



Commonwealth of Australia
APSJobs - Vacancies Daily
PS15 Daily Gazette Monday - 13 April 2026.pdf

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APSJobs - Vacancies Daily

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The date of publication of this Gazette is PS15 Daily Gazette Monday - 13 April 2026.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

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Vacancies

Vacancy VN-0768720

Australian Competition and Consumer Commission

Closing Date: Monday 27 April 2026

AER
AER, Legal, Corporate and Information Services, Information Services

Job Title	Information Technology Delivery Manager
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Adelaide SA, Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD
Salary	\$127,908 - \$141,555
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	Employees are expected to work a minimum of 2 days in office
Classification	Executive Level 1
Position Number	EA2026/90
Agency Website	https://www.accc.gov.au/

Job Description

<https://accr.bigredsky.com/page.php?pageID=106>

- Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?
- Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?
- Are you interested in successfully developing, coordinating, overseeing, and delivering projects across AER's Data and Digital Transformation Program?

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for

Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

What you will do as the Information Technology (IT) Delivery Manager

The IT Delivery Manager works closely with the Director, Technology Delivery to deliver the transformation program to the AER. The role acts as a bridge between IT and business, coordinating digital development activities to ensure the transformation program plan is effectively executed and dependencies and risks are managed.

The IT Delivery Manager leads and coordinates data and digital transformation initiatives. The IT Delivery Manager is a driven and talented professional with well-rounded data and digital program development skills, has a track record of managing a portfolio of projects, understanding values drivers, and supporting program delivery. The IT Delivery Manager builds effective relationships with key business stakeholders and works closely with change and communications teams to effectively schedule and sequence projects and manage expectations. They will also help develop the organisational program delivery competency within the branch and guide and mentor less experienced staff.

Operating under broad direction and exercising a considerable degree of independence, as the IT Delivery Manager, you will:

- Oversee the planning, execution, and delivery of data and digital projects, ensuring they are completed on time, within budget, and to the required quality standards.
- Determine and document project requirements and outcomes to ensure Program success.
- Liaise with the Program Management Office (PMO) to establish key performance indicators (KPIs) to track the success of data and digital projects and report on progress to senior management.
- Ensure effective resource management where required including personnel, budget and technology.
- Coordinate day-to-day activities and tasks associated with the program, ensuring that all components are progressing as planned.
- Negotiate, engage, and manage relationships with internal and external stakeholders to deliver on the transformation program.
- Assess and select the appropriate digital technologies and platforms that will drive the transformation. Ensure seamless integration of new digital tools with existing systems and processes.
- Identify and lead innovative solutions and use professional judgement to evaluate ambiguous or incomplete information.

- Work closely with the PMO to ensure that all projects within the program adhere to established standards, guidelines, and best practices.
- Manage internal and external stakeholder relationships to achieve project and AER outcomes.
- Understand and apply complex policy and technical concepts to solution design, development, and implementation.
- Act as a point of contact between the program team, stakeholders, and external parties, facilitating collaboration and information sharing.

Eligibility

About you

In order to succeed in the role, you will have:

- Demonstrated experience leading a team or similar role in a fast-paced and large complex people-centred organisation.
- Experience in managing and coordinating digital projects and transformation programs along with deep understanding of program planning, project sequencing, and business process optimisation.
- Ability to develop and manage day to day program activities including multiple project coordination, timelines, and budgets coupled with strong organisational skills and attention detail.
- Understanding of digital technologies, platforms, and tools along with ability to work with project management software and reporting tools.
- Ability to organise meeting, events, and training sessions along with proficiency in maintaining detailed documentation and records.
- Experience in supporting and mentoring colleagues across the agency in best practice communications and/or stakeholder engagement activities for diverse audiences.

To find out more about us and the role, please read the Candidate Kit.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Competition and Consumer Commission

The ACCC is an independent statutory authority that administers the Competition and Consumer Act 2010 and other Acts. The ACCC works to promote effective competition and fair trading in the market place to benefit consumers, business and the community, and efficiency in the delivery of certain infrastructure services. The AER is a part of the ACCC. The AER is Australia's national energy market regulator and has an independent board. The AER shares employees, resources and facilities with the ACCC.

To Apply

Position Contact	Skanda Kallur, (07) 3811 9271
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768728

Australian Competition and Consumer Commission

Closing Date: Monday 27 April 2026

Australian Energy Regulator
Legal, Corporate & Information Services

Job Title	.NET Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Melbourne VIC, Canberra ACT, Sydney NSW
Salary	\$127,908 - \$141,555
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	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/91
Agency Website	https://www.accc.gov.au/

Job Description

<https://accc.bigredsky.com/page.php?pageID=106>

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to work in a specialised Scrum team that forensically analyses complex market data to support the AER's regulatory and enforcement work?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

- Provide technical leadership by modelling expected leadership behaviours, fostering a collaborative environment, coaching team members, giving ongoing feedback, resolving conflict, and supporting career development.
- Develop IT solutions for complex energy-market data issues within a specialised Scrum team, providing direction, guidance and insight.
- Oversee the gathering of IT requirements and evaluate solution options.
- Lead the development, maintenance, and documentation of the enterprise .NET solution architecture.
- Implement, configure and deploy on-premises and cloud-based C# .NET applications (including console apps, Windows services and Azure Functions), including migration of legacy solutions and integration with advanced SQL databases.
- Maintain and enhance AER's C# .NET APIs and microservices, including authentication, transformation, ingestion and workflow services.
- Undertake technical leadership roles within IT projects.
- Contribute to initiatives to improve the way the AER manages data and systems.
- Establish and maintain constructive relationships with internal and external stakeholders, including senior leaders, external advisers, energy market participants, Commonwealth and state/territory governments, and consumer groups.

Eligibility

In order to succeed in the role, you will have:

- At least 5 years of work experience in:
 - Business analysis gathering IT requirements and developed skills to implement robust solutions.
 - C# .NET development, including console applications, Windows services, and Azure services (e.g. Azure Functions and Web APIs)
 - Development of microservices architecture, event-driven systems, and domain-driven design (DDD).
 - SQL database development and integration with .NET solutions (e.g. Microsoft, Oracle and Azure)
 - Version control systems and CI/CD (e.g. Azure DevOps).
- Demonstrated ability to lead technical projects to completion and supervise teams using agile (Scrum) and project management methodologies (PRINCE2).
- A well-developed understanding of Australian energy markets, and of the AER's role, purpose and objectives (or the ability to quickly acquire this knowledge).
- Tertiary qualifications in computing, information technology, data management or a related field.

To find out more about us and the role, please read the Candidate Kit.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Brian Wong, 08 8213 3454
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768730

Australian Competition and Consumer Commission

Closing Date: Monday 27 April 2026

Australian Energy Regulator
Legal, Corporate & Information Services

Job Title	ICT Service Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Sydney NSW
Salary	\$127,908 - \$141,555
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	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/96
Agency Website	https://www.accc.gov.au/

Job Description

<https://accc.bigredsky.com/page.php?pageID=106>

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead a team that supports and manages the AER's data and applications systems?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our

skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

The Legal, Corporate and Information Services Division provides the professional corporate services and information the organisation requires, when they are required, to operate effectively. The Division's remit includes specialised legal services, human resources, finance and procurement, IT applications and data governance, and corporate reporting and governance functions. The Division also has responsibility for the operation of the energymadeeasy.gov.au website.

The Information Services branch provides a centralised ICT and data capability to the AER and supports the agency's policy and governance settings in relation to ICT and data governance. The branch also provides ongoing support and guidance on ICT and data project management, data governance, and specialised data applications including business intelligence tools.

The branch's two key broad functions are maintaining and operating the AER's ICT and data infrastructure, and overseeing the implementation of AER Data Strategy Program and ICT and data governance through a project management office.

What you will do as the ICT Service Manager

The ICT Service Manager works under general direction to manage operational vendor delivery and contract support services for AER's data and applications systems, which may include but not limited to: MS Dynamics 365, MS Power Apps Portal, MS Azure Services and the AER website.

The ICT Service Manager is a leader, responsible for defining and managing the requirements, scope, and the end-to-end delivery of contract support services ensuring compliance with the Agency's management framework, policies, and procedures. The ICT Service Manager is responsible for advising and negotiating support services contracts and leading the delivery of operational initiatives to effectively manage and monitor the services. This role ensures that services are delivered efficiently, incidents are resolved promptly, and the applications operates smoothly to meet the business needs of the agency.

Working in collaboration with the business and other relevant stakeholders, the ICT Service Manager will be able to understand business value drivers, manage a portfolio of support services contracts, and deliver high quality operational outcomes.

As the ICT Service Manager, duties include but are not limited to:

- Serving as the primary point of contact for vendor contracts, ensuring compliance with service level agreements (SLAs), and managing vendor relationships to support effective service delivery.
- Managing procurement and contract negotiation support services for AER's Data and applications owners and line areas.
- Scoping data and system requirements aligned with the AER's operational objectives, evaluating vendor proposals, identifying preferred suppliers, and delivering comprehensive recommendations to the AER.
- Implementing work plans, setting tasks and priorities, and managing workflow between external vendors, internal operational teams, and project teams.
- Leading and developing incident management processes, including the identification, logging, resolution of incidents and workflow with all stakeholders.
- Managing research and analysis of key issues relating to AER's data and application systems, identifying support service improvement opportunities and solutions, and performing risk and root-cause analysis for major incidents with coordinated mitigation strategies.
- Providing expertise across a broad range of activities relating to the agency operational and transformation work program and ensuring an in-depth knowledge of government wide contract and procurement compliance with relevant legislation and policy frameworks.
- Identifying and leading innovative solutions and using professional judgement to evaluate ambiguous or incomplete information.
- Understanding, developing, and applying complex policy and technical concepts to solution design, development, and implementation.

Eligibility

All candidates are expected to meet the APS Integrated Leadership Profile (ILS) for the EL1 classification. This role in particular requires:

- Demonstrated experience leading vendor negotiations to manage support services with applications like MS Dynamics 365 applications, MS Power Apps Portals, web sites, and more.
- A proven track record of leading service management, operational processes, incident resolution and managing vendor relationships to ensure compliance with SLAs.
- A strong understanding of digital technologies, platforms, and applications processes.
- Demonstrated experience in supporting, training and mentoring colleagues across the agency in best practice communications and/or stakeholder engagement activities for diverse audiences.

To find out more about us and the role, please read the Candidate Kit.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Leigh Berrell, 0412 100 045
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768731

Australian Competition and Consumer Commission

Closing Date: Monday 27 April 2026

Australian Energy Regulator
Legal, Corporate & Information Services

Job Title	Director, Platform Services
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$148,287 - \$173,778
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	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 2
Position Number	EA2026/92
Agency Website	https://www.accc.gov.au/

Job Description

<https://accc.bigredsky.com/page.php?pageID=106>

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to oversee the strategy, development and operation of AER's core digital platforms, internal systems and applications and ensure they evolve to meet business needs?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

- Develop the platform vision and strategy for AER's existing and emerging platform services, including translating digital transformation priorities into platform changes, new developments and improvements that support business outcomes.
- Act as the principle subject matter expert for the EDP and UDP platforms and guide the development and delivery of enhancements and functional extensions of those platforms in alignment with platform strategy and agency objectives.
- Lead and guide the Platform Owners to collectively collaborate with the AER Enterprise Architect and other stakeholders to define the roadmap, initiatives, and schedule for our Digital Transformation program.
- Co-ordinate delivery of platform-related project outcomes, integrated outputs, and services within approved project scopes and budgets.
- Work with the CIO and Enterprise Architect providing specialist advice to collaboratively resolve issues relating to scope, resourcing, and design issues for our Digital Transformation program.
- Ensure the effective delivery of integrated platform services in accordance with approved budgets.
- Ensure platform stability, scalability, security, affordability, currency, and performance.
- Manage the performance of Platform Owners, foster cross-team collaboration, and develop talent and capability.

Eligibility

In order to succeed in the role, you will have:

- An understanding, or the ability to quickly acquire an understanding of, the Australian energy markets and the role, purpose and objectives of the AER.
- A deep understanding of technology, cloud, SaaS, or relevant platform domains.
- A proven ability to manage complex projects.
- Proven experience in developing, implementing and delivering complex cloud data warehouse and analytics services.
- A baseline security clearance or be able to obtain and maintain a security clearance.
- Tertiary qualifications in a relevant discipline is also highly desirable.

To find out more about us and the role, please read the Candidate Kit.

Notes

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To Apply

Position Contact	Leigh Berrell, 0412 100 045
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768608

Australian Electoral Commission

Closing Date: Monday 27 April 2026

Service Delivery Group
Communication, Education and Engagement Branch Election Education

Job Title	Assistant Director, Adult and Community Education
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$122,163 - \$137,665
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	2026-055 17473
Agency Website	https://www.aec.gov.au/

Job Description

<https://candidate.aurion.cloud/aec/production/redirect/to/dmFjYW5jaWVzLzI5MTIzNDY0NzUwNjUxOTIh-MS9IZGI0>

About the Branch

The Electoral Education section sits within the Communication Education and Engagement Branch at the AEC. The branch is a team of energetic, passionate and skilled professionals, responsible for ensuring all people are informed about the process of voting in federal elections and referendums and encouraging voters to participate. This includes consideration of people who experience barriers and may need additional support to equitably participate. This is achieved through the collective work of our sections, covering electoral education, strategic communication, campaigns, community engagement, Indigenous electoral participation, and design.

About the Section

The Electoral Education team are education experts who deliver innovative and high-quality programs that are inclusive, accessible and engaging. The section is responsible for the AEC's school and community education program including the highly regarded National Electoral Education Centre at Old Parliament House in Canberra; a digital 3D electoral game available to schools via an app; online education resources; and a teacher professional learning program.

The adult and community education program

includes the Writs to Referendums exhibition at Old Parliament House; and a well-established community and adult education program with a particular focus on communities that may face barriers to electoral participation.

The Community and Adult Education team works in consultation with the Strategic Communication, Community Engagement and Design teams as well as the Indigenous Electoral Engagement Program within the branch to develop and deliver educational resources that build trust and participation in Australia's electoral system. This includes co-design with target audience groups, consultation with internal and external stakeholders, procurement and contract management, and program evaluation.

Duties

The EL1 Assistant Director, Community and Adult Education, leads a small team responsible for delivering the AEC's community and adult education resources. These resources support education programs and sessions delivered by AEC staff and community organisations, aligned with identified needs and education objectives. The role will also be involved in supporting the delivery of electoral education resources for teachers and school-aged learners.

Key position responsibilities include managing the development of accessible and inclusive community education resources and modularised training packages for elections, by-elections and referendums, with a particular focus on those who may face barriers to participation.

In this role you will collaborate with internal and external stakeholders and take a co-design approach to the planning, development, implementation and evaluation of educational resources for the Australian community with the aim to support a positive education experience about Australia's electoral system and federal system of government.

You will contribute to the continual development, implementation and evaluation of AEC education programs ensuring inclusive, accessible and contemporary educational techniques are utilised. You will also assist in the design, implementation, review and evaluation of education materials and resources available for students, teachers and schools on the Australian electoral system.

The role also involves developing and maintaining relationships with Commonwealth, state and territory electoral management bodies, education professional associations, peak bodies and organisations, and participating in relevant advisory and working groups. You will be responsible for managing a small team, as well as contractors and vendors to deliver projects to meet education needs and requirements.

To excel you'll have:

Strong leadership skills and demonstrated experience in community and adult education and the development of inclusive and accessible education resources.

- Excellent communication and interpersonal skills with demonstrated ability to communicate effectively and strategically with diverse stakeholder groups to build support to achieve outcomes.
- Demonstrated ability to work in a fast-paced environment, managing multiple competing priorities with flexibility in the face of changing priorities and deadlines.
- Exceptional oral and written communication skills including demonstrated ability to prepare briefing documents and submissions and explain complex issues simply.
- Demonstrated high levels of personal integrity, accuracy and impartiality while achieving results within legislative and policy parameters.

Desirable

- Tertiary qualification in education, training or related field.
- Experience with the implementation of contemporary digital education, such as video casting, educational games, or virtual reality.
- Knowledge of, or ability to quickly gain knowledge of:
 - Australian electoral law and practice
 - Commonwealth frameworks and strategies, including the Australian Government Multicultural Access and Equity Policy, Australia's Disability Strategy 2021-31 and the 'Engage!' youth strategy.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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	Terri Thomas, terri.thomas@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/redirect/to/dmFjYW5jaWVzLzI5MTIzNDY0NzUwNjUxOT

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Vacancy VN-0768350

Australian Government Solicitor

Closing Date:Monday 04 May 2026

Australian Government Solicitor
Dispute Resolution

Job Title	Senior Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Perth WA, Adelaide SA, Melbourne VIC, Canberra ACT
Salary	-
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 can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1;Executive Level 2
Position Number	TBC
Agency Website	

Job Description

<http://www.ag.gov.au/employment/current-vacancies.html>

Duties

- Senior Lawyers (Executive Level 1 and Executive Level 2)
- Sydney, Melbourne, Brisbane, Adelaide, Canberra and Perth
- Ongoing (permanent) and non-ongoing roles

Opportunities exist for dispute resolution senior lawyers to join our Tax team undertaking litigation in a range of practice areas for the Commissioner of Taxation, including tax appeals and reviews in the Federal Court and Administrative Review Tribunal, judicial review proceedings, and recovery work in various jurisdictions.

About us

Australian Government Solicitor (AGS) is the Australian Government's central legal practice and part of the Attorney-General's Department. AGS helps Commonwealth clients to manage legal issues, navigate new challenges and find solutions which deliver the best outcomes for Australia. We are a self-funded legal practice and compete for our work.

AGS is unique. AGS is dedicated to the national interest and is a trusted advisor to Government.

AGS is innovative. Drawing on an exceptional depth of experience and expertise, we assist the Australian Government in the development and implementation of solutions to legal issues that have national importance.

AGS is diverse. With offices in every capital city and a team of 800 staff, including over 576 lawyers, we work in more than 40 different areas of law related to government.

About the roles

The AGS Dispute Resolution practice (DR) is Australia's pre-eminent public law litigation practice. It has unrivalled experience and specialist expertise in providing dispute related legal advice and representation in every jurisdiction in Australia, across a diverse range of legal matters for Commonwealth agencies, including a very significant practice representing the Commonwealth's regulatory enforcement agencies, administrative law, tax litigation, employment law, torts law and information access law. AGS acts for the Commonwealth in the full range of disputes to which it is a party or in which it has an interest (including access to sensitive information) and advises on investigations including for law enforcement and national security agencies. DR also represents the Commonwealth before inquests, inquiries and royal commissions, and as the solicitor assisting royal commissions. In addition, DR has a specialist in-house counsel practice, led by Tim Begbie KC.

In these roles you will:

- work on a range of litigation matters (and litigation-related advice matters) for the Commissioner of Taxation
- manage or assist with taxation litigation across a range of jurisdictions, including the Federal Court, Administrative Review Tribunal and State Courts
- represent Commonwealth agencies in dealings with other parties, witnesses, and counsel
- undertake work in other areas of law relevant to the work of AGS Dispute Resolution.

For further information about the requirements of the roles, please refer to the role descriptions available on our recruitment portal.

About you

The successful candidates will ideally have:

- generally, at least 5 years' (EL1) or 7 years' (EL2) post-admission experience in the relevant field
- experience in the relevant field and in other areas of law relevant to the work of dispute resolution
- experience in managing commonwealth litigation matters
- a strong understanding of relevant law in the area and the ability to clearly articulate technical arguments and draft advisory opinions
- the ability to work under pressure, think creatively, and deliver innovative, client focused legal solutions.
- excellent interpersonal skills, negotiation skills and the ability to persuade.

You will work with a community of professionals dedicated to the national interest. You will work collaboratively in an inclusive environment where everyone's contribution is valued, and success is rewarded. We offer our lawyers commercially competitive remuneration packages, including 15.4% superannuation.

With open door access to some of Australia's most respected lawyers, we are a developer of talent and critical thinking and you will partner with our clients to deliver creative solutions to current and emerging legal issues of national importance.

AGS is a supportive organisation which embraces diversity. We understand that work is only part of your life and, while our work can be demanding at times, we also provide access to a range of flexible working options, generous leave entitlements and wellbeing benefits to support your needs throughout your career.

To apply

To apply, please click the “Apply” button. Applications close at 5:00pm (AEST) on Monday, 4 May 2026.

Further enquiries

Further information can be obtained by contacting Jill Mackay, HR Business Partner on 02 9581 7568.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the required 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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Government Solicitor

AGS is unique. Regarded as the leading providers of legal services to government, we are a national, commercially competitive law practice within the Attorney-General's Department. Our team of around 800 employees, located in 7 offices around Australia, provides expert services in all areas of law connected with government.

To Apply

Position Contact	Jill Mackay, 02 9581 7568
Agency Recruitment Site	http://www.ags.gov.au/employment/current-vacancies.html

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Vacancy VN-0768709

Department of Finance

Closing Date: Monday 27 April 2026

Enterprise Systems and Services
Operations and Service Management

Job Title	Payroll Team Leader
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$101,355 - \$123,702
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	Finance supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2026/049
Agency Website	www.finance.gov.au

Job Description <https://financejobs.nga.net.au/?jati=6D721C1B-E438-9CEA-7B28-ECD776956FCD>

ABOUT THE TEAM

The Service Delivery Office (SDO) is a leader in providing services under the Whole-of-Government Shared Services Programme. The SDO presents a unique opportunity to be involved in developing innovative service delivery arrangements, with an approach to collaboration and sharing of resources that has the potential to add value to not only existing customers but to set the scene for new ways of working across the Australian Public Service.

The Payroll Team manages the transactional pay and entitlement of agency employees. We are responsible for the management and administration of all payroll systems and processes and associated human resources data and reporting. We are committed to consistently improving service standards through innovation, benchmarking and systems/process enhancements.

Duties

ABOUT THE OPPORTUNITY

The Payroll Team Leader is responsible for supporting the Team by providing informed advice to managers and employees on a range of employment entitlements. The position is also accountable for handling more complex pay matters.

The APS6 Payroll Team Leader is responsible for:

- Undertake tasks related to the leadership of the team in delivering first class customer service in accordance with service level agreements
- Training and knowledge transfer across the team
- Proactively monitor and manage productivity and quality assurance processes of the team's output
- Actively build and maintain productive relationships
- Promoting achievement of continuous improvement through innovation
- Lead/Manage the creation and update of procedures and processes and training of team members
- Resolve and provide advice on complex matters and identify areas that require escalation to senior management
- Complex processing and checking such as VR's, Death, Compensation, Leave Liabilities and SES Remuneration.
- Project involvement and UAT

DETAILED VACANCY INFORMATION

For detailed information about this role, including the job specific capabilities, please refer to the downloadable vacancy pack, which can be accessed by clicking the hyperlink at the bottom of this page.

Eligibility

- Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- We encourage and welcome applications from Aboriginal and Torres Strait Islander peoples, people with Disability, LGBTQI+ people, people from culturally and linguistically diverse backgrounds and mature aged people.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Finance

As a central agency of the Australian Government, the Department of Finance (Finance) plays an important role in assisting government across a wide range of policy areas to ensure its outcomes are met. Finance supports the government's ongoing priorities through the Budget process and fosters leading practice through the public sector resource management, governance and accountability frameworks. Finance plays a leading role in advising the government on many of its strategic priorities. We do this through our professional and considered approach to providing advice, developing policy, delivering services and engaging with our clients and stakeholders. Finance's key areas of focus are: - Budget - Business Enabling Services - Commercial - Governance and Resource Management

To Apply

Position Contact	Maria Puskas, 6240 9274
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=6D721C1B-E438-9CEA-7B28-ECD776956FCD

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Vacancy VN-0768696

Job Title	Client Service Officer
Job Type	Part-Time, Ongoing
Location	Parramatta NSW
Salary	\$79,125 - \$84,555
Future Merit Locations	Parramatta
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 4
Position Number	213-03-26
Agency Website	https://www.fcfcga.gov.au/

Job Description

<https://fcajobs.nga.net.au/?jati=2BB5F5A3-D3D8-EDF8-3583-ECD7738E1682>

Position Overview

This position is primarily responsible for the provision of services directly to the judiciary in specific locations and the public both locally (face to face) and/or nationally (as part of a dispersed national team).

Staff working nationally will work in the Strategic Support Hub (SSH) and have broad responsibility nationally across both general federal and family law jurisdictions for enquiries management, filed document management and Registrar Support in Family Law. The SSH includes the contact centre and national entry point for telephone, email and live chat contacts and national document management for both general federal and family law. It also oversees the National Support Pool assisting Deputy Registrars working in family law nationally. Staff at the SSH report to the Team Leaders Strategic Support Hub and may be located at dispersed locations nationally working with other SSH staff.

Staff working in Location Based Support will provide a pivotal role delivering local services directly to the judiciary and face-to-face clients attending court locations. Staff in Location Based Support are in a specific registry location to provide support at a local level. Staff within this stream report to a Location Based Team leader, either Manager Court Operations or Director Court Operations, depending on the location's size and structure.

SSH and Location Based Support staff integrate across areas of responsibility to provide a holistic service to judges, staff, litigants and the profession.

This position may be required to work in either the SSH or Location Based Support across any of the streams of work managed by the respective teams. There is an expectation that regular role rotation and cross skilling will take place to ensure all staff maintain a broad range of skills.

Duties

The responsibilities of the position are to:

- provide information and advice relating to court services, procedures, processes and forms as well as external options to clients to assist them to resolve their enquiries and issues
- progress cases by providing administrative services in accordance with court processes, including document lodgement, enquiries management, Registrar support and receiving and reconciling court fees and charges
- assist in the management of complex cases through the case management system
- Work independently within defined rules to apply legislation, guidelines and court processes.
- Identify issues and contribute to the resolution of problems.
- schedule and prioritise matters for hearing and other interventions to achieve the earliest possible resolution
- liaise with a range of internal and external stakeholders including Judge's chambers, Registrars and their support staff, managers, legal practitioners, community organisations and other service providers to assist the resolution of cases
- coach employees, identify training needs and provide quality assurance
- collate, analyse and produce reports as required, and
- Assist Registrars as required.

Eligibility

Selection Criteria

1. A demonstrated record of success in the provision of service to clients involving working directly with the general public and a demonstrated understanding of and commitment to providing client focused services in a high-volume environment.
2. A demonstrated high level of organisational, analytical and problem-solving skills, the ability to use initiative and work independently and the ability to prioritise work to meet deadlines.
3. A demonstrated ability to work well in a team, foster a positive team environment and demonstrated experience coaching and training colleagues (or related experience)
4. A demonstrated capacity to communicate effectively both orally and in writing with people from a wide range of backgrounds, including clients, other staff members, the judiciary and senior management. This will include a proven ability to manage stressful and/or conflict situations in a professional manner, on a continual basis.
5. A demonstrated ability to contribute to and support change in the workplace including a strong ability to identify opportunities for process improvement. In addition, quickly acquire a sound working knowledge of court procedures, guidelines and policies.

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 written response to the selection criteria listed in the position description (maximum word limit 1500). Please ensure this document is attached before submitting your application.

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

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.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Federal Circuit and Family Court of Australia

The Federal Circuit and Family Court of Australia Act 2021 (FCFCOA Act), which came into effect on 1 September 2021, merged the Family Court of Australia and the Federal Circuit Court of Australia into a unified court system known as the FCFCOA. The FCFCOA (Division 1) is a superior court that handles the most complex family law cases and serves as the appellate court for family law matters. It operates nationwide, except in Western Australia. The FCFCOA (Division 2), a federal court, shares jurisdiction over family law and child support with Division 1, but also handles general federal law matters, such as administrative law, bankruptcy, intellectual property, and migration law. The Federal Court of Australia entity engages employees under the Public Service Act 1999 to support the Federal Court, the FCFCOA (Divisions 1 and 2), and the National Native Title Tribunal. Established by the 2016 Courts Administration Legislation Amendment Act, each court retains its own identity and judicial independence. FCFCOA employees are covered by the Federal Court Enterprise Agreement 2024–2027.

To Apply

Position Contact	Sophie Hong, 02 8833 1505
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=2BB5F5A3-D3D8-EDF8-3583-ECD7738E1682

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Vacancy VN-0768697

Job Title	Senior Project Officer – Field Management
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	\$88,833 - \$96,829
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 working arrangements are available and may be negotiated with the business area
Classification	APS Level 5
Position Number	889
Agency Website	

Job Description

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

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

Managing a reef roughly the size of Italy demands many skills and talents, so you don't have to be a marine biologist to contribute to our mission. From finance to marketing roles, we have a team almost as diverse as the ecosystem we protect. Our commitment and dedication to the Great Barrier Reef and the Australian public have a long-lasting impact, and we are looking for individuals who can bring their unique skills, experience, and knowledge to our high-performing and inclusive organisation.

The Position

We are seeking an administration professional to provide business and governance support services for the Reef Joint Field Management Program, a partnership between the Great Barrier Reef Marine Park Authority and the Queensland Parks and Wildlife Service.

The position works within a small team that manages the governance arrangements, planning and reporting of the Reef Joint Field Management Program and its outcomes in managing Marine Parks and Island National Parks in the Great Barrier Reef World Heritage Area. This includes the management of agreements within the partnership and with other partner agencies, Traditional Owners and interest groups. The role is key in providing oversight of the budget and expenditure of the Program. The position works closely with the operational and corporate functions of both the Great Barrier Reef Marine Park Authority and the Queensland Parks and Wildlife Service.

About You

- You thrive on working as part of a small team that achieves results, and you are recognised for your ability to manage sensitive and confidential information.
- You have a solid understanding of governance, business planning, and reporting in a government context
- You will have experience in managing agreements and contracts and in using budgeting and reporting systems
- You have high level liaison and negotiation skills that you will use across operational and corporate service functions of both agencies to achieve coordination of the Program.
- You will be an excellent communicator, both in the written and verbal forms, across all agency levels. Your communication skills ensure positive internal and external relationships are developed.

Duties

- Be accountable for the development and management of high level agreements and contracts across the Program, including the monitoring of deliverables and expenditure and ensuring payments against milestones in accordance with legislative requirements.
- Coordinate and advise on financial management and budgetary activities including the preparation of accurate Program budgets, reporting on expenditure and implementing remedial strategies across the Program within set timeframes and quality requirements to achieve business outcomes.
- Provide high level support to the Reef Authority and QPWS team members in implementing the governance arrangements of the Program, including the coordination and preparation of meeting agendas, high level papers, and reports.
- Assist with the development (including writing), implementation, monitoring and evaluation of business strategies, annual business plans, and annual reports to deliver effective and efficient business outcomes.
- Co-ordinate and prepare Program level briefing notes, correspondence, ministerial responses, event briefs, and other information requests, ensuring information is accurate and deadlines are met.
- Work collaboratively, consult, and share information with internal and external stakeholders, actively engage in knowledge transfer and seek input from others to achieve business outcomes.

Eligibility

Essential Requirements

- To be eligible for employment, candidates must be an Australian citizen at the time of application.
- The position requires a Baseline security clearance. Successful candidates will be required to obtain and maintain a clearance at this level.
- The successful candidate will be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service.

Desirable qualifications or equivalent experience

- Formal qualifications or relevant experience in business and administration support, including the management of agreements and contracts and use of financial management and reporting systems.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Fiona O'Grady, 0457 641 942
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0768581

National Capital Authority

Closing Date: Sunday 26 April 2026

Operations Visitor Experience, Events & Marketing

Job Title	Senior Marketing & Digital Content Officer
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$99,734 - \$111,701
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	APS Level 6
Position Number	1085
Agency Website	https://www.nca.gov.au/about-us

Job Description

<https://www.nca.gov.au/about-us/careers/current-vacancies>

The National Capital Authority (NCA) has responsibility for the promotion of the National Triangle. Attracting visitors to celebrate and engage with the story of the National Capital. Each year, experiences and activities are created that enhance the awareness of the National Capital and its national significance, creating a safe precinct that welcomes visitors. The National Triangle is supported by active marketing campaigns, social media and digital communications that engage the Australian public.

The NCA is currently going through a period of transformation, with a focus on building a precinct brand that will attract visitors to the National Triangle. A major focus is the development a new National Triangle brand identity, campaign and website.

The Senior Marketing and Digital Content Officer will play an integral role in supporting the roll out of this new National Triangle brand. Supporting the Marketing activities, work will be complex in nature and involve various activities that attract visitation and encourage visitors to connect and explore the National Triangle.

Duties

Working under limited direction, duties may include:

1. Develop high quality and creative advertising campaign briefs and liaise with internal and external stakeholders to deliver successful tourism campaigns promoting the National Triangle as a premier tourism precinct.
2. Research, plan, develop and implement innovative digital campaigns using video and photography content for social media, website and other National Triangle digital platforms used at the NCA, with a focus on developing content that creates awareness of National Triangle campaigns and the growth of the National Triangle social media channels.
3. Manage and monitor the day-to-day National Triangle social media platforms, ensuring regular posting that promotes the precinct's tourism offerings, activities and events with high attention to detail. Liaise with audience to increase engagement and satisfaction.
4. Keep up to date with industry trends, and lead discussions around digital improvements that will enable the National Triangle to improve its communication and engagement with audiences.
5. Regularly review completed campaigns and digital content produced, by analysing performance metrics, and propose process improvements to refine content and consistently captivate audience.
6. Assist in the financial management of the marketing budget. Oversee expenditure and ensure campaigns are managed within the budget.
7. Responsible for the preparation and presentation of reports on marketing campaigns and performance to management with support from the Manager, Marketing.
8. Liaise with internal and external stakeholders such as content creators, social media networks and other government agencies to develop professional networks and represent the NCA at relevant meetings.
9. Undertake procurement activities and manage contracts for the Marketing Team, ensuring effective risk-mitigation
10. Provide administrative assistance on long-term projects and objectives under the direction of the Manager, Marketing.
11. Participate as a constructive member of the National Capital Authority and provide reasonable support with Branch functions as required.

Eligibility

- Demonstrated experience in project management
- Established network across Commercial, Government and Tourism sectors in Canberra.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National Capital Authority

The National Capital Authority is the Australian Government agency dedicated to ensuring that Canberra is planned and designed in accordance with its significance as the National Capital. Our work encompasses urban planning, development approvals, events management, asset management, heritage, capital works, education and leasing and licencing of the diplomatic estate.

To Apply

Position Contact	Libby Bain, 6272 2970
Agency Recruitment Site	https://www.nca.gov.au/about-us/careers/current-vacancies

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Agriculture, Water and the Environment

Vacancy VN-0768592

Department of Agriculture, Fisheries and Forestry

Closing Date: Monday 27 April 2026

Australian Bureau of Agricultural and Resource Economics and Sciences
(ABARES)

Job Title	Executive Director, ABARES
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
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	Flexible working arrangements may be considered based on operational requirements.
Classification	Senior Executive Service Band 2
Position Number	2026/689
Agency Website	https://www.agriculture.gov.au

Job Description

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

If you are motivated to lead ABARES, one of Australia's most respected research bureaus, into its next phase and build on a strong foundation to deliver trusted, independent insights that shape national decisions, we encourage you to apply.

Duties

As the Executive Director, you will lead ABARES and provide strategic, intellectual and cultural leadership across the division and department. Reporting to the Deputy Secretary of the Agriculture, Fisheries and Forestry Policy Group, you will guide ABARES' strategic direction, ensure the delivery of high-quality and trusted insights, and strengthen ABARES' contribution to government priorities and public debate.

As Executive Director, you will:

- Set and lead ABARES' strategic research agenda, aligned to government, departmental and stakeholder priorities over the medium term.
- Ensure delivery of high-quality, timely and policy-relevant research, data and analysis, while maintaining ABARES' professional independence and reputation.
- Oversee development and delivery of the annual ABARES workplan, balancing short-term policy demands with longer-term capability building.
- Lead ABARES' contribution to major national conversations, including through the National Outlook Conference and public engagements.
- Drive uplift of data, digital and analytical capability, including governance, security and system modernisation.
- Strengthen collaboration across DAFF, central agencies, state government, industry and research institutions.
- Provide strong people and cultural leadership, building an inclusive, high-performing and agile work force.
- Represent ABARES and the department with ministers, senior officials, industry leaders, researchers and the media.
- Contribute to group, department and whole-of-government leadership, including strategic initiatives and priority reforms.

To be successful, you will need to meet the Senior Executive Service capability profile for the SES Band 2 level, and demonstrate:

- Proven leadership of multidisciplinary research, analytical and policy organisations in dynamic, complex and high-profile environments.
- Strong conceptual and analytical capability, and the judgement to apply evidence to real-world policy challenges facing the agriculture, food and fibre sectors.
- Ability to balance independence, responsiveness and strategic foresight.
- A record of building trusted relationships with senior stakeholders across government, industry and academia and ability to work together to solve complex problems and guide negotiations to a point of resolution in a productive way.
- Demonstrated strategic perspective and ability to manage competing demands whilst working to tight deadlines.
- Highly developed management and stakeholder engagement skills with the ability to represent the department at a range of forums.
- Ability to communicate effectively with diverse audiences, translating complex analysis into clear, accessible and compelling insights for decision-makers and public audiences.

- Commitment to public service professionalism and probity and APS Values of integrity, accountability and inclusive leadership.

Eligibility

Mandatory requirements

This position requires you to hold a qualification in economics, science or related discipline.

Security clearance

This position requires a Negative Vetting 2 security clearance. The successful applicant will be required to obtain and maintain a clearance at the appropriate level for this position

Notes

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Matt Lowe, 02 6272 5880
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0768652

Department of Agriculture, Fisheries and Forestry

Closing Date:Tuesday 28 April 2026

Finance & Investment
Funding & Revenue Levies Regional Compliance

Job Title	Levies Regional Compliance Offices
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW
Salary	\$88,834 - \$96,829
Future Merit Locations	Various locations - VIC, Various locations - NSW, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Please refer to job description
Classification	APS Level 5
Position Number	2026/659
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Finance and Investment and the departments' goal.

Our division ensures the department remains financially sustainable, compliant, and well-equipped to meet its goals. We provide expert financial advice, tools, and support to help teams manage budgets, make informed decisions, and use public resources responsibly. By partnering across the department, we help align financial processes with strategic priorities. We also support ministers and stakeholders with clear, accurate financial insights that drive effective policy and program delivery.

The **Funding and Revenue Branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Levies compliance team** is responsible for the delivery of an annual risk-based compliance program that encourages levy payers to voluntarily comply with legislation and provides assurance to government and industry stakeholders that levy collections are materially complete. The Levies compliance team mitigates the risks of non-compliance by establishing and undertaking effective compliance activities in line with the regulatory responsibilities outlined in legislation and the department's regulatory responsibilities.

Duties

This is where you play an important role.

As the Levies Regional Compliance Offices, you will:

- Travel for up to one week at a time in metropolitan and regional areas across all states to inspect and interpret business and financial records pertaining to the collection and payment of agricultural levies and to ensure compliance with related legislation.
- Managing a diverse caseload of clients (levy collection agents) accounts across multiple agriculture sectors, ensuring their compliance with levy related legislation.
- Monitoring and following up on client enquiries, levy returns, new accounts and penalty remissions.
- Exercising the powers of an Authorised Officer in a regulatory, investigation and compliance role, identifying breaches of legislation and recommending action.
- With your team participate in add hock projects and research activities to identify new levy agents.
- Participating in the planning and implementation of a variety of proactive strategies to promote and encourage voluntary compliance in a regulatory environment.
- Maintaining effective working relationships with internal and external stakeholders.
- Displaying commitment to our Core 4 values of Working together, Courage, Diversity and Excellence.

Please note that the merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

The successful applicant will be required to undertake a Q-Fever tests and Q-Fever immunisation may be required, at the Departments expense, where immunity cannot be established.

Eligibility

Our ideal candidate will have:

Knowledge and Experience

The successful applicants will demonstrate the following:

- Demonstrated understanding of operational and financial business processes in a commercial environment.
- Demonstrated experience in a results orientated, client focused role.
- Demonstrated experience in a financial, compliance, regulatory or similar role.
- Proven ability to review and interpret financial and operational records.

- Demonstrated experience managing a diverse range of commercial clients.

Skills and capabilities

The successful applicants will demonstrate all or some of the following:

- Highly developed interpersonal, written and oral communication skills, including the ability to communicate with a diverse range of stakeholders in a sensitive and confidential manner
- Ability to review, interpret and analyse data, accounting and business records.
- Ability to operate autonomously and manage competing priorities.
- Solid research and problem-solving skills.
- The ability to quickly acquire an understanding of the Agriculture Primary industries Levy system and related legislation.
- Tertiary qualifications in business, accounting or a related field will be highly regarded.

Mandatory Qualification

- The department requires the successful candidate to obtain and maintain a Baseline Vetting security clearance.

The successful candidate:

- Must hold and maintain a valid Australian motor vehicle drivers licence.
- Must be able to undertake fieldwork in regional and remote locations for periods of up to a week at a time.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: <https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps> This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Phillip Harding, phillip.harding@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0768656

Department of Agriculture, Fisheries and Forestry

Closing Date: Tuesday 28 April 2026

Finance & Investment
Funding & Revenue Levies Regional Compliance

Job Title	Senior Levies Regional Compliance Officers
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	\$99,734 - \$112,044
Future Merit Locations	Various locations - NSW, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Please refer to job description
Classification	APS Level 6
Position Number	2026/660
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Finance & Investment Division and the departments' goal.

Our division ensures the department remains financially sustainable, compliant, and well-equipped to meet its goals. We provide expert financial advice, tools, and support to help teams manage budgets, make informed decisions, and use public resources responsibly. By partnering across the department, we help align financial processes with strategic priorities. We also support ministers and stakeholders with clear, accurate financial insights that drive effective policy and program delivery.

The **Funding and Revenue Branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Levies compliance team** is responsible for the delivery of an annual risk-based compliance program that encourages levy payers to voluntarily comply with legislation and provides assurance to government and industry stakeholders that levy collections are materially complete. The Levies compliance team mitigates the risks of non-compliance by establishing and undertaking effective compliance activities in line with the regulatory responsibilities outlined in legislation and the department's regulatory responsibilities.

Duties

This is where you play an important role.

As the Senior Levies Regional Compliance Officers, you will:

- Travel for up to a week at a time in metropolitan and regional areas across all states to inspect and interpret business and financial records pertaining to the collection and payment of agricultural levies and to ensure compliance with related legislation.
- Managing a diverse caseload of clients (levy collection agents) accounts across multiple agriculture sectors, ensuring their compliance with levy related legislation.
- Monitoring and following up on client enquiries, levy returns, new accounts and penalty remissions.
- Undertake a portfolio responsibility for a specific component of the Levies Compliance Program.
- Exercising the powers of an Authorised Officer in a regulatory, investigation and compliance role, identifying breaches of legislation and exercising the appropriate compliance response.
- Preparing, checking, and presenting briefs of evidence for criminal proceedings.
- Undertaking research and delivering technical advice and recommendations on complex issues relating to legislation, departmental policy, and procedures.
- Participating in the planning and implementation of a variety of proactive strategies to promote and encourage voluntary compliance in a regulatory environment.
- Leading engagement and negotiation with internal and external stakeholders to represent departmental interests and resolve complex issues.
- Providing support to the Regional Manager in the day-to-day operations of the local levy office.

- Displaying commitment to our Core 4 values of Working together, Courage, Diversity and Excellence.

Please note that the merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

The successful applicant will be required to undertake a Q-Fever tests and Q-Fever immunisation may be required, at the Departments expense, where immunity cannot be established.

Eligibility

Our ideal candidate will have:

- Highly developed interpersonal, written and oral communication skills, including the ability to communicate with a diverse range of stakeholders in a sensitive and confidential manner
- Proven ability to review, interpret and analyse data, accounting and business records.
- Proven ability to operate autonomously and manage competing priorities.
- Strong research and problem-solving skills with the ability to provide technical advice and recommendations in relation to legislation, policy, and procedures.
- Demonstrated experience in a financial, compliance, regulatory or similar role.
- Proven ability to review and interpret financial and operational records.
- The ability to quickly acquire an understanding of the Agriculture Primary industries Levy system and related legislation.
- Tertiary qualifications in business, accounting or a related field will be highly regarded.

Mandatory Requirement

The department requires the successful candidate to obtain and maintain a Baseline Vetting security clearance.

The successful candidate:

- Must hold and maintain a valid Australian motor vehicle drivers licence.
- Must be able to undertake fieldwork in regional and remote locations for periods of up to a week at a time.

Notes

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<https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps> This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Phillip Harding, phillip.harding@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0768706

Fair Work Commission

Closing Date: Sunday 26 April 2026

Pay Equity and Awards Team
Labour Standards Support Branch

Job Title	Senior Research Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	\$100,391 - \$115,479
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	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	APS Level 6
Position Number	3207
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

<https://fwc.bigredsky.com/page.php?pageID=106>

We are seeking a Senior Research Officer who has the relevant experience to join our Pay Equity and Awards Team.

The Senior Research Officer works as part of a team providing direct support to Expert Panels and Full Benches overseeing Pay Equity (equal remuneration and work value), Community and Care sector and Award related matters before the Fair Work Commission (Commission). The Senior Research Officer may also oversee the operations and development of the Modern Awards Pay Database.

As a Senior Research Officer, you will use your in-depth knowledge of the federal workplace relations system, including the *Fair Work Act 2009*, to research and analyse complex workplace relations issues, and to draft, proofread and review documents prepared by other team members to ensure that findings presented are accurate. You will also have an important role in contributing to the supervision and development of team members and setting work priorities.

The Pay Equity and Awards team provides research, analysis and case management support in award related matters including annual wage reviews, pay equity applications and other applications to vary modern awards. The team also provides subject matter expertise to the General Manager and the wider Commission.

Duties

- Undertake research and analysis on complex, workplace relations issues (including issues in relation to work value, gender pay equity (equal remuneration and work value) and the Care and Community Sector) and prepare complex wage analyses or review wage analyses, reports and other written material to support the work of Expert Panels and Full Benches.
- Co-ordinate and undertake administrative tasks supporting the work of the tribunal in relation to modern awards, including updating awards, publishing material on the Commission's website, dealing with enquiries to the team inbox and sending subscriber emails.
- Draft, proofread and review documents prepared by other team members such as briefing notes; web materials, information materials, determinations and correspondence.
- Use the organisation's record management, filing and reporting systems to maintain records and coordinate updates and enhancements to the Modern Awards Pay Database, manage documentation, manage workflow and collate reports.
- Contribute to the development of team policies and procedures in line with requests from statutory appointees and the Commission's business objectives. Develop and build team capability to support policies and procedures.
- Perform other duties as directed by the Director, Assistant Directors and/or the Executive Director, Labour Standards Support Branch.

Eligibility

Citizenship: The Fair Work Commission requires Australian citizenship as a condition of engagement.

National Police Check: To be eligible for employment with the Commission, the successful applicant must undergo and satisfy a National Police Check.

How to apply: Applications must be lodged online through the Commission's web-based e-recruitment system and include a current CV and a statement of claim of no more than **800 words**, outlining your skills and/or experience relevant to the advertised role using the '**Our ideal candidate**' section as your basis. For further information about 'Our ideal candidate' and how to apply, please click on '**Apply now**' and follow the prompts.

Notes

This recruitment process is being used to fill an ongoing position.

A merit pool of suitable applicants may be created from this process and will be active for 18 months from the date of this advertisement. We may choose to use this merit pool to fill further ongoing vacancies.

The Fair Work Commission has a broad range of functions relating to the workplace and seeks to discharge these functions in a way that best meets the needs of our community with a focus on access to justice. As an employer, the Commission values diverse views and backgrounds, including First Nations Australians, mature age workers, people from culturally and linguistically diverse backgrounds, carers, LGBTQIA+, people with disability and people who are neurodiverse. Our aim is to create a workforce that reflects the community in which we live. We also welcome conversations about working flexibly.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Fair Work Commission

The Fair Work Commission (Commission) is the national workplace relations tribunal. It is an independent body with power to carry out a range of functions relating to: • The safety net of minimum wages and employment conditions • Enterprise bargaining • Industrial action • Dispute resolution • Anti-bullying • Termination of employment • Registered Organisations. The Commission is a statutory authority with offices in each State and Territory. The majority of staff are based in Melbourne, Sydney and Brisbane. Commission staff are employed under the provisions of the Public Service Act 1999, which means they must uphold the APS Values and abide by the APS Code of Conduct. Employment conditions are set out in the Fair Work Commission Enterprise Agreement 2024-2027.

To Apply

Position Contact	Trudy Jones, (03) 8656 4731
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

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Attorney-General's

Vacancy VN-0768576

Federal Court of Australia

Closing Date:Sunday 26 April 2026

Federal Court of Australia
Native Title

Job Title	Senior Judicial Registrar - Native Title
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Perth WA, Sydney NSW
Salary	-
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;Hybrid
Office Arrangement Details	Flexible working arrangements may be considered in line with operational requirements
Classification	Senior Executive Service Band 1
Position Number	0238-03-26
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=D851D64A-50AF-60D6-47CD-ECD64DD02668>

Judicial Registrars are registrars of the Federal Court of Australia (FCA) and undertake a diverse range of work across all nine National Practice Areas (NPAs) and sub-areas. This work includes exercising judge delegated functions, conducting case management and interlocutory work and convening mediations. In addition, some Judicial Registrars have separate appointments requiring them to undertake specific work with various Courts or Tribunals such as the Registrar of the Australian Competition Tribunal and the Supreme Court of Norfolk Island.

Duties

The Senior Judicial Registrar (SJR) for Native Title plays an important role both locally and nationally, including in the following areas:

- performing the statutory duties, powers and functions of a registrar pursuant to the *Federal Court of Australia Act 1976* (Cth) and other legislative instruments, as required;
- performing delegated judicial functions at a high level;
- conducting complex mediations, including in large multi-party proceedings and high profile matters;
- undertaking case management of matters and presiding in Court as required;
- supporting the National Native Title Coordinating judges as required with the management of the Native Title NPA and development of national policy and practice;
- supporting other Native Title NPA judges as required;
- managing the native title registrars nationally and providing leadership and direction to the national native title unit;

- liaising with internal and external stakeholders in relation to the native title NPA, on a local and national basis;
- exercising strategic organisational leadership through the FCA Executive Committee, contributing to other national-level Court committees and executive forums, and representing the interests of Judicial Registrars and local and national practices, as required; and
- performing other duties as required or directed from time to time.

Eligibility

Competencies and Attributes

To undertake this role the successful applicant must have:

- extensive experience in complex civil litigation;
- a thorough understanding of how high level case management and complex mediations are conducted;
- a detailed understanding of the jurisdiction and practices and procedures of the Federal Court, particularly in relation to native title matters;
- a proven ability to:
 - undertake high level analytical and legal work and critically evaluate a large volume of information in a high pressure environment;
 - exercise independent judgement in line with the expectations of a senior leader within the APS;
 - manage multiple responsibilities effectively and prioritise matters appropriately; and
 - build and sustain positive relationships with a network of key stakeholders internally and externally.

Formal Qualifications and Position Requirements

This position requires the occupant to perform statutory legal functions, as required, including conducting mediations and case management. Therefore, legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential.

In addition:

- the applicant must have a proven and detailed understanding of matters important to traditional owners; and
- it is desirable for the applicant to:
 - have experience in native title practice; and
 - be accredited as a mediator with experience in conducting mediations.

Selection Criteria

1. Shapes Strategic Thinking

Relevant capabilities include:

- Inspires a sense of purpose and direction

- Focuses strategically
- Harnesses information and recognises opportunities
- Shows judgement, intelligence and common sense.

2. Achieves Results

Relevant capabilities include:

- Builds organisational capability and responsiveness
- Marshals professional expertise
- Steers and implements change and deals with uncertainty
- Ensures closure and delivers on intended results.

3. Exemplifies Personal Drive and Integrity

Relevant capabilities include:

- Demonstrates public service professionalism and probity
- Engages with risk and shows personal courage
- Commits to action
- Displays resilience
- Demonstrates self-awareness and a commitment to personal development.

4. Cultivates Productive Working Relationships

Relevant capabilities include:

- Nurtures internal and external relationships
- Facilitates cooperation and partnerships
- Values individual differences and diversity
- Guides, mentors and develops people.

5. Communicates with Influence

Relevant capabilities include:

- Communicates clearly
- Listens, understands and adapts to different audiences
- Negotiates persuasively.

6. Legal Qualifications & Experience

- Legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential.
- High level experience in litigation and case management in superior courts of Australia.
- A proven and detailed understanding of matters important to traditional owners.

- Experience in native title practice, is highly desirable.
- Accredited as a mediator with experience in conducting mediations, is highly desirable.

Notes

How to apply

To apply, please complete the application form on the Court's careers portal. If you have any issues with applying, please email recruitment@fedcourt.gov.au.

As part of your application, you will be required to submit a two-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 1000). Please ensure this document is attached before submitting your application

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.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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	Nicola Colbran, via email
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=D851D64A-50AF-60D6-47CD-ECD64DD02668

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Attorney-General's

Vacancy VN-0768577

Federal Court of Australia

Closing Date:Sunday 26 April 2026

Federal Court of Australia
National Operations

Job Title	District Registrar SA/NT
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	-
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;Hybrid
Office Arrangement Details	Flexible working arrangements may be considered in line with operational requirements
Classification	Senior Executive Service Band 1
Position Number	0237-03-26
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=C95AB87E-91F0-A05E-58AB-ECD64EEF2453>

Judicial Registrars are registrars of the Federal Court of Australia (FCA) and undertake a diverse range of work across all nine National Practice Areas (NPAs) and sub-areas. This work includes exercising judge delegated functions, conducting case management and interlocutory work and convening mediations. In addition, some Judicial Registrars have separate appointments requiring them to undertake specific work with various Courts or Tribunals such as the Registrar of the Australian Competition Tribunal and the Supreme Court of Norfolk Island.

Duties

The District Registrar (DR) is a multi-faceted position that plays a critical role within the reformed structure of the Court, both locally and nationally, and is responsible for:

- undertaking all of the functions of a Judicial Registrar at a technically advanced level, including:
 - performing the statutory duties, powers and functions of a registrar pursuant to the *Federal Court of Australia Act 1976* (Cth) and other legislative instruments, as required;
 - performing delegated judicial functions;
 - conducting technically complex mediations, including in large multi-party proceedings and high profile matters;
 - undertaking case management of matters;
 - presiding in Court, including in corporations matters and determining complex interlocutory disputes;
 - engaging with judges collaboratively at a local and national level;

- supporting National Coordinating judges as required with the management of NPAs and development of national policy and practice; and
- liaising with internal and external stakeholders in areas of Judicial Registrar practice, on a local and national basis.
- performing a leadership, management, and mentoring role for Judicial Registrars and legal support staff at a local and national level. This may include organisational leadership of highly experienced, executive level registrars;
- exercising strategic organisational leadership through the FCA Executive Committee, contributing to other national-level Court committees and executive forums, and representing the interests of Judicial Registrars and local and national practices, as required;
- contributing to the realisation of FCA organisational performance outcomes through the delivery of judicial registrar functions;
- undertaking the statutory responsibilities and functions, of the “District Registrar” pursuant to the Federal Court of Australia Act 1976 (Cth) in their respective registry; and
- performing other duties as required or directed from time to time.

Eligibility

Competencies and Attributes

To undertake this role the successful applicant must have:

- extensive experience in complex civil litigation;
- a thorough understanding of how high level case management and complex mediations are conducted;
- a detailed understanding of the jurisdiction and practices and procedures of the Federal Court;
- a proven ability to:
 - undertake high level analytical and legal work and critically evaluate a large volume of information in a high pressure environment;
 - exercise independent judgement in line with the expectations of a senior leader within the APS;
 - manage multiple responsibilities effectively and prioritise matters appropriately; and
 - build and sustain positive relationships with a network of key stakeholders internally and externally.

Formal Qualifications

This position requires the occupant to perform statutory legal functions, as required, including conducting mediations and case management. Therefore, legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential.

In addition, it is desirable for the applicant to:

- have extensive experience in civil litigation (including exposure to high level case management) in superior courts of Australia; and
- be accredited as a mediator with experience in conducting mediation.

Selection Criteria

1. Shapes Strategic Thinking

Relevant capabilities include:

- Inspires a sense of purpose and direction
- Focuses strategically
- Harnesses information and recognises opportunities
- Shows judgement, intelligence and common sense.

2. Achieves Results

Relevant capabilities include:

- Builds organisational capability and responsiveness
- Marshals professional expertise
- Steers and implements change and deals with uncertainty
- Ensures closure and delivers on intended results.

3. Exemplifies Personal Drive and Integrity

Relevant capabilities include:

- Demonstrates public service professionalism and probity
- Engages with risk and shows personal courage
- Commits to action
- Displays resilience
- Demonstrates self-awareness and a commitment to personal development.

4. Cultivates Productive Working Relationships

Relevant capabilities include:

- Nurtures internal and external relationships
- Facilitates cooperation and partnerships
- Values individual differences and diversity
- Guides, mentors and develops people.

5. Communicates with Influence

Relevant capabilities include:

- Communicates clearly
- Listens, understands and adapts to different audiences
- Negotiates persuasively.

6. Legal Qualifications & Litigation Experience

- Legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential.
- High level experience in litigation and case management in superior courts of Australia.
- Accredited as a mediator with experience in conducting mediations, is highly desirable.

Notes

How to apply

To apply, please complete the application form on the Court's careers portal. If you have any issues with applying, please email recruitment@fedcourt.gov.au.

As part of your application, you will be required to submit a two-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 1000). Please ensure this document is attached before submitting your application

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

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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	Nicola Colbran, via email
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=C95AB87E-91F0-A05E-58AB-ECD64EEF2453

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Attorney-General’s

Vacancy VN-0768660

National Anti-Corruption Commission

Closing Date:Monday 27 April 2026

Operational Capabilities
Source Operations

Job Title	Senior Intelligence Operations Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$122,580 - \$148,963
Future Merit Locations	Canberra, Melbourne, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	1297
Agency Website	https://nacc.gov.au/

Job Description

<https://nacc.nga.net.au/>

The National Anti-Corruption Commission enhances integrity in the Commonwealth public sector by deterring, detecting and preventing corrupt conduct involving Commonwealth public officials. It does this through education, monitoring, investigation, reporting and referral.

Working with us

This is an exciting time to join the National Anti-Corruption Commission (NACC). We are looking for outstanding individuals to embed robust systems and processes, deliver exciting and diverse projects and demonstrate innovation and commitment to integrity in the public service.

NACC staff work in a complex and dynamic setting where exceptional judgement and an ability to achieve results is critical.

Successful candidates will have the ability to cooperate, manage, lead and perform successfully across corporate and operational functions.

Duties

The Senior Intelligence Operations Officer reports to Director, Intelligence Operations and works within a small, high performing team to develop and manage the NACC's Human Source capability. The capability supports both investigative and strategic intelligence requirements and requires an experienced, proactive, and team-oriented officer.

This role requires advanced qualifications and experience in the management of human source operations from an intelligence or law enforcement agency.

This role will require interstate travel. The NACC is a flexible workplace and will work with successful applicants to ensure any travel is balanced against operational and personal needs.

Key activities

- The recruitment and management of covert human intelligence sources within relevant legislative, policy and legal frameworks across the breadth of the human source lifecycle.
- Development of proactive human source recruitment strategies to deliver intelligence reporting in support of both investigative and strategic intelligence requirements.
- Management of human sources with the appropriate level of risk management, oversight, compliance, and tradecraft.
- Dissemination of intelligence derived from human sources.
- Liaison with internal and external stakeholders, including other specialist intelligence collection areas to ensure intelligence outcomes are maximised.

The NACC is a small agency. In addition to these activities, from time to time you may be asked to undertake tasks that are outside your usual span of duties but that are within the range of your capabilities. Supporting one another in this way provides opportunities for exposure across the agency and is an integral part of the NACC's positive workplace culture.

Eligibility

- Qualifications and experience in the recruitment and management of human intelligence sources in an intelligence or law enforcement agency.

Employment with the NACC is subject to the following conditions:

- **Citizenship** – applicants must be an Australian Citizen.
- **Security clearance** – this is a Designated Security Assessment Position. The occupant of this position will be required to undergo and maintain a security clearance to Negative Vetting 2.
- **Suitability assessment** - the NACC must be satisfied that successful applicants are of suitable character. They must undergo a rigorous pre-employment suitability screening

process that can be intrusive in nature including (but is not limited to) detailed background, character, employment, police and financial checks.

- **Probation** - a probation period will apply to a new ongoing engagement in the Australian Public Service.

Notes

The NACC has a Senior Intelligence Operations Officer position available for immediate filling in Canberra, Melbourne or Sydney. A merit list will be established to fill vacancies arising in the next 18 months.

We encourage applications from the Australian community including Aboriginal and Torres Strait Islander people, people of all ages, people from culturally and linguistically diverse backgrounds, and people with disability.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National Anti-Corruption Commission

The National Anti-Corruption Commission (NACC) is an independent Commonwealth agency that commenced in 2023. The NACC mission is to enhance integrity in the Commonwealth public sector by deterring, detecting and preventing corrupt conduct involving Commonwealth public officials through education, monitoring, investigation, reporting and referral.

To Apply

Position Contact	Caroline, 02 6203 8143
Agency Recruitment Site	https://nacc.nga.net.au/

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Attorney-General's

Vacancy VN-0768724

Office of the Australian Information Commissioner

Closing Date:Sunday 26 April 2026

Regulatory Intelligence and Strategy Branch

Job Title	Assistant Director, Data Analytics
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Sydney NSW, Melbourne VIC, Brisbane QLD, Canberra ACT, Hobart TAS, Perth WA, Darwin NT
Salary	\$126,299 - \$135,101
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	The OAIC operates a hybrid work model with a combination of remote working and office attendance.
Classification	Executive Level 1
Position Number	OAIC-2026-008
Agency Website	https://www.oaic.gov.au/about-us/

Job Description

<https://www.oaic.gov.au/about-the-OAIC/join-our-team>

The OAIC is seeking a talented and innovative Assistant Director, Data Analytics to lead the data analytics and visualisation work program which informs business intelligence as well as the OAIC's regulatory strategy and decision-making processes. This is a unique opportunity to apply your expertise in data analysis and visualisation while shaping Australia's regulatory approach to emerging issues in privacy and information management.

Duties

- Consulting with business areas and executives to understand new data needs and requirements and translate business requirements into technical work packages to deliver high-impact business intelligence, regulatory intelligence and data management solutions
- Defining and managing the pipeline for new data products and changes to existing products. This may include managing expectations of senior leaders by helping them understand what is technically feasible, prioritising high-value projects and managing the workload and backlog
- Delivering data products which inform regulatory strategies and support OAIC decision-making, including preparing data and insights suitable for senior leaders through dashboards, data visualisations, and contributions to briefings and committee papers which meet the needs of executive level staff and business areas
- Providing quality assurance on the accuracy, completeness and appropriateness of reports before they are presented to executive level staff and business areas.
- Working with business areas and executives to resolve queries about new and existing data products and data processes.

- Working with Regulatory Intelligence team staff to maintain and update existing dashboards to ensure they remain fit-for-purpose.
- Working closely with other areas of the OAIC on the use, maintenance and development of the OAIC's source data systems, data model, and data warehouse to support intelligence and reporting capabilities.
- Leading the uplift of OAIC data maturity through establishing and documenting processes and policies and through improving the availability, awareness and understanding of data products, and analytical skills of non-technical staff
- Communicating with the Director and General Manager on status of projects, risks, and opportunities and to ensure the pipeline of data work aligns with branch and agency priorities
- Supporting and managing technical staff, providing a culture of continuous improvement and constructive feedback, supporting the workload of the team (including managing competing priorities), and identifying and removing blockers
- Other duties as directed.

Eligibility

- Section 22 of the *Public Service Act 1999* requires that APS employees must be Australian citizens.
- There are restrictions on employment of people who have, within the previous 12 months, accepted a redundancy benefit from an APS agency or a non-APS Commonwealth employer.
- For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance at Negative Vetting Level 1 and meet required background, identification and character checks.
- All duties are to be performed in accordance with the APS Code of Conduct and APS Values and OAIC policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the OAIC may re-assign the duties of an employee from time to time.

Notes

How to Apply

1. Please download the candidate information pack found on our website [Join our team | OAIC](#) and complete the application form as part of your submission.
2. Please provide a statement of claim of a maximum of one (1) A4 page, addressing your interest, motivation and fit for the role. Your statement should include the use of practical and professional examples as relevant to the role and the job specific capabilities, skills and experience outlined above.
3. Your application form, CV (maximum 3 pages) and statement of claim should be collated as one document (where possible) and sent in a single email to: jobs@oaic.gov.au.

Please format your email subject field and all application documents as follows:

“OAIC-2026-008 – EL1 Assistant Director Data Analytics – *First name Last name*”.

The Office of the Australian Information Commissioner (OAIC) is an independent agency within the Attorney-General's portfolio. Our primary functions are privacy, freedom of information and government information policy. Our responsibilities include conducting investigations, reviewing decisions, handling complaints, and providing guidance and advice.

To Apply

Position Contact	Tim Howle, 02 9942 4334
Agency Recruitment Site	https://www.oaic.gov.au/about-the-OAIC/join-our-team

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Defence

Vacancy VN-0768583

Department of Defence

Closing Date:Monday 27 April 2026

Defence People Group
Joint Health Command

Job Title	Health Clerk
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	\$72,275 - \$79,635
Future Merit Locations	Enoggera
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 3
Position Number	DPG/01988/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C46B6523-8EBB-498D-BB15-ECD6C0625DD4>

Duties

The Role

An opportunity exists for and APS 3 Health Clerk to join a dynamic and collaborative team providing health care services to Australian Defence Force (ADF) personnel in Enoggera Health Centre. The successful candidate will be required to perform a broad range of administrative and support tasks for a multi-disciplinary health care team. These tasks may include processing admissions, dispatches, reception duties, records maintenance, and the collation and distribution of reports.

The APS 3 Health Clerk is an important member in the Primary Health Care Team model, acting as an essential interface between ADF patients and their health care providers. Their role involves liaison with patients, health professionals, and other stakeholders to ensure support to services.

An APS 3 Health Clerk, is responsible for completing allocated tasks, contributing to team discussions, and handling patient inquiries, under direction. They may also be required to support the integration and training of new team members as they develop experience.

About our Team

Joint Health Command (JHC) is responsible for the delivery of healthcare services to over 70,000 Australian Defence Force (ADF) personnel. Through the delivery of reliable, resilient and best practice health services, JHC enables a healthy, ready, and supported Force from enlistment through to transition from service.

Health care services are delivered through eight Joint Health regions across Australia. The APS 3 Health Clerk position is part of Joint Health Unit - South Queensland and is based at Enoggera health centre, Gallipoli Barracks, QLD. Each Joint Health Unit facility provides a range of services which can include medical, nursing, dental, physiotherapy, mental health, rehabilitation, and in-patient care.

The JHC workforce is an integrated, multi-disciplinary team of Defence members, civilians, contractors and professional health providers. We work together to manage around one million patient health service interactions with Defence members each year.

The Health Clerk Team is the face and administration hub of the health centre, responsible for managing the initial patient streaming (triage), medical appointments, referrals, specialist bookings and administration processes. This position reports to the APS 4 Health Clerk.

Our Ideal Candidate

Working as part of the health care team, the ideal candidate will have experience in health administration and an ability to understand and apply medical terminology. They must understand privacy principles and how to handle sensitive and personal medical information in the maintenance of patient confidentiality.

The candidate must be customer focused and able to engage effectively with a variety of stakeholders to support the delivery of safe, efficient, and high quality care to patients. They must have strong written and verbal communication skills, and the ability to quickly develop rapport and foster effective working relationships.

They must be able to work to established priorities and procedures, while exercising some autonomy about how their work is performed. The candidate will be able to achieve directed outcomes that may have an element of complexity.

They must understand and comply with relevant Defence policies and legislative frameworks applicable to their role, and be committed to ongoing self-improvement and professional development.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Defence

The Department of Defence employs around 18,000 Australian Public Service (APS) employees. Defence APS employees work in a wide variety of critical roles, Australia wide, enabling our three services Navy, Army and Air Force, to do their job. Defence has a range of Australian Public Service (APS) career opportunities that offer interesting, challenging, and unique work. Our workforce includes administrative support, accountants, intelligence analysts, engineers, policy advisors, graphic designers, lawyers, social 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	Sue Atkins, 07 3903 5173
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C46B6523-8EBB-498D-BB15-ECD6C0625DD4

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Defence

Vacancy VN-0768596

Department of Defence

Closing Date: Monday 27 April 2026

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	System Support Manager
Job Type	Full-Time, Ongoing
Location	Nowra NSW
Salary	\$99,733 - \$112,431
Future Merit Locations	Nowra
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/01987/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A17DD7AB-3DBA-1975-5FA7-ECD6C34B473F>

Duties

The Role

- Manage, coordinate and provide support services in the areas of information and records management, continuous improvement, administration and information technology support.
- Manage and coordinate day to day operational support of organisational business systems and databases.
- Supervise, lead and mentor team members.
- Prepare, coordinate and analyse administrative services to support organisational objectives.
- Facilities management support.
- Exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures to meet objectives.

About our Team

Working within NASPO, you will be a key team member within the Business Management Unit (BMU).

This team delivers consistently high standards of outputs for Fleet Air Arm and Navy Aviation, Aircrew Training and Commons Branch. Each role within this team contributes to supporting the delivery of capability for Navy.

Our Ideal Candidate

- The Ideal Candidate is highly motivated and professional, with a demonstrated capability and willingness to assist others to build capability.
- They will have excellent written and oral communication skills.
- The Ideal Candidate is comfortable with networking and providing technical support to a wide variety of customers and stakeholders, and will build and sustain key working relationships.
- They require an advanced level of computer literacy including MS Programs, SharePoint and PowerBI.
- Proficiency in the use of electronic records management system is highly desirable.
- The Ideal Candidate will have demonstrated capability to perform the role in accordance with legislative frameworks, government decision-making and Defence's mission and policy requirements.
- They will have a demonstrated commitment to personal development.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Emily McDowell, 02 4449 5498
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A17DD7AB-3DBA-1975-5FA7-ECD6C34B473F

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Defence

Vacancy VN-0768604

Department of Defence

Closing Date:Monday 27 April 2026

Inspector-General of the Australian Defence Force
Office of the Inspector-General of the Australian Defence Force

Job Title	Administration Team Leader
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$89,841 - \$96,829
Future Merit Locations	Brindabella Business Park
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 5
Position Number	IGADF/01980/26
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=5626F79C-661C-1953-AC3C-ECD6C36B5562>

Duties

The Role

- This position provides essential leadership and administrative capability within the Office of the Inspector-General of the Australian Defence Force (IGADF), ensuring the smooth and compliant operation of day-to-day functions.

- Independently interpret and apply relevant legislation, IGADF and Defence policies, procedures, and work practices to deliver consistent outcomes across administrative and business support functions.
- Oversee domestic and international travel arrangements in accordance with IGADF and Defence policies and procedures.
- Draft, review, and maintain standard operating procedures (SOPs) and guidance documentation to support consistent, sustainable, and compliant office practices.
- Consolidate, analyse, and extract data from corporate systems and records to support reporting, assurance activities, and evidence based decision making.
- Supervise APS and ADF team members, undertake task triaging and workload prioritisation, and exercise sound judgement in administrative decision making to maintain workflow accuracy, timeliness, and service delivery outcomes.
- Manage secure area access, receive deliveries and escort visitors in accordance with security protocols.

About our Team

The Office supports the IGADF in their statutory functions of overseeing the effectiveness of the military justice system.

The Directorate of Business Management and Governance is responsible for delivering corporate enabling functions for the Office.

Our Ideal Candidate

- Must be of suitable character and background to work in an integrity and oversight organisation.
- Must be resilient, and have the ability to demonstrate care, compassion, respect and understanding.
- Have well-developed verbal and written communication skills.
- Have experience with Microsoft suite of products.
- Demonstrate a commitment to equity and diversity principles and occupational health and safety.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Jordyn Metcalfe, 02 5109 8472
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5626F79C-661C-1953-AC3C-ECD6C36B5562

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Defence

Vacancy VN-0768615

Department of Defence

Closing Date: Monday 27 April 2026

Security and Estate Group
Infrastructure Division

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$89,841 - \$96,829
Future Merit Locations	Brindabella Business Park
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	SEG/00703/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=EAD61B2A-4658-5F62-C167-ECD6FBFD2E3F>

Duties

The Role

Our Project Officers help us to plan, develop and deliver high value and highly complex facilities and infrastructure project. They are responsible for conducting a range of client-side project management functions across administration, financial management, procurement, contract management, governance, reporting, and stakeholder engagement activities.

These include, but are not limited to, organising and minuting meetings; raising purchase orders, processing invoices, and assisting to report expenditure; and assisting to analyse and report project data, review and prepare responses to contract notices, prepare responses to taskings, prepare procurement documentation, procure and manage industry, and engage stakeholders such a policy owners and facility users.

About our Team

Security and Estate Group's (SEG) Capital Facilities and Infrastructure Branch (CFI) is responsible for planning, developing and delivering capital works projects across the Defence estate.

These projects:

- Address condition, capacity and compliance issues across Defence facilities and infrastructure including airfields, wharves, in-ground engineering services and buildings; and
- Provides new and/or refurbished facilities and infrastructure to support new platforms, systems and equipment such as naval ships and army vehicles.

Our CFI Project Teams are responsible for a number of assigned projects. They conduct a range of client-side project management-related activities to progress project objectives. These include engaging stakeholders, preparing project plans, conducting reporting and governance activities, conducting financial management activities, obtaining project approvals, procuring industry, and administering industry contracts as they design, cost and construct approved works.

Our Ideal Candidate

You will:

- Require strong organisational skills to conduct project administration tasks;
- Have the ability to learn to conduct financial management activities including creating purchase orders, processing invoices, and capturing expenditure;
- Possess strong written communication skills, to prepare responses to taskings, and verbal communication skills, to converse with various stakeholders; and
- Be able to operate in a dynamic environment noting your assigned projects might be at different stages of the lifecycle and require you to perform different tasks.

Maintaining a positive and productive workplace environment is important to us so, above all, we are looking for people with a strong work ethic, team focus, and positive attitude.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Defence

The Department of Defence employs around 18,000 Australian Public Service (APS) employees. Defence APS employees work in a wide variety of critical roles, Australia wide, enabling our three services Navy, Army and Air Force, to do their job. Defence has a range of Australian Public Service (APS) career opportunities that offer interesting, challenging, and unique work. Our workforce includes administrative support, accountants, intelligence analysts, engineers, policy advisors, graphic designers, lawyers, social 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	Ashley Passey, 02 5109 5933
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EAD61B2A-4658-5F62-C167-ECD6FBFD2E3F

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Defence

Vacancy VN-0768629

Department of Defence

Closing Date: Monday 27 April 2026

ARMY
Forces Command

Job Title	Information and Records Management Officer
Job Type	Full-Time, Ongoing
Location	Paddington NSW
Salary	\$89,841 - \$96,829
Future Merit Locations	Paddington
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	ARMY/01691/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=EC928E36-7E96-3451-25B1-ECD6FEBCADEB>

Duties

The Role

Headquarters Forces Command is seeking an APS 5 Information and Records Management Officer to support the effective management of information and records in accordance with relevant legislation, Defence policies, and established procedures.

The successful candidate will deliver high-quality information and records management services across Headquarters, including the processing of electronic and physical correspondence, maintenance of corporate information systems, and provision of timely advice and guidance to staff.

The role has responsibility for supervising and managing an APS employee, including allocating work, monitoring performance, and supporting capability development in line with Defence people management expectations.

Key responsibilities include:

- Managing user access and security permissions;
- Applying appropriate security classifications to records; and
- Maintaining the Headquarters SharePoint site.

The role also involves:

- Monitoring and managing shared mailboxes;
- Ensuring tasks, requests, and enquiries are actioned within agreed timeframes, and
- Undertaking quality assurance activities to support efficient workflows and agreed outcomes.

This position requires:

- Strong organisational and communication skills;
- Attention to detail; and
- The ability to lead staff while providing clear, practical advice on information and records management matters.

About our Team

The Headquarters Forces Command Information and Records Management Team is a small, integrated unit comprising full-time military personnel and APS employees. Together, the team plays a vital role in supporting the business operations of the Headquarters.

Our Ideal Candidate

- Demonstrate strong interpersonal and verbal communication skills, with the ability to engage effectively with a diverse range of stakeholders, including ADF members, APS personnel, and contractors;
- Have well-developed stakeholder engagement and influencing skills, with the ability to build and maintain effective working relationships;
- Demonstrate a willingness to learn and develop skills in Defence systems and applications;
- Think critically and contributes to timely and accurate outcomes;
- Prioritise and manage their workload effectively to meet deadlines;
- Show initiative, resilience and the ability to work independently with minimal supervision;
- Work with a high level of attention to detail and accuracy;
- Communicate clearly and professionally in both written and verbal formats.

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	Brett Huggins, 02 5108 3309
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EC928E36-7E96-3451-25B1-ECD6FEBCADEB

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Defence

Vacancy VN-0768661

Department of Defence

Closing Date: Monday 27 April 2026

Naval Shipbuilding and Sustainment Group
Office of DEPSEC Naval Shipbuilding and Sustainment

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$81,868 - \$89,377
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 4
Position Number	NSSG/01809/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=1DA27379-7C94-1D73-E9DE-ECD738AEBFA8>

Duties

The Role

The duties of the APS4 Business Intelligence Officer within the Chief Engineer and Portfolio Management Office (CEPMO) include the following:

- Support the Assistant Secretary (AS) CEPMO, PMO Operations Manager, and Directors to deliver the governance and assurance of Naval Shipbuilding and Sustainment delivery activities, spanning Engineering, Technology and Materiel Logistics functions, Portfolio Governance, Resource Management and Corporate Systems.
- Support the AS CEPMO with Executive Assistant duties.
- Support the Branch with strategic planning activities and operational requirements.
- Share information, monitor work practices, set work priorities and develop local procedures.

About our Team

The Chief Engineer and Portfolio Management Office (CEPMO) is situated within the Office of DEPSEC NSSG. The branch provides governance and assurance of Naval Shipbuilding and Sustainment delivery activities, spanning Engineering, Technology and Materiel Logistics functions, Portfolio Governance, Resource Management and Corporate Systems.

Our Ideal Candidate

We want authentic individuals who can provide clear advice and build trust, while supporting and empowering our people to ensure an engaged and motivated workforce. There will be opportunities for you to nurture the partnerships we have with our stakeholders by advocating for transparency and collaboration with confidence.

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	David Ronnfeldt, 02 5108 9841
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1DA27379-7C94-1D73-E9DE-ECD738AEBFA8

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Clean Energy Regulator

Closing Date: Monday 04 May 2026

Corporate Stakeholder Engagement

Job Title	Senior Communications and Events Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$102,268 - \$116,424
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation and where appropriate based on the specifics of the role
Classification	APS Level 6
Position Number	CER 034/26
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

<https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm>

About the Branch

The Corporate Branch is responsible for delivering enabling services that support the effective and efficient operation of the agency and facilitates the agency's compliance with legislation, policies, and guidelines as a non-corporate Commonwealth entity.

The branch complements the scheme-focus of other agency divisions by facilitating stakeholder engagement and communications. In addition, the branch supports efficient resource management and corporate accountability through functions such as financial management, performance reporting, parliamentary services, procurement, security, property management and human resource management.

About the Section

The Stakeholder Engagement section was established following a recent restructure of the communications function to strengthen the agency's external-facing capabilities and deepen stakeholder insight and impact. The section comprises four integrated teams:

- Contact Centre
- Media
- Events and Conferences
- Stakeholder Engagement

As the agency's primary front door for external enquiries and engagements, the section models a professional, informed and service oriented approach. It works collaboratively and with a solutions mindset to address complex issues, provide clear guidance and create positive stakeholder experiences.

Partnering closely with the Communications section and the broader agency, the Stakeholder Engagement section designs and delivers informed, thoughtful, strategic and contemporary engagement opportunities.

Our focus is on high quality interactions and measurable outcomes that support the achievement of agency priorities and strengthen trust with our stakeholders.

The section oversees engagements that inform stakeholders about current programs with the potential future possibility of creating meaningful two way dialogue. It establishes a whole of section intelligence capability to systematically collect, analyse and share insights from all teams, building a clear view of the external landscape that influences the agency's work. Using this evidence, it adds value by providing strategic direction, evidence based advice on opportunities, risks and stakeholder impacts.

Duties

The Senior Communications and Events Officer actively engages with internal and external stakeholders to build strong relationships, manage the agency's presence at externally hosted events, and coordinate agency-hosted events.

The role requires high levels of self-direction, proactivity and problem-solving skills to manage projects and bodies of work with leadership, diplomacy, and confidence from end-to-end.

Duties of the role include, but are not limited to:

- Plan, coordinate and deliver internal and external events and conferences, supporting agency priorities and contributing to effective stakeholder engagement.
- Manage the agency's annual events calendar, ensuring timely planning, resource allocation, and performance tracking.
- Manage event logistics, collateral, procurement, records, stakeholders and budgets while ensuring compliance with government regulations.
- Lead regular meetings with internal clients to support the successful delivery of a range of events, providing guidance and maintaining oversight of key activities and their associated records and files.
- Identify and mitigate risks, ensuring events are delivered to a high standard.
- Build and maintain strategic relationships across the agency and with external partners to enhance collaboration and event outcomes.
- Undertake research with internal stakeholders to understand issues.
- Lead post-event evaluation and reporting processes, leveraging insights to inform future engagement strategies.
- Contribute to the agency's broader stakeholder strategy by integrating event intelligence and feedback into engagement planning.
- Work independently, leading projects, with limited direction within established priorities, practices, and processes to deliver quality outcomes.
- Manage competing priorities, deadlines and requests while maintaining accuracy and attention to detail.

Knowledge, Skills and Attributes

The ideal candidate will have:

- Tertiary qualifications in communications or a relevant field are highly regarded or an equivalent combination of training and experience in communications.
- Strong interpersonal skills, including negotiation and collaboration that will support the cultivation of productive working relationships with a range of internal and external stakeholders.
- Excellent written communication skills and the capacity to write engagingly and advise on visual and creative elements.
- Excellent time management and problem solving skills, with the ability to take initiative, work independently and take ownership of tasks and projects and work as part of a team.
- Flexibility and resilience to achieve results in a dynamic work environment.
- Willingness to learn and ability to take on constructive feedback to continuously develop.
- Strong project management and administrative skills to achieve work goals and to meet planned targets, deadlines, and commitments with minimal supervision.
- Solution-oriented mindset and proven ability to address challenges and solve problems.

Eligibility

The [*Public Service Act 1999*](#) requires all people joining the Australian Public Service to be Australian citizens. You will be asked to declare your citizenship status as part of the application process.

We will conduct pre-employment checks before we offer you employment. For us to do this, you will be required to supply certified copies of identity documents.

It is a condition of employment with the Clean Energy Regulator that you can obtain and maintain a security clearance at a baseline level. If you are offered a role and do not already hold a security clearance at or above this level, you will need to undertake the security clearance process before you can commence employment. Any employment offer will be contingent upon obtaining this clearance.

Notes

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About the Clean Energy Regulator

The Clean Energy Regulator is the Government body responsible for administering legislation to reduce carbon emissions and increase the use of clean energy. The Clean Energy Regulator has administrative responsibilities for the: • National Greenhouse and Energy Reporting Scheme, under the National Greenhouse and Energy Reporting Act 2007 • Emissions Reduction Fund, under the Carbon Credits (Carbon Farming Initiative) Act 2011, • Renewable Energy Target, under the Renewable Energy (Electricity) Act 2000, and • Australian National Registry of Emissions Units, under the Australian National Registry of Emissions Units Act 2011, • Nature Repair Market, under the Nature Repair Act 2023, • Guarantee of Origin, under the Future Made in Australia (Guarantee of Origin) Bill 2024. Our purpose is to accelerate carbon abatement for Australia. We work with our stakeholders and clients including Australian Government departments and agencies, industry bodies, liable entities and the community to provide regulatory services of the highest standard. We offer challenging and rewarding work in administering legislation that will reduce carbon emissions and increase the use of clean energy. Our agency is committed to workplace diversity and aims to create an environment that values and utilises the contribution of people from different backgrounds, experiences and perspectives. We encourage applications from Aboriginal and Torres Strait Islander People, people with a disability, people from diverse cultural and linguistic backgrounds and mature age workers

To Apply

Position Contact	Lisa Glenday, 02 6159 3366
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Foreign Affairs and Trade

Vacancy VN-0768712

Job Title	Advisor, Learning Design
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$104,767 - \$113,746
Future Merit Locations	Melbourne, Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	6280_04/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

<https://austradejobs.nga.net.au/cp/>

Join a high performing and committed team responsible for building people capability at Austrade. This role will provide you with challenging, interesting and varied work with opportunities to showcase your skills in creativity, flexibility and collaboration. Our team works across offices in Adelaide, Brisbane, Canberra, Melbourne and Sydney and supports the development of capability to our global workforce.

This is an initial 8-month opportunity to manage maternity leave so you will need to pick up and progress existing work as well as initiate new projects as required.

The Advisor, Learning Design will design, develop and maintain high quality digital learning experiences. You'll partner with internal stakeholders to translate complex content into clear, engaging and interactive learning. Our products are aligned to:

- Adult learning principles
- Accessibility standards (WCAG 2.2 AA)
- Interoperable (SCORM) for seamless delivery via our Learning Management System (LMS), Acorn
- A human centred design approach, and;
- the [Australian Government Style guide](#).

The Advisor, Learning Design will also promote engagement with our learning products through the creation and maintenance of internal SharePoint content and coordinate the promotion of learning products through a monthly newsletter, requiring strong stakeholder engagement and project management skills.

Duties

Design and development

- Design and develop digital learning using Articulate Storyline 360 and Rise 360.
- Create and maintain reusable components such as templates, blocks and question banks.
- Apply accessibility by design to meet WCAG 2.2 AA requirements (e.g. alt text, focus order, captions, keyboard access).
- Conduct quality assurance, including functional, accessibility and cross device testing to ensure smooth learner experience.
- Additional tools will be used such as Canva, Adobe Suite and Snagit.

Stakeholder engagement

- Consult with subject matter experts (SMEs) and stakeholders to scope objectives, define success measures and develop content through iterative reviews.
- Facilitate walk-throughs, prototypes, and feedback cycles using tools such as Articulate Review.
- Communicate clearly and collaboratively to ensure learning solutions meet business needs and timeframes.
- Proactively contact SMEs to keep them abreast of review cycles for their content to ensure they are maintained.
- Working collaboratively with the Capability team, develop, publish and digitally distribute a regular Capability newsletter that keeps staff informed about capability initiatives, learning opportunities and upcoming programs.

Eligibility Notes

About the Austrade

Austrade is an Australian Commonwealth Government agency with approximately 1,1100 staff based across 98 offices in 50 countries. Austrade reports to the Minister for Trade and Tourism. Austrade's core purpose is to grow Australia's prosperity and promote Australia on the global stage. Through our teams located across Australia and our extensive international network, we help Australian exporters to grow, expand and diversify internationally, facilitate high-quality international investment into Australia, boost Australia's visitor economy, deliver commercial insights to inform government policy, execute government programs, and implement simplified trade reforms. Austrade is a key enabler and delivery agency for Australia's economic security with a focus on net zero transformation, trade modernisation, export diversification, building critical capabilities and technologies, the visitor economy and the growth of First Nations businesses. With international trade and capital markets continuing to navigate economic uncertainty and intensifying competition, Austrade's role has never been more important. Austrade values the diversity of its workforce and strives to ensure its workplaces are inclusive for all our people. Want to know more about working at Austrade? Visit <https://www.austrade.gov.au/About/Employment/Working-at-Austrade>.

To Apply

Position Contact	Sarah Phillips, +61 (8) 8202 7880
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0768726

Austrade

Closing Date: Monday 27 April 2026

Job Title	Executive Assistant and Branch Coordinator
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$92,823 - \$100,568
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	APS Level 5
Position Number	6281_04/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

<https://austradejobs.nga.net.au/cp/>

We are seeking dynamic and collaborative Executive Assistant (EA) and Branch Coordinator for the Chief Security Officer and Global Corporate Operations Branch who has experience providing executive support and coordinating a geographically located team. This role requires strong communication and organisational skills and the proven ability to proactively manage competing priorities, while maintain discretion.

To be successful in this role you will be required to undertake work that meets the needs of the Chief Security Officer (CSO) and work under minimal supervision. You will exercise initiative and judgement in the application of policies and procedures.

An Austrade-only merit pool will be created from this recruitment round to fill similar vacancies that may arise during the subsequent 18 months from date of advertising.

Duties

- Providing executive and administrative support to the CSO, including managing schedules and correspondence, prioritising matters requiring attention, and coordinating meetings, agendas, papers and briefings to support effective decisionmaking.
- Supporting branch financial coordination and budgeting processes, including tracking expenditure, monitoring commitments against budget, coordinating inputs, identifying variances, and liaising with the Finance team to support accurate, timely and policy-compliant financial reporting and forecasting for the CSO and Directors.
- Coordinating travel and logistical arrangements, including bookings, approvals and itineraries, and providing reliable remote support as required.
- Providing basic procurement and administrative support to Branch team members, including coordinating lowvalue procurements, checking documentation and approvals, and reinforcing compliance with corporate procurement and financial policies.
- Supporting effective office operations and stakeholder engagement, including frontoffice support, quality assurance of administrative approvals, maintaining confidentiality, and liaising professionally with internal and external stakeholders in accordance with corporate policies and procedures.

Eligibility

- Australian citizenship – our successful candidate must be an Australian citizen.
- Security clearance – our successful candidate is required to hold, or have the ability to obtain, and maintain at minimum a Negative Vetting Level 1 security clearance.
- Pre-employment checks- your suitability for employment will be assessed through a pre-employment screening process.

Notes

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To Apply

Position Contact	Anneliese Rasmus, +61 414 724 268
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0768714

Australian Secret Intelligence Service

Closing Date: Tuesday 30 June 2026

Job Title	Software Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$195,007
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based role
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

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.

Software Engineers in ASIS play a pivotal role in enabling us to achieve our unique mission and drive real world outcomes. They design, build and maintain innovative bespoke systems that maximise the value and impact of our data.

They are highly motivated and engage in cross-functional collaboration, working closely with other engineers, data scientists, and end-users to translate business needs into scalable, high-impact solutions, ensuring seamless integration across the entire stack.

Duties

- Engage in cross-functional collaboration with other engineers, data scientists, and end-users, to design, develop, and maintain innovative bespoke systems that maximise the value and impact of ASIS's data
- Enable high value mission outcomes by building engaging and intuitive UX for end-users, robust backend APIs for engineers and data scientists, or solutions that bridge both
- Write clean, maintainable, and scalable code, actively participate in code reviews, and contribute to fostering a culture of continuous improvement
- Design, implement or apply efficient data structures and algorithms to optimize performance
- Continuously learn and develop new skills, taking ownership of your personal and professional growth, while working independently with minimal supervision
- Clearly communicate business and technical concepts to diverse range of stakeholders, from end-users to senior leadership.

The panel will regard the following education, qualifications and/or experience highly:

- Formal training, such as a bachelor's degree in a relevant field such as computer science, software engineering, or equivalent
- Experience working and succeeding as a software engineer in industry, government, intelligence or research institutions
- Demonstrated independent drive to succeed in a small, tight-knit team
- Excellent verbal and written communication skills

Eligibility

To be eligible for a role you must:

Be an Australian citizen

Be assessed as suitable to hold and maintain a high-level security clearance

Notes

Please note, total salary range comprises salary and applicable allowances and bonuses. Remuneration is subject to s33 of the ISA.

To apply, please visit the ASIS website and submit an application through the Talent Register - Data Engineering Professionals

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	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Foreign Affairs and Trade

Vacancy VN-0768716

Australian Secret Intelligence Service

Closing Date:Tuesday 30 June 2026

Job Title	Data Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$116,245 - \$195,007
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based role
Classification	APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

We are looking for motivated and experienced Data Engineers to join our team and tackle unique data challenges that directly impact our business operations.

This role is perfect for candidates with several years' experience in data engineering, data integration, and data management. Using tools like Python, NiFi and Java, you will be responsible for designing, building, operationalising and securing data pipelines, stores and real-time processing systems. You will leverage your experience to help inform the design of our next generation of scalable, secure, reliable and performant data systems.

ASIS operates in an uncompromisingly unique environment. No two days, or datasets, will be the same as you maximise the use of ASIS's operational data holdings—a challenge that sets us apart from the ordinar

Duties

Key Responsibilities and Tasks

- Support the design, development and maintenance of our data ingest pipelines
- Troubleshoot issues related to data ingestion, identifying root causes and implementing sustainable solutions promptly

- Support the design, development, delivery and maintenance of large-scale secure data systems
- Collaborate closely with data colleagues, analysts and mission areas to understand data requirements and support data delivery initiatives
- Contribute to communicating and documenting data workflows, processes, and solutions for knowledge sharing

Education, Qualification and Experience Requirements

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

- Bachelor's degree in Computer Science, Information Technology, or a related field Basic understanding of programming concepts; familiarity with Python, Java, or similar languages is a plus
- Strong interest in learning about data management, ETL (Extract, Transform, Load) processes, and data pipelines
- Have a knowledge of database management systems (relational, and non-relational) and bulk data concepts
- Ability to work collaboratively in a team environment and willingness to learn from experienced professionals
- Excellent problem-solving skills and attention to detail

Eligibility

To be eligible for a role you must:

Be an Australian citizen

Be assessed as suitable to hold and maintain a high-level security clearance

Notes

Please note, total salary range comprises salary and applicable allowances and bonuses. Remuneration is subject to s33 of the ISA.

To apply, please visit the ASIS website and submit an application through the Talent Register - Data Engineering Professionals

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	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Foreign Affairs and Trade

Vacancy VN-0768717

Australian Secret Intelligence Service

Closing Date: Tuesday 30 June 2026

Job Title	Data Technician
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$154,063
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based role
Classification	APS Level 4;APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

We are looking for motivated entry-level Data Technicians to join our team and tackle unique data challenges that directly impact our business operations.

This role is perfect for candidates eager to kick-start their career in data engineering, integration, and management. You will be responsible for loading, running and monitoring data pipelines, including associated Standard Operating Procedures and administration. You will be using tools like Python to ensure seamless data ingestion into our systems, and take pride in building and maintaining an efficient and critical capability.

ASIS operates in an uncompromisingly unique environment. No two days, or datasets, will be the same as you maximise the use of ASIS's operational data holdings—a challenge that sets us apart from the ordinary.

Duties

Key Responsibilities and Tasks

- Learn under the guidance of senior team members, and then take ownership of data ingestion pipelines
- Implement basic data validation and quality checks to ensure data integrity throughout the ingestion process
- Troubleshoot issues related to data ingestion, and assist with the implementation of sustainable solutions promptly
- Collaborate closely with data colleagues to support delivery initiatives
- Contribute to documenting and communicating data workflows, processes, and solutions for knowledge sharing

Education, Qualification and Experience Requirements

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

- Tafe Certificate III/IV in Information Technology or related field; or strong performance in online Programming or Data courses
- Basic understanding of programming concepts; familiarity with Python or similar languages is a plus
- Strong interest in learning about data management, ETL (Extract, Transform, Load) processes, data pipelines, and implementing a robust data program
- Ability to work collaboratively in a team environment and willingness to learn from experienced professionals
- Excellent problem-solving skills and attention to detail

Eligibility

To be eligible for a role you must:

Be an Australian citizen

Be assessed as suitable to hold and maintain a high-level security clearance

Notes

Please note, total salary range comprises salary and applicable allowances and bonuses. Remuneration is subject to s33 of the ISA.

To apply, please visit the ASIS website and submit an application through the Talent Register - Data Engineering Professionals

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	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Foreign Affairs and Trade

Vacancy VN-0768718

Australian Secret Intelligence Service

Closing Date: Tuesday 30 June 2026

Job Title	Systems Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$195,007
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based role
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

Systems Engineers in ASIS maintain highly specialised systems delivering to operational teams around the globe. We have a large number of systems delivering a variety of services at a range of maturities. Extending beyond a normal systems administration role, there is never a dull moment and we work closely with our data scientists and analytical teams to have a real impact.

Duties

Key Responsibilities and Tasks

- Build, maintain and support development, test and production environments including CI/CD
- Implement and maintain best-practice security controls, including both on-system and throughout the development lifecycle
- Develop and maintain high-quality documentation including logical, system and network design documentation
- Perform analysis of monitoring, error reporting, alerting and issue reports to find the root cause of problems
- Collaborate with other engineers and data scientists to implement robust and scalable software solutions in a problem space like no other
- Contribute to the design and development of ground-breaking solutions for unique data challenges across the ASIS mission
- Independently learn and develop new skills and techniques with an eye to practical applications
- Communicate regularly and pre-emptively with peers and colleagues to keep everyone informed

Education, Qualification and Experience Requirements

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

- Formal training, such as a bachelor’s degree in computer science, engineering, or related field
- Experience in designing and maintaining large scale storage systems (Gluster, Ceph, etc)
- Strong containerisation experience using Docker, Podman and Kubernetes
- Experience in distributed computing technologies particularly Hadoop, Elasticsearch, Solr
- Strong experience in designing and tuning high-performance compute and AI infrastructure

Eligibility

To be eligible for a role you must:

Be an Australian citizen

Be assessed as suitable to hold and maintain a high-level security clearance

Notes

Please note, total salary range comprises salary and applicable allowances and bonuses. Remuneration is subject to s33 of the ISA.

To apply, please visit the ASIS website and submit an application through the Talent Register - Data Engineering Professionals

About the Australian Secret Intelligence Service

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To Apply

Position Contact	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Foreign Affairs and Trade

Vacancy VN-0768719

Australian Secret Intelligence Service

Closing Date: Wednesday 03 June 2026

Job Title	DevOps Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$195,007
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based role
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

We are a dynamic team consisting of Site Reliability Engineers (SREs), data engineers, and data scientists. We are looking for a skilled DevOps Engineer to join our team and take ownership of the entire CI/CD pipeline.

Duties

Key Responsibilities and Tasks

- Build, manage and optimise containerised workflows using Podman and Kubernetes
- Design, implement, and maintain CI/CD pipelines to ensure efficient and reliable software delivery
- Write and maintain scripts in Python to automate various DevOps tasks
- Utilise GitHub Actions to streamline the development and deployment processes
- Collaborate with SREs, data engineers, and data scientists to ensure seamless integration and deployment of applications
- Monitor and troubleshoot CI/CD pipelines to identify and resolve issues promptly
- Ensure the security, scalability, and performance of our infrastructure and applications

- Document processes and best practices to facilitate knowledge sharing within the team

Education, Qualification and Experience Requirements

- 3+ years of experience in a DevOps engineering role.
- Proven expertise in managing containerised workflows using Podman and Kubernetes.
- Strong programming skills in Python.
- Experience with GitHub Actions for automating workflows.
- Solid understanding of CI/CD principles and best practices.
- Experience working within air-gapped environments.
- Experience with cloud platforms (e.g., AWS, Azure, GCP) is a plus.
- Familiarity with infrastructure as code (IaC) tools such as Terraform or Ansible.
- Excellent problem-solving skills and attention to detail.
- Ability to work independently with minimal management oversight.
- Strong communication and collaboration skills.

If you are a passionate DevOps Engineer looking to make a significant impact in a dynamic team, we invite you to apply for this position. Join us and help shape the future of our technology stack!

Eligibility

To be eligible for a role you must:

Be an Australian citizen

Be assessed as suitable to hold and maintain a high-level security clearance

Notes

Please note, total salary range comprises salary and applicable allowances and bonuses. Remuneration is subject to s33 of the ISA.

To apply, please visit the ASIS website and submit an application through the Talent Register - Data Engineering Professionals

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	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Foreign Affairs and Trade

Vacancy VN-0768729

Australian Secret Intelligence Service

Closing Date: Tuesday 28 April 2026

Job Title	Property Directors
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$171,497 - \$202,365
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	.
Classification	Executive Level 2
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

Property Directors lead dynamic high performing teams across the functional areas of Property Strategy, Engagement and Planning, Property Project Delivery, Facilities Management and Transformation. They will have strong representation, engagement and interpersonal skills, including the ability to develop and maintain a network of internal and external partners and resources across the AIC, Government and industry, coupled with effective written communication skills.

Property Directors are responsible for influencing and developing strategy, policies, priorities and processes in relation to property. They provide high level advice to senior management as well as coordinating and assuming responsibility for complex or sensitive projects or work programs that have strategic, political and/or operational significance. These roles will lead diverse teams and have resource management responsibilities including input to and management of budgets.

These roles require a demonstrated willingness to learn new technologies and remain abreast of industry developments, be self-motivated, work effectively and responsively within a multi-disciplinary environment, and demonstrate effective, empathetic, outcomes focussed leadership. There may be a requirement for domestic and overseas travel within these roles.

Duties

Property Project Delivery:

- Lead the development and management of complex property projects;
- Lead the delivery of all scheduled minor fit-out and refurbishment projects ; and
- Pursue and maintain effective relationships with counterparts internally and externally, ensuring alignment of security requirements and operational priorities

Property Strategy, Engagement and Planning:

- Lead the development of NPPs that relate to the property works program (including liaising with other agencies for joint submissions)
- Responsible for influencing and developing strategy, policies, priorities and processes in relation to property strategy, engagement and planning; and
- Lead the management of ASIS's leases, MOUs and annual reporting requirements.

Property Facilities Management:

- Lead response to property management and day to day maintenance issues;
- Develop and implement a scheduled maintenance program; and
- Work with internal stakeholders to implement modern work environments across the Canberra property footprint.

Eligibility

Eligibility

To be eligible for a role you must:

- Be an Australian citizen
- Be assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance

For more information on eligibility please see the Protective Security Policy Framework which is publicly accessible at <https://protectivesecurity.gov.au>, section 12 provides information on Eligibility and suitability.

The position is Canberra based, with conditions similar to those in the Australian Public service including superannuation.

Notes

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander people, Women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

Please note: ASIS does not provide feedback to unsuccessful applicants

To apply please visit the ASIS website to view further job details and selection criteria

Competitive salary with a 15.4% superannuation

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	not provided, not provided
Agency Recruitment Site	https://www.asis.gov.au/Careers/Current-Vacancies/

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Health

Vacancy VN-0768711

Australian Digital Health Agency

Closing Date: Sunday 26 April 2026

Corporate Services Division
People and Capability HR Services and People Analytics

Job Title	People Analytics Advisor
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT
Salary	\$90,562 - \$97,939
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	APS Level 5
Position Number	TBC
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

About the Agency

The Australian Digital Health Agency leads the national effort to digitally enable Australia's health system. We support the delivery of person-centred, connected healthcare through the

development and adoption of digital health services and systems. Our work includes managing My Health Record, Electronic Prescriptions, and the 1800Medicare, ensuring a healthier future for all Australians through connected healthcare.

Duties

The Role

As the People Analytics Advisor you will be engaged in a range of work from analytics, process improvement, capability development, stakeholder engagement and both internal and statutory reporting.

The People Analytics advisor plays a key role in supporting Agency leadership in understanding and tracking Agency workforce dynamics and in meeting Agency statutory reporting obligations using a range of platforms and tools including OneModel, SAP and Excel.

About you

- Preferably coming from a People and Capability domain, you have experience in data analytics
- Strong understanding of drivers underpinning workforce success with the ability to integrate research and current best practice to support the development and delivery of people insights
- Experienced working on process development and improvement initiatives and related projects.
- Demonstrable experience managing a diversity of tasks, balance competing priorities and successfully deliver to deadlines.

Eligibility

Eligibility

- Australian citizenship is a mandatory eligibility requirement.
- Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

Our Benefits

- Salary packaging (salary sacrifice) is available.
- Our Wellbeing Sessions & Employee Assistance Program will give you the best opportunity to balance work and life
- Work From Home & Attractive Flexible Working Arrangements
- Collaborative workspaces with new technology available within central locations.
- Generous leave opportunities including Parental (primary & secondary), compassionate, Aboriginal & Torres Strait Islander Leave, Cultural, Emergency Response, Defence, and Half Pay option.

Application

To apply for the role, please submit your resume and a cover letter (1 page maximum) addressing the essential criteria above. Please contact the talent acquisition team at careers@digitalhealth.gov.au with queries relating to the application process.

Closing date: Sunday 26 April, 11:00pm

Salary: This role offers between \$90,562 - \$97,939 depending on skills and experience plus 15.4% superannuation.

Order of Merit: Applicants rated as suitable will be placed in a merit pool that may be used to fill similar ongoing or non-ongoing positions throughout the Agency for up to 18 months from date of advertising.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Digital Health Agency

Tasked with improving health outcomes for Australians through the delivery of digital healthcare systems and the national digital health strategy, the Australian Digital Health Agency (the Agency) commenced operations on 1 July 2016. The Agency is responsible for national digital health services and systems, with a focus on engagement, innovation and clinical quality and safety. Our focus is on putting data and technology safely to work for patients, consumers and the healthcare professionals who look after them

To Apply

Position Contact	Naomi Nikolas, Naomi.Nikolas@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0768727

Australian Radiation Protection and Nuclear Safety Agency

Closing Date: Monday 27 April 2026

Office for Business Support Facilities & Engineering

Job Title	Technical Officer - Mechanical Engineering
Job Type	Full-Time, Ongoing
Location	Yallambie VIC
Salary	\$99,956 - \$114,290
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	Flexible
Classification	APS Level 6
Position Number	13690
Agency Website	https://www.arpansa.gov.au/

Job Description

<https://candidate.aurion.cloud/arpansa/production/redirect/to/dmFjYW5jaWVzLzI5MTIzNDM0NDE5Mzk0OTh-MS9Iz>

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to

protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

The Facilities & Engineering section is a high-profile section within the Office for Business Support and is responsible for ARPANSA's facilities management service, oversight of the stores/procurement and administrative functions, the provision of the mechanical & electrical engineering support for the Yallambie site, and leading and managing large infrastructure projects, all of which support the agency's strategic objectives and compliance requirements. The section ensures the working environment is maintained to a high standard to maximise workplace productivity and promote workplace safety.

Why work for us?

- Opportunities to engage with national and international stakeholders
- Inclusive and diverse workplace
- Competitive salaries with 15.4% superannuation
- Generous leave conditions
- Flexible work practices
- Modern amenities and free parking at both our Yallambie and Miranda sites.

Duties

Primary purpose of the role

In this role, you will perform a range of complex technical tasks associated with the design, construction and maintenance of mechanical/electromechanical equipment and radiation measurement devices. You will also assist with related tasks including, research and development activities, the implementation of relevant quality assurance programs, maintenance of records and preparation of technical reports.

Key accountabilities

- Design and develop complex mechanical and electro-mechanical devices from a wide range of materials to precise tolerances from engineering drawings, using established principles, practices and procedures.
- Design 3D models, assemblies and detailed drawings using CATIA V5 or Solidworks from conceptual designs.
- Perform iterative designing and rapid prototyping based on client feedback until design approval by end-user.
- Provide technical leadership for the engineering section in the mechanical field, exercising sound decision-making and judgement to achieve sound operational outcomes.
- Construct complex mechanical and electro-mechanical equipment, ensuring workshop operations are completed in a manner compliant with WHS policy.
- Ensure the maintenance schedules within the Agency and in the field are followed and actioned, including maintenance schedules for all workshop equipment.
- Procurement of components and tools for engineering projects and the general workshop as required.

- Maintain compliance management focus while taking ownership of the in-sourced agency electrical Test & Tag program.
- Maintain ARPANSA's lifting and rigging equipment program.

Eligibility

To be considered for this position, you will have a trade certificate as a fitter and turner or a toolmaker certificate from an Australian educational institution or comparable overseas qualification or other comparable qualifications which are appropriate to the duties. Experience using CATIA or SolidWorks design software is highly desirable. The ability to attain and maintain the following qualifications/certifications/licences:

- A forklift licence.
- A scissor-lift licence.
- A Height Safety Equipment Inspection certificate.
- A Working Safely at Heights certificate.
- A diploma of mechanical engineering is highly desirable.
- A Gantry crane (Dogging) licence is also highly desirable.

You should possess a high degree of technical expertise and have a proven track record of machining and assembly of components using a variety of machine tools to high tolerances. You will be able to interpret engineering drawings and sketches to construct complex mechanical and electro-mechanical equipment.

It is also highly desirable that you either possess an electrical engineering skillset or are interested in expanding your technical skillset to encompass electrical engineering, allowing you to provide backup support for the current electrical engineer.

You will have well developed interpersonal skills and the ability to contribute effectively to a team environment, together with the ability to liaise with all levels of staff and clients and translate technical advice for non-technical audiences. You will have the ability to consistently perform efficiently and effectively at a high level and the demonstrated ability to make well balanced and informed decisions.

WHS requirements: This role will include manual handling not limited to but including lifting (up to 20kg), climbing, bending, squatting and sitting with repetition.

You must hold Australian citizenship and be prepared to travel interstate from time to time as required. ARPANSA requires all new employees to obtain and maintain a national security clearance as a condition of engagement. You must also meet required pre-employment checks as necessary.

Selection criteria

1. Demonstrated experience and proven ability to independently design, develop, construct and maintain complex mechanical and electro-mechanical equipment.
2. Ability to lead and model the safe use of engineering workshop tools and machinery within WHS guidelines.
3. Ability to achieve results using a positive flexible approach with a high degree of initiative in a team environment.
4. A proven ability to apply a continual self-improvement methodology to expand technical skills & knowledge and lift team capability.
5. Proven ability to utilise specialist technical knowledge in compliance with engineering safety standards, while promoting continual improvement in engineering work practices.

Eligibility

Employment with ARPANSA is subject to:

- conditions prescribed within the Public Service Act 1999.
- Australian Government Security Vetting Agency (AGSVA) granting a security clearance at the required level.
- evidence of citizenship status required.
- evidence of qualifications required of the role.
- evidence of a completed national police-check with no risks identified by ARPANSA.
- the CEO of ARPANSA, or their Delegate, approving a Notice of Engagement.

The Australian Government Security Clearance Application Guide Book provides information on minimum eligibility requirements for holding a security clearance at the required level. Please ensure that you are able to provide the necessary documents if you apply for the position. More information on the security clearance vetting process is available on the AGSVA website.

Notes

How to apply

Applications can be lodged through ARPANSA Recruitment Portal. Your application will consist of resume, ARPANSA cover letter to be completed via the portal, contact details for two referees and a '1000-word pitch' that considers:

- Key accountabilities
- Job specific capabilities
- Selection criteria.

ARPANSA recognises the need for our workforce to reflect the community we serve and provide an inclusive environment that respects and values diversity. We strongly encourage qualified applicants from diverse backgrounds to apply.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme applicants who choose to apply under the scheme will be invited to participate in further assessment activities for the vacancy, where they meet the minimum requirements for the position. ARPANSA will provide

reasonable adjustments or flexibilities in the recruitment process as requested. For more information visit: <https://www.apsc.gov.au/recruitability>

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Radiation Protection and Nuclear Safety Agency

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

To Apply

Position Contact	David Gubbels, 0429 394 417
Agency Recruitment Site	https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTIzNDM0NDE5Mzki

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Home Affairs

Vacancy VN-0768673

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Monday 27 April 2026

Chief Operating Officer
Intelligence and Information Systems

Job Title	National Manager, Cyber and IT Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	-
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	Senior Executive Service Band 1
Position Number	6485_04/26_IIS
Agency Website	https://www.acic.gov.au/

Job Description

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

We are looking for a highly-skilled, committed and experienced senior executive to join the ACIC leadership team. As a National Manager within the Intelligence and Information Systems Division (IISD), you will have the unique opportunity to form an integral part of the IIS Division's leadership team and play a pivotal role in contributing to the strategic direction of the agency, championing reform through the adoption of emerging technology and artificial intelligence, managing delivery of digital and ICT services, and driving change in divisional policy and operations.

You will report directly to Executive Director Intelligence and Information Systems Division (ED IIS) and have a key part in promoting collaboration across the agency, the NIC and all levels of government.

The National Manager will provide leadership to guide, mentor, and develop their staff through a period of agency transformation, fostering an empowered and accountable workforce that delivers agreed work plans aligned with the ACIC Corporate Plan.

This is a senior leadership opportunity for a results-focused, collaborative and strategic thinker who thrives in a complex and fast-paced national security environment. The role requires exercising strong judgement, guiding teams to deliver high-value outcomes, and maintaining

trusted relationships with stakeholders across government and other partner agencies and sectors.

A merit pool may be created to fill future vacancies which have the same or similar requirements to this position.

Duties

- Perform the roles of Deputy CISO (DCISO) and Chief Artificial Intelligence Officer (CAIO), while overseeing delivery of enabling IT systems and services to the ACIC
- Ensure the delivery of high quality, responsive and professional support to end users through Service Desk and End User Support functions
- Provide strategic leadership and co-ordination of information technology functions across the ACIC, including infrastructure operations, service delivery, architecture, technical services, cloud, and data and analytics
- Maintain the security and integrity of the ACIC's data holdings, capabilities and services through oversight of ICT security operations, policy, advice, certification and compliance across internal and external systems and services, including three Systems of Government Significance (SoGS)
- Ensure continuous availability and capacity of current IT capabilities and services for the ACIC and its partners
- Drive the development and uptake of new and innovative information capabilities and services, through consultation and collaboration
- Provide oversight and active management of ICT procurement and resulting contracts
- Provide high-level advice to ensure the Branch delivers efficient and effective support to the ACIC and its partners within available resources and at the highest standard expected by Government, ACIC and its partners
- Contribute as a member of the ACIC Executive, collaborating on strategic and operational decision-making for the ACIC
- Participate and represent the ACIC in national and international technology forums, committees and working groups.

Core capabilities

We invite applications from experienced leaders with the following experience, skills and attributes:

- an exceptional ability to build and maintain productive working relationships with a broad range of stakeholders, to achieve organisational and cross government outcomes collegiately
- excellent communication and negotiation skills
- an ability to interpret and synthesise business and agency needs and requirements for IT services, and who can lead the delivery of solutions which meet those needs in a highly responsive manner
- experience in leading significant change / transformation programs
- excellent understanding of the mechanisms of government including cabinet and whole of government processes to enable inter-agency delivery
- high level leadership capability (including intellectual leadership) and superior people management skills
- analytical abilities of a high order and experience in solving complex issues under compressed timeframes

- a background in information technology, digital government or service delivery with depth in cyber security and emerging technology
- an ability to maintain a strategic focus, recognise opportunities and deliver outcomes
- an ability to work collaboratively with a strong leadership team to continue to grow the vision, strategy, and direction of the branch and division.

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	Beaumont and Beaumont, (02) 6126 4500
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

- 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0768662

Civil Aviation Safety Authority Australia

Closing Date: Sunday 26 April 2026

Stakeholder Engagement Division
Industry and Government Engagement Sport Aviation

Job Title	Regulatory Services Adviser – Sport Aviation
Job Type	Full-Time, Non-Ongoing
Location	Brisbane QLD
Salary	\$91,955 - \$99,795
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	APS Level 5
Position Number	4443
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

Based in Brisbane, the RSASA position is a fixed-term secondment until 15 March 2027 with possibility of converting to a full-time position. The RSASA works under general direction and guidance from the Manager Sport Aviation and National Manager. The role sits within a team of sport aviation officers, who work collaboratively to deliver on CASA's strategic operational priorities and work plans, including the National Oversight Plan (NOP).

Key Responsibilities:

- **Provide and coordinate:** High quality, expert technical and regulatory services support and advice to the Manager Sport Aviation.
- **Manage and coordinate:** Workflows of sport aviation tasks and activity applying knowledge precedent and established policy, procedures and guidelines to complex situations.
- **Contribute:** to setting of the direction of work priorities and practices, monitoring workflow and identifying training needs for staff within the team.
- **Provide:** Advice and assistance to the sport aviation team on all technical administrative matters and advice and technical expertise and support in specific areas of project work to the Manager Sport Aviation.
- **Determine , monitor and report:** on compliance with specifications and work level standards.
- **Process and review:** simple and complex sport aviation applications in line with published procedures and in compliance with current CASA legislation.
- **Ensure:** accurate records and information is maintained supporting all regulatory functions and team reporting requirements.
- **Manage and coordinate:** Appropriate resolution of sport-aviation related correspondence including the administration of CASA's Deed of Agreements with Sport Aviation Bodies.
- **Assist in Building and manage effective Relationships:** Assist the Manager Sport Aviation to develop, manage and promote inter-organisational communication between CASA and approved self-administering sport aviation organisations (ASAOs), members of the public and internal staff as well as raise operational standards in this area of aviation.
- **Provide:** consistent advice from routine to complex industry queries in relations to legislation, procedures and regulatory requirements for operations oversights by the Sport Aviation Section, including specific program, service or policy information.
- **Undertake:** systems testing for updated processes within prescribed parameters.
- **Assist:** in the drafting, identification and implementation of systems improvement initiatives and relevant procedural manuals and guidelines, information packages and communications products.
- **Foster:** an environment of continuous improvement and proactively engage stakeholders with effective and considered communication, working collaboratively with all relevant stakeholders to deliver regulatory services.
- **Maintain Documentation:** Ensure comprehensive documentation of regulatory decisions and compliance actions, adhering to CASA's reporting standards.
- **Promote Safety Compliance:** Educate stakeholders and communicate CASA's regulatory philosophy and reinforce compliance across the aviation sector.
- **Maintaining:** a positive health and safety culture, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- **Demonstrating:** awareness of the diverse histories, cultures, and experiences of Aboriginal, Torres Strait Islander and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Positively engaging in and responding to change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Demonstrated experience managing a range of administrative support and coordination of complex regulatory service activities, including the ability to handle competing priorities within a fast-paced and dynamic environment.
- Demonstrated problem-solving skills with the ability to develop and implement procedures, improve processes, provide flexible solutions, and achieve results.
- Demonstrated experience in writing briefings and reports, including the preparation of material suitable for technical and non-technical audiences.
- Knowledge of or ability to acquire an understanding of regulatory services and/or surveillance frameworks, practices and systems.
- Understanding of Australia's civil aviation legislation or ability to acquire this knowledge quickly.
- Stakeholder management skills include the ability to liaise effectively with stakeholders, working collaboratively and managing key relationships to successfully achieve outcomes.

Role Specific Training Requirements:

- Complete CASA's Foundation Training programs, including any specialised courses relevant to their specific position.
- Complete NOTAM Originator training to be able to develop and publish NOTAMs (Notice to Airmen)

Eligibility

Eligibility requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the level of security clearance as required.

Notes

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is 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.

About the Civil Aviation Safety Authority Australia

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responsible for making sure that Australian airspace is administered and used safely. CASA is a Corporate Commonwealth entity and is subject to the Public Governance, Performance and Accountability Act 2013 which deals with a range of matters, including reporting and the use of and management of public resources. We employ over 800 people working across Australia. We are an engaged team and proud to work for CASA. We strongly believe in the vision, mission and goals of our agency. We are highly connected to CASA's Values and Regulatory Philosophy that underpin all we do. We understand how our roles directly contribute to aviation safety. We are a relationship-based organisation and value the input and ideas of others.

To Apply

Position Contact	Steve Fickling, 07 3144 7448
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0768664

Civil Aviation Safety Authority Australia

Closing Date: Sunday 26 April 2026

Stakeholder Engagement Division
Industry and Government Engagement Sport Aviation

Job Title	Regulatory Services Adviser – Sport Aviation - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Non-Ongoing
Location	Brisbane QLD
Salary	\$91,955 - \$99,795
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	APS Level 5
Position Number	4443
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

Based in Brisbane, the RSASA position is a fixed-term secondment until 15 March 2027 with possibility of converting to a full-time position. The RSASA works under general direction and guidance from the Manager Sport Aviation and National Manager. The role sits within a team of sport aviation officers, who work collaboratively to deliver on CASA's strategic operational priorities and work plans, including the National Oversight Plan (NOP).

Key Responsibilities:

- **Provide and coordinate:** High quality, expert technical and regulatory services support and advice to the Manager Sport Aviation.
- **Manage and coordinate:** Workflows of sport aviation tasks and activity applying knowledge precedent and established policy, procedures and guidelines to complex situations.
- **Contribute:** to setting of the direction of work priorities and practices, monitoring workflow and identifying training needs for staff within the team.
- **Provide:** Advice and assistance to the sport aviation team on all technical administrative matters and advice and technical expertise and support in specific areas of project work to the Manager Sport Aviation.

- **Determine , monitor and report:** on compliance with specifications and work level standards.
- **Process and review:** simple and complex sport aviation applications in line with published procedures and in compliance with current CASA legislation.
- **Ensure:** accurate records and information is maintained supporting all regulatory functions and team reporting requirements.
- **Manage and coordinate:** Appropriate resolution of sport-aviation related correspondence including the administration of CASA's Deed of Agreements with Sport Aviation Bodies.
- **Assist in Building and manage effective Relationships:** Assist the Manager Sport Aviation to develop, manage and promote inter-organisational communication between CASA and approved self-administering sport aviation organisations (ASAOs), members of the public and internal staff as well as raise operational standards in this area of aviation.
- **Provide:** consistent advice from routine to complex industry queries in relations to legislation, procedures and regulatory requirements for operations oversights by the Sport Aviation Section, including specific program, service or policy information.
- **Undertake:** systems testing for updated processes within prescribed parameters.
- **Assist:** in the drafting, identification and implementation of systems improvement initiatives and relevant procedural manuals and guidelines, information packages and communications products.
- **Foster:** an environment of continuous improvement and proactively engage stakeholders with effective and considered communication, working collaboratively with all relevant stakeholders to deliver regulatory services.
- **Maintain Documentation:** Ensure comprehensive documentation of regulatory decisions and compliance actions, adhering to CASA's reporting standards.
- **Promote Safety Compliance:** Educate stakeholders and communicate CASA's regulatory philosophy and reinforce compliance across the aviation sector.
- **Maintaining:** a positive health and safety culture, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- **Demonstrating:** awareness of the diverse histories, cultures, and experiences of Aboriginal, Torres Strait Islander and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Positively engaging in and responding to change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Demonstrated experience managing a range of administrative support and coordination of complex regulatory service activities, including the ability to handle competing priorities within a fast-paced and dynamic environment.
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- Demonstrated experience in writing briefings and reports, including the preparation of material suitable for technical and non-technical audiences.
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- Understanding of Australia's civil aviation legislation or ability to acquire this knowledge quickly.
- Stakeholder management skills include the ability to liaise effectively with stakeholders, working collaboratively and managing key relationships to successfully achieve outcomes.

Role Specific Training Requirements:

- Complete CASA's Foundation Training programs, including any specialised courses relevant to their specific position.
- Complete NOTAM Originator training to be able to develop and publish NOTAMs (Notice to Airmen)

Eligibility

Eligibility requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

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- The position's occupant must be an Australian citizen with the ability to obtain and maintain the level of security clearance as required.

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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Steve Fickling, 07 3144 7448
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0768693

Civil Aviation Safety Authority Australia

Closing Date:Sunday 26 April 2026

Regulatory Oversight
Regulatory Services 2 Regulatory Services Brisbane - Operations

Job Title	Senior Airworthiness Inspector
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$163,757 - \$171,201
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work may be considered at the manager's discretion.
Classification	
Position Number	4463
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job
Description

<https://casajobs.nga.net.au/cp/index.cfm?event=jobs.checkJobDetailsNewApplication&returnToEvent=jobs.listJobs>

About the Role

CASA is recruiting for a Senior Airworthiness Inspector in Brisbane. As a member of CASA's Aviation Technical (AT) job family, a Senior Airworthiness Inspector (Senior AWI) works under guidance from a Manager and National Manager, and more experienced colleagues who provide additional support. The role sits within a local office team of inspectors and other related staff to

deliver on CASA's strategic operational priorities and work plans, including the National Oversight Plan (NOP). Candidates with piston engine aircraft and piston engine overhaul experience will be highly competitive.

Senior Airworthiness Inspectors (ASR2) are expected to work reasonable additional hours beyond the ordinary hours of work, which may include work on weekends or outside the span of hours. However, this is regarded as the exception and where additional hours are worked, they are compensated in accordance with CASA's enterprise agreement.

Duties

Key Duties

- Exercise decision making, including as a delegate on a range of complex airworthiness enquiries, approvals, and compliance in line with legislation, CASA's Corporate Plan, policies, practices and standards, and in accordance with CASA's Regulatory Philosophy and assigned delegations.
- Work collaboratively with colleagues, by providing detailed, timely and constructive feedback and input, sharing knowledge, and managing performance in accordance with CASA's Values, policies, and practices.
- Actively contribute to work programs that deliver the various elements of CASA's strategies and priorities including, but not limited to, issuing initial approvals; operational change approvals; compliance assurance and reporting; regulatory improvement; and the resolution of safety issues, including identifying opportunities for continuous improvement.
- Work professionally with regulated entities, government departments, the aviation sector and the public when providing regulatory services, drawing on expertise to provide advice and technical guidance.
- Perform regulatory services and/or surveillance tasks. Identify compliance issues and omissions that reflect non-compliance or offences under civil aviation legislation, regulations, standards, and CASA policy, and present that information to relevant stakeholders through high quality reports with clear recommendations, identifying any risks and/or systemic issues.
- Assess and analyse industry information, engage with stakeholders, monitor other external influences, and investigate potential scenarios to develop compliance strategies to mitigate emerging or actual risks.
- Contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- Positively engage in and respond to change.
- Other duties as required.

Eligibility

Qualifications, Licences and Experience

Mandatory

- 8 years of appropriate experience as a Licensed Aircraft Maintenance Engineer (LAME).
Note: The Delegate may consider experience equivalent to that of a Licensed Aircraft Maintenance Engineer in lieu of a proportion of this 8-year requirement. This could include experience in management role within either an AMO or CAMO or the role of an Airworthiness inspector within a NAA or military equivalent.

- Extensive experience in continuing airworthiness or the management of maintenance activities.
- In-depth understanding of Australia's Civil Aviation Act 1988, and relevant CASRs and CARs, guidance materials and other legislation.
- Civil Aviation Safety Regulation (CASR) Part 66 license (or equivalent).
- Hold or be eligible to hold an Australian Security Identification Card (ASIC).

Desirable

- An Australian Class C drivers' licence.
- Coaching and mentoring of others, preferably in a regulatory environment.
- Auditing experience.
- Piston engine aircraft and piston engine overhaul experience.

Eligibility requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- As an employee in a safety sensitive position, perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is 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.

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To Apply

Position Contact	Hugh Clark, +61731447563
Agency Recruitment Site	https://casajobs.nga.net.au/cp/index.cfm?event=jobs.checkJobDetailsNewApplication&returnToEvent=

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0768694

Civil Aviation Safety Authority Australia

Closing Date:Sunday 26 April 2026

Regulatory Oversight
Regulatory Services 2 Regulatory Services Brisbane - Operations

Job Title	Senior Airworthiness Inspector - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$163,757 - \$171,201
Future Merit Locations	Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible work may be considered at the manager's discretion.
Classification	
Position Number	4463
Agency Website	https://www.casa.gov.au/about-us/careers-casa

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About the Role

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Duties

Key Duties

- Exercise decision making, including as a delegate on a range of complex airworthiness enquiries, approvals, and compliance in line with legislation, CASA's Corporate Plan,

policies, practices and standards, and in accordance with CASA's Regulatory Philosophy and assigned delegations.

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- In-depth understanding of Australia's Civil Aviation Act 1988, and relevant CASRs and CARs, guidance materials and other legislation.
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Eligibility requirements

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Notes

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Position Contact	Hugh Clark, +61731447563
Agency Recruitment Site	https://casajobs.nga.net.au/cp/index.cfm?event=jobs.checkJobDetailsNewApplication&returnToEvent=

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0768685

High Speed Rail Authority

Closing Date: Monday 27 April 2026

Commercial & Strategy

Job Title	EL2 - Senior Manager, Transactions
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Newcastle NSW, Canberra ACT
Salary	\$149,636 - \$168,156
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	2 days WFH may be offered
Classification	Executive Level 2
Position Number	122067
Agency Website	

Job Description

recruitment@hsra.gov.au

About High Speed Rail Authority

Australia's High Speed Rail will deliver generations of opportunities for Australian regions, cities and communities – helping connect Australians in faster, smarter and more sustainable ways.

High Speed Rail will bring cities, regions and economic zones within fast, reliable reach of one another, connecting people and places in ways not possible through current infrastructure.

More Australians will be able to live where they want, work where they choose and access opportunities across broader areas.

Our work will deliver enduring benefits, making a big country smaller and turning vast distances into opportunities.

Whether starting your career or bringing experience, you will help build the capability and industries Australia needs for the future.

Duties

About the Role

The purpose of this role during the Development Phase is to manage procurement and transaction activities for major project contracts, ensuring timely delivery, value for money, and alignment with government and operational objectives. The role covers procurement strategy development, procurement oversight, and negotiation of commercial and financial terms to support strong project outcomes.

This role will be responsible for:

Procurement of Major Project Contracts

- Develop and implement procurement strategies that support timely and effective delivery of project objectives, ensuring alignment with government policy, financial and operational requirements.
- Manage end-to-end tender processes and contract preparation to ensure transparency, fairness, and compliance with procurement legislation and probity standards.
- Engage project delivery stakeholders early to identify procurement requirements.
- Oversee the full procurement lifecycle with input from relevant stakeholders to ensure coordinated and compliant outcomes.

Transaction Management

- Design and negotiate commercial, legal, and financial terms for major project transactions to secure value for money, mitigate delivery and financial risks, and ensure alignment with project outcomes.
- Oversee transaction options and evaluate their implications to inform decision-making and support robust commercial outcomes.

Leadership (expectations as a leader at the Authority):

- Coordinate team efforts and enable cross-functional delivery by aligning workstreams and fostering collaboration across teams.
- Translate organisational goals into team-level work programs, adjusting resources and timelines to meet evolving project needs.
- Communicate with clarity and purpose, tailoring messages to team members, peers, and external stakeholders to support shared understanding and engagement.
- Embed risk awareness in daily operations by identifying potential issues early and escalating them through appropriate channels.

- Apply sound judgement to resolve challenges and contribute to effective decision-making.
- Lead team performance by setting clear expectations, tracking progress, and supporting professional development.

Knowledge, Experience and Skills

The below table shows the technical and core professional capabilities required for this role, as well as the skills and experience needed to fulfill the relevant capabilities:

Capability Skills and experience, with the ability to:

Technical Capabilities

Procurement of Major Project Contracts

- Apply government procurement frameworks to large-scale projects.
- Coordinate complex procurement activities across multiple stakeholders and timelines.
- Translate delivery needs into procurement approaches that meet compliance and strategic objectives.
- Navigate procurement governance and assurance processes to support timely and accountable decision-making.

Transaction Management

- Evaluate contract terms to support transaction design.
- Analyse financial scenarios to inform negotiation strategies and assess long-term implications.

Core Capabilities as a leader at the Authority

Stakeholder Engagement

- Engage with stakeholders across teams to support coordinated delivery and shared understanding of priorities.
- Adapt tone and information to suit the audience, including appropriately translating technical information into strategic advice to inform decision makers.
- Support the management of complex external partnerships and delivery arrangements.

Proactive Risk Management

- Identify and monitor risks within your team's scope, escalating issues and contributing to mitigation strategies.

- Adjust team plans and workflows in response to emerging risks to maintain delivery momentum and resilience.
- Promote a culture of risk awareness by encouraging a shared understanding of risk within the team.

Strategic Thinking and Problem Solving

- Align your team's priorities and activities with the division's strategy and target outcomes.
- Communicate your team's strategic priorities, including impacts and contingencies on other teams.
- Apply innovation, critical and analytical thinking to solve problems.
- Make and communicate robust decisions in a timely manner.

Professional Capabilities

- Bring experience in managing workstreams or projects.
- Manage team-level budget and resource planning.

Leadership

- Lead people effectively, fostering their development and growth.
- Model and uphold the Authority's culture and values.
- Create an environment of high performance.
- Hold ownership of the team and their deliverables.

Behavioural Indicators

The following behavioural indicators are key attributes that will be required for this role to succeed:

Collaboration

- Work collaboratively within and across teams to support integrated delivery and avoid siloed approaches.
- Seek and be open to new information, perspectives and expertise from others.
- Collaborate on shared initiatives when required.

Adaptability

- Operate effectively in dynamic and evolving environments.
- Adjust team plans and priorities in response to changing project needs or stakeholder expectations.
- Support your team to build resilience to change.

Communication

- Share insights, concerns, and ideas constructively to support informed decision-making.
- Communicate openly and consistently within your team and across the broader Authority.

Efficiency

- Promote a culture of efficiency and accountability within your team.
- Be able to prioritise, manage time, optimise resources within your team.
- Monitor team progress and adjust workflows to maintain momentum and ensure outcomes are achieved.

Eligibility

Employment with the Authority is subject to conditions prescribed within the Public Service Act 1999 included:

Citizenship: must be an Australian citizen to be eligible for employment with the Authority.

Qualification: Degree or equivalent working experience.

Pre-Employment Screening: Police check is a mandatory requirement check

Security Clearance: Baseline Clearance

Notes

Why Join Us

At the High Speed Rail Authority, you'll help shape Australia's future high speed rail network.

We offer:

A purpose-driven culture focused on integrity and innovation

- Flexibility, growth, and meaningful work
- Support for relevant learning, training and study assistance for staff's professional development
- 4 weeks annual leave
- 20 days personal/carers leave per annum
- Free annual flu vaccinations
- Fitness passport
- EAP services

Apply

Submit your application via email to recruitment@hsra.gov.au by **11:59 pm (AEDT) Monday, 27th April 2026**. As part of your application, you will need to provide:

- Your Cover letter addressing how your experience would support HSRA's objectives (2 pages 1500 words maximum)
- Your Resume
- A statement describing why you wish to join High Speed Rail Authority and which HSRA value you align with the most

For any questions about the role, please email recruitment@hsra.gov.au with the position title in the subject line.

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 High Speed Rail Authority, or the broader APS, within 18 months from the start date of this advertisement.

About the High Speed Rail Authority

About High Speed Rail Authority The Australian Government is planning a future high speed rail network to connect Brisbane, Sydney, Canberra, Melbourne and regional communities across the east coast of Australia. The High Speed Rail Authority (the Authority), an independent corporate Commonwealth entity governed by an independent board, is leading the development and delivery of High Speed Rail. Line 1, connecting Newcastle to Sydney on a dedicated new railway using trains travelling up to 320km/h, is now in the Development Phase. High Speed Rail will contribute to a number of key Australian Government priorities, including increased economic productivity, new housing options, regional economic and tourism development and contributing to net zero. More information about the Authority and our work is available at: www.hsra.gov.au .

To Apply

Position Contact	HSRA Recruitment Team, recruitment@hsra.gov.au
Agency Recruitment Site	recruitment@hsra.gov.au

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High Speed Rail Authority

Closing Date: Monday 27 April 2026

Commercial & Strategy

Job Title	EL 2 - Senior Manager, Commercial
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Newcastle NSW, Canberra ACT
Salary	\$149,636 - \$168,156
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	2 days WFH may be offered
Classification	Executive Level 2
Position Number	122060
Agency Website	

Job Description

recruitment@hsra.gov.au

About High Speed Rail Authority

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Our work will deliver enduring benefits, making a big country smaller and turning vast distances into opportunities.

Whether starting your career or bringing experience, you will help build the capability and industries Australia needs for the future.

Duties

About the role

The purpose of this role during the Development Phase is to manage commercial developments that support project delivery, ensure effective risk allocation, and enable strategies that enhance commercial outcomes. This includes overseeing commercial contracts and partnerships, assessing and mitigating commercial risks, and contributing to revenue generation.

This role will be responsible for:

Commercial Contracts and Partnerships

- Manage commercial contracts to ensure alignment with project delivery objectives.
- Contribute to the establishment and maintenance of commercial partnerships and joint ventures.
- Provide specialist advice on commercial matters, and in relation to contract negotiations.

Oversight of Commercial Risk allocation

- Oversee commercial risk allocation across projects (e.g. schedule and cost risks) to protect each project's commercial interests and ensure alignment with project objectives.
- Manage the design and execution of mitigation strategies for complex commercial exposures and provide assurance on the effectiveness of risk treatments.

Internal Policy

- Coordinate internal policies to enable effective commercial delivery, including the use of contingency funds.

Secondary Revenue and Retail

- Support the development of strategies to increase ancillary revenue in line with commercial objectives.
- Negotiate commercial arrangements with retail tenants and operators to improve profitability.

Leadership (expectations as a leader at the Authority):

- Coordinate team efforts and enable cross-functional delivery by aligning workstreams and fostering collaboration across teams.
- Translate organisational goals into team-level work programs, adjusting resources and timelines to meet evolving project needs.
- Communicate with clarity and purpose, tailoring messages to team members, peers, and external stakeholders to support shared understanding and engagement.
- Embed risk awareness into daily operations by identifying potential issues early and escalating them through appropriate channels.
- Apply sound judgement to resolve challenges and contribute to effective decision-making.
- Lead team performance by setting clear expectations, tracking progress, and supporting professional development.

Knowledge, Experience and Skills

The below table shows the technical and core professional capabilities required for this role, as well as the skills and experience needed to fulfill the relevant capabilities:

Technical Capabilities

Commercial Contracts and Partnerships

- Interpret complex contract terms and apply commercial judgement to manage agreements that support delivery outcomes.
- Build and maintain collaborative partnerships and joint ventures by leveraging negotiation skills and stakeholder insight.

Oversight of Commercial Risk Allocation

- Apply commercial acumen to assess and allocate risk across projects.
- Design and execute measures to mitigate commercial risks.

Internal Policy

- Interpret and apply internal policy frameworks to support commercial delivery.

Secondary Revenue and Retail

- Analyse the commercial drivers underpinning revenue-generating activities and provide strategic recommendations to optimise performance.
- Lead engagement with retail stakeholders to support commercially favourable outcomes and long-term partnership value.

Core Capabilities as a leader at the Authority

Stakeholder Engagement

- Engage with stakeholders across teams to support coordinated delivery and shared understanding of priorities.
- Adapt tone and information to suit the audience, including appropriately translating technical information into strategic advice to inform decision makers.
- Support the management of complex external partnerships and delivery arrangements.

Proactive Risk Management

- Identify and monitor risks within your team's scope, escalating issues and contributing to mitigation strategies.
- Adjust team plans and workflows in response to emerging risks to maintain delivery momentum and resilience.
- Promote a culture of risk awareness by encouraging a shared understanding of risk within the team.

Strategic Thinking and Problem Solving

- Align your team's priorities and activities with the division's strategy and target outcomes.
- Communicate your team's strategic priorities, including impacts and contingencies on other teams.
- Apply innovation, critical and analytical thinking to solve problems.
- Make and communicate robust decisions in a timely manner.

Professional Capabilities

- Bring experience in managing workstreams or projects.
- Manage team-level budget and resource planning.

Leadership

- Lead people effectively, fostering their development and growth.
- Model and uphold the Authority's culture and values.
- Create an environment of high performance.
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Behavioural Indicators

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Collaboration

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- Seek and be open to new information, perspectives and expertise from others.
- Collaborate on shared initiatives when required.

Adaptability

- Operate effectively in dynamic and evolving environments.
- Adjust team plans and priorities in response to changing project needs or stakeholder expectations.
- Support your team to build resilience to change.

Communication

- Share insights, concerns, and ideas constructively to support informed decision-making.
- Communicate openly and consistently within your team and across the broader Authority.

Efficiency

- Promote a culture of efficiency and accountability within your team.
- Be able to prioritise, manage time, optimise resources within your team.
- Monitor team progress and adjust workflows to maintain momentum and ensure outcomes are achieved.

Eligibility

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Qualification: Degree or equivalent working experience.

Pre-Employment Screening: Police check is a mandatory requirement check

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- Fitness passport
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To Apply

Position Contact	HSRA Recruitment Team, recruitment@hsra.gov.au
Agency Recruitment Site	recruitment@hsra.gov.au

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0768658

Museum of Australian Democracy - Old Parliament House

Closing Date:Monday 27 April 2026

Capital Projects and Built Heritage
Built Heritage

Job Title	Heritage Coordinator
Job Type	Full-Time, Non-Ongoing
Location	Parkes ACT
Salary	\$99,733 - \$111,702
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	On Site
Office Arrangement Details	Full-time - with flexibility to work from home up to one day per week pending discussion
Classification	APS Level 6
Position Number	31110
Agency Website	

Job Description

<https://www.moadoph.gov.au/about/careers>

The Heritage Coordinator has a key role in the Built Heritage team, assisting in the management of heritage values of the place and its collections. Old Parliament House is on the National and Commonwealth Heritage lists and is protected under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and the Old Parliament House and Curtilage Heritage Management Plan (HMP).

The Heritage Coordinator will work in the agile Capital Projects and Built Heritage Section contributing to the delivery of projects at Old Parliament House. The Heritage Coordinator will provide specialist heritage advice to ensure project delivery is consistent with the EPBC Act and the Old Parliament House HMP.

The Heritage Coordinator will work closely with colleagues in other teams in the museum including Facilities, Heritage and Collections, and Exhibitions, and will play an important role in ensuring organisational outcomes are achieved in harmony with heritage values that recognise, preserve and communicate the spirit of place.

If you enjoy working in a fast-paced environment, work collaboratively with others, and have excellent written and verbal communication skills, we'd love to hear from you. You will work in a

supportive team and have a tangible impact on protecting the heritage values of Old Parliament House.

Duties

Under the guidance of the Manager, Built Heritage, the Heritage Coordinator will be required to:

- Support the manager of Built Heritage and through them, the Section Head and other colleagues.
- Provide written and verbal heritage advice, based on research and policy aimed at meeting agency objectives to deliver projects whilst protecting the heritage values, for final review or approval by the Manager, Built Heritage.
- Represent Built Heritage at project meetings, track and monitor projects, identify and communicate heritage risks and advise on milestones where heritage inspections and approvals are required.
- Work with Capital Projects and manage project data and records, ensuring to improve the amount and accuracy of heritage documentation of changes, including photography. Provide direction to colleagues and coordinate others to correctly obtain and file or archive in KeEmu, all records as part of project closure.
- Prepare content for reporting including the quarterly Board Report and the Annual Report
- Communicate the Place's heritage values by working closely with colleagues across the organization on collaborative projects including exhibitions, events, and public communications.
- Contribute to the continuous improvement of heritage management processes and tools.
- Work collaboratively with colleagues, external contractors including specialist trades, conservation experts, and others to achieve the desired outcomes. Manage contractors and provide direction to junior staff.
- Identify and prepare heritage approvals, amendments, records and closure reports as required during planning, delivery and handover of works. Ensure these accord with the HMP requirements and the Actions Committee process. Assist with drafting of documentation and review with Manager, Built Heritage, before Committee submission.
- Document and accession heritage finds, including building fabric that are removed by works, into the Building Collection using Ke EMu. Update building information on Ke EMu as required with new information as it arises.

Eligibility

To be eligible for this position at MoAD, applicants must:

- be an Australian Citizen; and
- have a security clearance or be willing to undertake the process to obtain a baseline clearance (after commencement).
- 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

This role may be filled by application and referee reports only.

Suitable candidates may be placed in a merit pool from this selection process and the pool may be used to fill similar ongoing or non-ongoing roles. Non-ongoing vacancies filled from a merit pool may be offered as a specified term.

Applicants may have their application and assessment results shared with other Australian Public Service (APS) agencies looking to fill similar roles.

About the Museum of Australian Democracy - Old Parliament House

To Apply

Position Contact	Marita Perry, 02 6270 8111
Agency Recruitment Site	https://www.moadoph.gov.au/about/careers

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Prime Minister and Cabinet

Vacancy VN-0768722

Australian National Audit Office

Closing Date:Sunday 03 May 2026

Various

Job Title	SES Band 3 Deputy Auditor-General
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$363,682 - \$500,758
Future Merit Locations	Canberra, Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home.
Classification	Senior Executive Service Band 3
Position Number	027/2026
Agency Website	https://www.anao.gov.au

Job Description

<https://www.anao.gov.au/>

The opportunity

The Australian National Audit Office (ANAO) is seeking an exceptional, future-focused leader for the role of Deputy Auditor-General (SES Band 3). This role supports the Auditor-General to deliver independent assurance and reporting to the Parliament and to promote accountability and transparency across the Australian Government sector.

As Deputy Auditor-General, you will provide strategic, enterprise-wide leadership for the ANAO, working with key stakeholders externally and internally to ensure the ANAO's work has the right impact and value. You will act as a key advisor to the Auditor-General on organisational performance, audit quality, business performance, strategic priorities, emerging risks and stakeholder engagement. You will work with Group Executive Directors and other leaders of audit and corporate functions to ensure they operate cohesively, efficiently and to the highest professional standards and integrity.

The Deputy Auditor-General will have a clear focus on impact: ensuring the ANAO's work drives improved public administration, strengthens accountability and transparency, and supports better outcomes for the Australian community. An audit background is highly valued but not mandatory -

candidates with strong public policy, finance, legislation, governance, assurance, regulatory or professional practice experience (including driving frameworks and standards) are encouraged to apply.

- Strategic relationships and parliamentary support: Build and sustain constructive relationships with Parliament, audited entities, the audit profession and key stakeholders to increase confidence in the ANAO's work, support effective scrutiny, and maximise the impact of audit insights and recommendations.
- Audit quality, professional practice and risk: Champion audit quality, integrity and independence, and shape the professional practice, policy settings and assurance frameworks that underpin ANAO work—strengthening risk management and continuous improvement so ANAO products are trusted, influential and drive tangible improvement across the public sector.
- Enterprise leadership and governance: Provide enterprise leadership across the ANAO's operating model, executive governance and decision-making so priorities are aligned, accountabilities are clear, and the organisation delivers high-quality audit outcomes that make a demonstrable contribution to accountability and transparency.

This role is central to delivering the ANAO's strategic objectives and maintaining the organisation's reputation for independence, professionalism and excellence. You will lead through influence to align priorities across Groups, strengthen executive decision-making, and build a high-performing culture that translates strategy into sustained impact. As a steward of the organisation, you will ensure the ANAO remains responsive to changes in parliamentary expectations and the public sector environment, while maintaining focus on outcomes that improve public administration and reinforce confidence in public institutions.

Duties

Key Responsibilities:

- Provide enterprise-wide strategic leadership as a key member of the ANAO executive, supporting the Auditor-General to set direction, drive performance and deliver outcomes that strengthen accountability and transparency, while upholding the ANAO's independence and reputation.
- Represent and support the Auditor-General in high-level engagements with Parliament, audited entities and other stakeholders, building trust and constructive relationships that enhance the reach and impact of ANAO findings and recommendations.
- Champion audit quality, integrity, independence and professional standards across the ANAO, including shaping and influencing the policies, methodologies and assurance frameworks that guide practice, so audit conclusions are robust, influential, trusted and lead to improvement.
- Lead executive governance, prioritisation and decision-making processes to ensure clear accountabilities, coordinated delivery and effective management of organisational risks, enabling timely, high-quality work with clear public value.
- Drive organisational capability, culture and leadership development across the ANAO, promoting collaboration, inclusion, wellbeing and a strong performance orientation that supports sustained delivery and measurable impact.
- Support stewardship of ANAO resources and organisational sustainability, including major investments, workforce planning and strategic change initiatives, ensuring capability and resources are directed to areas of greatest risk and potential impact.
- Provide leadership during significant issues and change, exercising sound judgement and decisive action in complex, sensitive and high-profile environments to protect ANAO credibility and sustain delivery of high-impact outcomes.

Please note:

A merit pool will be created from this activity that may be used to fill similar vacancies for a period of 18 months from the date of advertising.

Who we are looking for

The ideal candidate will perform at the SES Band 3 leadership level and demonstrate the [APS-wide DRIVE Leadership behaviours](#), including the capacity to lead across organisational boundaries and shape outcomes at an enterprise and system level.

We are seeking a highly credible executive leader with a strong track record in leading complex professional organisations and delivering high-impact outcomes in environments where integrity, independence and public confidence are paramount. You will demonstrate the ability to work in close partnership with the Auditor-General and the Executive Board of Management, provide strategic and frank advice, and exercise sound judgement in high-profile and sensitive matters. You will be an influential leader who can shape and drive organisational policies, governance and professional frameworks (including in response to legislative and policy settings), align diverse perspectives, develop executive capability and drive continuous improvement in audit quality and organisational performance. An audit background is valued but not mandatory.

To be successful in these roles, you will have:

- Demonstrated experience leading at an enterprise level, including setting direction, driving performance and delivering sustained, measurable impact across multiple functions, programs or jurisdictions.
- Exceptional strategic judgement and the ability to provide clear, persuasive advice to the Auditor-General and other senior stakeholders on complex, ambiguous and high-impact issues, with a focus on maximising impact for Parliament and the public.
- Deep understanding of public sector assurance and audit quality or equivalent experience in public policy, legislation, governance, regulatory practice or professional standards, with a commitment to independence, evidence-based conclusions and continuous improvement.
- Proven ability to design, implement and influence policies, governance arrangements and professional frameworks (including interpreting and applying legislative requirements) to improve quality, consistency and impact of organisational outcomes.
- Proven ability to represent an organisation in high-level engagements and maintain effective relationships with Parliament, senior executives, central agencies and other key stakeholders.
- Demonstrated commitment to the highest standards of integrity and professionalism, including an ability to lead with transparency, fairness and accountability.

Integrity and Work Health and Safety

All APS employees are required to comply with the APS Code of Conduct, at all times behaving in a way that upholds the APS Values and Employment Principles, and the integrity and good reputation of their agency and the APS. This ensures public trust in the impartiality and reputation of the APS. Employees must also disclose any real or perceived conflicts of interest.

SES leaders in particular are required to demonstrate the highest levels of integrity, uphold and promote the APS Values and Employment Principles by personal example and other appropriate means. To learn more, refer to the APS Values and Code of Conduct in Practice.

SES leaders who make, or participate in making, decisions that affect the whole, or a substantial part, of ANAO (as the Person Conducting a Business or Undertaking, PCBU) are regarded as an Officer for the purposes of the Work Health and Safety Act 2011 (WHS Act). To fulfil their duty under the WHS Act, Officers must exercise due diligence to ensure ANAO complies with its work health and safety duties and obligations. It is ANAO's expectation that all SES Leaders act in a way that is consistent with the obligations of an Officer under the WHS Act.

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

- Relevant tertiary qualifications in commerce, accounting, economics, law, public policy, IT, business management or a related discipline.
- Membership of relevant professional bodies or associations.
- Relevant experience in senior operational management, ideally within the public sector.

Eligibility

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a [security clearance](#) at the level of Negative Vetting 2. For more information about the AGSVA security clearance process, please refer to the [AGSVA website](#).

Assessment process / Reasonable adjustment

As part of the assessment process, you may be asked to participate in one or more of the following assessment activities:

- Interview (in-person or virtual)
- Written assessment

If you believe you may require reasonable adjustments to participate in the assessment process, please ensure this is indicated on your application. A member of our recruitment team will contact you to discuss the adjustments prior to the assessment process.

Notes

How to apply

Applications must be submitted using the ANAO's [online recruitment system](#). Applications sent via email cannot be accepted.

Applicants are required to submit a current CV/resume and a statement of claims **(500 words maximum)** outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position. We highly recommend that you refer to the [SES Work Level Standards](#), and demonstrate the [APS-wide DRIVE Leadership behaviours](#) in the preparation of your application.

We look forward to receiving your application and exploring how your skills and experience can contribute to our leadership team.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian National Audit Office

The Australian National Audit Office (ANAO) is a specialist public sector entity that provides a full range of audit services to the Australian Parliament, the Australian Government and public sector entities. The 'Auditor-General Act 1997' provides the legislative framework for the role of the Auditor-General and the ANAO. The purpose of the ANAO is to drive accountability and transparency in the Australian Government sector through quality evidence based audit services and independent reporting to Parliament, the Executive and the public, with the result of improving public sector performance. The Executive is accountable to Parliament for its use of public resources and the administration of legislation passed by the Parliament. The Auditor-General scrutinises and provides independent assurance as to whether the Executive is operating and accounting for its performance in accordance with Parliament's purpose.

To Apply

Position Contact	Beaumont&Beaumont (on behalf of the ANAO), (02) 6126 4500
Agency Recruitment Site	https://www.anao.gov.au/

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0768702

Services Australia

Closing Date: Sunday 10 May 2026

Various

Job Title	Aurora Neuroinclusion Program - Affirmative Measures (Disability – autism spectrum disorder/condition or attention deficit/hyperactivity disorder)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD
Salary	\$71,170 - \$96,829
Future Merit Locations	Brisbane
Office Arrangement	Flexible
Office Arrangement Details	It is expected that this role must be performed in the advertised location. Office arrangements will be negotiated with the successful candidate.
Classification	APS Level 3; APS Level 5
Position Number	Aurora Neuroinclusion Program
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description

<https://www.servicesaustralia.gov.au/aurora-neuroinclusion-program?context=22>

Services Australia will be using the Aurora Neuroinclusion Program to attract, assess and place work ready candidates with autism spectrum disorder/condition or attention deficit/hyperactivity disorder (ADHD) into specialised roles across the agency.

Aurora recognises the unique skills and talents neurodivergent people can bring to work. It seeks to improve career outcomes and provides professional development and work experience by providing a gateway to the Australian Public Service.

About the program

The Aurora Neuroinclusion Program design uses non-traditional recruitment methods to help to find talented neurodivergent jobseekers/candidates looking for a career.

The assessment process is tailored specifically to neurodivergent people to accurately identify and match candidates with specific skillsets needed by our business areas. There are no interviews or psychometric tests. The Program uses practical training exercises and an assessment centre environment to identify and match candidate skills to roles. Each candidate is assessed and evaluated against activities in a range of scenarios and competency-based assessments.

Aurora offers:

- An inclusive recruitment process that allows candidates to demonstrate their skills and abilities
- non-ongoing and ongoing employment with a competitive salary and working conditions
- formal learning and development and on the job training
- a dedicated neurodiversity coach and agency relationship manager.

Duties

These positions are located in Brisbane, QLD.

Available roles

- Service Officer x2 (APS3) - ongoing
- Business Analyst (APS5) - ongoing

Eligibility

To participate in the program applicants must be:

- aged 18 years or older
- have a diagnosis of autism spectrum disorder/condition including autistic disorder, Asperger's syndrome, childhood disintegrative disorder, pervasive development disorder - not otherwise specified (PDD-NOS), or attention deficit/hyperactivity disorder (ADHD)
- have proof of Australian Citizenship
- be able to participate in a 2-week assessment phase
- applicants must be able to pass an Australian Government Security Clearance.

Successful Applicants will undergo a pre-employment screening process. This will include a police history check, a past employment and referee check and disclosure of medical information.

Notes

These vacancies are open only to people with a specific type of disability - autism spectrum disorder/condition or ADHD.

Successful applicants will be required to provide evidence of autism spectrum disorder/condition or ADHD diagnosis, with consideration of the DSM-5 autism diagnostic criteria. For example, it can be the full diagnostic report, or a redacted section of the report that states autism spectrum disorder/condition or ADHD as a diagnosis, or a letter from a Psychologist, Psychiatrist or GP confirming a diagnosis of autism spectrum disorder/condition, or ADHD. It could also be information confirming your diagnosis from a supporting agency such as the NDIS or a Disability Employment Services Provider.

A merit pool will be established and used to fill similar non-ongoing and ongoing vacancies at these levels in this location. This merit pool will be valid for 18 months from the date these roles were advertised.

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.

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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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 a Platinum tier LGBTQIA+ inclusive 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	Employ for Ability, For further information select Apply Now
Agency Recruitment Site	https://www.servicesaustralia.gov.au/aurora-neuroinclusion-program?context=22

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Treasury

Vacancy VN-0768698

Australian Bureau of Statistics

Closing Date: Wednesday 22 April 2026

Data Sourcing Division
Data Sourcing Contact Centre

Job Title	Contact Centre Officers (APS2), Data Sourcing Contact Centre
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Docklands VIC
Salary	\$62,775 - \$68,710
Future Merit Locations	Geelong, Docklands
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	APS Level 2
Position Number	26/DSCC_CCO_APS2
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=29B5F844-C7C6-AED3-5679-ECD68550A968>

The Australian Bureau of Statistics (ABS) is looking to fill multiple **Contact Centre Officer (APS2)** roles in the Data Sourcing Contact Centre to provide support to ABS data providers through inbound and outbound phone calls.

These entry-level positions are ideal for individuals who thrive in fast paced environments and love to learn. If you are seeking a role that offers opportunities for growth and development and are interested in beginning your career with the ABS or in the public service, we encourage you to apply.

Duties

About the roles

Key duties and responsibilities of Contact Centre Officers include:

- Providing support to ABS survey participants by answering inbound calls, answering general questions, including providing information and assistance with survey completion.
- Calling survey participants to follow-up on and obtain cooperation with completing outstanding survey obligations.
- Accurately recording interactions with survey participants, in line with relevant policies and procedures.
- Resolving minor problems for providers by answering general questions about survey content, receiving survey submissions over the phone, and providing assistance with navigating the ABS Survey Portal and associated online tools.
- Referring or escalating survey participant enquiries to appropriate internal channels.
- Assisting with other administrative and operational tasks, such as data entry, basic research and dispatching correspondence.
- Adhere to and uphold APS Values, obligations and perform duties in accordance with the Census and Statistics Act 1905 and adhere to strict confidentiality agreements in accordance with Australian Government policy and legislation (Privacy Act 1988).

Contact Centre Officers work rostered hours. The bandwidth in which rostered work is undertaken is 7:00am to 7:00pm, Monday to Friday. Ordinary hours of work for a full-time Contact Centre Officer are 7 hours and 25 minutes. Successful applicants must be available to **work a minimum of three shifts a week** as described above however, this is not a guarantee of shifts.

The ABS seeks to balance operational requirements with flexibility for staff, and in doing so provides rosters in advance and endeavours to meet shift preferences where possible.

Due to being a national contact centre, at times where there are clear operational requirements, there will be additional hours available to work overtime. Work will be considered overtime where it is performed outside the normal rostered hours on that day, in excess of weekly ordinary hours, or on weekends and public holidays.

We operate in a flexible, hybrid work environment. Following induction and training (on-site based in Geelong), Contact Centre Officers will have the option of working from home for parts of their working week in accordance with the ABS' teleworking guidelines.

What we are looking for (selection criteria)

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

- Developed verbal and written communication skills, including the ability to respond to enquiries, accurately record interaction notes, solve minor problems, and provide information in a clear and concise manner.
- Excellent client engagement skills, including the ability to quickly build relationships and positive rapport.
- Demonstrated ability to quickly acquire and apply knowledge and skills to operational tasks by referring, and adhering, to set policy and procedures.
- Ability to understand and implement feedback to continuously improve performance.
- Ability to apply sound professional judgement across interactions.
- Developed proficiency with IT systems and software, including the ability to accurately enter data using a variety of software applications simultaneously.

Also desirable is:

- Experience in a fast-paced call-centre environment and/or in related customer service fields.
- Experience working in team environments.

Eligibility

To be eligible for these roles you:

- You must be an Australian citizen at the time you apply.
- 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.
- Successful applicants must be available to work a minimum of three shifts a week as described above however, this is not a guarantee of shifts.
- Successful candidates will undertake an initial two-week, on-site induction that is based in Geelong.

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 (tailored to section 1 of the Applicant Information Kit), provide referee details and complete an online assessment.

Please read the *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEST), Wednesday 22nd April 2026.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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	Michelle Allen, (03) 4243 6080
Agency Recruitment Site	https://abs.nga.net.au/?jati=29B5F844-C7C6-AED3-5679-ECD68550A968

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Climate Change, Energy, the Environment and Water

Vacancy VN-0768626

Bureau of Meteorology

Closing Date: Monday 11 May 2026

Community Services
National Production Services

Job Title	Community Services Group Operations Lead
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD
Salary	\$140,675 - \$157,243
Future Merit Locations	Melbourne, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60015910
Agency Website	

Job Description

<https://bomcareers.nga.net.au/>

The Community Services Group Operations Lead (COL) is a pivotal role located in both Melbourne and Brisbane in the Bureau's Community Services Group (CSG). This role sits within the National Production Services (NPS) Program, whose function delivers a 24/7 capability that integrates a team across Melbourne and Brisbane locations. Six Community Services Group Operations Leads focus on delivery of this 24/7 national offering, in pursuit of operational excellence.

The NPS function is responsible for the management, policy and coordination of the Bureau's national forecast and warning services. This includes leading enhanced service integration and delivery and the production of forecasts, warnings and related products.

The Community Services Group Operations Lead will report into the National Production Managers who are based in Melbourne and Brisbane. This role will lead a team of meteorologists in National Production to produce national forecasts, warnings and guidance, situational awareness and operational response products and services (this involving shift work aligned to the 24/7 mission).

In this role, you will help evolve the Bureau's NPS capability. You will provide leadership and direction to a large team working towards a national operations approach.

The successful candidates will lead the Bureau's operational service delivery in continual collaboration with highly skilled, multidisciplinary teams from Environmental Prediction and Decision Support Services nationally, and include collaboration with national operations teams who serve the Bureaus' focus sectors including Agriculture, Aviation and Maritime Land Transport, Energy and Resources, National Security and Water.

Duties

The Community Services Group Operations Lead will have autonomy under broad direction to deliver the Bureau's strategic outcomes, will influence and shape outcomes in support of the Group and broader Bureau's planning and execution. The successful candidate will lead change, and shape and establish priorities that support our transformation to become a customer-focussed enterprise.

This role will coordinate the delivery of Australia's routine and non-routine weather and warning services. You will be accountable for producing the National Weather and Hazard Outlooks, driving a consistent set of products, services and communication outcomes.

The successful candidate will be responsible for leading a team located both in Melbourne and Brisbane that is dedicated to delivering 24/7 national operations: through active monitoring and the provision of weather intelligence and the management of forecast and warning functions for our customers.

The Community Services Group Operations Leader will be a focal point for incident escalation, management and weather event response functions. During severe weather events (or times where customer need or impact is high), they will collaborate with the Environmental Prediction and Decision Support Services teams (including sector-facing operational teams within the Business Solutions Group) to activate and coordinate the timely provision of tailored weather, water and climate advice and the delivery of warning products to our customers, partners and stakeholders.

- Leading the development and delivery of Australia's routine and non-routine weather and warning services, National Weather Outlook and contribute to the development of the national weather narrative.
- Leading the coordination of national operational response, including establishing new capabilities or activating support to address emerging requirements

- Collaborating deeply across the Bureau, contributing strategically to improved planning, development and delivery of relevant systems and processes.
- Leading projects and providing oversight and leadership to ensure staff undertake the required development and training.

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

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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	Grace Legge, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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National Museum of Australia

Closing Date: Tuesday 28 April 2026

Growth and Engagement
Commercial

Job Title	Head of Commercial
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$142,973 - \$158,831
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	Executive Level 2
Position Number	150394
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

Role purpose

The Head of Commercial leads and grows the Museum's ownsource revenue and commercial portfolio, driving profitable growth across retail, venue services, tourism, wholesale distribution and corporate partnerships. Working in close collaboration with the Deputy Director and key business units, this role develops and executes commercial strategies that acquire, grow and retain revenue across multiple streams and distribution channels. Central to this role is designing compelling audience offers — grounded in the Museum's collection, exhibitions and brand — that activate key existing and new audiences, deepen engagement and grow Audience Lifetime Value across identified segments. The role builds and sustains strategic partnerships and stakeholder relationships that expand the Museum's reach and reinforce its reputation as a leading cultural institution. It provides strategic direction and people leadership to a multidisciplinary team, fostering a culture of collaboration, creativity and continuous improvement — while ensuring strong financial performance and accountability across the commercial portfolio.

Duties

Key accountabilities

- Integrated commercial strategies and plans: Develop and implement an integrated Commercial Strategy—working with the Division Head, Executive and relevant business units—that acquires, grows and retains the Museum’s ownsource revenue across multiple revenue streams.
- Distribution channel growth: Identify and pursue commercial opportunities across existing and emerging distribution channels (B2B, B2B2C and B2C). Prioritise expansion in online channels, tourism, government and corporate partnerships.
- Compelling audience offers: Collaborate with internal and external partners to design and deliver compelling offers across retail, venues and owned or thirdparty events. Ensure all offers align with the Museum’s brand, strategic objectives and audience insights.
- Audience Lifetime Value optimisation: Use performance data, analytics and trends to optimise ownsource revenue, grow profitability and improve revenue predictability. Apply Audience Lifetime Value principles to extend revenue touchpoints, deepen engagement and build ongoing relationships with local, national, international and digital audiences.
- Strategic partnership development: Establish, grow and sustain strategic relationships with key partners and stakeholders to deliver sponsorships, collaborations and offers aligned with the Museum’s goals. Represent the Museum at events, conferences and forums to strengthen networks and enhance audience connections.
- Team leadership and culture: Provide strategic leadership to a multidisciplinary team spanning retail, venues, tourism, business operations, buying and product development, and business development. Foster a culture of positive collaboration, creativity, continuous improvement and excellence in commercial and audience outcomes.
- Financial and performance management: Effectively manage budgets, resources and timelines. Set performance goals and oversee the measurement, monitoring and reporting of audience data, revenue performance and visitation trends. Use commercial metrics to refine strategies and drive improved outcomes.

Eligibility

To be eligible to apply for this vacancy, applicants must:

- be an Australian citizen
- undergo pre-employment checks, including a police record check
- hold or be eligible to hold a security clearance at the level specified in the position description.

The National Museum of Australia is an equal employment opportunity workplace. Aboriginal and Torres Strait Islander people and those from culturally diverse backgrounds are encouraged to apply for roles at the Museum.

RecruitAbility applies to this vacancy. Under RecruitAbility you will be invited to participate in further assessment activity for the vacancy if you choose to apply under RecruitAbility; declare you have a disability; and meet the minimum requirements for the position.

The National Museum of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for, these principles, in theory and practice.

Notes

To apply

Applicants must include a 2-3 page pitch addressing their suitability for the role against the essential and desirable Skills, experience and qualifications. Applicants must also provide a current CV and include contact details for 2 referees.

Applications close 11:59pm, Tuesday 28 April 2026.

Visit <http://www.nma.gov.au/about/employment> and apply online.

Reasonable adjustments are available throughout the recruitment process. If you require, or would like to discuss reasonable adjustments, please contact the Contact Officer for this position.

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 National Museum of Australia

The National Museum of Australia is recognised at home and around the world as the place where the story of Australia comes alive. The Museum is the only institution equipped to tell the complex and comprehensive story of Australia from 65,000 years ago to the present day. The story of Australia is a remarkable one, from the ancient and enduring histories of the world's oldest living cultures to the achievements of modern Australia. It is a story that is ever evolving and growing – and it is a story for a nation and for the world. Our vision and mission • The Museum inspires, challenges and empowers people to find their voice and place in the world. • We strive to build a just and equitable society that honours and respects the First Nations peoples of this continent and all who have come after. • We collect, document, research and make accessible heritage collections that represent the diversity of experience in Australia. • We engage with audiences physically and digitally to promote learning, dialogue and debate about our past, present and future. • We promote collaborative work across the breadth of artistic and creative practice to enhance the cultural life of our nation. • We value and respect the commitment and contribution of all who participate in and contribute to the Museum's community. • The National Museum of Australia brings to life the rich and diverse stories of Australia through compelling objects, ideas and events. For more information, visit the NMA website.

To Apply

Position Contact	Michael Cook, 02 6208 5149
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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