIC's functions under the Australian Crime Commission Act 2002 (Cth), and within practice areas that may include litigation, freedom of information, administrative law, employment law or commercial law;
- Provide legal advice in relation to criminal intelligence assessments and administrative decision making;
- Advise on information disclosure and information protection;
- Contribute to criminal and civil litigation matters in State and Federal Courts and tribunals, working with external solicitors and counsel; and
- Draft legal documentation including contracts and MOUs for ACIC business areas.

EL1 Senior Lawyers contribute to the delivery of a national in-house legal service focused on assisting the ACIC achieve our statutory objectives. The Senior Lawyer will support the Director deliver legal services within a multi-disciplinary environment and engages with key internal and external stakeholders on legal matters.

Key responsibilities of an EL1 Senior Lawyer (Adelaide and Canberra):

- Work collaboratively across the national legal services branch to deliver high quality, client focused legal services.
- Provide legal advice on the exercise of the ACIC's statutory functions under the Australian Crime Commission Act 2002 (Cth) and within practice areas that may include criminal disclosure, litigation, administrative law or commercial law.
- Establish and maintain professional relationships with operational and business clients to strategically identify and manage legal risk from the outset of new and complex activities.
- Contribute to and take carriage of litigation (including judicial and merits review) in State and Federal Courts and tribunals, working with external solicitors and counsel.
- Contribute to and advise on law reform proposals, including identifying law reform opportunities.
- Work closely with and instruct external legal service providers on a range of matters as required.
- Supervising or mentoring junior lawyers and legal support staff.

Our ideal candidates

To be successful as a Lawyer, you will demonstrate the following experience, skills and attributes:

- Have a minimum of 3 years post-admission experience;
- Can work autonomously on complex legal matters; and
- Can proactively identify innovation initiatives and facilitate improvements including training needs across the branch.
- Will understand the principles of statutory interpretation;
- Can work under limited direction and is motivated and proactive in identifying improvements to legal processes and practices;
- Have effective written communication skills with a proven ability to deliver timely legal advice; and
- Be client focused and have a proven ability to develop co-operative internal and external relationships which support the exchange of information and progression of legal initiatives.

To be successful as a Senior Lawyer, you will demonstrate the following experience, skills and attributes:

- Ideally has 5 years' post-admission experience with 3-5 years in a relevant area of law such as criminal/law enforcement, administrative (including FOI), litigation or commercial law (including procurement and contracting).
- Is client focused and will strive to develop innovative solutions to manage legal risks across a broad range of areas.
- Is motivated, proactive and able to identify/mitigate legal risks.
- Has the ability to provide sound legal advice to a range of audiences and distil and communicate complex legal concepts for non-legal audiences.
- Has a strong commitment to upholding their professional legal obligations and encouraging a culture of compliance and sound governance.

Eligibility

Essential qualifications

- Admitted, or eligible for admission, as a legal practitioner of the High Court of Australia or a Supreme Court of a State or Territory.

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen
- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting 1 security clearance.
- **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC

Notes

The ACIC is committed to [diversity and inclusion](#). We celebrate and champion diversity to ensure we reflect the community we serve, and pride ourselves on our vibrant culture. We welcome applications from Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, neurodiverse, mature aged employees and carers.

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our [website](#)

About the Australian Criminal Intelligence Commission (ACIC)

The Australian Criminal Intelligence Commission (ACIC) is Australia's national criminal intelligence agency. Our vision is an Australia hostile to criminal exploitation. We work with our national and international partners to conduct investigations and collect intelligence to combat serious and organised crime, cybercrime and national security threats. We develop and maintain national information and intelligence sharing services and systems for use by state, territory and Commonwealth law enforcement agencies. We also deliver nationwide background checking services to support employment or entitlement decisions to keep the Australian community safe. The ACIC Board provides strategic direction to the ACIC and represents Commonwealth, state and territory law enforcement and other regulatory agencies. Our purpose is to protect Australia from criminal threats through coordinating a strategic response and collecting, assessing and disseminating intelligence and policing information.

To Apply

Position Contact	Vikki, 03 8638 7135
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Australian Federal Police

Closing Date: Thursday 17 April 2025

Job Title	Freedom of Information Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$84,458 - \$99,285
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 4
Position Number	14365
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14365/>

The mission of the Australian Federal Police is to provide dynamic and effective law enforcement to the people of Australia. It provides policing throughout Australia in relation to the prevention and detection of crimes against the Commonwealth, its laws and integrity, and community police services to the Community of the ACT.

Working for the AFP provides you with a diverse and rewarding career. Whether you immerse yourself in a position on the frontline, or provide critical operational or professional support, the work you do makes a big impact on the people of Australia.

We recognise your contribution to our workforce and offer generous remuneration and conditions including:

- Six weeks (30 days) of paid annual leave per year + additional paid Christmas stand down
- 4 extra days of mandatory rest leave per year

- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the [AFP Enterprise Agreement](#)
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Applications are sought from suitably qualified applicants wishing to be considered for the role of Freedom of Information Officer (Band 4) in the Freedom of Information (FOI) Team within AFP Legal.

The FOI Team (as part of the Commercial, Governance and Information Law team) is responsible for managing all FOI requests received by the AFP and providing assistance in relation to merits review processes and other matters relating to freedom of information, privacy and archives requests to support the operational activities of the AFP.

As a valued member of the Team, this includes:

- Assessing and processing requests made in accordance with the provisions of the Freedom of Information (FOI) Act, Privacy Act and Archives Act
- Being a decision maker for less complex FOI requests
- Providing assistance to decision-makers in relation to internal review applications
- Representing the AFP in relation to external merits review by the Office of the Australian Information Commissioner
- Ensuring the AFP's compliance with the Information Publication Scheme (IPS)
- Internal and external reporting, including responsibility for the AFP's compliance with statutory reporting requirements to the Office of the Australian Information Commissioner
- Developing and delivering training to the AFP on the provisions of and obligations under the FOI Act.

As a Team Member in the AFP you will be required to contribute to the achievement of outcomes in accordance with the regulatory framework, the AFP Code of Conduct and the AFP Governance Instruments. It is expected that the successful applicant will deliver on the core responsibilities and meet any requirements of the position as outlined below.

What will you do?

FOI Officers in the FOI Team provide timely and accurate processing of requests (and other matters) made in accordance with the FOI Act, Privacy Act and Archives Act. This includes:

- With the appropriate support and guidance of the Team Leader, FOI Officers, processing routine and significant requests made under the FOI, Privacy and Archives Acts, including:
 - Being a decision maker for less complex requests
 - Liaising with applicants to clarify and/or revise the scope of their request(s)
 - Identifying the relevant AFP command or business area, and work with the assigned case officer to identify documents subject to the request
 - Collating and assessing the documents, applying relevant exemptions
 - Undertaking internal and external consultation as required
 - Drafting routine decisions and
 - Consulting with, and seeking guidance from, senior colleagues as required
- Compliance with reporting obligations.
- Assisting senior colleagues with administrative tasks related to external agency oversight and/or review processes e.g. filing and collation of information for Information Commissioner reviews, AAT matter etc.
- Undertaking general FOI administrative tasks, including electronic file management.

Required Capabilities

The **FOI Officer** is expected to demonstrate:

- Knowledge and experience in the application of the FOI Act provisions (including exemptions) in processing of requests
- Excellent time management skills and the ability to prioritise tasks and meet statutory deadlines
- The ability to focus and work in a busy team environment
- Attention to detail and a high level of accuracy
- Strong communication skills
- A professional approach and the ability to work collaboratively as part of a high performing team.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Experience in, or transferrable skills for, processing requests under the FOI Act or comparable State or territory legislation.

Desirable Requirements

The following skills and/or experience would be highly regarded:

- Recent and relevant technical knowledge in the application of the Commonwealth FOI legislation, and experience in processing requests made under those schemes; or otherwise

relevant experience operating within a legislative framework relating to information access, consultation with third parties or working within specified timeframes.

- Experience working in an enforcement or national security environment.

Notes

- This is an AFP Band 4
- This role is located in Canberra and applicants are expected to be in Canberra.

Commitment to Diversity and Inclusion

At the AFP we value the different perspectives, approaches and lived experiences of our people, and recognise that our collective intelligence and diversity is what makes us stronger. As such, we encourage applications from people from all walks of life, including people from culturally and linguistically diverse backgrounds, First Nations people, women, the LGBTQI community and people with disability.

About the Australian Federal Police

As Australia’s national policing agency, the AFP is a key member of the Australian law enforcement and national security community, leading efforts to keep Australians and Australian interests safe both at home and overseas. The AFP also has responsibility for providing community policing services to the Australian Capital Territory and Australia’s territories, including Christmas Island, Cocos (Keeling) Islands, Norfolk Island and Jervis Bay

To Apply

Position Contact	Casey Auld, 02 5126 7664,
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14365/

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Attorney-General’s

Vacancy VN-0756770

Job Title	Assistant Director, Strategic Reporting
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	Executive Level 1
Position Number	0229-03-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=ECDDCE4B-A06B-8D15-EAC7-E3BD0EB96DCF>

Position overview

The Communication and Media team sits within the People, Culture and Communications branch of Corporate Services. The team is responsible for a variety of functions such as internal and external communication, websites, intranets, social media, graphic design, publications and forms, content management, media liaison and communication strategy and events.

The team also has responsibility for coordinating and producing the corporate plan for the Federal Court Listed Entity and three annual reports for the Federal Court of Australia Listed Entity, the Federal Court of Australia and the National Native Title Tribunal, and the Federal Circuit and Family Court of Australia (Division 1), and Federal Circuit and Family Court of Australia (Division 2).

As the Assistant Director, Strategic Reporting you will be an enthusiastic leader who thrives on engaging with stakeholders and delivering exceptional results. You will also be passionate about continual improvement.

This role requires strong organisational skills, exceptional attention to detail, and the ability to collaborate effectively with the Courts and Tribunal and with staff within the Listed Entity.

You will have the opportunity to experience:

- Professional development: applying and developing your expertise through a wide variety of challenging tasks and learning and development opportunities.
- Impactful work: undertaking work with real purpose in a dynamic, innovative, and flexible work environment.
- Collaborative projects: engaging in diverse projects, promoting cross-functional skills.
- Culture and teamwork: being part of a supportive team who are empowered and accountable, with a workplace culture that fosters inclusiveness, builds respect, and capitalises on diversity.
- Leadership: managing a small team, developing and implementing work plans, setting work area priorities and evaluating activities and working methods.

Duties

Project management

1. Develop and manage detailed project plans for the corporate plan and annual reports production, including timelines, deliverables, and resource allocation.
2. Collaborate with senior management and key stakeholders to coordinate input and ensure the reports reflect organisational priorities.
3. Review and compile content provided by line areas.
4. Oversee the design, layout, proofreading, indexing and printing of the annual reports.
5. Develop the Entity Annual Performance Statement.
6. Undertake general projects as required for the team and support broader branch activities to achieve priority outcomes.
7. Work under limited guidance, act as a point of contact, liaise with stakeholders and action requests to support or coordinate often complex activities, to proactively ensure the Entity meets its deadlines and accountabilities.

Content development

1. Collaborate with senior leadership to develop the key messages and themes to be highlighted in the corporate reports.
2. Ensure the accuracy and consistency of all content within the corporate reports.
3. Work with the communications team to identify stories for inclusion as standalone content.
4. Draft and maintain high-quality project materials and documents, policies and frameworks, including the corporate report project plans, regular updates to senior management, Ministerial briefs and other executive briefs.

Stakeholder management

1. Work across multiple organisations and support team and organisational objectives.
2. Support strategic decision making of senior leaders by providing strategic advice and evidence-based insights on corporate reporting activities that take business insights and needs into account.
3. Work with external stakeholders, such as printers, designers, and photographers, to ensure timely delivery of materials.
4. Liaise with internal stakeholders to gather feedback and ensure their satisfaction with the final product.

Quality control

1. Organise proofreading and editing to ensure accuracy, clarity, and consistency.
2. Conduct quality checks throughout the production process to identify and address any issues.
3. Undertake investigations and research to identify opportunities for improvements to procedures and processes while building capability and capacity.

Eligibility

Competencies and attributes

To be suitable you should have most or all of the following skills, qualities and experience:

Professional/technical skills and knowledge

- Excellent writing skills with experience writing briefs for the executive and ministerial audiences and the ability to communicate complex topics in plain English for a variety of audiences.
- Strong project management skills, including experience in developing and managing project plans.
- Strong organisational and time management skills, including the ability to work under pressure to tight deadlines and achieve results.
- Excellent attention for detail, with the ability to proofread, review and edit large documents for accuracy and consistency.
- Very good interpersonal skills and the confidence to deal directly with stakeholders of varying levels.
- A proven ability to manage and provide clear direction and foster a collaborative and high performing work environment.
- Experience in the design and production of printed materials.

Behavioural capabilities

- Demonstrated ability to build and sustain collaborative relationships with internal and external stakeholders and clients to influence and achieve results, including a demonstrated ability to manage sensitive and confidential issues discretely and with integrity.
- Demonstrated achievement in modelling ethical behaviour and driving team commitment to deliver outcomes, and to achieving consistently high service standards.
- Responsible for the achievement of own and team outcomes, monitoring team progress and following through to deliver quality outcomes.

Selection criteria

1. In-depth knowledge and experience in organisational planning, performance measurement and reporting, or producing annual reports, annual performance statements and performance information for Portfolio Budget Statements.
2. Demonstrated ability in delivering end to end printed products.
3. The ability to inspire a sense of purpose and direction, harnessing the skills of a small team to achieve results. The ability to take responsibility to prioritise work, in the face of competing priorities and deadlines while maintaining accuracy.
4. Excellent communication and relationship management skills to successfully engage key stakeholders with clarity and positive outcomes.
5. The ability to act with integrity, showing accountability, judgement and professionalism.
6. Versatility, flexibility and creativity in aligning your work with the strategic priorities of the Entity.

Notes

Eligibility

Employment with the Court is subject to the conditions prescribed in the Public Service Act 1999, and the following:

1. Australian citizenship – the successful applicant must hold Australian citizenship.
2. Security and character clearance – the successful applicant must satisfy a Police Records Check and may also be required to complete security clearances during the course of their employment.
3. Successful applicants engaged into the APS will be subject to a probation period.

Interested candidates who have received a redundancy benefit from an APS agency are welcome to apply but note that they cannot be engaged until their redundancy benefit period has expired.

Diversity and Inclusion

Federal Court Australia is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability.

First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

Federal Court Australia will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfil the inherent requirements of the role.

How to apply

To apply, please complete the application form on the Court’s careers portal.

As part of your application, you will be required to submit a one-page response outlining your suitability for this position having regards to the selection criteria and duties of the position which are described in the position description (maximum word limit 500). Please ensure this document is attached before submitting your application.

If you have any issues with applying, please email recruitment@fedcourt.gov.au

Application Close: Thursday 17 April 2025 at 11:30 pm (AEST)

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Federal Court of Australia

The Chief Executive Officer and Principal Registrar of the Federal Court, together with officers and staff identified under the Federal Court of Australia Act 1976, the Federal Circuit and Family Court of Australia Act 2021 and the Native Title Act 1993, constitute a single Statutory Agency for the purposes of the Public Service Act 1999. Employees are engaged to work in support of the following courts or tribunal: • Federal Court of Australia, • Federal Circuit and Family Court of Australia, and • National Native Title Tribunal. Employees are covered by the Federal Court of Australia Enterprise Agreement 2024-2027. The Federal Court and the Federal Circuit and Family Court each maintain a distinct statutory identity, with separate functions and judicial independence.

To Apply

Position Contact	Kate Naylor, (02) 6113 9422
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=ECDDCE4B-A06B-8D15-EAC7-E3BD0EB96DCF

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Attorney-General's

Vacancy VN-0756827

Federal Court of Australia

Closing Date: Wednesday 16 April 2025

Federal Court of Australia
Office of the Chief Executive Officer and Principal Registrar

Job Title	National Executive Coordinator
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	\$115,443 - \$125,832
Future Merit Locations	Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0269-04-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://www.fedcourt.gov.au/about/employment>

The National Executive Coordinator plays a key role supporting the Chief Executive Officer and Principal Registrar (CEO/PR). The CEO/PR has the following statutory responsibilities:

- Assisting the Chief Justice of the FCA in the management of the business and administrative affairs of the Court. The Court currently has 62 judges and registries in seven locations nationally;
- The provision of “corporate services” as defined in the Federal Court of Australia Act 1976 (Cth) (FCA Act) to the FCA, the FCFCOA and the NNTT;
- The accountable authority for the purposes of the Public Governance, Performance and Accountability Act 2013 (Cth) for the Entity, and is responsible for the appropriations for the FCA, the FCFCOA and the NNTT; and
- The Agency Head of the statutory agency for the purposes of the PSA Act which is comprised of the officers and staff who support the FCA, the FCFCOA and the NNTT (including corporate services).

The National Executive Coordinator plays a lead role in the Office of the CEO/PR and more broadly across the Federal Court and the Entity. The National Executive Coordinator is responsible for managing all aspects of the operations of the Office of the CEO/PR, including coordinating and providing high level executive support to the CEO/PR, preparing briefing material and papers for the CEO/PR, being a key liaison point for senior internal and external stakeholders on behalf of the CEO/PR and dealing with sensitive and confidential matters as requested by the CEO/PR and supporting and coordinating programs and reform initiatives across the Court and the Entity. The National Executive Coordinator must possess excellent initiative and a demonstrated ability to build rapport and to promote positive relationships with internal and external stakeholders and ensure the utmost discretion and confidentiality in interactions and handling of matters.

The role is multi-dimensional, requiring someone with agility and highly developed organisational skills, legal, research and analysis skills and the ability to work within statutory and procedural frameworks, together with strong written and interpersonal skills. The person appointed to this position will be someone who anticipates what needs to be done, shows great initiative; is highly motivated, efficient, and able to work within timeframes.

Duties

The National Executive Coordinator is responsible for managing and coordinating all aspects of the day to day operations of the Office of the CEO/PR. This includes:

- Providing high level executive support to the CEO/PR, including key stakeholder liaison, triaging and prioritising of matters.
- Being the key contact point for the CEO/PR, including coordinating the conduct and management of key issues with relevant internal and external stakeholders on behalf of the CEO/PR.
- Providing secretariat support for key executive committees, including developing agendas and discussion papers in consultation with the CEO/PR and Director, Principal Registry and National Operations, and recording and managing meeting outcomes.
- Developing and implementing practice and procedures for the Office of the CEO/PR. This includes developing and implementing a CEO/PR communication framework across the Court and the Entity and supporting template documents and developing, implementing and maintaining effective document management practices for the Office of the CEO/PR.
- Managing senior staff meetings with the CEO/PR, including coordination of agendas, in consultation with the CEO/PR and Director, Principal Registry and National Operations and managing meeting outcomes.
- Preparing briefing papers, reports and presentations for the CEO/PR for key internal and external meetings and complex correspondence for Judges, Registrars and staff.
- Preparing information to be included in key Court and Entity publications, including the Annual Report and Corporate Plan.
- Coordinating stakeholder engagement on behalf of the CEO/PR, in relation to key communications across the Court and Entity and media enquiries.
- Supporting the administration of the national judicial induction program, including liaison with newly appointed judges regarding entitlements and managing the series of induction meetings.
- Providing support to the Director, Principal Registry and National Operations, as requested.

In addition, the National Executive Coordinator supports the CEO/PR with the coordination and delivery of key programs and strategic priorities across the Court and the Entity. This includes:

- Assisting the CEO/PR with the coordination of programs and strategic priorities managed by the Office of the CEO/PR, including setting up meetings, establishing program templates, maintaining and monitoring action lists and establishing record management systems.

- Supporting the development and delivery of strategic priorities and initiatives, which will involve undertaking legal research and analysis to inform the development and achievement of strategic priorities and reform initiatives and preparation of relevant briefing material for the CEO/PR. In addition, undertake legal research and analysis to prepare briefing material for the CEO/PR in relation to a broad range of issues relating to the Court and the Entity.
- Liaise with key internal and external stakeholders regarding the operations of the Court and the Entity.

Eligibility

The successful applicant will need to demonstrate the following competencies and attributes:

- At least 2 years' experience working in a professional environment with high level stakeholders, such as a court, law firm or Government.
- High level executive support skills, including the ability to anticipate needs and demonstrate initiative.
- Ability to prioritise and manage multiple responsibilities effectively within tight deadlines.
- Well-developed oral and written communication skills and the ability to develop excellent working relationships with a network of key stakeholders internally and externally.
- The ability to appropriately deal with sensitive and confidential information.
- Excellent judgment including exercising highest levels of discretion, planning, diplomacy, and confidentiality.
- Excellent written communication skills, including the ability to undertake complex research and prepare clear and concise reports, briefs and correspondence.
- The ability to work both autonomously and collaboratively as a team.
- Excellent attention to detail, accuracy and organisation when completing tasks.
- A high level of IT proficiency.
- A commitment to innovation and continuous improvement.

Qualifications

Legal qualification is required. In addition, experience providing high level executive support to Executives or senior business leaders in business, Commonwealth Government or the legal profession will be highly regarded.

Selection Criteria

1. Demonstrated ability to manage the operation of an office of a senior executive and provide high level executive support services.
2. Demonstrated knowledge of the Federal Court's jurisdiction, practices and procedures, or the ability to acquire such familiarity and knowledge quickly.
3. Demonstrated high-level organisational and problem-solving skills, including the ability to critically analyse and evaluate large volumes of information, manage competing priorities effectively, and exercise sound judgment in decision-making in a high-paced, constantly changing environment, both as part of a team and individually.
4. Well-developed interpersonal, presentation and liaison skills and the ability to build and maintain positive professional relationships with key staff and a wide range of internal and external stakeholders and deal appropriately with sensitive and confidential information.
5. Excellent written communication skills including the ability to undertake complex research and write clear and concise reports, briefing papers, and correspondence.
6. The ability to develop and implement improved and innovative services and processes.
7. A demonstrated understanding and commitment to the application of the Australian Public Service (APS) Values, to abide by the APS Code of Conduct.

Notes

Diversity and Inclusion

Federal Court Australia is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability. First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

Federal Court Australia will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfil the inherent requirements of the role.

How to apply

To apply, please complete the application form on the Court's careers portal.

As part of your application, you will be required to submit a one page response outlining your suitability for this position having regards to the selection criteria and duties of the position which are described in the position description (maximum word limit 500). Please ensure this document is attached before submitting your application

If you have any issues with applying, please email recruitment@fedcourt.gov.au.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Federal Court of Australia

The Chief Executive Officer and Principal Registrar of the Federal Court, together with officers and staff identified under the Federal Court of Australia Act 1976, the Federal Circuit and Family Court of Australia Act 2021 and the Native Title Act 1993, constitute a single Statutory Agency for the purposes of the Public Service Act 1999. Employees are engaged to work in support of the following courts or tribunal: • Federal Court of Australia, • Federal Circuit and Family Court of Australia, and • National Native Title Tribunal. Employees are covered by the Federal Court of Australia Enterprise Agreement 2024-2027. The Federal Court and the Federal Circuit and Family Court each maintain a distinct statutory identity, with separate functions and judicial independence.

To Apply

Position Contact	Andrea Jarratt, 03 8638 6814
Agency Recruitment Site	https://www.fedcourt.gov.au/about/employment

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Attorney-General's

Vacancy VN-0756750

Office of Parliamentary Counsel

Closing Date:Sunday 20 April 2025

Job Title	Service Integration Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Forrest ACT
Salary	\$122,946 - \$149,287
Future Merit Locations	Canberra, Forrest
Office Arrangement	Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	6008
Agency Website	https://www.opc.gov.au

Job Description

<https://www.opc.gov.au/careers>

We are seeking a high-performing, motivated, and proactive candidate with a strong interest and experience in ICT Service Integration management, ICT vendor management, and procurement. This role requires undertaking work that is often complex or sensitive, operating under broad direction, and in a leadership capacity. The successful candidate will be responsible for coordinating and managing all of OPC's external ICT service providers, ensuring optimal cost-effectiveness, flexibility, innovation, and consistent service delivery.

Duties

- Coordinate and manage all of OPC's external ICT service providers.
- Manage multiple services and suppliers to achieve optimal cost-effectiveness, flexibility, innovation, and consistent service.
- Be accountable for all ICT procurement processes under the office of the CIO, with some finance area support.
- Maintain a contract register and procurement roadmap.
- Present internally to a broad range of stakeholders, including OPC's senior executive.
- Manage/support the management of ICT projects when required.

Eligibility

To be eligible for the role, you must:

- be an Australian Citizen;
- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to NV1.

Notes

About the Office of Parliamentary Counsel

The Office of Parliamentary Counsel (OPC) is a small Commonwealth government agency which provides clear, effective and accessible Commonwealth law for all Australians. We do this by drafting Bills for the Commonwealth government, and a significant proportion of Commonwealth legislative instruments. We also provide comprehensive, free access to Commonwealth legislation through the Federal Register of Legislation website, preparing compilations of Commonwealth legislation, and registering Commonwealth Acts and instruments on behalf of more than 70 agencies.

To Apply

Position Contact	Steve Lloyd, (02) 6120 1378
Agency Recruitment Site	https://www.opc.gov.au/careers

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Defence

Vacancy VN-0756320

Department of Defence

Closing Date: Thursday 17 April 2025

Defence People Group
Reserve & Cadet Support

Job Title	ICT Service Manager
Job Type	Full-Time, Ongoing
Location	Various locations - VIC VIC, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - NT NT, Various locations - TAS TAS, Various locations - QLD QLD, Various locations - SA SA, Various locations - WA WA
Salary	\$95,187 - \$108,734
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/00327/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8854FBD0-E83C-C35C-1BA2-E3AB1E30B4A4>

Duties

The Role

As the APS 6 ICT Service Manager you will you will work within a diverse team that delivers ICT services to a broad range of stakeholders. You will be accountable under broad direction to perform and achieve complex helpdesk, incident management, communications and applications support work within an integrated and dispersed workforce.

You will need to possess or rapidly develop in-depth knowledge of and compliance with internal Defence procedures and processes. You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

You will also need to provide detailed ICT service support, technical, professional and policy advice in relation to complex work and contribute to strategic planning, program and project management and policy development.

The APS 6 ICT Service Manager will also be required to engage with a diverse group of stakeholders including Defence Digital Group (DDG), our service provider, civilians, contracted and military personnel to achieve outcomes.

About our Team

The Directorate of RCSD ICT Sustainment and Projects is an enabling function across the Divisions core capabilities and is primarily responsible for ICT management including the sustainment and development of key applications that support the ADF Cadet Program and the Defence Reserve capability. The team is also responsible for the management and delivery of complex ICT projects and program level ICT planning aligned with strategic outcomes.

Reserve and Cadet Support Division is currently embarking on the delivery of an ICT Strategy and future road map that will better align business objectives and technology, and facilitate a coordinated approach to resolving ICT challenges and issues. RCSD ICT has also recently undertaken a review of its ICT Operating Model and have identified areas for process optimisation to better align business and ICT strategy, improve service delivery and communication.

Our Ideal Candidate

We are looking for an ICT Service Manager that is driven and passionate about customer support. You will bring proven experience

in ICT service management, problem resolution, and stakeholder management to the role.

As a collaborator, you will assist with Incident and Problem management while identifying and addressing process gaps to align in-house processes with the broader Defence IT Service Management (ITSM) standards. You will work closely with internal and external stakeholders to understand requirements and plan regular releases.

You will be willing to learn and provide cross-functional support in a high-paced environment and as someone who is interested in self-development, you will be resourceful in learning about the Reserves and Cadets Support Division (RCSD) business outcomes, maintain current industry knowledge and provide solutions to complex problems.

You will also have strong written and verbal communication skills and possess the ability to assist with the documentation of processes and procedures and the creation of self-help and Knowledge Base functions. Strong stakeholder engagement and understanding of Defence service management processes are essential for success in this role.

Eligibility

Security Clearance:
Applicants must be able to obtain and maintain a security clearance at “Negative Vetting Level 1”.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Defence

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To Apply

Position Contact	Laura Wood, 02 5109 5916
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8854FBD0-E83C-C35C-1BA2-E3AB1E30B4A4

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Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Research Technology and Operations

Job Title	Research Infrastructure Systems Senior Technologist
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fishermans Bend VIC
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh, Fishermans Bend
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DSTG/02660/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8B9DEC63-EC11-8B82-714F-E3AB59827809>

Duties

The Role

As part of the Digital Research Infrastructure (DRI) team, you will supervise and provide technical leadership to a geographically dispersed team of (APS/Contractor) IT professionals. You will work collaboratively to provide a secure Windows and Linux service and related technology required to meet researcher needs.

Reporting to the Discipline Lead of Research Infrastructure Systems, you will work under limited direction and oversee a team to grow and maintain a highly productive Windows and Linux capability.

Additionally, you will maintain technically complex and novel research system administration practices across Defence digital science platforms.

You will work closely and collaboratively with other team leads; most notably within Digital Research Infrastructure, Computational & Data Intensive Sciences (CDIS) and Laboratory and Experimental Systems (LES) directorates. Ensure that there is alignment in our planning and day-to-day services; and that the offerings are fit-for-purpose, secure and meet DSTG's strategic initiatives.

You will lead all aspects of the delivery of Research Infrastructure Systems (RIS) services and support. This will include relevant aspects of the provision of secure capabilities for major projects.

Key Duties:

- Lead and drive innovation within RIS in alignment with DSTG's enterprise roadmaps.
- Lead the day-to-day delivery of RIS support services.

- Provide leadership and technical direction, including managing workloads, priorities to progress of system changes for RIS.
- Provide system administration and troubleshooting support for complex research systems (e.g. Linux, Linux virtualisation, Windows and Windows virtualisation via on-premise cloud infrastructure).
- Manage security initiatives and vulnerabilities, including monitoring and responding to security incidents and Common Vulnerabilities and Exposures (CVE) in a unique research-specific threat environment.
- Maintain, upgrade, and manage Windows and Linux Operating Systems, software, and infrastructure, including Change and Configuration Management.
- Management of vendor support contracts for Operating Systems and associated software products.
- Diagnose and resolve complex issues and system outages, including repair and recovery from software and hardware failures.
- Mentor and educate staff in the development of technical, project, and related organisational/support skills.

Please note: Combination of work arrangements can be negotiated with some on site hours required.

About our Team

The Digital Research Infrastructure (DRI) team, as part of the wider Scientific Computing (SC) branch, enables and accelerates Defence science and technology research and protects assets in DSTG's digital research environments.

SC does this by provisioning and supporting scientific computing infrastructure that is well-managed, sustainable and scalable; continuing to invest in innovative centralised digital research infrastructure and services, while divesting commodity distributed ICT infrastructure and services; and developing new Scientific Computing practises and technologies.

The DRI directorate provides secure, effective and efficient digital research and eResearch infrastructure and related systems where a sovereign capability is required for Defence's S&T capabilities.

Our Ideal Candidate

The Senior Technologist ideally will have detailed knowledge and previous experience in:

- Demonstrated leadership experience in high-performing small to medium sized teams of IT systems administrators.
- Proven experience in driving customer-focused excellence and applying critical thinking and problem-solving skills to meet science and technology outcomes and experience analysing complex technical configurations.
- Demonstrated well-developed written and verbal communication skills, and an ability to communicate across a broad technical and non-technical audience to understand needs and identify appropriate uses of technology to drive business improvements.
- Experience in the design, implementation and system administration of Linux operating systems and environments, ideally with Red Hat Satellite and Canonical Landscape.
- Experience in the design, implementation and system administration of Windows Operating Systems environments.
- Demonstrated experience in cloud technologies with a focus on template provisioning of complex virtual environments.
- High level skills and experience in scripting in at least one of: Python, Bash, PowerShell.
- Experience in automation of system administrative tasks through the use of scripting, Ansible playbooks, Puppet modules and manifests, Configuration Manager.

- A strong understanding of relevant security frameworks including the Defence Security Principles Framework, ASD Essential 8 and Information Security Manual.

We seek a communicator and collaborator who can understand the needs of our varied customers and stakeholders and produce results that meet their requirements.

The ideal candidate will demonstrate flexibility in responding to changing contexts and shifting priorities, with the agility to realign resources and infrastructure to meet demand. As a leader, you will provide support and guidance to your team, ensuring sensitivity to Defence needs and direction. **Eligibility**

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 2".

Mandatory Qualifications:

The S&T5/EL1 Senior Technologist/Technician - Computational Science, Data Science & Autonomy position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant vocational qualifications; or
- relevant skills and work experience.

Ref [1297.0 ANZSRC Fields of Research 2020](#)

Division 40 – Engineering

4007 Control Engineering, Mechatronics & Robotics

Division 46 – Information & Computing Sciences

4601 Applied Computing

4602 Artificial Intelligence

4605 Data Management & Data Science

4606 Distributed Computing & Systems Software

4609 Information Systems

4612 Software Engineering

4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

4903 Numerical & Computational Mathematics **Notes**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Martin Couzner, 08 8393 3620
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8B9DEC63-EC11-8B82-714F-E3AB59827809

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Defence

Vacancy VN-0756503

Department of Defence

Closing Date: Thursday 17 April 2025

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Information and Records Management Officer
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	\$86,887 - \$93,066
Future Merit Locations	Williamtown
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	CASG/02759/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6C85CB41-B1B4-DB87-5AE2-E3AB98615CEF>

Duties

The Role

The Air Combat Systems Program Office is looking for an experienced and detail-oriented professional to fill our Information and

Records Management Officer role.

In this role, you will ensure records are accurately captured, securely stored and easily accessible in Objective, supporting business operations and regulatory requirements. The Information and Records Management Officer is accountable under limited direction to perform information and records management work within an integrated workforce. You will be required to maintain compliance to relevant legislative frameworks, and have a sound understanding of the Department's mission and policy requirements.

About our Team

The Information and Records Management Officer role sits within the Corporate Services Team. This is a collaborative and dynamic team responsible for providing enabling support functions to the Program Office.

As a key member of this team, your primary focus will be on managing records and information governance, but you will also work closely with colleagues who specialise in unit operations, workforce management and unit security.

We take a holistic approach to our work, supporting each other to deliver outcomes, and we actively share knowledge to build team capability. Cross-skilling is an important part of our culture, ensuring resilience, professional growth and the ability to adapt to evolving business needs.

Our Ideal Candidate

Our ideal candidate is detail-oriented and proactive. You will have a robust working knowledge of Objective or similar, and a comprehensive understanding of information and records management principles including relevant legislative and compliance frameworks.

As a team player, you will thrive in a collaborative environment, contributing to shared goals and embracing opportunities to cross-skill and share your knowledge with others. Your excellent communication skills enable you to engage effectively with stakeholders at all levels, and you are adaptable to change, always looking for ways to improve and innovate within your field.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Linda Spruce, 02 4077 9740
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6C85CB41-B1B4-DB87-5AE2-E3AB98615CEF

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Defence

Vacancy VN-0756528

Department of Defence

Closing Date:Thursday 08 May 2025

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Systems Engineer
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Edinburgh, Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/02651/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=DBA4A30E-3E78-3428-D84E-E3AB996E473E>

Duties

The Role

Are you an experienced Software or Systems Engineer or have experience in a related field?

Are you interested in applying your expertise to support the development of exciting, world-leading technology?

Would you like to join a dynamic team in a great workplace and work in an interesting role?

The Electromagnetic Warfare and Intelligence Systems (Maritime) Systems Program Office (EWIS-M SPO) is seeking highly motivated APS 6 Systems and Software Engineers to apply their skills to an exciting portfolio of work in support of delivering capabilities to the Australian Defence Force.

As a Systems/Software Engineer in EWIS-M SPO, you will have exceptional stakeholder engagement; excellent verbal and written communication and negotiation skills. You will be relied upon to assist with specialist professional knowledge of risks associated with developmental and advanced technologies, including recommendations to mitigate technology development risk in a complex

environment.

The role will see you will provide detailed software engineering technical and professional advice in relation to complex work. You will contribute to strategic planning, engineering and project management and policy development.

The right candidate will show the flexibility to respond to the changing context and shifting priorities of the Defence environment and the agility to realign resourcing to meet new demands. In this role you will provide support and guidance to your team to ensure they are sensitive to Defence Strategic direction and to excel, while exercising a significant degree of independence.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

EWIS-M SPO provides acquisition and sustainment support for a number of maritime electronic warfare systems and specialist signals intelligence capabilities. The SPO delivers these capabilities to both the Australian Defence Force (ADF) and United States Navy.

EWIS-Maritime SPO currently manages a number of Electronic Warfare Systems fitted to both the surface and sub-surface fleet, such as the Nulka Decoy product, Modernisation of Maritime Electronic Warfare (MMEW) Project and various Sensors and Electronic Attack products in both acquisition and sustainment phases, operating under a continuous capability development and delivery framework to support maritime electromagnetic manoeuvre warfare.

EWIS-M SPO is widely dispersed across Australia, with these positions based in Edinburgh, South Australia, or Canberra, Australian Capital Territory. The successful applicant will participate in an integrated team, including APS, ADF and Contracted staff, to deliver and sustain e capabilities in accordance with operational and compliance requirements, budget, and service agreements.

These roles within EWIS-M SPO offers an enthusiastic individual an exciting opportunity to develop key systems engineering skills in a Defence environment. The successful candidates will be provided with a supportive team environment and significant professional development opportunities to help progress in their career.

EWIS-M SPO has a demonstrated high performing culture and significantly above average employee satisfaction ratings based on recent Culture and Behaviours surveys. The successful candidate can expect to be challenged in their role and supported by an inclusive and considerate team and leadership group.

Our Ideal Candidate

The successful candidate will have:

- Skills and experience in software or systems engineering, ideally with insight into electronic warfare systems and/or agile software or systems development;
- Demonstrated experience analysing engineering risks and assisting stakeholders with mitigation options;
- The ability to manage complex system integration, engineering and technical regulatory requirements;
- The ability to monitor and ensure safety aspects of Defence materiel systems are considered and incorporated into software engineering activities;
- Assess technical and design packages, provide recommendations and contribute to the implementation of actions;
- Engineering knowledge and experience to identify risks and uncertainties to support decision making and priority setting;
- Demonstrated experience working with diverse teams in a complex environment;
- Excellent communication and customer engagement skills;
- Effective problem solving and deductive reasoning skills;
- High-level organisational skills, self-drive and initiative to achieve tasks and business objectives;
- Evaluate delivered materiel ensuring legislative, policy and regulatory frameworks are met; and
- Defence specific training will be provided to the successful candidate to ensure they have the knowledge and skills to undertake the role effectively.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 2".

Mandatory Qualifications:

The engineering position requires a Bachelor of Engineering from an Australian institution, or a qualification gained elsewhere, that satisfies the requirements of the Washington Accord for recognition as a Professional Engineer.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Ellie Carson, 07 3512 0150
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DBA4A30E-3E78-3428-D84E-E3AB996E473E

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Defence

Vacancy VN-0756529

Department of Defence

Closing Date: Thursday 17 April 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	Cyber Operations ICT Service Officer
Job Type	Full-Time, Ongoing
Location	Various locations - NSW NSW, Various locations - ACT ACT, Various locations - QLD QLD, Various locations - VIC VIC
Salary	\$86,887 - \$93,066
Future Merit Locations	Various locations - NSW, Various locations - ACT, Various locations - QLD, Various locations - VIC
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	JCG/01383/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=0CE1A674-B288-D919-88C4-E3ABD0FB016E>

Duties

The Role

The Directorate of Service Enablement provides the governance and assurance of new, modified and decommissioned ICT services on the cyber domain. Achieving this by guiding, assisting and facilitating projects to attain the authority to operate on the cyber domain utilising established ITIL processes.

Within the ICT Service Delivery function, a Cyber Operations ICT Service Officer is accountable under routine direction to perform and achieve moderately complex ICT service provision work within an integrated workforce.

They are accountable to have and maintain a well developed understanding of and compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements.

You will be accountable for organising your workflow and making independent decisions relating to your area of responsibility. They will interpret and provide advice within the ICT service delivery function area based on legislation, policy and procedures. They will undertake specialist research and analysis, conduct reviews, assessment, investigations and perform procedural, clerical and administrative support work to achieve results.

The Cyber Operations ICT Service Officer will coordinate and contribute to the work of a team consistent to a work plan and provide advice and assistance on methods of task completion to team members. They are expected to be capable of reviewing and developing the quality of work undertaken by others and identifying opportunities for on-the-job training within a work unit.

The Cyber Operations ICT Service Officer will be required to engage and communicate with stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development.

You will be specifically responsible for:

- Creating Agendas for Board Meetings.
- Review minutes from board meetings.
- Capturing evidence of endorsement from key stakeholders.

- Maintenance of Project tracker.
- Compliance checks within Service Design and Service Transition Processes.
- Production of reporting to identify new opportunities for proactive engagement.
- Ensuring appropriate relationships maintained within the Defence approved Service Management Tool.
- Enable the identification, capture and reporting of service risk.
- Assist with implementation of CSI initiatives to mature capability.
- Assisting senior members in team with key administration and governance tasks.

This role is offered at various locations and requires an on-site presence. Please consider the location of and distance to your nearest Defence Base.

About our Team

The Directorate of Service Enablement provides the governance and assurance of new, modified and decommissioned ICT service on the cyber domain.

Our team is an integrated workforce of APS and contracted personnel. We embody a 'One Defence' culture through a People First Approach.

Our Ideal Candidate

Our ideal applicant will be a motivated self-starter with the following core skill set:

- Interest or Knowledge in ITSM Process Management.
- Interest or Experience in Governance in IT Environments.
- Ability to deliver outcomes across a dispersed geographical area.
- Strong analytical and problem solving skills.
- Strong interpersonal skills with the ability to communicate clearly and with influence.
- Strong oral and written communications skills.
- Strong organisational skills, including the ability to monitor progress and deliver high-quality outcomes on time in the context of multiple competing demands.
- The ability to work with diverse stakeholders.
- A willingness to work independently and collaboratively as part of a high performing team.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

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To Apply

Position Contact	Michael Bartlett, 02 5130 1746
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0CE1A674-B288-D919-88C4-E3ABD0FB016E

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Defence

Vacancy VN-0756543

Department of Defence

Closing Date:Thursday 24 April 2025

Defence Finance Group
Budgets & Financial Services

Job Title	Learning and Development Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DFG/02749/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=FB16D98C-8622-D11B-9C5D-E3ABD1FFB862>

Duties

The Role

Are you an experienced learning and development professional with a passion for driving cultural change and performance? Are you looking for a role where you can boost employee engagement, innovate and influence? A number of opportunities exists to join our dynamic learning team in Defence Finance Group.

You will spend your days:

- Delivering learning to the broad spectrum of Defence officials.
- Using your knowledge of contemporary adult learning and instructional design principles to develop engaging and contemporary learning across a number of platforms.
- Identifying, interpreting and clarifying learning and development requirements to meet business needs and promoting a learning culture.
- Engaging with and influencing stakeholders to shape and implement learning and development solutions.

About our Team

The Director Financial Learning reports to the Assistant Secretary Financial Compliance. The Financial Compliance Branch sits within the Budgets and Financial Services Division and supports the Department of Defence by providing a framework of financial policies and advice to support staff in exercising their financial responsibilities.

There are a broad range of specialised financial activities undertaken within the Financial Compliance Branch including Financial policy, Financial compliance, Financial Learning, Travel Policy and Tax Management.

The Financial Learning Directorate plays a vital role in delivering Learning programs to support exemplary financial practice across Defence.

The team helps to inform and educate Defence personnel to make sound decisions around Defence financial management, through practical interpretation of financial policy and processes.

The team is responsible for delivering generalist and specialist financial learning solutions in a variety of formats including video, eLearning and face-to-face training (both in-person and online).

Our Ideal Candidate

You are a creative individual who loves to share knowledge and develop those around you. You are an experienced learning professional and passionate about supporting individuals to achieve the goals of the organisation.

Our ideal candidate will have the following skills and attributes:

- Demonstrated experience analysing, developing and delivering adult learning or experience developing eLearning and/or video based learning solutions.
- Excellent interpersonal skills and able to collaborate with a range of stakeholders.
- Strong written and oral communication skills.
- Strong initiative and sound judgement.
- Project coordination skills with the ability to manage deadlines and competing priorities.
- One Defence Value of Service, Courage, Respect, Integrity and Excellence.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance at "Baseline Vetting" level.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Natasha Adnams, 02 5108 7890
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=FB16D98C-8622-D11B-9C5D-E3ABD1FFB862

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Defence

Vacancy VN-0756559

Department of Defence

Closing Date: Thursday 17 April 2025

Joint Capabilities Group
Cyber Command

Job Title	Assistant Director Threat and Vulnerability Assessment
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Reid
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	JCG/02762/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6DB8B7E0-3332-C01D-B64B-E3ABD2BB4496>

Duties

The Role

The Assistant Director of Threat and Vulnerability Assessment is responsible for conducting vulnerability assessments and penetration testing for systems across Defence's Groups and Services. The role is key to uncovering attack paths and discovering vulnerabilities within systems and measuring them against defensive controls. The role will be key to recommending effective counter measures to defend against an ever-evolving threat landscape.

The role will:

- Design and execute in-depth technical assessments to discover potential attack paths and vulnerabilities.
- Exercise sound decision making and provide expert security advice.
- Undertake complex problem solving and perform detailed or time sensitive work in support of operational and strategic outcomes for Defence.
- Lead and manage an operational team responsible for coordination, planning and conducting of Vulnerability Assessments and Penetration Tests of complex ICT and Operational Technical environments.
- Be responsible for building team capability through coaching, feedback, and mentoring activities to build resiliency and technical competency within a high performing team in an operational environment.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further

information, please contact the contact officer.

About our Team

DCIAB plays a leading role in securing, assuring and defending Defence's systems to support Defence's mission. We are a multi-disciplined team consisting of APS, ADF, and contractors that work with all Groups and Services to support the protection of Defence information system capabilities.

The Directorate of Cyber Security Assessments and Authorisation is responsible for cyber risk assessment, and the conduct of certification and accreditation of Defence ICT Systems to enable the provision of effective security controls and support system owners and accountable officers to make informed risk-based decisions for cyber risk and management of cyber security controls.

They are a multi-disciplinary team comprised of APS, ADF and contractors that perform Cyber Risk Assessment, Vulnerability Assessments and Penetration Testing, Supply Chain Risk Assessment and technical evaluations of hardware and software products to verify and validate their security posture. The Directorate supports a wide customer base across all Defence Groups and Services and collaborates closely with other government agencies and international partners.

Our Ideal Candidate

Our ideal candidate will be:

- Hands-on expertise with leading vulnerability management solutions like Qualys, Nessus, Rapid 7 etc.
- Lead the Vulnerability Assessment Program and be the main point of contact for all vulnerabilities, mitigation strategies, and patching initiatives.
- Understand various attack vectors and technical security controls, including any gaps, to mitigate potential attacks at all levels of the Cyber Kill Chain and stages of the MITRE ATT&CK Model.
- Experience in stakeholder engagement, confident and persuasive communicator with the ability to explain complex concepts and risk in plain language.
- Understanding of vulnerability management frameworks, CVSS, CVE and MITRE ATT&CK.
- Ability to understand and report on threat landscape, correlate vulnerabilities with in-the-wild exploitation of threats, and present mitigations to relevant threats.
- Proficient in identifying and exploiting common vulnerabilities across systems, networks, web, mobile apps, and APIs.
- Perform security tests, provide reports, and work on technical improvements.

Eligibility

Security Clearance:

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Gilly Joshi, 03 8458 1944
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6DB8B7E0-3332-C01D-B64B-E3ABD2BB4496

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Defence

Vacancy VN-0756609

Department of Defence

Closing Date:Thursday 10 April 2025

ARMY
ADFHQ-Office of Chief of Army

Job Title	Deputy Chief of Staff
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$139,681 - \$167,659
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	ARMY/02557/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=4A1E1B8B-6D2A-66E2-CD39-E3AC0C6CD645>

Duties

The Role

The Deputy Chief of Staff role is a complex leadership position, defined by the ability to provide strategic advice and support to key leaders within the Division.

The role is responsible for various strategic business, governance, and project management activities that directly support Head Land Capability.

These responsibilities include, but are not limited to:

- Managing and coordinating business and governance functions for the Division and overseeing the daily management of business operations across the Chief of Staff Branch. This includes the reporting and management of advice to Senior Defence Committees and Government.
- Overseeing the accurate and effective capability engagement strategy with partners International Engagement Army and key overseas stakeholder groups. Land Capability engagement requires alignment with Defence's broader strategic policy.
- Managing diverse, multidisciplinary teams, including the close supervision of technical workforces that involve data, human resources, Land Domain Management committees, Risk, performance and reporting, and Divisional communications and engagement activities.
- Facilitating the Land Capability Division Chief of Staff Branch in accessing information from programs to feed into divisional and group-level deliverables.
- Analysing gaps and opportunities, and establishing options in consultation with relevant stakeholders, and providing recommendations.
- Provide divisional support across multiple complex areas, including but not limited to security, welfare, accommodation, and ADF and APS personnel management.

This role requires a proactive individual with strong problem-solving skills and the ability to manage diverse responsibilities in a fast-paced environment.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the [Defence Enterprise Agreement](#) (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

Land Capability Division is at the core of Army's Land Capability System and is responsible for delivering and integrating the fundamental inputs to capability that generate and sustain Australian military capability in the Land Domain. It operates in accordance with the One Defence Capability System and includes the activities conducted by Army that modernise and sustain the Army and build its future capacity.

The Chief of Staff Branch is to empower and enable the Land Capability Division to deliver its programs and projects to sustain and modernise the Land Force, through the provision of evidence informed, data driven advice, communication and governance.

Our Ideal Candidate

Our ideal candidate will possess the following qualities:

- The drive and commitment to manage complex tasks in a high-tempo and changing work environment, while exercising sound judgment.
- A strategic thinker who demonstrates a high level of understanding of the National Defence Strategy, Integrated Investment Program, and related Defence strategies, and analyse their impact on the acquisition, delivery, and sustainment of capability.
- A proven ability to manage key stakeholder relationships, identify relevant stakeholders' expectations and concerns, and develop and communicate methodologies and practices to achieve outcomes.
- The ability to maintain a high level of discretion and navigate sensitivities.
- Experience in leading an integrated team, prioritising commitments, and meeting critical deadlines.
- Experience across multiple complex areas, including but not limited to security, welfare, accommodation, and APS and ADF personnel management.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit <https://www.defence.gov.au/jobs-careers>

To Apply

Position Contact	Mark Mankowski, 08 8389 0671
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4A1E1B8B-6D2A-66E2-CD39-E3AC0C6CD645

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Defence

Vacancy VN-0756617

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Workforce and Technical Operations Manager - Enabling Services
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh, Fairbairn, Fishermans Bend
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DSTG/02841/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=4332DFA9-4C32-F185-3584-E3AC0D8D4D40>

Duties

The Role

As part of a geographically dispersed team located in Edinburgh (SA), Fishermans Bend (VIC), and Fairbairn (ACT), you will provide both onsite and virtual support to divisional staff.

The position requires a strong blend of HR expertise, workforce planning, and operational oversight across infrastructure, Work Health and Safety (WHS), and security functions, working closely with other areas of Defence Science and Technology Group (DSTG) responsible for these services.

Key Responsibilities:

Workforce and HR Management

- Lead and manage workforce planning and talent management for the division, ensuring alignment with strategic priorities.
- Provide expert HR advice to the Chief of Division, Director Division Operations, Research Leaders, Group Leaders, and other key stakeholders.
- Interpret and apply employment frameworks, including the DECA 2024, Australian Public Service (APS) employment policies, and other Defence-specific workforce policies.
- Oversee recruitment, onboarding, workforce mobility, succession planning, and retention strategies, ensuring best practices are followed.
- Support performance management processes, including providing guidance on feedback, development planning, and managing complex HR cases.
- Advise on employee entitlements, remuneration, workplace flexibility, and HR compliance in accordance with Defence and APS policies.
- Lead HR reporting and analytics, providing workforce insights to support data-driven decision-making.

Operational Oversight and Stakeholder Engagement

- Oversee and coordinate infrastructure, WHS, and security functions, ensuring divisional needs are met in collaboration with relevant DSTG teams.
- Drive process improvement initiatives, identifying opportunities to enhance workforce and operational efficiency.
- Solve complex workforce and operational challenges, providing innovative and strategic solutions.
- Build and maintain strong relationships with internal and external stakeholders to facilitate seamless HR and operational support.
- Communicate effectively, influence decision-making, and negotiate mutually beneficial outcomes with key stakeholders.

About our Team

The Enabling Services Team within Human and Decision Sciences (HADS) is seeking a highly capable and proactive EL 1 Workforce and Technical Operations (WTO) Manager.

This role is critical in ensuring the division's workforce and operational functions run efficiently and effectively.

As part of a geographically dispersed team located in Edinburgh (SA), Fishermans Bend (VIC), and Fairbairn (ACT), you will provide both onsite and virtual support to divisional staff.

The position requires a strong blend of HR expertise, workforce planning, and operational oversight across infrastructure, WHS, and security functions, working closely with other areas of DSTG responsible for these services.

Our Ideal Candidate

We are looking for a versatile, strategic, and solutions-focused leader who can navigate complex workforce challenges and drive impactful outcomes.

The ideal candidate will have:

- Proven experience in workforce planning, HR policy interpretation, and operational management.
- Strong knowledge of HR frameworks, employment legislation, and APS/Defence workforce policies.
- Demonstrated ability to solve complex workforce issues, including recruitment, retention, and performance management.
- Excellent stakeholder engagement skills, with the ability to influence and negotiate at senior levels.
- A demonstrated ability to manage the planning and delivery of support across operational functions.

If you thrive in a dynamic and high-impact environment where your expertise directly contributes to organisational success, we encourage you to apply. **Eligibility**

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Lisa Torrance, 03 8534 1336
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4332DFA9-4C32-F185-3584-E3AC0D8D4D40

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Defence

Vacancy VN-0756631

Department of Defence

Closing Date:Thursday 17 April 2025

Air Force
Chief of Air Force

Job Title	Facilities and Security Manager
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$95,187 - \$108,734
Future Merit Locations	Edinburgh
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	AF/02066/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=10AC8CDC-3321-D453-70E6-E3AC0EB6594B>

Duties

The Role

The No. 83 Squadron (83SQN) Facilities and Security Manager is responsible for independently providing specialist and complex protective security recommendations and advice to unit and executive staff.

Using your comprehensive knowledge of the relevant policies and procedures, you will ensure 83SQN is compliant with Defence and National security policies and will work with the unit to maintain security accreditation of all areas within 83SQN including working facilities and the Sensitive Compartmented Information Facility (SCIF).

In addition, you will be responsible for all areas of facilities management, including coordinating and scheduling all required building maintenance and repairs.

About our Team

83SQN works closely with the Distributed Ground Station - Australia organisation to deliver intelligence, surveillance and reconnaissance outputs for Air and Joint operations.

The unit conducts a variety of complex, classified and sensitive tasks that rely on multiple unit ICT systems, with unique security governance requirements.

Our Ideal Candidate

The ideal candidate will have experience working in classified environments, with an understanding of the security policies and processes applicable to SCIF/SAP and building accreditation, personnel clearances and visits.

The ideal candidate will have high quality communication skills, Defence organisational understanding, and an ability to work independently with minimal direction.

Applicants must be able to obtain and maintain a security clearance at "Positive Vetting" Level.

Eligibility

Security Clearance:

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Bryce Madejewski, 02 5950 8480
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=10AC8CDC-3321-D453-70E6-E3AC0EB6594B

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Defence

Vacancy VN-0756639

Department of Defence

Closing Date: Thursday 17 April 2025

Australian Defence Force HeadQuarters
Vice Chief of Defence Force Group

Job Title	Facility Accreditation Advisor
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Majura
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	ADFHQ/02869/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C1E1C164-F9DE-4EF1-76DF-E3AC0ECEBBD0>

Duties

The Role

Special Access Program Branch, the national office for Special Access Program (SAP) provides opportunity for a challenging career in a fast-paced environment. The successful candidate will enjoy working with a dynamic team, engaging with stakeholders and working collaboratively to achieve outcomes.

The position requires experience in the provision of certification and/or accreditation of protective security zones for initial construction or modification of existing facilities. Experience with Zone 5 areas is desirable. The incumbent will be required to;

- Have experience in applying policies associated with zone 5 physical construction.
- Guide stakeholders through Zone 5 certification and accreditation for fixed and deployable SAP facilities (SAPF) through the provision of protective security advice to support the implementation of security policies, practices and procedures fostering a risk aware positive security culture.
- Undertake physical inspections of areas being constructed for SAPF accreditation.
- Provide recommendation to Accrediting official on SAPF accreditation assessing compliance and risk.

About our Team

SAP Branch within Force Integration Division is responsible for managing Defences SAP policy.

As part of the Security Compliance Directorate, you will work in a joint supportive environment that is outcomes focused and provides technically complex and challenging opportunities. The environment is professional with dedicated teammates who are accountable for accurate completion of work within timeframes and quality requirements.

The team is responsible for SAP facility accreditation, compliance inspections and SAP Information system authorisation. You will share your expertise with others and guide and mentor less experienced colleagues. You will enjoy Australian Public Service conditions that include an attractive salary package and flexible, family-friendly working arrangements. Defence provides a superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions. Subject to conditions, this position may also attract an additional Individual Flexibility Arrangement.

Our Ideal Candidate

The successful candidate will have security knowledge and experience in the field of physical security certification and/or accreditation. Experience in zone 5 and working with compartments is desirable. They will be able to work closely security professionals in other government agencies, Defence and Industry.

You will be able to provide sound and relevant security advice that is compliant with policy and risk aware. Be adept at working collaboratively within a team to influence protective security outcomes. Skilled at tailoring communication style and language according to the audience's level of knowledge, skill and experience to drive suitable outcomes. Strong written communications is also desirable for writing reports and presentations.

Successful candidate must be willing and able to obtain and maintain, a Top secret Positive Vetting security Clearance **Eligibility**

Security Clearance

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Notes

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To Apply

Position Contact	Kristie Green, 02 5131 3203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C1E1C164-F9DE-4EF1-76DF-E3AC0ECEBBD0

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Defence

Vacancy VN-0756642

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Digital Group
Enterprise Systems

Job Title	ICT Organisational Change Management
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DDG/02800/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=2D9B8423-9A53-E1B8-805D-E3AC0F927F0E>

Duties

The Role

Defence Digital Group (DDG) is building a team of Organisational Change Managers to ensure this new capability is understood, embraced and embedded. Our successful candidates will work with various Programs and Projects across different technology and end-user domains to plan and deliver OCM activities including but not limited to, stakeholder analysis, engagement and communication, product training development and delivery, change impact analysis, benefits realisation assessment and ongoing change reinforcement.

You will be supported by a chapter of other OCM professionals, including an SME OCM Chapter Lead to whom you will report. Your chapter will provide you with professional development and peer support to ensure your continual growth in the OCM career and of your general APS skills.

The Department will be creating merit pools to fill vacancies across the Organisation over the next 18 months.

About our Team

Defence Digital Group (DDG) is delivering Defence ICT capability of the future - capitalising on best in class global platforms supported by best in class sovereign capabilities. By adopting modern architecture and platforms that are scalable, reliable, performant and safe, we will meet the demand of our integrated Defence force to be ready to fight and win in the digital age.

Our Ideal Candidate

- Be comfortable working in fast paced project environments with competing priorities.
- Extensive experience in developing change management plans, change impact assessments, change readiness assessments, communication products and other artefacts in support of ICT projects.
- Experience in implementing change and communication plans for large digital transformations.
- Awareness and understanding of relevant industry best practice change management frameworks like ProSci.
- Ability to lead and support a small team, whilst also supporting the Change Chapter and the wider project management office to build trust and buy-in from across Defence.
- A commitment to continuous improvement.
- Excellent ability to engage and sustain stakeholder relationships and be a strong communicator in a diverse and complex environment.
- Sense of adventure and a drive to deliver.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Baseline'.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Defence

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To Apply

Position Contact	DDG Recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2D9B8423-9A53-E1B8-805D-E3AC0F927F0E

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Defence

Vacancy VN-0756647

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Digital Group
Enterprise Systems

Job Title	ICT Organisational Change Management
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DDG/02803/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=48C36F9A-474C-E821-D8C3-E3AC0FF89B10>

Duties

The Role

Defence Digital Group (DDG) is building a team of Organisational Change Managers to ensure this new capability is understood, embraced and embedded. Our successful candidates will work with various Programs and Projects across different technology and end-user domains to plan and deliver OCM activities including but not limited to, stakeholder analysis, engagement and communication, product training development and delivery, change impact analysis, benefits realisation assessment and ongoing change reinforcement.

You will be supported by a chapter of other OCM professionals, including an SME OCM Chapter Lead. Your chapter will provide you with professional development and peer support to ensure your continual growth in the OCM career and of your general APS skills.

The Department will be creating merit pools to fill vacancies across the Organisation over the next 18 months.

About our Team

Defence Digital Group (DDG) is delivering Defence ICT capability of the future - capitalising on best in class global platforms supported by best in class sovereign capabilities. By adopting modern architecture and platforms that are scalable, reliable, performant and safe, we will meet the demand of our integrated Defence force to be ready to fight and win in the digital age.

Our Ideal Candidate

Our ideal candidates will:

- Be comfortable working in fast paced project environments with competing priorities.
- Have a good understanding of both ICT and people.
- Experience in planning and managing stakeholder engagement, developing communication artefacts and implementing change management activities in support of ICT projects.
- A desire to learn relevant industry best practice frameworks like ProSci.
- Ability to develop positive working relationships and work in multi-disciplinary teams.
- A commitment to continuous improvement.
- Excellent ability to engage and sustain stakeholder relationships and be a strong communicator.
- Sense of adventure and a drive to deliver.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Baseline'.

Notes

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To Apply

Position Contact	DDG Recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=48C36F9A-474C-E821-D8C3-E3AC0FF89B10

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Defence

Vacancy VN-0756649

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Intelligence Group
Australian Geospatial-Intelligence Organisation

Job Title	Contracting Officers
Job Type	Full-Time, Ongoing
Location	Bendigo VIC, Brisbane QLD, Canberra ACT, Wollongong NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Bendigo, Brisbane, Canberra, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DIG/02582/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=2175431A-BDD7-5572-BFE2-E3AC1004C5C9>

Duties

The Role

As a Contracting and Procurement Officer within the Australian Geospatial-Intelligence Organisation (AGO), your role will be critical for enabling the delivery of AGO's mission and cutting-edge capabilities.

You will be responsible for delivering a diverse range of initiatives to facilitate compliant and defensible procurement processes through the procurement lifecycle. These varied tasks can include drafting contract and procurement documentation, contract negotiation and establishment, and providing input to strategic reporting and decision-making. You will provide subject matter expertise and guidance to AGO business areas and work collaboratively across stakeholders to deliver organisational objectives.

Contracting and procurement is a specialised career path and these roles offer excellent training and development opportunities across all levels. Due to the diverse nature of procurement activities that AGO undertakes, you will build valuable experience across a variety of procurement disciplines. This role will be responsible for the supervision of staff to ensure delivery of team outcomes.

The additional payment is a Building Defence Capability Payment (BDCP) which enables Defence to provide a premium, in addition to the rate of salary otherwise payable under the Enterprise Agreement (EA) to some or all of the jobs within a critical occupation(s) or discipline within a workplace.

Applicants engaged into a BDCP position must consider the following. BDCPs provide remuneration in addition to the Defence Enterprise Agreement (EA). This arrangement is subject to meeting eligibility criteria and is subject to annual review. Should your performance fall beyond requirements or the eligibility criteria not be met, your eligibility for the BDCP may be reviewed and ceased.

It may also be ceased should you change positions or the requirement for the BDCP is no longer necessary, as determined by Defence. Should the BDCP be ceased you will be advised and your BDCP additional payment will cease.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The Business Enterprise Contracting & Procurement (BECP) Directorate is a critical enabler for delivering the AGO mission and is held in high regard by AGO leadership. It consists of three teams: Contracts & Procurement, Panel & Deeds, and Finance. BECP is a busy directorate that works collaboratively across AGO to deliver priority outcomes for the organisation. We seek to continually build commercial and financial expertise in ourselves, and take pride in delivering quality solutions and advice to stakeholders.

The BECP team value diversity, inclusion and flexibility; and we strive to be innovative in our approach. BECP is responsible for delivering:

- Compliant contracting and procurement activities;
- Management of AGO's operating budget on behalf of Director AGO; and
- Management of the GeoPanel; a key strategic tool for sourcing geospatial data and imagery for delivering AGO's core production and intelligence functions.

We all contribute and take pride in building a positive work environment for our team.

The Defence Intelligence Group is the home of the Department of Defence's intelligence functions, headed by the Chief of Defence Intelligence. The Group includes the Defence Intelligence Organisation (DIO), the Australian Geospatial-Intelligence Organisation (AGO), Intelligence Capability Division and Intelligence Policy and Priorities.

Our Group informs and influences Government decision-making, enables military operations, delivers Defence capability and contributes to the achievement of national security outcomes. We are the heart of Defence's Intelligence Enterprise and a critical component of the broader national intelligence community.

- The Defence Intelligence Organisation (DIO) provides intelligence assessments on state and non-state actors, threat platforms, and other military-strategic issues relevant to Australia's security, the planning and conduct of Australian Defence Force operations, strategic policy formulation, defence capability development, and government decisions on defence and national security issues.
- The Australian Geospatial-Intelligence Organisation leads the Defence community in delivering geospatial-intelligence (comprising geospatial information and geospatial intelligence, collectively known as GEOINT) as well as hydrographic information. The Australian Geospatial-Intelligence Organisation has workforces in Canberra, Wollongong and Bendigo. GEOINT and hydrography are critical enablers for Defence operations and national activities such as Australian Defence Force operations and training, safety of navigation, whole of government intelligence and security activities, natural disaster responses and strategic policy development.
- The Intelligence Capability Division is responsible for managing a range of intelligence capability programs; as well as providing advice and input to capability programs across the Department in order to deliver Defence's Intelligence Enterprise capability. Intelligence Capability Division also assists Chief of Defence Intelligence in managing the Defence

intelligence workforce, and ensuring the intelligence enterprise workforce have required skills and training.

- Intelligence Policy and Priorities provides direct policy advice and support to Chief of Defence Intelligence and other Defence senior leaders on intelligence matters, manages engagement with the National Intelligence Community, and prioritises Defence intelligence requirements.

The Defence Intelligence Group works across diverse intelligence issues on matters of national significance. To do so, we need highly-intelligent, motivated people from a range of professional roles, academic disciplines and Scientific, Technical, Engineering and Mathematical backgrounds.

Essential to our culture of innovation and continuous improvement, we offer unique training and development opportunities to develop our employees expertise. We are committed to diversity and inclusion and are able to offer flexible work arrangements.

While we are primarily located in Canberra, we have staff geographically dispersed across Australia, deployed to support Australian Defence Force operations across the globe, and working alongside our international partner agencies.

Our Ideal Candidate

- As an APS 6 Contracting Officer, you would exemplify the following:
- An excellent understanding of government procurement policies, processes and principles.
- Experience in undertaking complex procurement activities, including identifying and addressing commercial risk and drafting/negotiating relevant contract terms and conditions and associated documents.
- Good communication and stakeholder engagement skills with exceptional attention to detail.
- Strong leadership skills and eager to mentor less experienced team members; and committed to advancing your own learning.
- You are proactive in identifying opportunities for efficiency and driving innovation.
- An advocate of ethical values and behaviours with an emphasis on integrity and high regard for probity and compliance.
- You are a highly motivated person who enjoys working in a collaborative team environment with shared responsibilities for delivering outcomes.
- You take responsibility for delivering a work culture that values diversity and inclusion.
- You are supportive of others, flexible in your approach, and adaptable to changing priorities.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Baseline Vetting".

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Name withheld, 03 4431 2779
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2175431A-BDD7-5572-BFE2-E3AC1004C5C9

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Defence

Vacancy VN-0756652

Department of Defence

Closing Date:Thursday 17 April 2025

Naval Shipbuilding and Sustainment Group
Patrol Boats and Specialist Ships

Job Title	Administration Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/01934/25
Agency Website	

Duties

The Role

Specialist Ships Branch, within Defence's Naval Shipbuilding and Sustainment Group (NSSG), is seeking a professional and motivated Administration Officer to provide ongoing support to the Commonwealth Government's continuous naval shipbuilding projects.

The Administration Officer is a member of the Branch executive team, which provides shared business, governance and assurance functions to support a range of critical maritime Projects.

The Administration Officer is accountable under broad direction to perform and achieve procedural, operational, administrative and business management work within an integrated environment.

You will exercise a degree of independence managing key stakeholders while meeting legislative frameworks.

This position requires someone who is proactive; has skills in a business administration environment; effective communication and writing skills; the ability to manage competing priorities; and deliver against tight deadlines.

We are looking for a collaborator who will be able to understand the needs of our stakeholders and produce outcomes and results according to their requirements.

About our Team

Specialist Ships branch, under the Patrol Boats and Specialist Ships Division, is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within NSSG. We work across acquisition and delivery of Specialist and Minor war vessels to the Navy.

You will enjoy Australian Public Service conditions, which include an attractive salary package and flexible, family-friendly working arrangements. Our staff have access to flexible working hours with opportunities for part-time and home-based work.

Defence provides employees with the option to undertake further studies, training and a Superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions. We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team.

Our Ideal Candidate

Do you enjoy working with a diverse range of people?

Are you interested in joining a great workplace in a challenging and rewarding role?

Do you have experience in an Administrative environment?

Specialist Ships is seeking applicants with knowledge of Administration Management who have an interest in producing high quality work and seek to continually improve and broaden their skills.

Key attributes and experience we are looking for:

- Ability to establish clear plans and timeframes and be able to respond positively to change and uncertainty.
- An innovative and adaptive thinker, who will take accountability while taking a risk based and flexible approach to delivering outcomes.
- A confident communicator, who is collaborative, agile and can effectively manage within an integrated team environment.
- A competent officer who can contribute and provide support to the branch under broad direction.

Desirable Experience: Defence systems such as Objective, House of Governance and eRecruit.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Baseline Vetting" level.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Kaye Greenwood, 02 5108 9167
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D71A2C5E-322D-E9CE-BA79-E3AC100DECB

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Defence

Vacancy VN-0756684

Department of Defence

Closing Date:Thursday 17 April 2025

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Platform Systems Requirement Manager
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	-
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NSSG/02131/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=F112D69A-273A-D9F1-50EE-E3A97E805C7F>

Duties

The Role

Reporting to Principal Engineer- Destroyer System Program Office (DDGSPO) EL 1 Platform Systems Requirement Manager is accountable under broad direction to perform and achieve very complex Mechanical engineering work within an integrated workforce.

They will require an in-depth knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

Note - The successful candidate will be appointed on a Baseline security clearance whilst NV1 is being undertaken.

About our Team

The Destroyer System Program Office (DDGSPO) has been established to sustain the Air Warfare Destroyers (AWD). The DDGSPO is an integrated workforce consisting of ADF, APS and industry personnel based at Garden Island in Sydney. Given the integrated nature of the workforce, positive relationships, collaborative behaviours, and an agile and flexible approach will be fundamental to the success of the DDGSPO.

The DDGSPO is a dynamic and challenging work environment supporting the Royal Australian Navy's most capable Hobart Class warships.

Our Ideal Candidate

We are looking for someone who will be a team player with highly developed communication and stakeholder management skills. They will:

- Genuinely foster a curiosity for innovative possibilities and an enthusiasm to learn and drive change in order to gain efficiencies.
- Need to display an ability to learn rapidly and adapt quickly to changing complex situations and uncertainty.
- Take ownership of outcomes and lead tasks to success.
- Exercise a considerable degree of independence and perform a subject matter expert role.
- Exercise sound decision making and judgement to provide expert policy advice.
- Have in-depth knowledge of the engineering function and are responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function.
- Engage in very complex problem solving and issues management and may coordinate and perform detailed or sensitive projects that impact on strategic, political or operational outcomes for Defence

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 1'.

Mandatory Qualification

Bachelor of Mechanical/marine Engineering from an Australian institution, or a qualification gained elsewhere, that satisfies the requirements of the Washington Accord for recognition as a Professional Engineer

Notes

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To Apply

Position Contact	Subrata Majumder, 02 9537 5885
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=F112D69A-273A-D9F1-50EE-E3A97E805C7F

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Defence

Vacancy VN-0756754

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader - Command & Control Analysis & Modelling
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT
Salary	\$139,681 - \$167,659
Future Merit Locations	Fairbairn
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02681/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=5DA475C2-E93F-2DC3-D231-E3BD0D48EC5D>

Duties

The Role

As the Command and Control Analysis and Modelling (C2AM) discipline leader your role is to lead an award winning multidisciplinary team of psychologists, mathematicians, computational, and command and control scientists to support the modernisation of Joint Operations Command (JOC), analytical support to evolution of other ADF headquarters and other relevant organisational-scale vulnerability and/or enhancement modelling.

This discipline conducts research into the fields of modelling, simulation and subsequent analysis of command and control (C2) design at the whole-of-organisational scale, inclusive of the human dimension of C2 such as individual and team cognitions and behaviours.

The responsibilities of the role include but are not limited to:

- Develop and implement a multi-disciplinary multi-domain research program that is peer reviewed and delivers enhanced C2 and organisational enhancing capability to JOC.
- Grow the partnerships with JOC and academic partners to support the continued delivery of C2 and organisational capability and advice.
- Mentor and support the professional and career development of a multi-disciplinary team.

- Lead a research field that directly contributes to the capability within the discipline.

About our Team

The C2AM team has developed a strong and valued strategic partnership with both JOC, the Agile Command and Control STaRShot (AC2SS) and its successor, the Integrated C4 S&T Project. The team has been active in publishing in the operations research, command and control and psychology communities. The team has also successfully delivered game-changing capability to JOC through the implementation of innovation in organisational arrangements. This team needs a proactive leader that can continue to harness a dynamic and diverse team of APS staff, contractors, academic and military partners to deliver support and S&T capability to Plan MURA, the modernisation of JOC and its operations which supports the delivery of key effects to enhance ADF force multiplication and projection.

The discipline is one of three in Integrated C2 Enhancement (IC2E) which collectively uses trans-disciplinary skills to transform complex ADF decision-making systems at the organisational scale through in-the-loop, on-the-loop and off-the-loop Operations Research, Human and Systems Sciences analysis and advice. In turn, IC2E sits within Operational Decision Analysis Branch whose mission is to provide analysis that informs and enables the ADF to understanding how to operate in a complex contested environment across the competition continuum from the grey zone to high end war fighting.

Our Ideal Candidate

Our ideal candidate is flexible and able to quickly adapt to new and unpredicted circumstances, changing plans as required to navigate or overcome unanticipated obstacles. You are a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture where all staff make an effective contribution to the team outcomes. You will show a commitment to the development of key Defence IS&T capabilities, have an excellent record in leadership deliver of IS&T outcomes with an ability to apply critical thinking to find creative solutions.

With a strategic mindset, you will demonstrate your ability to understand and distil Defence and whole-of-government strategies while inspiring a sense of purpose within your team, which assist them to associate their work programs with wider strategic priorities. You will have excellent communication skills and the ability to convey complex information and be able to use your communication skills to collaborate with a wider range of internal and external stakeholders across DSTG, industry universities and overseas partners. **Eligibility**

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 2".

Mandatory Qualifications:

The S&T 6/EL 2 Discipline Leader - Operations Analysis position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

[Ref 1297.0 ANZSRC Fields of Research 2020](#) :-

Division 35 – Commerce & Management Services
3503 Business Systems in Context

Division 44 – Human Society
4401 Anthropology
4408 Political Science
4410 Sociology

Division 46 – Information & Computing Sciences

4602 Artificial Intelligence

4606 Distributed Computing & Systems Software

4609 Information Systems

Division 49 – Mathematical Sciences

4901 Applied Mathematics

4903 Numerical & Computational Mathematics

4905 Statistics

Division 52 – Psychology

5204 Cognitive & Computational Psychology **Notes**

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To Apply

Position Contact	Alexander Kalloniatis, 02 5128 1668
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5DA475C2-E93F-2DC3-D231-E3BD0D48EC5D

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Defence

Vacancy VN-0756772

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader Physical Performance
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC, Edinburgh SA, Eveleigh NSW, Garden Island WA, Scottsdale TAS
Salary	\$139,681 - \$167,659
Future Merit Locations	Fishermans Bend, Edinburgh, Eveleigh, Garden Island, Scottsdale
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02679/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A568CAA4-A6E9-92FE-9943-E3BD0E7A4B3A>

Duties

The Role

The Physical Performance Discipline Leader is required to lead a team of Physiologists and Biomechanists to deliver impactful outcomes for the warfighter.

In particular, they are required to:

- Develop the team's expertise and research tools to meet the needs of the current and future Physical Performance research program.
- Proactively engage with DSTG Program Leaders and stakeholder representatives to shape and influence their S&T requirements.
- Create and nurture partnerships with the Defence S&T ecosystem including Australian Universities and Industry and International Defence partners.
- Plan and manage the Physical Performance research activities, ensuring the effective use of available resources and the timely output of high quality relevant research outputs and advice.
- Work productively in multidisciplinary teams to ensure the warfighting systems maximise the physical capabilities of the warfighter.
- Apply your individual skills to the design and conduct of research both individually and as a member of a team.

About our Team

The Physical Performance Discipline conducts and applies physiology and biomechanics research to enhance the capability of the warfighter via maximising human-system performance. This is

realised through the development of the warfighter's physical performance, and the optimisation of the human-system through consideration of the human-centred design of the warfighter's borne and operated systems.

Our Ideal Candidate

To be successful in these roles, you will possess a range of the following skills and experience: Our ideal candidate is flexible and able to quickly adapt to new and unpredicted circumstances, changing plans as required to navigate or overcome unanticipated obstacles. You are a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture where all staff make an effective contribution to the team outcomes.

You will show a commitment to the development of key Defence IS&T capabilities, have an excellent record in leadership deliver of IS&T outcomes with an ability to apply critical thinking to find creative solutions. With a strategic mindset, you will demonstrate your ability to understand and distil Defence and whole-of-government strategies while inspiring a sense of purpose within your team, which assist them to associate their work programs with wider strategic priorities. You will have excellent communication skills and the ability to convey complex information and be able to use your communication skills to collaborate with a wider range of internal and external stakeholders across DSTG, industry universities and overseas partners. **Eligibility**

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1".

Mandatory Qualifications:

The S&T 6/EL 2 Discipline Leader – Health & Human Systems position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

[Ref 1297.0 ANZSRC Fields of Research 2020](#) :-

Division 30 – Agricultural, Veterinary & Food Sciences
3006 Food Sciences

Division 32 – Biomedical & Clinical Sciences

3204 Immunology
3205 Medical Biochemistry & Metabolomics
3209 Neurosciences
3210 Nutrition & Dietetics

Division 34 – Chemical Sciences

3405 Organic Chemistry

Division 42 – Health Sciences

4299 Other Health Sciences

Division 52 – Psychology

5204 Cognitive & Computational Psychology
5205 Social & Personality Psychology

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Defence

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To Apply

Position Contact	Chris Shanahan, 03 8534 1564
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A568CAA4-A6E9-92FE-9943-E3BD0E7A4B3A

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Defence

Vacancy VN-0756781

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader - Lethality Modelling & Analysis
Job Type	Full-Time, Ongoing
Location	Eveleigh NSW
Salary	\$139,681 - \$167,659
Future Merit Locations	Eveleigh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02678/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=9572CC94-D2B1-DB1C-C6BD-E3BD0F1F99F2>

Duties

The Role

As the Discipline Leader - Lethality Modelling and Analysis, you will lead and grow the Capability Modelling and Evaluation Science & Technology Capability's (STC) ability to analyse and provide decision advice on the generation and employment of warfighting capability to achieve joint effects such as Multi-Domain Strike and Integrated Air and Missile Defence.

Your knowledge and skills will enable the discipline to conduct analysis on the effectiveness of systems (e.g. sensors, effectors and combat systems) the associated tactics, techniques and procedures, and the operational environment. Your analysis will inform current Force operations and tactics, acquisition decisions on new capabilities, and shape the future warfighting force. Initially your focus will be supporting Defence's maritime fleet but you will have an appetite to pivot to other domains if priorities change.

The successful candidate will be required to undertake work on and be provided with technical information pertaining to Defence articles of United States of America (US) origin. In accordance with the US International Traffic in Arms Regulations (ITAR), any applicant who holds, or has previously held, citizenship or permanent residency of a country other than Australia will be required to declare and indicate the country or countries of citizenship or permanent residency. Restrictions on access to Defence articles and associated technical data subject to the ITAR by dual national employees may apply.

This role is to lead studies, currently primarily focused in the maritime domain.

Your duties will include:

- Managing stakeholder relationships to ensure that studies undertaken have high impact, with direct and timely utility.
- Collaboration across Human and Decision Sciences (HADS) and other divisions regarding all relevant aspects of the study.
- Leading development of your discipline. This includes developing analysis tools and methodologies, sourcing relevant data sources, developing computational models including optimisation and simulation tools etc.

- Supervising and mentoring junior staff, to develop their knowledge and Operational Analysis skills.
- Managing academics, contractors and service providers engaged to support tasking and capability.

About our Team

The Capability Analysis and Design (CAD) MSTC is within the Human and Decision Sciences Division of Defence Science and Technology Group. CAD's mission is to apply and advance Operations Research and Systemic Design methods to allow us to develop analysis based evidence in support of key Defence decisions. The analysis techniques we use include Operations Research; mathematical modelling and computer simulation; data analytics and statistical analysis; Systems Engineering; and experimentation / wargaming. Our work supports the ADF in understanding impact of decisions on the Enhanced Force-In-Being, Objective Integrated Force and Future Integrated Force.

Our Ideal Candidate

Our ideal candidate is flexible and able to quickly adapt to new and unpredicted circumstances, changing plans as required to navigate or overcome unanticipated obstacles. You are a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture where all staff make an effective contribution to the team outcomes.

You have a background with experience in Operations Analysis with a proactive approach to developing and applying innovative techniques, such as optimisation, simulation, numerical analysis, and experimentation.

You have experience developing, leading and delivering multi-year programs of analysis activities and a demonstrated ability to lead and conduct complex operations analysis studies including planning, managing a study team, execution and reporting.

You have excellent communication skills, the ability to convey complex information, and can collaborate with a wider range of internal and external stakeholders across DSTG, industry universities and overseas partners. **Eligibility**

Security Clearance:

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Mandatory Qualifications:

The S&T 6/EL 2 Senior Researcher – Operations Analysis position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020:-

Division 46 – Information & Computing Sciences

4602 Artificial Intelligence

4606 Distributed Computing & Systems Software

4609 Information Systems

Division 49 – Mathematical Sciences

4901 Applied Mathematics

4903 Numerical & Computational Mathematics

4905 Statistics

Division 52 – Psychology

5204 Cognitive & Computational Psychology Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Verran Dutschke, 02 9464 2102
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9572CC94-D2B1-DB1C-C6BD-E3BD0F1F99F2

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Defence

Vacancy VN-0756786

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader - Command & Control Measurement & Experimentation
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT, Edinburgh SA
Salary	\$139,681 - \$167,659
Future Merit Locations	Fairbairn, Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02827/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=AD113337-9D36-C741-72B4-E3BD0FA9D8DC>

Duties

The Role

As the C2 Measurement & Experimentation discipline leader, your role is to lead a dynamic and valued transdisciplinary team of operations researchers and human scientists with expertise in both qualitative and quantitative analytical and experimental fields to measure, design and execute experiments to enhance C2 at the organisational scale. The team support Joint Operations Command (JOC), among other headquarters, with analytical support to modernise, improve and sustain its structures, processes and methods that enhance it as a planning, executing and decision making organisation.

The responsibilities of the role include but are not limited to:

- Develop and implement a trans-disciplinary research program that is peer reviewed and delivers enhanced Measurement and Experimentation capability to various ADF headquarters and command posts, including JOC.
- Grow the partnerships with JOC and academic partners to support headquarters surveys, studies, and experimentation initiatives, inclusive of appropriate Ethics Management.
- Mentor and support the professional and career development of a trans-disciplinary team.
- Lead a research field that directly contributes to the capability within the discipline.

About our Team

The C2 Measurement and Experimentation discipline are a dynamic and diverse team of APS staff, contractors, academic and military partners that deliver support and capability to the modernisation of Joint Operations Command (JOC), which oversees the delivery of key effects to enhance ADF force multiplication and projection. The team is currently geographically dispersed.

This discipline maintains two core capabilities:

- Organisational scale studies that measure and track over time the Command and Control modernisation of the ADFs headquarters and command posts, targeting key sociotechnical dimensions.
- Design, execution and analysis of experiments to enhance headquarters and command posts, be they live operational or laboratory based, particularly with sensitivity to human subjects/participants and sociotechnical dimensions.

In addition, the team from time to time may be called upon to use its skills to conduct specific Operations Analysis tasks in support of JOC. This team has developed a strong and valued strategic partnership with both JOC and DSTG programs such as the Agile C2 STaRShot and its successor the Integrated C4 Project, and is a crucial capability to support military operations through the Joint Operational S&T (JOST) Project. The team is looking to grow its research capability and international engagements.

The discipline is one of three in Integrated C2 Enhancement (IC2E) which collectively uses trans-disciplinary skills to transform complex ADF decision-making systems at the organisational scale through in-the-loop, on-the-loop and off-the-loop Operations Research, Human and Systems Sciences analysis and advice. In turn, IC2E sits within Operational Decision Analysis Branch whose mission is to provide analysis that informs and enables the ADF to understanding how to operate in a complex contested environment across the competition continuum from the grey zone to high end war fighting.

Our Ideal Candidate

Our ideal candidate is flexible and able to quickly adapt to new and unpredicted circumstances, changing plans as required to navigate or overcome unanticipated obstacles. You are a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture where all staff make an effective contribution to the team outcomes.

Your team is currently geographically dispersed which will add to the challenges in leadership which you will successfully anticipate. You will show a commitment to the development of key Defence IS&T capabilities, have an excellent record in leadership delivery of IS&T outcomes with an ability to apply critical thinking to find creative solutions. The presence of key ADF stakeholders in Canberra will require an ability to travel regularly and possibly short notice if you are located in another city.

With a strategic mindset, you will demonstrate your ability to understand and distil Defence and whole-of-government strategies while inspiring a sense of purpose within your team, which assist them to associate their work programs with wider strategic priorities. You will have excellent communication skills and the ability to convey complex information and be able to use your communication skills to collaborate with a wider range of internal and external stakeholders across DSTG, industry universities and overseas partners. **Eligibility**

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 2".

Mandatory Qualifications:

The S&T 6/EL 2 Discipline Leader – Health & Human Systems position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020:-

Division 30 – Agricultural, Veterinary & Food Sciences

3006 Food Sciences

Division 32 – Biomedical & Clinical Sciences

3204 Immunology

3205 Medical Biochemistry & Metabolomics

3209 Neurosciences

3210 Nutrition & Dietetics

Division 34 – Chemical Sciences

3405 Organic Chemistry

Division 42 – Health Sciences

4299 Other Health Sciences

Division 52 – Psychology

5204 Cognitive & Computational Psychology

5205 Social & Personality Psychology **Notes**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Alexander Kalloniatis, 02 5128 1668
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AD113337-9D36-C741-72B4-E3BD0FA9D8DC

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Defence

Vacancy VN-0756822

Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader - Simulation & Capability Analysis - Multiple Positions
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	\$139,681 - \$167,659
Future Merit Locations	Fishermans Bend
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02835/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=7223E7C1-7C41-ADBF-C191-E3BD49780671>

Duties

The Role

The **Discipline Leader AI Enabled Modelling** will:

- Lead and direct a multi-discipline AI team.
- Translate computational science research into applied modelling and simulation tools and demonstrate the applicability of these approaches to Defence problems.
- Work in collaboration with Defence stakeholders to identify challenges and opportunities for the application of adaptive AI.
- Build and maintain collaborative research relationships with international and local partners.
- Mentor team members and colleagues in AI research and behaviour-modelling development.

A Positive Vetting clearance is required for this position.

The **Discipline Leader Systems Simulation** will:

- Lead the development of your discipline's core S&T capability, including the development of analysis tools and methodologies using the core Operations Research disciplines, which includes, but is not limited to, systems analysis, modelling and simulation, and data analysis.
- Supervise and mentor staff members to develop their core S&T knowledge and operational analysis skills.
- Work closely with Defence clients and stakeholders to ensure timely delivery of high-impact evidence-based decision support.
- Build and maintain collaborative research relationships with local and international partners.
- Manage academics, contractors and service providers, to support tasking and capability development.

A Negative Vetting Level 1 security clearance is required for this position.

The **Discipline Leader Knowledge Exploration and Analytics** will:

- The role of the Knowledge Exploration and Analytics (KEXA) Discipline Lead within the Simulation Capability Analysis MSTC is to work collaboratively with simulation study stakeholders within the ADF, academic experts and simulation developers.
- The DL KEXA will need to provide technical leadership to a team of high performing Defence scientists on the development of simulation based operations research studies.
- The DL KEXA will need to apply principles of co-design to integrate requirements from STCs across the SCA to progress the development of an efficient simulation study process. The primary scientific and management skills for this discipline include study design, operations research, modelling and simulation, and stakeholder engagement. This discipline leader will also be required to lead operations research studies for the analysis of maritime patrol based intelligence, surveillance and reconnaissance systems.

A Negative Vetting Level 1 security clearance is required for this position.

About our Team

The Simulation and Capability Analysis (SCA) MSTC Accelerates advantage with objective evidence based decision making through fully informed advanced simulation. SCA performs Operations Research (OR) studies through simulation-based methods for high priority scenarios. SCA pursues its mission through an application of a portfolio of scientific methods into three pillars that are the focus: Workforce simulation; Constructive force on force simulation and Human-in-the-loop simulation.

These focus areas represent major concentrations of scientific effort which provide multi-domain OR for a number of priorities in the Defence IS&T Strategy and are concentrated on the Experimentation line of effort. One of the primary goals of the SCA is to ensure that force level design decisions include analysis of objective evidence produced through simulation studies that are fit for purpose in complexity and security classification.

Our Ideal Candidate

These roles require a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture to ensure that all staff make an effective contribution to the team outcomes. The successful candidates will have demonstrated excellent communication skills, team leadership and interpersonal skills.

You will use your repertoire of skills to enhance your team's professional impact and presence. The ideal candidate will have a high level of self-awareness, integrity and a strong commitment to Defence's Values, Behaviours and Diversity and Inclusion principles. **Eligibility**

Security Clearance:

Various, please see details of the role for security clearance requirements.

Mandatory Qualifications:

The S&T 6/EL 2 Senior Discipline Leader – Operations Analysis position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020:-

Division 46 – Information & Computing Sciences

4602 Artificial Intelligence

4606 Distributed Computing & Systems Software

4609 Information Systems

Division 49 – Mathematical Sciences

4901 Applied Mathematics

4903 Numerical & Computational Mathematics

4905 Statistics **Notes**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	HADS Workforce Inbox, dstg.hadsworkforce@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7223E7C1-7C41-ADBF-C191-E3BD49780671

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Department of Defence

Closing Date: Thursday 17 April 2025

Defence Science and Technology Group
Human and Decision Sciences

Job Title	Discipline Leader - Availability & Presence
Job Type	Full-Time, Ongoing
Location	Eveleigh NSW
Salary	\$139,681 - \$167,659
Future Merit Locations	Eveleigh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/02839/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B7D19B9B-99BF-4221-E99C-E3BD4A34DA01>

Duties

The Role

The Discipline Leader – Availability and Presence Analysis will lead and grow Operational Capability Analysis (OCA) Science and Technology Capability's (STC) ability in availability and presence analysis, which has its foundations in the mathematics of scheduling. Your strong warfighting knowledge, leadership skills and analysis experience will enable you to lead cross-site teams to conduct operations analysis of force element availability and presence.

Initially your focus will be supporting Defence's maritime fleet but you will have an appetite to pivot to other domains if priorities change. Importantly, by working closely with key partners and stakeholders, you will ensure OCA's presence and availability analysis capability addresses current and emerging Defence priority needs.

Your role is to lead studies, currently primarily focused in the maritime domain.

Your duties will include:

- Managing stakeholder relationships to ensure that studies undertaken have high impact, with direct and timely utility.
- Collaboration across Human and Decision Sciences (HADS) and other divisions regarding all relevant aspects of the study.
- Leading development of your discipline. This includes: developing analysis tools and methodologies, sourcing relevant data sources, developing computational models including optimisation and simulation tools etc.

- Supervising and mentoring junior staff, to develop their knowledge and Operational Analysis skills.
- Managing academics, contractors and service providers engaged to support tasking and capability.

Note: International Traffic in Arms Regulation (ITAR) is the United States regulation that controls the manufacture, sale and distribution of Defence and space-related articles and services. The ITAR contains a list of “restricted” countries that are unable to access ITAR controlled information, and therefore we will need to know if an applicant holds dual citizenship to one of the restricted countries to ensure they meet the requirement to perform the role (and we do not breach any ITAR requirements).

About our Team

The Capability Analysis and Design (CAD), MSTC is within the Human and Decision Sciences Division of Defence Science and Technology Group. CAD’s mission is to apply and advance Operations Research and Systemic Design methods to allow us to develop analysis based evidence in support of key Defence decisions.

The analysis techniques we use include Operations Research; mathematical modelling and computer simulation; data analytics and statistical analysis; Systems Engineering; and experimentation / wargaming. Our work supports the ADF in understanding impact of decisions on the Enhanced Force-In-Being, Objective Integrated Force and Future Integrated Force.

Our Ideal Candidate

Our ideal candidate is flexible and able to quickly adapt to new and unpredicted circumstances, changing plans as required to navigate or overcome unanticipated obstacles. With a strategic mindset, you will demonstrate your ability to understand and distil Defence and whole-of-government strategies. You are a candidate who is highly motivated and able to provide effective leadership and create a collaborative culture where all staff make an effective contribution to the team outcomes.

You have a background with considerable experience in Operations Analysis with a proactive approach to developing and applying innovative techniques, such as optimisation, simulation, numerical analysis, and experimentation.

You have experience developing, leading and delivering multi-year programs of analysis activities and a demonstrated ability to lead and conduct complex operations analysis studies including planning, managing a study team, execution and reporting.

You have excellent communication skills, the ability to convey complex information, and can collaborate with a wider range of internal and external stakeholders across DSTG, industry universities and overseas partners. You have strong interpersonal and liaison skills to manage both civilian and military stakeholder relationships. You show a commitment to the development of key Defence IS&T capabilities, have an excellent record in leadership deliver of IS&T outcomes with an ability to apply critical thinking to find creative solutions. **Eligibility**

Security Clearance:

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Mandatory Qualifications:

The S&T 6/EL 2 Senior Researcher – Operations Analysis position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020:-

Division 46 – Information & Computing Sciences

4602 Artificial Intelligence

4606 Distributed Computing & Systems Software

4609 Information Systems

Division 49 – Mathematical Sciences

4901 Applied Mathematics

4903 Numerical & Computational Mathematics

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To Apply

Position Contact	Sandra Tavener, 02 9464 2038
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B7D19B9B-99BF-4221-E99C-E3BD4A34DA01

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Education

Vacancy VN-0756834

National Gallery of Australia

Closing Date: Wednesday 09 April 2025

Artistic Program
International Art

Job Title	Kenneth E Tyler Curatorial Assistant, Digitisation Project
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	-
Future Merit Locations	Parkes
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements may be available
Classification	APS Level 3
Position Number	4515
Agency Website	https://nga.gov.au

Job Description

<https://candidate.aurion.cloud/natgal/production/>

The National Gallery is seeking a Curatorial Assistant with experience working with archives and an interest in curatorial practices to join an enthusiastic team who work within a vibrant and rewarding environment. Reporting to the Senior Curator, Print and Drawings, this role is responsible for undertaking the planning and assisting in the co-ordination of activities related to the digitisation of the Kenneth E Tyler photographic archive.

This role will also involve assisting curators of International Prints and Drawings with the managing the Department's extensive collection and exhibition projects related to the Kenneth E Tyler print collection.

The International Art Department is responsible for researching and delivering loan exhibitions, commissioning projects for the program, as well as researching, building, interpreting, and publishing on the National Gallery's collection and preparing collection displays.

Our prints and drawings collection are a standalone collection, which reflects the important roles printmaking and drawing have played in the history of visual culture across the globe. The collection of international prints, drawings and illustrated books numbers over 36,000 works and includes deep holdings of French modern art, Russian and Western European avant-garde art, and European and North American Pop and Conceptual art.

This position reports to the Senior Curator, Prints and Drawings and is responsible for the digitisation and documentation of the Kenneth E Tyler photographic archive. This position of Kenneth E Tyler Curatorial Assistant, Digitisation Project is a full-time ongoing role with the International Art team.

Duties

In accordance with the APS 3 work level standards, you will:

- Undertake activities relating to digitisation and documentation of the Kenneth E Tyler photographic archive

- Perform collection management activities including cataloguing the archive, included associated ephemera, to a high standard and maintaining information across various databases
- Be responsible for producing content for the dedicated Kenneth E Tyler website and social media platforms
- Help manage workflows related to the department's busy schedule of programs, especially as they relate to the Kenneth E Tyler collection
- Organise and workflow enquiries from external parties about the Kenneth E Tyler collection
- Assist with the development of collection displays and exhibitions, including preparation of interpretive material
- Other duties as required and consistent with the APS Level 3 work level standards.

Eligibility

Citizenship – To be eligible for employment with the Gallery, you must be an Australian citizen.

Police Check – to be eligible for this role you must complete a police check.

ADDITIONAL INFORMATION - Qualifications, Certifications and Registrations

Role specific mandatory qualifications certification and/or registrations include:

- Relevant qualifications in art history or museum/archival studies and some experience in an art gallery/museum environment is essential
- Professional certification and/or membership of relevant professional associations is desirable

Notes

HOW TO APPLY

To apply for this role please go to the National Gallery's [Careers portal](#)

You should provide a tailored CV (maximum of three pages) along with a statement of no more than two pages that outlines your skills, capabilities and experience, against the information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the information above. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. If you do not wish to be added to an order of merit, please notify us in your application.

About the National Gallery of Australia

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include Boldness, Integrity, Respect, and Excellence.

To Apply

Position Contact	Recruitment, 02 6120 2989
Agency Recruitment Site	https://candidate.aurion.cloud/natgal/production/

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Finance

Vacancy VN-0756727

Digital Transformation Agency (DTA)

Closing Date:Thursday 17 April 2025

Strategy, Planning and Performance
Australian Government Architecture & Policy Content Strategy

Job Title	Director, Content Strategy
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - TAS TAS
Salary	\$143,870 - \$170,540
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 2
Position Number	053_03/25
Agency Website	https://www.dta.gov.au/

Job Description

<https://www.dta.gov.au/join-our-team>

Do you want to help drive a digital government? Do you want to work towards something bigger and make a lasting impact? Embark on a journey of continuous learning and advancement with opportunities at all levels.

We need your skills and influence to inspire and enable government to put people and businesses at the forefront of digital transformation.

Why work with us

Purpose and meaning - We're big enough to have a whole-of-government impact, but small enough to bring our staff together regularly to collaborate and grow.

Balance and flexibility - Access flexible working arrangements to balance how, when and where you work, including remote.

Inclusion and belonging - Join a team that values all experiences, skills and perspectives. Our biggest strength is our people. We don't just celebrate diversity, it is essential to our success.

Growth and opportunity - Take advantage of professional opportunities and training. Learn new skills and meet your career goals with a wide range of programs, courses and resources.

Duties

The Director, Content Strategy leads a team responsible for developing and implementing strategic content approaches to guide ICT and digital investment across government. They champion user-focused content development, design and strategy to support the agency's role as the government's trusted advisor on digital and the transformation agenda. As a key member of the DTAs leadership team, the Director provides advice and strategy to optimize the communication of strategic policy advice and digital insights. The role requires the transforming complex policy insights into compelling, accessible communication strategies that drive digital innovation and effective government communication.

Please note: This role may require interstate travel from time to time.

The key duties

- Drive the vision for the Australian Government Architecture (AGA) by developing and implementing comprehensive content strategies that significantly enhance user experience and align with the investment process.
- Shape and lead the strategic direction of the AGA, ensuring alignment with organisational goals and fostering innovation.
- Collaborate with senior agency stakeholders to deeply understand their needs, identify existing business processes, and optimise the use of architectural materials.
- Lead and oversee business analysis activities to support the development and maturation of the AGA, applying advanced methods, techniques, research, and engagement approaches.
- Develop and implement frameworks to collect, measure, and monitor user sentiment, strategic impact, and project benefits, ensuring continuous improvement.
- Develop organisational practices and provide targeted advice to ensure content clarity and structure, guiding content contributions to meet user needs and organisational standards.
- Enhance and govern stakeholder usage of AGA taxonomies, templates, content rules, and authoring guidance, ensuring consistency and quality.
- Oversee and streamline coordination and administration activities, including handling correspondence, web publishing, and content management, to ensure operational efficiency.
- Provide strategic advice and insights to the executive team and external partners to influence whole-of-government digital transformation approaches and communications.
- Foster a culture of continuous improvement, professional development, and collaborative practice in strategic content management across the branch and wider DTA.
- Support and contribute to the management of the AGA product and its integration into other DTA domains, ensuring user needs and content considerations are prioritized, including supporting user research and design.
- Maintain an awareness of policy work being undertaken in other relevant work streams and across the APS to identify interrelationships and impacts.

Eligibility

Security Clearance level required: Baseline (or ability to obtain and maintain).

To be eligible for employment with the DTA applicants must be an Australian citizen.

An applicant's suitability for employment with the DTA will be assessed through a pre-employment screening process. This process

includes an Australian Police check.

The DTA is an inclusive employer where capabilities, skills and backgrounds are valued and relied upon. The DTA seek applications from all candidates and are committed to providing a working environment that values diversity and inclusion and supports employees to reach their full potential.

Notes

The DTA may leverage a mix of assessment methods for this position, which may or may not involve an interview.

A merit pool may be established and used to fill future ongoing and non-ongoing vacancies within the next 18 months consistent with Section 25 of the Australian Public Service Commissioner's Directions 2022.

For all DTA positions you are required to apply directly via the DTA website. Applications referred or submitted through recruitment agencies, or third parties will not be accepted.

This role may require the individual to work or be contacted outside of their usual working hours where reasonable, for example, to deal with high priority or urgent matters or in an emergency. The DTA Enterprise Agreement 2024-2027 takes this into account and provides compensation for an individual when they are required to work, or be contactable, outside of usual working hours. This includes access to overtime, restriction allowance, flextime, time off in lieu (TOIL) and other benefits.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Digital Transformation Agency (DTA)

Help drive a digital government. At the DTA, we work towards something bigger and make a lasting impact. We're the Australian Government's trusted advisor on digital and ICT transformation. We provide strategic and policy leadership and expert investment advice and oversight to drive government digital transformation that delivers benefits to all Australians.

To Apply

Position Contact	Tom Marwick, 0401 408 687
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Finance

Vacancy VN-0756761

Digital Transformation Agency (DTA)

Closing Date:Thursday 17 April 2025

Strategy, Planning and Performance
Strategy and Prioritisation Secretariat

Job Title	Director, Secretariat
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$143,870 - \$170,540
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 2
Position Number	059_03/25
Agency Website	https://www.dta.gov.au/

Job Description

<https://www.dta.gov.au/join-our-team>

Do you want to help drive a digital government? Do you want to work towards something bigger and make a lasting impact? Embark on a journey of continuous learning and advancement with opportunities at all levels.

We need your skills and influence to inspire and enable government to put people and businesses at the forefront of digital transformation.

Why work with us

Purpose and meaning - We're big enough to have a whole-of-government impact, but small enough to bring our staff together regularly to collaborate and grow.

Balance and flexibility - Access flexible working arrangements to balance how, when and where you work, including remote.

Inclusion and belonging - Join a team that values all experiences, skills and perspectives. Our biggest strength is our people. We don't just celebrate diversity, it is essential to our success.

Growth and opportunity - Take advantage of professional opportunities and training. Learn new skills and meet your career goals with a wide range of programs, courses and resources.

Duties

This position sits within the Secretariat and is part of the Strategy and Prioritisation Branch. The Director is responsible for leading and managing a high-performing team which provides secretariat support and co-ordination of senior level committees, including building required people capability and driving process enablement and improvement work.

Please note: This role may require interstate travel from time to time.

The key duties

- Manages the work of the team, develops forward work plans, delivery of briefings, strategy papers and reports, and builds and maintains relationships including senior stakeholder engagement across the APS.

- Works effectively across the Branch, the Division and the DTA more broadly to realise the culture, behaviors and approaches to run the secretariat function effectively and efficiently and facilitates the positioning of the DTA as the Government’s chief digital adviser.
- Provides regular reporting to the DTA Executive and Minister’s Office on the progress of key activities and agency priorities.
- Shows leadership and works closely as part of the Branch executive team to deliver outcomes and promote the DTA’s values and behaviors.

Eligibility

Security Clearance level required: NV1 (or ability to obtain and maintain).

To be eligible for employment with the DTA applicants must be an Australian citizen.

An applicant's suitability for employment with the DTA will be assessed through a pre-employment screening process. This process includes an Australian Police check.

The DTA is an inclusive employer where capabilities, skills and backgrounds are valued and relied upon. The DTA seek applications from all candidates and are committed to providing a working environment that values diversity and inclusion and supports employees to reach their full potential.

Notes

The DTA may leverage a mix of assessment methods for this position, which may or may not involve an interview.

A merit pool may be established and used to fill future ongoing and non-ongoing vacancies within the next 18 months consistent with Section 25 of the Australian Public Service Commissioner’s Directions 2022.

For all DTA positions you are required to apply directly via the DTA website. Applications referred or submitted through recruitment agencies, or third parties will not be accepted.

This role may require the individual to work or be contacted outside of their usual working hours where reasonable, for example, to deal with high priority or urgent matters or in an emergency. The DTA Enterprise Agreement 2024-2027 takes this into account and provides compensation for an individual when they are required to work, or be contactable, outside of usual working hours. This includes access to overtime, restriction allowance, flextime, time off in lieu (TOIL) and other benefits.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Digital Transformation Agency (DTA)

Help drive a digital government. At the DTA, we work towards something bigger and make a lasting impact. We’re the Australian Government’s trusted advisor on digital and ICT transformation. We provide strategic and policy leadership and expert investment advice and oversight to drive government digital transformation that delivers benefits to all Australians.

To Apply

Position Contact	Lauren Mills, 0499 978 450
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0756801

Australian Secret Intelligence Service

Closing Date: Monday 14 April 2025

Job Title	Data Professionals - Data Scientists
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$93,591 - \$194,957
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	.
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

Data Professionals

Are you keen to design and develop world-class capabilities, turning data into knowledge and operational outcomes? Are you passionate about building solutions to allow data to tell its story? ASIS offers an opportunity to achieve these goals in an uncompromisingly unique environment. As a Data Professional in ASIS, you will have the chance to actively enable our operational teams to make the best use of ASIS's unique data assets.

ASIS leverages the wide world of open source software and supplements it with our own development to deliver the bespoke tools required for the ASIS mission. Among our core languages are Python, Scala, Java, C++, Rust and JavaScript. Our toolset includes Spring, PyTorch, Tensorflow, Apache Spark, Apache Accumulo, Apache Hadoop, Apache NiFi, Apache Solr, Ansible and Git. We leverage structured and unstructured data, including geospatial and multilingual data sets of varying quality. Ideal candidates will be extraordinarily innovative, self-motivated and keen to use these toolsets to craft new systems that are simply not found in any other organisation.

If this sounds like an environment you could thrive in, then apply for one of these unique positions.

Positions for these roles are based in Canberra and/or Adelaide CBD. This role requires the successful applicant to obtain and maintain a security clearance.

Data Scientists in ASIS work directly with client areas to make the best use of ASIS's unique data assets and achieve operational impact. They train and deploy machine learning models on premises and at the edge to enrich data and find the right information as quickly as possible. They are highly motivated and work collaboratively with other technical specialists to evolve and improve existing data exploitation systems.

Duties

As a Data Scientist in ASIS you will:

- Support customers to realise value from data through data wrangling, complex analysis and machine learning
- Engage with customers to identify potential operational benefits from the application of data science, including identifying relevant data and analytic opportunities
- Identify and implement relevant analytic tools and techniques
- Act as a leader to foster a data driven culture across the organisation and support business areas to achieve operational outcomes

Eligibility

The following education, qualifications and/or experience will be highly regarded:

- A history of successfully applying of data/maths/stats expertise to solve real-world problems;
- Experience using suitable programming languages (such as R, Scala, Rust or Python) to manipulate, model, analyse and present data to meet client requirements;
- Experience commensurate to the level in data analysis, machine learning model training & fine-tuning, and data wrangling; and
- Strong communications skills and a history of successful client engagements

Experience in the following would be beneficial, but not essential:

- Formal training in data science, computer science, mathematics, statistics, physics, engineering or similar quantitative discipline
- Understanding of the trade-offs between different tools, approaches and algorithms, and a willingness to learn new tools and algorithms as necessary, and apply a "best fit" to achieve outcomes in a timely manner
- Experience in large graph or network-based analytics
- Experience working with Hadoop based systems to achieve analytic outcomes
- Delivering outcomes as a member of a multi-disciplinary team

Notes

ELIGIBILITY

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain the highest-level security clearance.

REASONABLE ADJUSTMENTS

All requests for reasonable adjustments will be considered and managed in consultation with you. We will continue to ask you if you require reasonable adjustments at each stage of the process. If you are successful in gaining employment, reasonable adjustments can also be made available to you in performing your role.

About the Australian Secret Intelligence Service

ASIS is Australia's overseas secret intelligence collection agency. Its mission is to protect and promote Australia's vital interests through the provision of intelligence services as directed by the Government. Its work can involve collecting intelligence relating to national security, international relations and economic issues. It also contributes to Australia's coordinated national efforts against terrorism, proliferation of weapons of mass destruction, and trans-national issues such as people smuggling.

To Apply

Position Contact	.. .
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Health

Vacancy VN-0756698

Aged Care Quality and Safety Commission

Closing Date:Sunday 20 April 2025

Compliance Management Group Enforcement

Job Title	Senior Investigator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Hobart TAS, Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Perth WA
Salary	\$96,503 - \$108,869
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements such as part time hours/working from home days may be considered
Classification	APS Level 6
Position Number	20034606
Agency Website	

Job Description <https://agedcarequalitycareers.nga.net.au/?jati=F348D389-A644-18BC-B976-E3ACC088676E>

About the Role

The Aged Care Quality and Safety Commission have several exciting opportunities for a Senior Investigator

The Senior Investigator supports and, when required, leads complex investigations under limited direction, focusing on serious non-compliance with relevant provisions. These investigations may result in civil, criminal, or other high-level enforcement responses.

Working within the Enforcement Team, the Senior Investigator must approach their duties with sensitivity, recognising that aged care recipients are among the most vulnerable in the community. The role involves managing potentially confronting and distressing material with professionalism and empathy.

About the Team

The Enforcement Team currently conducts investigations into alleged serious non-compliance with the Code of Conduct and other responsibilities of workers and approved providers under the Aged Care Act 1997 and the Aged Care Quality and Safety Commission Act 2018.

The Team focuses on enforcement responses to non-compliance, including court-based action (such as criminal prosecution and civil penalty proceedings) and other evidence-based actions (such as banning orders and infringement notices).

The Enforcement Team investigates alleged contraventions of the Code of Conduct civil penalty provisions under part 8AA, division 2 of the Aged Care Quality and Safety Commission Act. They also investigate whether an individual is suitable to be involved in aged care and can make a banning order against an individual where they have engaged in specified forms of misconduct, or the person is not suitable to be involved in aged care.

The Enforcement Team also investigates criminal offences under various parts of the aged care legislation (coercive powers to compel information and documents) and, where relevant, the Regulatory Powers (Standard Provisions) Act 2014 (including monitoring and investigation warrants) and the Commonwealth Criminal Code.

The work of the Enforcement Team is predominately civil and administrative in nature and will suit those individuals with experience in investigating and preparing briefs for consideration of making administrative decisions and preparing material for civil penalty applications to be brought before the federal court for conduct related matters.

For more information about the role, please refer to the [Position Description](#).

WHAT THE COMMISSION CAN OFFER

- **Competitive salary and superannuation**
 - \$96,503 - \$108,869 plus 15.4% superannuation
- **Generous working conditions and leave**
 - Flexible working arrangements available
 - 4 weeks annual leave
 - 18 days personal/carers per annum
- **Focus on employee health and wellbeing**
 - Access to discounted health and fitness program (fitness passport)
 - Subsidised eyewear
 - Free annual flu vaccinations
 - Wellbeing check-ins
- **Commitment to learning and development**
 - Support for relevant external training and study assistance for staff career development

More information about the Aged Care Quality and Safety Commission can be found on our [website](#). **Duties**

- Under limited direction, lead and assist complex investigations into the conduct and suitability of approved aged care providers, aged care workers and governing persons, ensuring a high level of accountability and quality in civil, criminal or other enforcement responses.
- Recognise the care needs of aged care recipients during investigations and support care recipients' participation through well-structured interviews, detailed statements, affidavits, and comprehensive evidence collection. Collect, manage, and securely maintain evidential material and protected information obtained through investigations and monitoring activities in compliance with legislative standards.

- Handle sensitive and potentially distressing material with professionalism and empathy, maintaining emotional resilience and conduct all investigative activities with a focus on the wellbeing and dignity of everyone involved.
- Produce high-quality investigation reports to inform regulatory responses, and support decision making on remedial actions.
- Negotiate effectively by anticipating other parties' perspectives, presenting positions effectively, and resolving complex matters. This includes advocating for enforcement outcomes based on evidence and engaging with stakeholders to achieve agreeable outcomes.
- Establish and maintain productive stakeholder relationships with external agencies such as CDPP and relevant authorities to support enforcement activities.
- Apply sound judgement and expertise to accurately interpret complex legislation and contribute to strategic investigative decisions within established guidelines.
- Utilise in-depth knowledge of statutory, regulatory and policy frameworks including the Aged Care Act 1997, Commission Act and Regulatory Powers (Standard Provisions) Act 2014 and the appropriate application of Commission powers, to conduct investigations and provide informed advice on complex investigative matters.
- Support the preparation of evidence briefs to facilitate civil penalty proceedings in the Federal Court and assist in criminal prosecutions via the CDPP.
- Collaborate with legal officers and other advisors under limited direction in developing compliance and enforcement responses, acting as a liaison with external counsel on enforcement matters, with engagement from the Legal team as required.
- Provide coaching, mentoring and guidance to other staff within the team and contribute to a learning culture where expertise can be appropriately shared.
- Contribute to the continuous improvement for processes, guidance and technology for the team.

Eligibility

- In-depth understanding of, or the ability to quickly acquire of, aged care legislation, statutory, regulatory, and policy frameworks including the Aged Care Act 1997, Commission Act and Regulatory Powers (Standard Provisions) Act 2014.
- Comprehensive knowledge of contemporary investigations methodologies, practices, and experience in undertaking investigations including conducting interviews and preparing statements and affidavits.
- Strong interpersonal skills with demonstrated ability to have difficult conversations
- Well-developed written communication skills to produce clear, accurate, and high-quality reports and briefs that support regulatory and enforcement objectives.
- Ability to handle sensitive and potentially confronting and distressing material with professionalism and empathy.
- Ability to work independently under limited direction, demonstrating sound judgement through research, problem-solving, and evidence-based decision-making to achieve quality outcomes.
- Ability to identify and contribute to opportunities for continuous improvement, supporting change initiatives while maintaining a positive and collaborative team environment.
- Demonstrated ability to collaborate effectively, negotiate, and build productive working relationships with a range of stakeholders to achieve operational goals and support the Commission's strategic objectives.

Role Specific Requirements

- Required to provide evidence of seasonal influenza and COVID-19 vaccinations
- Ability to undertake local and interstate travel when required.

Mandatory qualifications

- Certificate IV in Investigations or an equivalent qualification in law enforcement, legal or other regulatory field that aligns with the Australian Government Investigations Standards.

Desirable skills, experience and qualifications

- Understanding of the Australian aged care system and the regulatory legislation, statutory, regulatory, and policy frameworks.
- Experience working in a regulatory environment.

Position eligibility

In addition to the above key capabilities and mandatory qualification, to be eligible for this position you must:

- be an Australian citizen.
- satisfy a National Coordinated Criminal History Check.
- satisfy pre-existing medical condition declaration.
- required to provide evidence of seasonal influenza and COVID 19 vaccinations.
- Ability to undertake local and interstate travel when required.

How to apply

Submit an online application through our [Careers at the Commission](#) webpage by **11:30pm (AEST) 20 April 2025**. As part of your application, you will need to provide:

- your resume (up to three pages maximum)
- a statement (up to 500-words max) with examples demonstrating how you meet the key capabilities for the role as described in the position description.

Please note, applications that do not provide a resume and a statement may not be assessed and may not progress to the next recruitment stage.

Please contact our Recruitment Team on (02) 9633 3262 or recruitment@agedcarequality.gov.au for assistance with accessing our website or with lodging your application.

Contact Officer

Specific questions about the role can be directed to Emma Hinton by emailing emma.hinton@agedcarequality.gov.au with the position title in the subject line.

Preparing your application

You are encouraged to refer to the STAR model when preparing your response to the statement in your application. For further information, please refer to the Candidate Pack and the [APSC Cracking the Code](#). Where relevant, please also consider the [APS6 Integrated Leadership System](#) with your response.

Selection process timeframes

The timeframes for this selection process are:

- **Shortlisting outcomes:** 5 May 2025

- **Written Assessments:** 8 - 9 May 2025
- **Interviews:** 13 - 15 May 2025
- **Selection outcomes:** 9 June 2025

Where there are delays in the selection timeframes, candidates will be notified. **Notes**

Merit Pool

A merit pool of suitable candidates may be created from this selection process. Suitable candidates placed on the merit pool may be contacted in relation to identical or similar vacancies on an ongoing basis at the Commission, or the broader APS, within 18 months from the start date of this advertisement.

Diversity and Inclusion

The Commission is committed to fostering a workplace with flexible work arrangements to support a diverse, respectful and inclusive culture for all staff.

The Commission recognises the richness of Aboriginal and Torres Strait Islander cultures and is committed to the implementation of our Reconciliation Action Plan. The Commission values the unique knowledge and experience of Aboriginal and Torres Strait Islander employees which strengthens and supports our focus on protecting and enhancing the safety, health, wellbeing and quality of life of aged care consumers.

About the Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission (the Commission) was formed on 1 January 2019. We work to improve the lives of older people by maintaining the integrity of the aged care system. As the single independent regulator of Australian Government aged care services, we offer a variety of interesting and challenging jobs across most capital cities. It is an exciting time to join the Aged Care Quality and Safety Commission, with major reforms underway to improve aged care in Australia. You will be contributing to our role as the national regulator to safeguard and protect older Australians receiving aged care services.

To Apply

Position Contact	Emma Hinton, 07 37405189
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=F348D389-A644-18BC-B976-E3ACC088676E

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Department of Health and Aged Care

Closing Date: Thursday 17 April 2025

Information Technology Division
Service Operations & Infrastructure Branch Digital Workspace & Infrastructure
Delivery (DWID) Section

Job Title	APS Level 5 - STO Support Officer, Digital Workspace & Infrastructure Delivery (DWID) Section
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	\$84,627 - \$91,520
Future Merit Locations	Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Remote working is possible and is negotiated with your manager on commencement
Classification	APS Level 5
Position Number	25-ITDIV-28503
Agency Website	

Job Description

<https://www.health.gov.au/about-us/work-with-us/current-vacancies>

The Department of Health and Aged Care is looking for a customer service focussed person to temporarily fill an APS5 position for 12 months in our Melbourne State Office. The ideal candidate will have excellent stakeholder management and communication skills, including the ability to build and maintain relationships with key stakeholders.

Duties

Duties for the STO Support Officer include, but are not limited to:

- Coordinate and triage service requests and work cohesively with our vendors to resolve tickets within expediated timeframes.
- Engage with business areas to assist with event support.
- Build relationships and collaborate with key stakeholders to facilitate cooperation, identify priorities, and achieve outcomes.
- Provide support to state based senior staff and departmental portfolios.
- Assist with change management projects.
- Deliver high quality multi-disciplinary support for State and Territory Office (STO) staff.
- Provide wholistic support for functions in the Corporate Operations Group, including ICT services.

Eligibility

To be eligible for employment with the Department of Health and Aged Care applicants must be an Australian citizen at the time an offer of employment is made.

An applicant's suitability for employment with Health and Aged Care will also be assessed through a variety of pre-employment check processes, such as:

- Satisfactory completion of a criminal history check, and where relevant a Working with Children and Vulnerable People Check;
- Completion of a medical declaration and pre-employment medical (where required);
- Providing evidence of qualifications (where required); and/or
- Obtaining and maintaining a security clearance at the required level.

For this role applicants must be able to obtain and maintain a Baseline security clearance or hold a current security clearance of an appropriate level.

Notes

- Applications close 11:30PM AEST
- Applicants should quote reference number **25-ITDIV-28503** to assist when making an enquiry.
- Employees perform their duties at one of the Department of Health and Aged Care (DoHAC) offices, in the locations specified in this advertisement. Remote working is possible and is negotiated with your manager on commencement. Flexibility can be negotiated with your manager to balance your personal and professional needs with the needs of your role and business area.
- This recruitment process is being used to fill non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Health and Aged Care

The Department of Health and Aged Care is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Dearne McCreath, 0421617844
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0756820

IP Australia

Closing Date:Friday 30 January 2026

Job Title	First Nations Temporary Employment & APS Mobility Register (Affirmative Measures - Indigenous)
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT, Various locations - SA SA, Various locations - WA WA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Various locations - WA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Positions may be offered for working from home, split offering under hybrid, or may be flexible.
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	1258
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

<https://careers.ipaustralia.gov.au>

IP Australia recognises the extraordinary contributions that Aboriginal and Torres Strait Islander people and their Indigenous Knowledges have made and will continue to make towards innovation, the economy and sciences. We are looking at ways the IP system can better support Aboriginal and Torres Strait Islander people to protect and benefit from their Indigenous Knowledge.

IP Australia is a unique and innovative Australian government agency that works to help protect intellectual property (IP) of inventions, brands, designs, and plant varieties. We do this through the administration of patents, trade marks, designs, and plant breeder's rights.

Our work thrives on the diversity of the knowledge and lived experiences of our employees, and we are committed to building sustainable employment outcomes for Aboriginal and Torres Strait Islander peoples.

2025 has seen the launch of our First Nations Strategy (the Strategy) which sets out our commitments across capability, development, partnership and transformation. It provides a framework for IP Australia to enhance our engagement and collaboration with Aboriginal and Torres Strait Islander peoples, support their participation and empowerment in the IP System, and transform our organisational culture and practices to be more respectful, responsive, and accountable. The Strategy is integral in ensuring we meet our commitments under The National Agreement on Closing the Gap.

You can read our Strategy on our website: [First Nations Strategy 2025-2030 | IP Australia](#)

Aboriginal and Torres Strait Islander employees are welcomed and encouraged to participate on our Indigenous Employee Network (IEN). The IEN provides a culturally safe space to be supported and to connect within IP Australia. Our aim is to present a valuable cultural lens in support of our reconciliation agenda, and specialist advice for a wide range of Indigenous IP issues and policy work.

We continue to build a diverse workforce and a workplace where all employees feel they're valued, safe and can be their true selves with opportunities to reach their full potential. We encourage and support Aboriginal and Torres Strait Islander employees to participate in cultural obligations, events, and celebrations.

IP Australia embraces flexibility, including hours and location. Most of our roles can be done from anywhere in Australia, as long as you can provide a safe and productive work environment. We have offices on Ngunnawal Country (Canberra) and Naarm (Melbourne) for employees who are located within a reasonable distance to the office and most employees work a mixture of days in the office and days from home. Employees who are not located near an office, work completely remotely.

You can find out more about working at IP Australia on our website: [Why Work With Us | IP Australia](#)

Duties

IP Australia is seeking registrations from motivated and driven Aboriginal and Torres Strait Islander peoples. We will use this register to fill vacancies that may arise across the agency in two ways:

- to offer non-APS temporary employment opportunities, or
- to offer current APS employees temporary or permanent employment opportunities.

The First Nations Temporary Employment & APS Mobility Register is looking to attract a range of people with a range of skills. We will mostly use the register to fill policy and program officers, and corporate and administration roles.

The duration of employment can range from several weeks up to 12 months. To be eligible for employment opportunities, applicants must have Australian citizenship. You can find details of our salary and conditions of engagement in the IP Australia Enterprise Agreement.

Eligibility

The filling of this vacancy is intended to constitute an affirmative measure under Section 26 of the Australian Public Service Commissioner's Directions 2022. This vacancy is open only to Aboriginal and Torres Strait Islander peoples. If selected for a role, the successful candidate must provide appropriate confirmation of Aboriginal and/or Torres Strait Islander Heritage.

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).

All applicants offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

The successful candidate/s may be required to obtain and maintain a security clearance at a specified clearance level.

The successful candidate/s must be willing to share all relevant and required information.

Notes

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people.

About the IP Australia

IP Australia is a Government agency with a passion for bright ideas. We offer a flexible workplace and rewarding career paths in the IP industry. If you get excited by creativity, innovation and breakthrough technologies, you should consider applying for a job with us. Be part of the team protecting Australian inventions and ideas while maintaining a balanced lifestyle. We offer stimulating jobs with strong career paths in the exciting and fast-growing world of Intellectual Property. We administer IP rights and legislation relating to patents, trademarks, designs and plant breeder's rights. We contribute to the innovation system more broadly by using our skills and experience to advise government and Australian businesses to make the most of their IP. Our vision is to have a world leading IP system that builds prosperity for Australia.

To Apply

Position Contact	Recruitment Solutions Team, 02 6283 2567
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0756758

Department of Infrastructure, Transport, Regional
Development, Communications and the Arts

Closing Date:Sunday 27 April 2025

Legal, Legislation Liaison and Privacy
Public Law Legislation Liaison Unit

Job Title	APS6 - Liaison Officer, Public Law
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,501 - \$114,201
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Minimum in-office 3 days
Classification	APS Level 6
Position Number	46616
Agency Website	https://www.infrastructure.gov.au/

Job Description

<https://www.infrastructure.gov.au/department/careers>

The opportunity we have available

The Legislation Liaison Unit (LLU) performs a critical role in facilitating the department's legislation program. The LLU is comprised of non-lawyers and provides specialist advice and procedural support to ensure legislative instruments and bills progress efficiently through Parliament and the Federal Executive Council (ExCo), in accordance with established process requirements outlined in the official handbooks and guidelines.

The LLU is structured in three specialist teams, and successful candidates may be placed in any of the following:

- **Primary Legislation Team** – Facilitating the lodgement introduction and passage of bills through Parliament to ensure they meet the procedural requirements, including liaising with policy teams, central agencies, and Parliament House.
- **Subordinate Legislation Team** – Facilitating the submission and/or lodgement of legislative instruments to ensure they meet the procedural requirements before being made, including liaising with policy teams, central agencies, and the Federal Executive Counsel.
- **Legislation Program Governance Team** – Providing coordination support, high-level project management, and reporting to track on the progress of the department's legislative priorities.

As an APS6 Liaison Officer, you will play a key role in leading and coordinating legislative processes, ensuring compliance with government procedures, and working closely with senior stakeholders. This role requires high-level analytical skills, leadership capability, and the ability to

manage competing priorities in a fast-paced environment.

Duties

What will you do?

Depending on placement, as an APS6 Liaison Officer, you will be responsible for:

- Applying the [Legislation Handbook](#) and relevant procedural requirements to lead and coordinate the preparation, approval, and passage of bills.
- Applying guidance from the [Executive Council Handbook](#), [Instruments Handbook](#), and [Guide to Managing Sunsetting Legislative Instruments](#) to oversee the preparation, approval, and publication of legislative instruments.
- Leading coordination efforts for Parliamentary or ExCo submissions, ensuring compliance with procedural and legislative requirements.
- Providing strategic procedural advice on legislative and parliamentary processes to internal stakeholders, including senior executives and policy teams.
- Managing relationships with policy areas, legal teams, and external stakeholders to achieve legislative outcomes.
- Tracking and reporting on legislative workflows, maintaining accurate records to ensure transparency and accountability.
- Identifying and leading process improvements to enhance legislative workflow efficiency.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the APS6 [Work level standards](#), and will have:

- a strong understanding of legislation and Government decision-making processes, or the ability to rapidly learn these processes;
- advanced analytical and problem-solving skills, with the ability to interpret complex procedural documents such as the handbooks and guidelines identified;
- high-level written and verbal communication skills, including the ability to influence and engage with senior executives and ministerial offices;
- strong organisational skills and the capacity to effectively manage competing priorities and deliver high-quality work within deadlines; and
- demonstrated leadership and initiative, with a commitment to continuous improvement and professional development.

Eligibility

Eligibility requirements

Employment with the Department of Infrastructure, Transport, Regional Development, Communications and the Arts is subject to conditions prescribed within the *Public Service Act 1999* including:

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at AGSVA Baseline. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

Our work connects and enriches every Australian community, underpins our economy and society, and empowers our regions. We provide strategic policy advice, fit-for-purpose regulation, and deliver programs, projects and services in the major infrastructure, transport, communications and arts sectors, supporting our regions, cities and territories. Our staff have the opportunity to work on high profile and diverse national projects that have a meaningful impact on the lives of all Australians. We seek people with a wide range of skills and competencies. Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTQI+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Jacqueline Rolfe, 02 6136 8603
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0756765

Job Title	APS5 - Assistant Liaison Officer, Public Law
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,291 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Minimum in-office 3 days
Classification	APS Level 5
Position Number	46627
Agency Website	https://www.infrastructure.gov.au/

Job Description

<https://www.infrastructure.gov.au/department/careers>

The opportunity we have available

The Legislation Liaison Unit (LLU) performs a critical role facilitating the department's legislation program. The LLU is comprised of non-lawyers and provides specialist advice and procedural support to ensure legislative instruments and bills progress efficiently through Parliament and the Federal Executive Council (ExCo), in accordance with established process requirements outlined in the official handbooks and guidelines.

The LLU is structured in three specialist teams, and successful candidates may be placed in any of the following:

- **Primary Legislation Team** – Facilitating the lodgement, introduction and passage of bills through Parliament to ensure they meet the procedural requirements, including liaising with policy teams, central agencies, and Parliament House.
- **Subordinate Legislation Team** – Facilitating the submission and/or lodgement of legislative instruments to ensure they meet the procedural requirements before being made, including liaising with policy teams, central agencies, and the Federal Executive Counsel.
- **Legislation Program Governance Team** – Providing coordination support, high-level project management, and reporting to track on the progress of the department's legislative priorities.

As an APS5 Liaison Officer, you will play a key role in supporting these functions, ensuring compliance with government processes, and working closely with senior stakeholders. This role requires strong stakeholder engagement, analytical skills, attention to detail, and the ability to manage competing priorities in a fast-paced environment. **Duties**

What will you do?

Depending on placement, as an APS5 Liaison Officer, you will be responsible for:

- Applying guidance from the [Legislation Handbook](#) to facilitate the preparation, approval, and passage of bills.
- Applying guidance from the [Executive Council Handbook](#) , [Instruments Handbook](#) , and [Guide to Managing Sunsetting Legislative Instruments](#) to facilitate the preparation, approval, and publication of legislative instruments.
- Coordinating and reviewing submissions for Parliament or ExCo, ensuring compliance with procedural and legislative requirements.
- Liaising with policy areas, legal teams, and external stakeholders to ensure documentation meets required standards.
- Tracking and managing legislative workflows, maintaining accurate records to ensure transparency and accountability.
- Providing guidance on procedural steps for legislative and parliamentary processes to internal stakeholders, ensuring compliance with established requirements.
- Identifying and implementing process improvements to enhance legislative workflow efficiency.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the APS5 [Work level standards](#) , and will have:

- an understanding of legislation and Government decision-making processes, or the ability to rapidly learn these processes;
- strong analytical and problem-solving skills, with the ability to interpret procedural documents such as the handbooks and guidelines identified;
- high-level written and verbal communication skills, including the ability to liaise effectively with senior executives;
- strong organisational skills and the capacity to effectively manage competing priorities and deliver high-quality work within deadlines; and
- a proactive and accountable approach to work, with a commitment to continuous improvement and professional development.

Eligibility

Eligibility requirements

Employment with the Department of Infrastructure, Transport, Regional Development, Communications and the Arts is subject to conditions prescribed within the *Public Service Act 1999* including:

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at AGSVA Baseline. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position description available by clicking the 'Apply Now' button

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Infrastructure, Transport, Regional Development,
Communications and the Arts

Our work connects and enriches every Australian community, underpins our economy and society, and empowers our regions. We provide strategic policy advice, fit-for-purpose regulation, and deliver programs, projects and services in the major infrastructure, transport, communications and arts sectors, supporting our regions, cities and territories. Our staff have the opportunity to work on high profile and diverse national projects that have a meaningful impact on the lives of all Australians. We seek people with a wide range of skills and competencies. Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTQI+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Jacqueline Rolfe, 02 6136 8603
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0756855

Job Title	Education Program Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	\$96,344 - \$106,899
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	Due to the nature of the role, you will be required to work on site at our Canberra (Parkes) office
Classification	APS Level 6
Position Number	32813/ 496999
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

<http://careers.naa.gov.au/cw/en/listing/>

The Access and Public Engagement Branch is the public face of National Archives of Australia, delivering reference, description and research services, examination for the release of records in the open period, exhibition, education and lifelong learning programs, publishing (including digital publishing), marketing, partnerships and events on site at national and state offices, and online. All programs and activities support the key National Archives' role of providing an accessible, visible and interpreted national archival collection.

Public Programs is responsible for developing and delivering interpreted, engaging and curated programs aimed at providing access with the national archival collection in the richest possible ways. Public Programs develops and delivers programs onsite, offsite and online through temporary and permanent exhibitions, touring exhibitions, lifelong learning programs, school programs, exhibition tours and digital experiences.

Duties

- Develop, implement and evaluate curriculum-aligned onsite, digital and outreach education programs for school students related to the national archival collection. Manage and deliver projects to support increased capability in digital education programming.
- Manage the performance of staff in accordance with the National Archives' policies and guidelines.
- Build team capacity through coaching, training, performance feedback and through encouraging career development.
- Maintain an awareness of curriculum developments and pedagogical best practice in the classroom and galleries libraries archives and museums (GLAM) sectors. Develop and

deliver relevant professional learning sessions for teachers and other industry colleagues – both in person and online – that connect teaching practice with the national archival collection.

- Develop and maintain effective, professional relationships with relevant internal and external stakeholders, including at State and Territory Offices, National Capital Education Tourism Project, History Teachers Association and other national cultural institutions.
- Assist in strategic planning and project management for Public Programs, Learning and Visitor Experience.
- Apply the principles of APS Values, Code of Conduct, workplace diversity, work health and safety and participative management within a work and team environment.
- Apply the National Archives' Vision, Mission and Commitments as expressed in [Strategy 2025–2030: Evolving National Archives](#) and [Our Values](#).

Essential: Qualifications in education.

Eligibility

To be eligible for the role you must be an Australian citizen. If you are selected, you will be required to successfully undergo a pre-employment check and be able to obtain and maintain a security clearance at a Baseline clearance level. If selected, you will also be required to obtain and maintain a Working with Vulnerable People registration.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Marissa Beard, 02 6212 3104
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

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Prime Minister and Cabinet

Vacancy VN-0756806

Australian Institute of Aboriginal and Torres Strait Islander Studies

Closing Date: Wednesday 16 April 2025

Research and Education Group
Research Policy and Ethics

Job Title	Assistant Director Research Ethics (Affirmative Measures)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work arrangements may be negotiated with the successful candidate
Classification	Executive Level 1
Position Number	35_03/25
Agency Website	https://aiatsis.gov.au/

Job Description

<https://aiatsis.gov.au/about/work-us/current-vacancies>

About the Group

The purpose of the Research and Education Group is to define, lead, produce, share and support cutting edge research and learning by, with, and for Aboriginal and Torres Strait Islander peoples. The Group supports an annual flagship AIATSIS summit and connects AIATSIS with universities and the wider research sector to coordinate and influence research agendas.

About the Program Area

The Ethics team sits within the Research and Education Group. In the ethics space, the team is responsible for leading and influencing Aboriginal and Torres Strait Islander research, ethics, and protocols. This includes the AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research and the AIATSIS Research Ethics Committee, which is responsible for reviewing ethics applications and projects involving Aboriginal and Torres Strait Islander research.

Role Summary

The Assistant Director Research Ethics will be responsible for delivering, growing and promoting the AIATSIS Ethics program. A merit pool may be created for future vacancies of similar positions across the Institute.

Duties

- management of the AIATSIS Research Ethics Committee (REC) in accordance with the REC Charter and Standard Operating Procedures, including the need to be responsive to member queries and the timely turnaround of meeting feedback to applicants.
- developing productive relationships with internal and external stakeholders, including the development of collaboration agreements wherever possible.
- development and delivery of ethics education through workshops, presentations and the production of ethics resources as required.
- reporting to AIATSIS governance committees, partner organisations, AIATSIS senior leadership and government departments.
- management of staff, setting priorities, establishing work plans, allocating resources, and evaluating project outcomes.
- preparation of complex briefs, annual reports to the National Health and Medical Research Council, and parliamentary reporting.
- other duties as directed.

Eligibility

Cultural capability - essential

Roles at AIATSIS require candidates to have an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples and proven culturally appropriate engagement and communications skills. The nature of this role requires the candidate to consistently demonstrate the following specific cultural capabilities:

- understanding of the AIATSIS vision to create a world in which Aboriginal and Torres Strait Islander people's knowledge and cultures are recognised, respected, celebrated and valued.
- informed, authentic and respectful understanding of Aboriginal and Torres Strait Islander cultures and societies, including ethical research and policy matters related to the lives of Aboriginal and Torres Strait Islander people.
- capability to incorporate Aboriginal and Torres Strait Islander peoples' voices, experiences, and perspectives in all of our work.

AIATSIS embodies Yindyamarra in everything we do

Skills, knowledge and personal attributes

To be successful in this role, you will possess a thorough understanding of the National Health and Medical Research Council's National Statement on Ethical Conduct in Human Research and the AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research. You will come with the following skills, experience and attributes:

- ability to provide leadership, build partnerships and develop productive relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations, academics, government and community stakeholders in the research and ethics sector.
- proven ability to strategically manage several projects, set priorities, establish work plans, allocate resources and evaluate project outcomes.
- demonstrated experience in contributing to team planning, decisions and development
- strong leadership and management skills, including the ability to supervise, inspire and motivate staff, as well as building team capacity through coaching, performance feedback and management.
- demonstrated ability to communicate with influence, in writing and verbally, in order to advise, liaise and effectively and respectfully negotiate with a wide range of internal and external stakeholders.

Notes

Successful candidates will be required to undergo:

- Police Check
- 6 month probation
- Medical clearance (ongoing roles only)

Affirmative Measures positions

Jobs in the APS are open to all Australian citizens. There are some jobs, though, that are open only to specific members of the Australian population. This practice is known as an Affirmative measure and is a targeted strategy to ensure the diversity of the APS workforce reflects the diversity of the Australian population.

Any job can be restricted to Aboriginal and/or Torres Strait Islander people only, and it doesn't necessarily have to involve working on Indigenous issues. If a position has been advertised as an Affirmative measure, it will be clearly marked as such.

The use of the Indigenous Affirmative Measures provision at AIATSIS allows for targeted recruitment of Indigenous Australians into the organisation. If you are applying for an Affirmative Measures position, you will need to indicate your Aboriginal and/or Torres Strait Islander heritage on our application form and provide confirmation if required.

What is Cultural Capability?

As all positions at AIATSIS are 'Identified' each position will have various elements of involvement with the delivery of Indigenous specific services, programs, and policies as part of AIATSIS core functions. AIATSIS therefore needs to also identify the cultural knowledge; skills and personal attributes needed to deliver the required outcomes.

Every part of how we work, who we work with and for, requires varying levels of knowledge of Aboriginal and Torres Strait Islander cultures, protocols and an understanding of issues that enable effective communication and ultimately effective performance in the role. To assist you in determining the required cultural capabilities of this role, you can refer to the Aboriginal and Torres Strait Islander Cultural Capability – A Framework for Commonwealth Agencies.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people.

About the Australian Institute of Aboriginal and Torres Strait Islander Studies

We are Australia's only national institution focused exclusively on the diverse history, cultures, and heritage of Aboriginal and Torres Strait Islander Australia. We house the world's most important and extensive collection of cultural information and material and we provide leadership, publish and promote greater understanding and appreciation of Aboriginal and Torres Strait Islander peoples. We create opportunities for people the world over to engage with and be transformed by the knowledge, the culture and the story of Australia's Indigenous peoples. We are Australia's national institution for leadership in Aboriginal and Torres Strait Islander research. We care for a priceless collection, including films, photographs, video and audio recordings as well as the world's largest collection of printed and other resource materials for Aboriginal and Torres Strait Islander studies. We undertake and encourage scholarly, ethical, community-based research in a variety of sectors, including health, native title, languages and education. Our publishing house, Aboriginal Studies Press, regularly publishes outstanding writing that promotes Australian Indigenous cultures. Our activities affirm and raise awareness of the richness and diversity of Aboriginal and Torres Strait Islander cultures and histories.

To Apply

Position Contact	Lori Richardson, 02 6129 3936
Agency Recruitment Site	https://aiatsis.gov.au/about/work-us/current-vacancies

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Prime Minister and Cabinet

Vacancy VN-0756809

Australian Institute of Aboriginal and Torres Strait
Islander Studies

Closing Date:Wednesday 16 April 2025

Research and Education
Research Policy and Ethics

Job Title	Assistant Director Research Ethics
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work arrangements may be negotiated with the successful candidate
Classification	Executive Level 1
Position Number	50_04/25
Agency Website	https://aiatsis.gov.au/

Job Description

<https://aiatsis.gov.au/about/work-us/current-vacancies>

This is an Identified position open to all Australian Citizens

About the Group

The purpose of the Research and Education Group is to define, lead, produce, share and support cutting edge research and learning by, with, and for Aboriginal and Torres Strait Islander peoples. The Group supports an annual flagship AIATSIS summit and connects AIATSIS with universities and the wider research sector to coordinate and influence research agendas.

About the Program Area

The Ethics team sits within the Research and Education Group. In the ethics space, the team is responsible for leading and influencing Aboriginal and Torres Strait Islander research, ethics, and protocols. This includes the AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research and the AIATSIS Research Ethics Committee, which is responsible for reviewing ethics applications and projects involving Aboriginal and Torres Strait Islander research.

Role Summary

The Assistant Director Research Ethics will be responsible for delivering, growing and promoting the AIATSIS Ethics program. A merit pool may be created for future vacancies of similar positions across the Institute.

Duties

- management of the AIATSIS Research Ethics Committee (REC) in accordance with the REC Charter and Standard Operating Procedures, including the need to be responsive to member queries and the timely turnaround of meeting feedback to applicants.
- developing productive relationships with internal and external stakeholders, including the development of collaboration agreements wherever possible.
- development and delivery of ethics education through workshops, presentations and the production of ethics resources as required.
- reporting to AIATSIS governance committees, partner organisations, AIATSIS senior leadership and government departments.
- management of staff, setting priorities, establishing work plans, allocating resources, and evaluating project outcomes.
- preparation of complex briefs, annual reports to the National Health and Medical Research Council, and parliamentary reporting.
- other duties as directed.

Eligibility

Cultural capability - essential

Roles at AIATSIS require candidates to have an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples and proven culturally appropriate engagement and communications skills. The nature of this role requires the candidate to consistently demonstrate the following specific cultural capabilities:

- understanding of the AIATSIS vision to create a world in which Aboriginal and Torres Strait Islander people's knowledge and cultures are recognised, respected, celebrated and valued.
- informed, authentic and respectful understanding of Aboriginal and Torres Strait Islander cultures and societies, including ethical research and policy matters related to the lives of Aboriginal and Torres Strait Islander people.
- capability to incorporate Aboriginal and Torres Strait Islander peoples' voices, experiences, and perspectives in all of our work.

AIATSIS embodies Yindymarra in everything we do

Skills, knowledge and personal attributes

To be successful in this role, you will possess a thorough understanding of the National Health and Medical Research Council's National Statement on Ethical Conduct in Human Research and the AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research. You will come with the following skills, experience and attributes:

- ability to provide leadership, build partnerships and develop productive relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations, academics, government and community stakeholders in the research and ethics sector.
- proven ability to strategically manage several projects, set priorities, establish work plans, allocate resources and evaluate project outcomes.
- demonstrated experience in contributing to team planning, decisions and development
- strong leadership and management skills, including the ability to supervise, inspire and motivate staff, as well as building team capacity through coaching, performance feedback and management.
- demonstrated ability to communicate with influence, in writing and verbally, in order to advise, liaise and effectively and respectfully negotiate with a wide range of internal and external stakeholders.

Notes

Successful candidates will be required to undergo:

- Police Check
- 6 month probation
- Medical clearance (ongoing roles only)

This vacancy is being advertised concurrently under an identified and affirmative measure recruitment process.

Identified positions

Identified positions are roles that require people to understand the issues affecting Indigenous Australians and a proven ability to communicate sensitively with them. These requirements are generally for jobs that involve providing services or developing policies for Indigenous Australians, and/or direct interaction with Indigenous communities.

Identified positions are crucial in ensuring that the APS has the right people working on initiatives to improve the delivery of services and close the gap between Indigenous and non-Indigenous Australians and are open to all Australian citizens.

At AIATSIS all positions are Identified positions where candidates are required to demonstrate an understanding of the diversity of Aboriginal and Torres Strait Islander peoples, their cultures, and their issues and to be able to communicate respectfully with them.

You must provide the name and contact details of an Aboriginal and Torres Strait Islander referee. This referee will be contacted to determine your cultural capability.

What is Cultural Capability?

As all positions at AIATSIS are 'Identified' each position will have various elements of involvement with the delivery of Indigenous specific services, programs, and policies as part of AIATSIS core functions. AIATSIS therefore needs to also identify the cultural knowledge; skills and personal attributes needed to deliver the required outcomes.

Every part of how we work, who we work with and for, requires varying levels of knowledge of Aboriginal and Torres Strait Islander cultures, protocols and an understanding of issues that enable effective communication and ultimately effective performance in the role. To assist you in determining the required cultural capabilities of this role, you can refer to the Aboriginal and Torres Strait Islander Cultural Capability – A Framework for Commonwealth Agencies.

Indigenous job seekers are encouraged to apply for this vacancy. If the job is 'Identified', then part or all of the duties impact on Indigenous Australian communities or their representatives.

About the Australian Institute of Aboriginal and Torres Strait Islander Studies

We are Australia's only national institution focused exclusively on the diverse history, cultures, and heritage of Aboriginal and Torres Strait Islander Australia. We house the world's most important and extensive collection of cultural information and material and we provide leadership, publish and promote greater understanding and appreciation of Aboriginal and Torres Strait Islander peoples. We create opportunities for people the world over to engage with and be transformed by the knowledge, the culture and the story of Australia's Indigenous peoples. We are Australia's national institution for leadership in Aboriginal and Torres Strait Islander research. We care for a priceless collection, including films, photographs, video and audio recordings as well as the world's largest collection of printed and other resource materials for Aboriginal and Torres Strait Islander studies. We undertake and encourage scholarly, ethical, community-based research in a variety of sectors, including health, native title, languages and education. Our publishing house, Aboriginal Studies Press, regularly publishes outstanding writing that promotes Australian Indigenous cultures. Our activities affirm and raise awareness of the richness and diversity of Aboriginal and Torres Strait Islander cultures and histories.

To Apply

Position Contact	Lori Richardson, 02 6129 3936
Agency Recruitment Site	https://aiatsis.gov.au/about/work-us/current-vacancies

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Services Australia (part of the Social
Services Portfolio)

Vacancy VN-0756565

Services Australia

Closing Date:Wednesday 16 April 2025

Infrastructure and Operations
Applicaiton Infrastructure

Job Title	Technical Engineer - Multiple Roles
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$85,559 - \$92,324
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements may be negotiated with the successful candidate.
Classification	APS Level 5
Position Number	EXT-APSL-2025-517
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description

<https://servicesaustraliacareers.nga.net.au//cp/?audiencetypecode=ext>

We are seeking enthusiastic tech-driven individuals with a willingness to learn and adapt to new technologies looking to commence an exciting career path in Information and Communications Technology (ICT).

Information and Communications Technology (ICT) continues to be a key catalyst, enabler and driver of the agency's customer service transformation. The Technology Services Group provides the underpinning technology and expertise to support the agency's vision in the provision of government services to Australians.

The Technical Engineer works under the support and general direction of senior staff. They exercise a degree of independent judgement and make decisions within defined parameters that require reliance on skills and knowledge. The Technical Engineer plans their work in the context of competing priorities and contribute to changes in workplace practices and business improvement strategies.

There are multiple roles available across the branch.

Duties

- Providing technical support and advice that contributes to business unit outcomes.
- Maintaining technical system information in service tools.
- Assisting with monitoring and maintaining ICT Software components and performing system testing.
- Drafting a range of technical and corporate documentation.
- Scheduling and performing regular maintenance of patches and support packages.
- Assisting with problem and incident management and root cause analysis.
- Performing technical tasks and activities associated with ICT, cyber, infrastructure, applications and digital skills.
- Exercising appropriate delegation in accordance with legislation and guidelines.

Eligibility

Security clearance level required: Negative Vetting Level 1 (or ability to obtain and maintain).

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant's suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory COVID-19 vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia's workforce operates using an agile approach, and all staff should be prepared to redeploy to critical frontline functions as required. Should you need to redeploy as part of the agency's surge workforce, all learning and development and technical/pastoral support will be provided to you to enable you to undertake that work.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Services Australia

We are one of Australia's largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and an LGBTI+ gold employer. When you work with us, you will be doing something that matters and be respected for the unique views and skills that you bring. What our people say about working with us: 'It's rare you find a job that provides such a direct link to the community' 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Sara Bartholomeusz, 02 5163 3946
Agency Recruitment Site	https://servicesaustraliacareers.nga.net.au//cp/?audiencetypecode=ext

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Social Services

Vacancy VN-0756757

National Disability Insurance Agency

Closing Date: Monday 21 April 2025

Nation Contact Centre and Complaints

Job Title	APS6 National Contact Centre Support and Communications
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Geelong VIC, Dandenong VIC, Robina QLD
Salary	\$96,737 - \$106,950
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 6
Position Number	0778_03/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

<https://www.ndis.gov.au/about-us/careers-ndia>

The National Disability and Insurance Agency (NDIA) is seeking candidates to fill the APS6 NCC Support and Communications vacancy. This is a key role that contributes to creating, managing and communicating information and knowledge articles to and for the NCC.

Duties

Duties may include, but are not limited to:

- Coordinating and drafting high level correspondence and reports.
- Providing coaching and feedback to teams to build on capability, knowledge and awareness of the Scheme and Agency to ensure quality outcomes.
- Contributing to process improvements and implementation.
- Monitoring impact and quality of customer service activities and managing feedback for the branch.
- Creating and reviewing process maps, scripting, guidance material and work instructions.
- Drafting, formatting and proofreading documents using Microsoft Office Suite, ensuring consistency, accuracy, and accessibility.
- Conducting research and data collection to support the drafting of Branch communication.
- Building and maintaining relationships with stakeholders to achieve positive outcomes.
- Interpreting and clarifying information whilst adhering to guidelines and team procedures.
- Undertaking data entry, reporting and maintaining registers.

- Responding to enquiries and providing accurate advice in a timely manner.
- Assisting with the coordination and dissemination of Branch communication.

Eligibility

This role sits in the NCC Support and Communications team of the National Contact Centre Branch, part of the NDIA Service Delivery group.

- Excellent written and verbal communication and interpersonal skills.
- Ability to develop and design procedural guidance
- Capacity to engage constructively and respectfully with individuals of diverse backgrounds and abilities, to achieve high quality learning outcomes
- Strong stakeholder management.
- Strong attention to detail.
- Ability to lead teams and inspire outcomes.
- A high-level understanding of the objectives and operation of the NDIS.
- A minimum 12 months experience working in a Government or complex contact centre knowledge, quality or operations role is desirable.

While this role is ideally performed from VIC - Geelong, VIC - Dandenong, QLD - Robina, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered. **Notes**

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Nicole Moore, 07 5501 6932
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0756776

National Disability Insurance Agency

Closing Date: Thursday 17 April 2025

Specialised Service Delivery

Job Title	EL1 Assistant Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Charlestown NSW, Dandenong VIC, Geelong VIC, Midland WA, Parramatta NSW, Robina QLD, Traralgon VIC
Salary	\$120,530 - \$131,919
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated.
Classification	Executive Level 1
Position Number	0749_03/25 EXT
Agency Website	https://www.ndis.gov.au

Job Description

<https://www.ndis.gov.au/about-us/careers-ndia>

We have an incredible opportunity to join our Service Delivery Group, working across our Complex Support Needs (CSN) and Scheme Eligibility Branch (SEB) as Assistant Directors and Assistant Director Operations.

The Complex Support Needs (CSN) Branch provides specialised support for people with disability with additional complexity due to situational and personal factors.

The Scheme Eligibility Branch (SEB) is the gateway team for participants applying for NDIS funding and we are passionate about getting the right people funding at the right time. Here, innovation and inclusivity go hand in hand.

Duties

We are seeking candidates who are passionate about leadership, supporting outcomes for people with disability and have a focus on wellbeing.

Duties will include but not be limited to:

- Providing expertise on the branch's program of work, including legislation, policy, business processes and/or key branch deliverables.
- Reporting on program and project objectives, progress, and outcomes to executive leadership both written and data interpretation and data modelling.
- Implementing team strategies and aligning outcomes with the Agency's broader strategic directions and performance targets.
- Building and maintaining strong working partnerships with executive leadership and managing team performance/outputs to ensure Agency targets are met.
- Researching, planning, and delivering program and business improvement initiatives relevant to the branch.

Eligibility

Our ideal candidate possesses:

- Ability to problem solve - establishing and testing options, making interpretations and judgements in the selection and analysis of the relevant information.
- Proficiency in applying complex data management knowledge and interpret business requirements to deliver quality outputs.
- Excellent organisational skills, with the ability to plan and manage allocated resources, develop appropriate controls, monitor achievement against plans and adjust plans to meet changing demands.
- Highly developed interpersonal and communication skills.

Notes

This vacancy is being advertised concurrently under an Affirmative Measures recruitment process.

Affirmative measures are only available to Aboriginal and/or Torres Strait people or people living with a disability - evidence will be requested if your application progresses under an affirmative measures process.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability.

NDIA is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability (PwD), First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families. NDIA will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfil the inherent requirements of the role. If you require an adjustment to be made during the recruitment process (including alternate formats of the application form) or have an enquiry about the support provided, please contact DFP/ NDIA Recruitment on 1300 558 870 or email national.ndia@dfp.com.au

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Narelle Stevenson, Narelle.Stevenson@ndis.gov.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0756814

National Disability Insurance Agency

Closing Date:Wednesday 16 April 2025

Strategic Communications Division
Media Branch

Job Title	APS6 Media Lead
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Deakin ACT, Darwin NT, Geelong VIC, Richmond VIC, Surry Hills NSW, Brisbane QLD, Perth WA, Adelaide SA, Hobart TAS
Salary	\$96,737 - \$106,950
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered.
Classification	APS Level 6
Position Number	0691_03/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

<https://www.ndis.gov.au/about-us/careers-ndia>

The NDIA has an exciting opportunity for a motivated and confident APS6 Media Lead to join our Media Branch, where you will work in a fast-paced environment supporting the Agency's engagement with the media and supporting the NDIS Minister and NDIA Executives in managing media.

Previous experience in a media/communications environment will be highly regarded. This could include prior experience as a journalist, member of a media/communications team or political advisor across any tier of government. You can have experience in metropolitan or regional areas and will be passionate about communicating important issues to local, state territory.

Duties

The APS6 Media Lead will be required to work independently and as part of the team, be able to prioritise tasks to meet deadlines and have strong writing and organisational skills. The APS6 Media Lead will need strong interpersonal skills to work with other staff and teams within the Branch, Division, and wider Agency, and also with the office of the NDIS Minister and the media at large.

Tasks may include but are not limited to:

- Producing and contributing to media and other communications products including media releases and talking points.
- Managing and responding to media enquiries and working within an after-hours rotational on-call media roster.
- Media monitoring support for the Agency, including identifying risks and opportunities.
- General tasks including contributing to Briefs and data tracking.
- Supervision / management duties of other team members.

Eligibility

The successful candidate will be able to demonstrate an understanding of the issues affecting diverse communities including those living with disability or possess the ability to develop that understanding. You will have excellent communication skills and the ability to engage effectively with a wide range of stakeholders.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

While this role is ideally performed from Geelong or Richmond - VIC, Adelaide - SA, Perth – WA, Brisbane or Robina – QLD, other working arrangements may be considered.

We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered. A merit pool will be established that may be used to fill similar positions (ongoing and non-ongoing) within the next 18 months.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Julian Carr, 0477 374 810
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0756824

National Disability Insurance Agency

Closing Date:Monday 21 April 2025

CHIEF INFORMATION OFFICER DIVISION
Scheme Digital Platforms

Job Title	APS5 Support Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Deakin ACT, Brisbane QLD, Surry Hills NSW, Melbourne VIC
Salary	\$86,624 - \$93,253
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	APS Level 5
Position Number	0423_02/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

<https://www.ndis.gov.au/about-us/careers-ndia>

The National Disability and Insurance Agency (NDIA) is seeking candidates to fill Support Analyst vacancies.

As an APS5 Support Analyst you will work within the BAU CRM team to investigate and prioritise business application incidents and manage escalations of priority issues. You will also be required to help support the testing and release cycles for CRM

releases as required.

Duties

In this exciting role you will operate within a highly experienced and high performing team.

As a APS5 ICT Support Analyst you will draw on your expert knowledge across ICT to analyse information and provide policy advice within an area of specialisation, with advice based on policies and legislation.

Specifically your duties will include:

- Provide support to team members in undertaking tasks whilst holding responsibility for more complex user and system issues.
- Work closely and communicate clearly with multiple internal and external vendors in the identification and rectification of issues.
- Investigate, triage and resolve level 2 and 3 incidents and requests via an incident management system.
- Apply best practice ITIL methodology for incident management and service requests.
- Perform validation on complex business problems by differentiating between system issues (IT) or business rule (operational) issues.
- Utilise ticketing system to accept, resolve and triage incidents, as well as handle critical incidents raised to the team by email.
- Perform data analysis, identify trends, root cause analysis and reporting.
- Understand and support replication and testing of issues to support SIT, UAT and BVT.
- Perform tasks required to support (up to) weekly release cycles to support business functions.

Eligibility

We are looking for individuals with a positive contemporary attitude towards people with disabilities and high-level understanding and knowledge of disability and its impact on individuals.

What we're looking for in our ideal candidate:

- Prior experience working in an application support or IT service desk role is desirable.
- Experience in the use of an ICT Service Management Tool and the ability to apply ITIL methodology for incident management.
- Ability to liaise with and manage internal and external stakeholders to achieve a business outcome.
- Strong problem solving and trouble-shooting skills.
- Strong attention to detail.
- Strong verbal and written communication skills in order to liaise with business staff, technical teams and customer with ability to communicate technical issues to non-technical users.
- Ability to analyse and report on data using Microsoft Excel.
- Prior experience within the National Disability Insurance Agency (NDIA) and familiarity with tools such as JIRA, Confluence, SAP and Salesforce CRM is highly advantageous.
- Demonstrate enthusiasm towards continued learning and development.
- Experience in identifying inefficiencies in operations and suggest improvements.
- Experience in documenting procedures and best practices for future references, such as Task Cards and SOPs.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Tania Banerjee, 0433675053
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0756732

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Wednesday 16 April 2025

Regulatory Operations
Regulatory Campaigns and Projects Operational Support & Development

Job Title	Senior Project Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parramatta NSW, Brisbane QLD, Adelaide SA, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Perth WA
Salary	\$96,558 - \$108,532
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	APS Level 6
Position Number	078_03/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

<https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT>

About this opportunity

Within Regulatory Campaigns and Projects, there is an opportunity for a role as a Senior Project Officer in the Operational Support and Development team. The team is responsible for:

- streamlining divisional workforce planning, recruitment and on-boarding processes
- managing the delivery of regulatory learning and development, including operational systems training, across the organisation
- providing divisional budget oversight
- promotion of Work Health and Safety initiatives and providing reporting relevant to the program area of responsibility.

Project Management professionals plan and undertake administration of a specific project. They oversee the purpose and status of the project and ensure all project goals and timeframes are met. This role coordinates and delivers important time sensitive projects, programs and initiatives within Regulatory Operations to meet Branch, Division and Commission priorities.

Duties

Duties may include, but are not limited to, the following:

1. contribute to the design and implementation of a project to meet Commission objectives
2. liaise with internal and external stakeholders to ensure deadlines are met
3. allocating and delegating tasks to ensure requests are actioned in order of priority
4. participate in the coordination, delivery and management of projects that support the Commission's regulatory goals
5. prepare briefings, reports, updates and other communications as required.

Eligibility

The occupant of the position will:

1. has a positive and contemporary attitude to people with disability
2. anticipates and responds to client and stakeholder needs
3. has highly developed interpersonal skills and ability to develop productive relationships with Stakeholders
4. is adaptable and flexible, and thrives in a fast-paced environment
5. demonstrated ability in project management including project planning, development, implementation and evaluation to achieve project outcomes using tools available
6. uses excellent communication skills to provide advice and written guidance on complex issues
7. demonstrates high ethical standards and professional and personal integrity.

Other Requirements

This position may deal with distressing information. Occupants must be able to:

1. Demonstrate resilience and an understanding of vicarious trauma
2. Support others in dealing with distressing information.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Leigh Johnson, 0448 981 526
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0756751

Australian Bureau of Statistics

Closing Date: Wednesday 16 April 2025

Technology and Security
End User Computing

Job Title	Technical System Administrator
Job Type	Full-Time, Ongoing
Location	Belconnen ACT, Geelong VIC, Docklands VIC, Sydney NSW
Salary	\$95,714 - \$108,092
Future Merit Locations	Belconnen, Geelong, Docklands, Sydney
Office Arrangement	On Site
Office Arrangement Details	Primarily office based with flexible working arrangements
Classification	APS Level 6
Position Number	25/UC_APS6
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=2231A649-6EE2-FE68-BC61-E3BD0CC469B5>

The Australian Bureau of Statistics (ABS) is looking to fill the position of **Technical System Administrator** in our Unified Communications team. This is permanent position at the APS 6 classification level.

Duties

In this role you will leverage both your technical, leadership and client support skills, working in partnership with other technical areas and suppliers to maintain and improve services, build capability and deliver strategic projects in support of ABS business areas and external stakeholders.

The role of the APS 6 Technical System Administrator will include primarily working to the Unified Communications Technical Lead to:

- configure, integrate, maintain and manage the team's systems including:
 - Microsoft Teams Video Conferencing rooms and Telephony
 - Digital signage, internal event recordings and Streaming infrastructure

- diagnose and resolve complex technical issues related to hardware, software, and network systems
- provide advanced technical support for escalated issues from junior staff
- provide input into future technical directions in Unified Communications
- drive and deliver small projects with minimal supervision in reasonable timeframes.

General responsibilities of this role include:

- ensuring the delivery of ABS business outcomes through participation in multi-disciplinary agile teams
- liaising with internal and external stakeholders (including vendors), leveraging their expertise to resolve critical issues and inform decisions
- adhering to the ABS contract, change management and financial management processes
- utilising your technical leadership and experiences to mentor staff
- preparing and maintaining appropriate documentation
- an expectation to participate in a 24 x 7 on-call roster.

What we are looking for (selection criteria)

To be suitable you should have most of or all the following skills, qualities and experience:

- Technical Skills:
 - excellent working knowledge and experience in the Microsoft Collaboration Ecosystem (Teams and M365)
 - experience with corporate video conferencing systems (preferably Microsoft Teams)
 - proficiency in network configurations, bandwidth management, firewalls and troubleshooting network issues
 - ability to program in an administrative language (e.g. PowerShell)
 - experience with Windows server administration
 - knowledge of AV equipment including cameras, microphones and speakers - highly desirable.
- End User Service Skills
- Project Management
- Communication & Interpersonal Skills.

Eligibility

- You must be an Australian citizen at the time you apply.
- You may need to obtain (or hold) and maintain at least a Baseline security clearance.

Notes

To apply, you will need to upload your resume, provide referee details and respond to:

In no more than 650 words, provide one or two examples of how you responded to an urgent technical situation where a complex IT Service your team was responsible for was suddenly not working. Clearly articulate how you approached this problem, what your considerations were and what steps you took to manage the issue and restore the service. Make sure you answer in the context of the selection criteria highlighting your relevant skills, qualities and experience.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	Tracy Emmanuel, 0410 410 532
Agency Recruitment Site	https://abs.nga.net.au/?jati=2231A649-6EE2-FE68-BC61-E3BD0CC469B5

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Treasury

Vacancy VN-0756787

Australian Bureau of Statistics

Closing Date:Sunday 13 April 2025

Statistical Production and Digital Services Division
Data Integration Services Branch Various

Job Title	Assistant Director, Data Engineer (EL1), Data Integration Services Branch
Job Type	Full-Time;Part-Time, Ongoing
Location	Belconnen ACT, Adelaide SA, Docklands VIC, Perth WA
Salary	\$117,593 - \$135,935
Future Merit Locations	Belconnen, Adelaide, Docklands, Perth
Office Arrangement	Hybrid
Office Arrangement Details	flexible working arrangements
Classification	Executive Level 1
Position Number	25/DISB_DE_EL1
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=8419BC75-B974-6D2D-2BCD-E3BD0FAA5DD9>

The Australian Bureau of Statistics (ABS) is looking to fill one vacancy of **Assistant Director, Data Engineer (EL1)** in the Data Integration Services Branch (DISB) to work in the Data Integration Assembly (DIA) section. We will also be using this process to build a merit pool for future similar vacancies.

Duties

About the role

Responsibilities are varied depending on the individual's skills, their role and the requirements of their team. All team members are in data operations roles with responsibilities to build and innovate data pipelines, quality stage gates and maintain documentation against agreed specifications.

Assistant Director, Data Engineer (EL1) primary responsibilities may include:

- Providing leadership and support to a team of Data Engineers, including developing their data capability.
- Managing data projects with competing priorities.
- Developing and maintaining relationships with external customers and internal data users.
- Leading the wrangling of large datasets using a range of tools such as Python, R, SAS and SQL to produce linkage inputs, data products, or insights.
- Overseeing the linking datasets through merging or the application of statistical linkage methods.
- Undertaking quality assurance of source datasets, linkage results and assembled products.
- Delivering high quality, fit-for-purpose and timely outputs that meet clients' needs.

- Working on a range of dynamic projects concurrently.
- Responding to user queries on data access and use to an agreed service level.
- Working within the team to contribute to the maintenance and continual improvement of user documentation and standard processes in line with data security requirements.

What we are looking for (selection criteria)

Data Engineers at the Assistant Director (Executive Level 1) have considerable previous professional experience managing complex data projects, are strong strategic thinkers and are able to provide leadership of their team's work program under broad direction. These roles require a high degree of people, stakeholder and project management experience and involve leading, managing and developing a team of data engineers to deliver complex projects.

To be suitable you should have most or all of the following skills, qualities and experience:

- **Leadership skills and staff management capabilities, including two or more years of experience leading a team and proactively managing competing priorities (essential).**
- **Conceptual and analytical skills, including the ability to work with stakeholders to critically assess and wrangle complex information and data, while developing innovative solutions (essential).**
- **Two or more years' experience working with data and using a statistical programming language such as Python, R, SAS, and SQL (essential).**
- Demonstrated project management experience and the ability to work independently to deliver quality outcomes within a dynamic and complex environment.
- Knowledge, or applied experience, in Agile scrum methodology, project management applications such as Jira or Azure DevOps.
- Strong oral, written and presentation communication skills including the ability to engage with internal and external stakeholders, and operate effectively in a team.
- Knowledge, or applied experience in cloud-based computing and architecture.
- A commitment to supporting public trust in the government's responsible use of data, including an awareness of, or ability to quickly understand and apply, data ethics and privacy principles, the ABS legislative framework and ABS data release policies.
- Academic qualifications in data engineering, data science, computer science, statistics, mathematics, or other fields with a strong quantitative component.

Eligibility

To be eligible for these roles you:

- You must be an Australian citizen at the time you apply.
- You will need to obtain (or hold) and maintain at least a Baseline security clearance.
- ABS employees who have access to market sensitive information are restricted in market trading activities. You may not be allowed to trade in financial products while employed. This role is not restricted in trading.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following:

*In no more than **750 words**, provide one or more examples that demonstrates the skills, qualities and experience required for the role as outlined in the Selection Criteria (section 1 of the attached Applicant Information Kit).*

Important: responses fewer than 300 words will not be considered.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEST), Sunday 13 April 2025. Late applications will not be accepted.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	Ed Low-Thurley, (03) 9615 7280
Agency Recruitment Site	https://abs.nga.net.au/?jati=8419BC75-B974-6D2D-2BCD-E3BD0FAA5DD9

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Treasury

Vacancy VN-0756835

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	-
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	APS Level 6
Position Number	1851319
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226219186

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Collaborate seamlessly within Enterprise Services, supporting two Senior Executives and ensuring smooth team operations.

- **Location – Sydney**
- **Salary – Range \$94,198–\$112,011 (plus 15.4% superannuation) depending on experience**
- **Permanent role**
- **Applications close at 11:59pm AEDT, 9 April 2025**

The team

The Enterprise Services Group consists of four teams including Finance, Procurement, Property and Contracts, Performance Reporting and Planning and the Enterprise Resource Planning (ERP) Program. The Group provides a range of support, advice and analysis services across ASIC.

The role

As an **Executive Assistant**, you will:

- Collaborate within Enterprise Services, supporting two Senior Executives, and ensuring smooth team operations.
- Provide a range of administrative support services, including preparing presentations, managing records, mail, and databases.
- Oversee the coordination of executive meetings, including organizing room bookings, logistics, and preparing detailed agendas and materials.
- Provide high-level support during meetings, including taking minutes, tracking action items, and following up to ensure accountability.
- Coordinate travel and accommodation, prepare corporate card reconciliations, and manage expenditure administration.
- Act as the primary liaison between Senior Executives and stakeholders, facilitating effective communication.
- Prioritize and manage the Senior Executive Leader's approval pipeline.
- Foster a culture of continuous improvement within administrative functions, promoting innovative solutions and best practices.

Duties

About you

The successful candidate will have extensive professional experience and skills required for an Executive Assistant or Personal Assistant. You will also have a strong background in research, document review, and editing to assist with response preparation. Proficiency in the Microsoft Office suite is essential, along with the ability to handle sensitive information with discretion and confidentiality. You will also have exceptional verbal engagement and telephone manner for effective executive-level communication.

Other key skills and experience required include:

- Work autonomously with high organization and manage executive relationships remotely.
- Exceptional stakeholder management for internal and external engagements.
- Excellent attention to detail.
- High-level organization, priority-setting, and deadline management.
- Tertiary qualifications in administration or related field and/or relevant experience.

View the position description for more information or click 'apply' to start your application. Applications close at 11:59pm AEDT, 9 April 2025

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click [here](#) to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Neha Narula, +61299115321
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=2

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Treasury

Vacancy VN-0756843

Job Title	Events Manager
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	1841287
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organid=16529&in_jobDate=All

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

As an experienced events professional, you thrive in corporate environments, executing strategic, high-impact events with confidence and precision. In this role, you will be responsible for the seamless planning and delivery of the operational aspects of major events that engage senior executives, industry leaders, and key stakeholders, ensuring they align with strategic priorities.

- **Sydney or Melbourne**
- **\$123,444 - \$144,386 (including 15.4% superannuation)**
- **Permanent**
- **Applications close at 11:59pm AEST, Thursday,16 April 2025.**

The team

The Communications and Corporate Affairs (CCA) Group at ASIC builds strategic stakeholder relationships to enhance awareness and understanding of ASIC's work with a focus on external, digital and internal communications, stakeholder engagement, and consumer education, including the Moneysmart program. The Events Team plays a key role in delivering high-profile events that align with and support ASIC's strategic priorities, fostering meaningful connections with stakeholders and enhancing ASIC's presence and impact.

To learn more about a recent major event organised by the team, you can view the ASIC Annual Forum

2024 [here](#).

The role

As an Events Manager, you will:

- Plan and execute high-profile corporate events, including industry panels, executive briefings, and major stakeholder forums and symposiums.
- Engage and collaborate with senior executives, Commission members, and external stakeholders, ensuring events align with strategic objectives.
- Represent the organisation in high-level forums, liaising with senior decision-makers, government representatives, and industry leaders.
- Manage event logistics, procurement, and budgets while ensuring compliance with government regulations.
- Identify and mitigate risks, ensuring events are delivered to the highest standard.
- Contribute to post-event evaluations, using insights to improve future engagements.

About you

With at least five years of experience managing high-profile corporate events, you have a strong track record of delivering engaging experiences for senior executives and key stakeholders. Experienced in fostering productive relationships with senior leaders, external partners, and decision-makers, you ensure seamless collaboration across all levels. Your confident and clear communication style allows you to engage effectively with executives to navigate complex corporate environments with ease.

You excel at managing multiple priorities, consistently delivering high-quality events on time and within budget. A highly effective communicator, you present to senior leadership and external stakeholders with credibility and impact. Thriving in a fast-paced, high-performing environment, you remain composed under pressure while proactively identifying and addressing challenges. With deep expertise in corporate event management, risk mitigation, and government compliance, you bring the experience and attention to detail needed to execute seamless, high-calibre events.

View the position description for more information or click 'apply' to start your application.
Applications close at 11:59pm AEST, Thursday, 16 April 2025.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click [here](#) to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility

Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicole Moore, +61738674711
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organid=16529&in_jobDate=All

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Treasury

Vacancy VN-0756854

Job Title	Registration Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	-
Future Merit Locations	Brisbane, Melbourne, Perth, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	APS Level 2;APS Level 3
Position Number	1851816
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226219441

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Join ASIC as a Registration Officer! Play a key role in providing vital administrative support by efficiently registering and processing incoming submissions. Work autonomously, follow clear procedures, and help drive timely action in a dynamic environment.

- **Location – Sydney, Melbourne, Brisbane or Perth**
- **Salary between \$61,758 - \$73,888 (depending on experience) plus 15.4% superannuation**
- **Permanent position**
- **Applications close at 11:59pm AEDT, 16 April 2025**

The team

The Intelligence & International Group at ASIC uses data-driven insights to support intelligence-led regulation and improve strategic decision-making. It manages reports, information, and data flow, while leading international engagement and identifying opportunities for more effective regulatory actions.

The role

As a **Registration Officer**, you will:

- Accurately and promptly register complaints, reports, correspondence, and documents
- Record subject and reporter details in the database
- Coordinate incoming information and maintain digital files
- Monitor email inboxes for incoming actions
- Escalate matters to Team Leader as needed
- Communicate with team members and external stakeholders
- Provide administrative support to the team as required

Duties

About you

In this role, you will play a key role in providing vital administrative support by efficiently registering and processing incoming submissions. You will work autonomously, follow clear procedures, and help drive timely action in a dynamic environment.

In addition, you will have:

- A high school / secondary education certificate or diploma
- Previous customer service experience
- Demonstrated ability to work autonomously and experience in following procedures and defined processes accurately and in a timely manner
- Experience using a variety of software applications

View the position description for more information or click 'apply' to start your application. Applications close at 11:59pm AEDT, 16 April 2025.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

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- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
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To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Zaynah Dastoor, +61435700074
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=2

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756746

Bureau of Meteorology

Closing Date:Thursday 17 April 2025

Data and Digital
Data

Job Title	Data Governance Specialist (Policies and Standards)
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$115,443 - \$128,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements.
Classification	Executive Level 1
Position Number	60014542
Agency Website	

Job Description <https://bomcareers.nga.net.au/?jati=8DA8E512-5CED-42BD-CE58-E3BD0C2EEC0D>

Duties

The Data and Digital Group provides the data, infrastructure and systems to underpin the Bureau's core operations, from measurement and collection through to production and dissemination. The Group ensures that data is managed at a whole-of-enterprise level along the full value chain from the observations network through to the high-performance computation needed to generate forecasts and downstream products and services. The Group also supports the delivery of products and services to customers through a range of digital channels, with a focus on user-centred designs that respond to customer needs.

The Data Program is part of the Data and Digital Group (DDG) and is responsible for:

- enterprise data governance and advice,
- planning for data and observations,
- enhancing data integrity and quality, and
- data services to meet customer requirements.

The **Data Governance Specialist** role sits in the Data Governance Office. The role delivers practical, data-focused, technical support in business areas (to embed data management practices) and assists in applying standard Data Governance artefacts and processes related to data management. The role helps uplift knowledge of good data practices and assist projects and other teams in the Bureau with their application, to ensure all relevant legislative and contractual obligations are met. The role works closely with other Programs in the Bureau, including the Application Services and Planning and Architecture Programs, in delivering data solutions that achieve both business outcomes and meet the needs of our customers across Australia and beyond.

The **Data Governance Specialist** will have Data Governance & Data Management experience and will be able to:

- lead the development of key artifacts (policies and standards) that underpin the operation of the Data Governance Office and its compliance functions.
- adopt and apply good practices in Data Governance and Data Management for example, DAMA framework, National and international data standards (ISO, WMO), Legislation (e.g. Privacy Act 1988, Data Availability and Transparency Act 2022, Archive Act 1983), existing domain-specific ontologies, taxonomies, nomenclatures (e.g. WMO Water ontology, ISO 19115)
- assist in the creation of a compliance and oversight function within the Bureau to help uplift data management and governance within the Bureau.
- work across the enterprise to develop data governance systems which drive continual improvement of IT and data solutions.
- articulate, demonstrate and implement technical and applied data practices and guidance (i.e. show "how it is done" and do it where necessary)
- define bodies of work and assess effort required (resources and timeframes) for project delivery.

Eligibility Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Robert de Maid – a/g Manager Data Governance, robert.demaid@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/?jati=8DA8E512-5CED-42BD-CE58-E3BD0C2EEC0D

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756852

Bureau of Meteorology

Closing Date: Thursday 17 April 2025

Enterprise Services
Organisational Development

Job Title	Training Support Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Broadmeadows VIC
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible Working Arrangements
Classification	APS Level 5
Position Number	60001437
Agency Website	

Job Description

<https://bomcareers.nga.net.au/>

Training Support Officer is responsible for providing administrative and data management support to the training function, ensuring accurate and timely reporting, supporting the graduate recruitment process and assisting with learning event coordination. The role will contribute to improving training efficiency and compliance by maintaining training records, learning platforms and generating reports.

The role is located within the Bureau of Meteorology Training Centre (BMTTC) reporting into the Engineering Training Manager within the School of Technical & General Studies. The successful applicant will have the opportunity to work between two physical office locations at Docklands, Broadmeadows and a portion of time remotely.

Duties

The responsibilities of the role include but are not limited to:

1. **Practice a healthy and safe work environment:** Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. **Data Collection and Government reporting:** ensure accurate collection, entry and maintenance of training-related data. Complete and submit government reports and annual training reports in compliance with regulatory requirements and assist in data validation and auditing purposes.
3. **Timetabling and learning event coordination:** Coordinate the scheduling of training programs across the three teams. Support the organisation and administration of learning events and qualifications. Communicate schedules and updates to relevant stakeholders.
4. **Graduate Recruitment support:** Assist in the coordination and administration of the graduate recruitment process. Support onboarding and learning pathways for new graduates.
5. **Training Administration and Record Management:** Create and manage training records in the learning management system (LMS). Manually upload qualifications and process Moodle course completions. Resolve errors related to course uploads and learner records.
6. **Training uplift across teams:** Provide support to enhance training quality and accessibility across three busy training teams, and assist with learning initiatives and continuous improvement efforts.
7. **Training reporting and data analysis:** Extract course completion and activity completion reports from Moodle and run qualification reports from the designated training database. Aggregation of reports in Excel and generation of statistics for reporting purposes. Coordination of training statistics for inclusion in the annual report with experience or willing to learn to utilise deeper data analysis tools such as pivot tables, PowerQuery and Power BI if required.
8. **Team work:** To effectively support the work of BMTC by performing other duties as required.

Eligibility

Relevant experience in a key Learning Administrator/Learning Technologist role in the last 5 years is required. A relevant qualification of an Australian Institution or a comparable overseas qualification which are appropriate to the duties is desirable.

Notes

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To Apply

Position Contact	Chris Davies, 03 9616 8486
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756853

Bureau of Meteorology

Closing Date:Thursday 17 April 2025

Enterprise Services
Organisational Development

Job Title	Meteorology Trainer
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Melbourne VIC, Brisbane QLD, Canberra ACT, Darwin NT, Sydney NSW, Perth WA, Hobart TAS
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible Working Arrangements
Classification	Executive Level 1
Position Number	60001402
Agency Website	

Job Description

<https://bomcareers.nga.net.au/>

The National Forecaster Development Group supports the Bureau's weather forecasting programs through the training and assessment of professional staff. The Group is principally responsible for the development and delivery of specialised training and assessment for forecasting staff but also contributes to other BMTC courses such as the Graduate Diploma in Meteorology course and the Introduction to Meteorology course.

The occupant of the position will work across a range of competency portfolios and BMTC courses as required, with an initial focus on severe weather and severe thunderstorms. The key duties of this position are the training and assessment activities associated with the given portfolio, including the innovation, development and delivery of new learning materials congruent with the latest science and service changes, educational best practice and organisational needs. As such, the occupant will be expected to have a broad knowledge and experience in operational meteorology, particularly as applied to a given portfolio. A good understanding of Bureau operations (including current operating systems and software) is necessary, and the successful candidate will be expected to maintain their operational experience and further develop their subject matter expertise.

A measured but flexible approach to training and education is preferred. The occupant may be required to assess candidates, including monitoring and reporting performance using standards and practices aligned with international requirements (WMO), national requirements (Standards for Registered Training Organisations) and organisational requirements (competency frameworks).

An industry accredited adult education qualification, equivalent to at least Certificate 4 level is currently a requirement of undertaking training and assessment activities. Holding a Certificate IV in Workplace Training and Assessment is an advantage, but if not already held provision supervision by a qualified assessor will be arranged. A Graduate Diploma in Meteorology or a comparable overseas qualification is also a requirement.

Duties

The responsibilities of the role include but are not limited to:

1. Work effectively within the NFD Group to implement learning activities for role-focused learning and development
2. Manage, develop, deliver, maintain and evaluate a portfolio of learning and assessment, including training and assessment of operational staff
3. Assist the Head of NFD with management functions as required
4. Contribute to other NFD portfolios and BMTC courses along with the development of new Bureau systems, technology and work practices as required
5. Engage in professional development to maintain and develop the required scientific and technological knowledge and educational practices
6. Ensure that plans, policies and practices concerning the various elements of the Bureau's Social Justice Strategy are applied

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Christopher Davies, 03 9616 8486
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756859

Bureau of Meteorology

Closing Date: Thursday 17 April 2025

Data & Digital
Observing Systems & Operations

Job Title	Technical Officer Level 4
Job Type	Full-Time, Ongoing
Location	Perth WA
Salary	\$94,563 - \$105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible Working Arrangements
Classification	APS Level 6
Position Number	60014518
Agency Website	

Job Description

<https://bomcareers.nga.net.au/>

We are seeking an enthusiastic Operations lead, with organisational expertise in a technical environment. You will manage a team of 4-6 field technicians and additionally provide operational support to all staff in the maintenance hub. This includes recruitment and training and competencies facilitation, financial oversight and processing, and Organisational/Hub process management. The role is administration based, with opportunities to work in the field where required or as technical skills are gained.

Who are you?

You have strong communication skills to support your field team, negotiate and manage stakeholder relationships, and leverage emotional intelligence.

You take pride in developing and mentoring staff. Your strong teamwork abilities ensure you can empower and inspire the field teams you are responsible for managing.

Who are we?

The Observing Operations Hubs are the Bureau of Meteorology's Technical Operations centres comprising of 8 Hubs, one in each capital city and Cairns.

Staff based at the Observing Operations Hub travel far and wide and into remote areas, utilising 4WD's, plane's, boats, and helicopters to maintain service delivery within the various instrumentation networks. This includes:

- Rain Radars
- Automatic Weather Stations (AWS)
- Upper-Air monitoring systems (sounding balloons)
- Sea Level Monitoring Stations
- Wave and Wave height buoys
- Satellite ground reception and space weather instruments
- Flood warning/rainfall monitoring systems
- Cooperative observers, volunteer rainfall stations
- Communications, telemetry and instrumentation systems

We are part of a national maintenance workforce and there is every likelihood of travel to other parts of Australia on occasion to support the other seven Hubs around the country.

We offer specialised, in-house competency-based training on all our equipment and will ensure you have the necessary tools and skills to undertake this work.

We strive to deliver exceptional customer service, as we engage with stakeholders, contractors, support staff and the Australian public.

We promote a diverse and inclusive workplace culture that prioritises the health, safety and wellbeing of all our staff.

You will report to and be mentored by the Hub Manager.

Duties

The responsibilities of the role include but are not limited to:

1. **Workforce Management:** Manage recruitment for the maintenance hub (including liaising with OD arrangement of suitability assessments, relocations/travel, allowances), onboarding/offboarding staff, ensure operational requirements are delivered in accordance with National Observing Operations procedures.
2. **Training and Development:** Track staff competencies, analyse training requirement for staff, liaise with training providers, internal and external, to provide appropriate training, coordinate and develop training schedules for new staff.
3. **Planning and Logistics:** Support field technicians and scheduler with trip organisation and logistics
4. **Compliance:** Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
5. **Team Management:** Provide line management by mentoring, managing, supervising and developing staff, review and approve travel requests and expense reports (Concur), manage Performance Development Scheme (PDS) and leave requests for direct reports, timesheets and compliance with Bureau Enterprise Agreement.
6. **Maintenance & Operations:** Undertake occasional site inspections and maintenance of field equipment with training provided.
7. **Stakeholder Liaison and Engagement:** Oversight of information requests queue and coordinate response from subject matter experts in the hub. Liaise with internal and external stakeholders including staff from various Bureau programs, Contractors, Government agencies, Service Providers and project partners, always representing the Bureau in a professional manner in accordance with APS Values and Code of Conduct.
8. **Organisational and Process Management:** Support Organisational change, manage documentation, sharepoint site, support Quality Management system (QMS), support a strong asset management culture utilising the Enterprise Asset Management System (Maximo) . Smooth running of hub operations, undertake administrative tasks such as finance reconciliations, invoicing, procurement, inventory records, stores and stock control.
9. **Travel & Incident Response:** Occasional travel away from your home base is a part of this role. Occasional work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances are payable.
10. **WHSE and Risk Management:** Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors and visitors who may be affected by your conduct.
11. **Diversity & Inclusion:** Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.

12. **Other Relevant Duties:** Undertake other relevant Hub, station, field and business duties as required.

Eligibility

Mandatory qualifications:

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications and experience, which are appropriate to the duties.

Successful applicants will be required to:

- Hold a Current Australian Drivers Licence
- Be eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

Desirable Competencies:

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, traversing uneven terrain including steep riverbanks, long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment.

Applicants should have experience working in a technical environment or a maintenance organisation. Experience with training organisation, process optimisation and stakeholder management is advantageous.

Please include details of your qualifications/competencies with your application.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

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To Apply

Position Contact	Michelle Mews, 0408 305 728
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756699

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date: Wednesday 16 April 2025

Australian Antarctic
People & Culture Organisational Psychology

Job Title	Director Organisational Psychology
Job Type	Full-Time;Part-Time, Ongoing
Location	Kingston TAS
Salary	\$146,942 - \$170,725
Future Merit Locations	Kingston
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite
Classification	Executive Level 2
Position Number	2025/733
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=B129BC66-A133-04B8-2B56-E3ACC1177354>

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals.

These goals are to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it -protect the Antarctic environment
- understand the role of Antarctica in the global climate system

- undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The People and Culture Branch is crucial in supporting our workforce and fostering a positive organisational culture. Through implementing our cultural change program, we are affecting substantial shifts in our operational approaches to ensure the safety and inclusivity of our workplaces for all employees. The branch places significant emphasis on providing comprehensive support for expeditioners, encompassing recruitment, onboarding, training, performance management, as well as medical and organisational psychological services, and offboarding. Additionally, the branch delivers essential divisional services spanning media and communications, safety and risk, culture and leadership, and integrated planning. The AAD remains steadfast in its commitment to cultivating a positive, inclusive culture that promotes diversity and equity.

The Organisational Psychology Section is responsible for delivering a suite of organisational psychology services to support the wellbeing and performance of participants in the Australian Antarctic Program (AAP). These services include but are not limited to Psychological (Adaptability) Assessments to inform suitability to participate in the program, end-of-season psychological debriefs to support transition home, delivery of psychoeducation resources, briefings and training programs across the AAP participant life cycle, and provision of expert advice to inform program delivery. The section does not provide individual clinical support to AAP participants – individual clinical support is provided through AAD's Polar Medicine Unit and the department's Employee Assistance Program.

For more information about us please visit our [website](#). **Duties**

- Lead the AAD Organisational Psychology Section.
- Deliver Psychological (Adaptability) Assessments and end-of-season psychological debriefs
- Contract management of external providers and service.
- Develop and deliver psycho-educational resources, briefings and training to support AAP participant wellbeing and effectiveness.
- Provide professional advice to support organisational decision making.
- Provide training/supervision to support delivery of the Family & Friends Liaison Service.
- Advise incident management response.
- Undertake, inform and support Humans in Antarctica research activities.

Eligibility

Mandatory qualifications

- General Registration with the Psychology Board of Australia

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment

medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Dani Yannopoulos, 0422 933 370
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=B129BC66-A133-04B8-2B56-E3ACC1177354

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756712

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 16 April 2025

Parks Australia
Kakadu National Park & Cultural Heritage Office of the Chief Remote Pilot

Job Title	Ecological Data Scientist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$95,438 - \$108,360
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite
Classification	APS Level 6
Position Number	2025/741
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=E43D2CE4-781C-AAD7-24AB-E3ACC2BC509E>

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

Kakadu National Park is a world-heritage listed site for its natural and cultural values, and one of three national parks, leased by their Aboriginal owners to the Director of National Parks, and jointly managed by Traditional Owners and Parks Australia. Parks Australia assists with ongoing management of the park's natural and cultural heritage. In addition to ongoing management of the park's natural and cultural heritage, this branch also manages strategic priorities for Parks Australia, managing a range of strategic planning and major capital projects across the three jointly managed parks.

The Office of the Chief Remote Pilot (OCRP) ensures the safe and compliant use of drones in accordance with Civil Aviation Safety Authority (CASA) regulations and Departmental policy whilst delivering business outcomes using drones across the Department. The Department operates drones throughout Australia and Antarctica to meet the outcomes and key activities of the Department's Corporate Plan. RPA are a foundational technology being used to: Delivery of innovative and expert advice to the Australian Government grounded in evidence and science. Undertake compliance and surveillance activities in carrying out regulatory functions. Engage and partner with First Nations Peoples in program delivery. Increase the efficiency of land management activities, contribute to visitor safety and infrastructure assessment in Commonwealth National Parks. Improve our staff's safety and wellbeing in operational settings.

For more information about us please visit our [website](#).

Duties

This is an exciting opportunity to work with a highly innovative team that delivers operational science using new technologies to address complex and emerging priorities across the Department. In the role of Ecological Data Scientist, you will support project delivery (including cost recovered projects) and apply technical skills in data science to environmental use cases from line areas

including Parks Australia. This role will support developing data analytics pipelines and supporting line areas through training and providing technical expertise in the use of a range of environmental sensors including drones and derived data products. The successful applicant will work with a diverse range of users and undertake work that is complex and will operate independently under broad direction.

The duties of the roles include, but are not limited to:

- Undertake research, analysis, integration and evaluation of ecological datasets including but not limited to, camera trap, acoustics, videography or drone data.
- Contribute to the establishment and implementation of digital solutions to deliver operational outcomes across a diverse range of users and applications.
- Perform independent research work and analysis including the preparation of draft reports and journal publications on relevant program activities and/or project milestones.
- Oversee trials and tests of new data collection methods and real-time analytics capabilities.
- Manage multi-disciplinary geospatial projects to implementation across various domain applications, teams and groups in the Department, including Parks Australia under guidance of the Science Operations Lead.
- Provide advice and technical assistance to stakeholders and users to achieve project outcomes and meet data and governance requirements.
- Prepare procedural or technical manuals and guidelines for clearance by senior employees.

Eligibility

Mandatory qualifications

- Tertiary qualifications in a Science.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Andrew Jansen, 0460 034 360
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=E43D2CE4-781C-AAD7-24AB-E3ACC2BC509E

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Climate Change, Energy, the Environment and Water

Vacancy VN-0756832

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 16 April 2025

Australian Antarctic Division
Assets & Technology Maintenance & Operations

Job Title	Building Trades Specialists
Job Type	Full-Time, Ongoing
Location	Kingston TAS
Salary	\$95,438 - \$108,360
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On site.
Classification	APS Level 6
Position Number	2025/709
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=94867B73-B08C-6F2C-E2F1-E3BD4A305114>

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals.

These goals are to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Assets and Technology (A&T) Branch provides and maintains the equipment and infrastructure to support the Australian Antarctic Programme (AAP). A&T Branch activities range from the maintenance of existing Antarctic stations and equipment through to the design, manufacture, testing, operation and procurement of advanced scientific equipment and systems. The Branch manages major infrastructure projects in support of AAP outcomes.

The Maintenance and Operations Section:

- assures the safety, capability and environmental compliance of the built environment at each of Australia's Antarctic and sub-Antarctic facilities
- provides expert advice and support to AAD personnel in Antarctica and Head Office in Kingston

For more information about us please visit our [website](#).

Duties

Building Trades Specialists work with limited supervision to help with the implementation of building/structural maintenance and construction work for the Australian Antarctic Division's four research stations. This role reports directly to the Assistant Director of Infrastructure Maintenance & Operations. In this role you will provide specialist knowledge and skills for the delivery of building maintenance by the Maintenance and Operations Section.

What you'll gain from the experience

In this role, you will work directly with trades teams on site in Antarctica and help manage the onsite assets and infrastructure into the future. This is a great opportunity to work in an organisation delivering a great work life balance and help support the Australian Antarctic Programme.

What we are looking for

We are seeking candidates who can demonstrate the following:

- Strong communication, organisational and problem solving skills;
- Written and verbal communication and listening skills;
- The ability to build strong collaborative working relationships.
- Initiative and an ability to self-manage during peak workload periods.

We thrive when our teams are made up of people from different backgrounds, cultures, genders, education, training and skills.

Eligibility

Eligibility and other requirements

Please note that the successful applicant may be required to travel to the Antarctic and sub-Antarctic regions therefore they may be

required to meet specific medical, adaptability and personal qualities requirements appropriate to working in those environments.

In order to undertake travel to the Antarctic & sub-Antarctic regions, you will need to:

- demonstrate the range of personal qualities and interpersonal skills necessary to perform as a successful team member within isolated Antarctic and sub-Antarctic environments
- demonstrate an ability to effectively adapt and respond to the demands of living and working in an isolated and confined environment as determined by a psychological (adaptability) assessment
- be certified as fit for Antarctic service by the AAD's Polar Medicine Unit.

Mandatory qualifications

- Hold a relevant trade or technical certificate founded on a full apprenticeship.
- Hold a current, unrestricted "C" class manual Australian driver's license.
- Hold a current Construction White Card

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Cameron Lea, 03 6218 2277
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=94867B73-B08C-6F2C-E2F1-E3BD4A305114

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- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies