



Commonwealth of Australia
APSJobs - Vacancies Daily
PS16 Daily Gazette Thursday - 24 April 2025.pdf

Australian Government Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS16 Weekly Gazette Thursday - 24 April 2025.pdf.

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

These Vacancies Daily will also appear in the Gazette PS16 Weekly Gazette Thursday - 24 April 2025.pdf.

Gazette Lodgement Inquiries

Phone: (02) 6202 3559

Email: contact@apsjobs.gov.au

IMPORTANT INFORMATION

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Vacancies

Vacancy VN-0757727

Australian Children's Education and Care Quality Authority

Closing Date: Sunday 11 May 2025

Workforce, Engagement and Research
Sector Information Services

Job Title	Officer Sector Information Services
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - SA SA, Various locations - WA WA
Salary	\$77,294 - \$95,820
Future Merit Locations	Canberra, Various locations - NSW, Various locations - VIC, Various locations - QLD, Various locations - SA, Various locations - WA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	work from home or our Sydney city office 1-5 days a week
Classification	
Position Number	452
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=452

Officer Sector Information Services

- Help children have the best start in life through high quality education & care.
- Improve outcomes for children and families in early education and care.
- Join an expert team working across governments at the national level.

About [ACECQA](#)

We want children in Australia to have the best start in life.

We provide national leadership on the implementation of the National Quality Framework ([NQF](#)) and collaborate with the Australian and state and territory governments to:

- implement changes that benefit children birth to 13 years-of-age and their families
- monitor and promote the consistent application of the [Education and Care Services National Law](#) across all states and territories
- support the early childhood education and care sector to improve quality outcomes for children

We strive for innovation and continuous improvement and are committed to keeping the sector and the community informed with the latest developments in early childhood education and care.

ACECQA is committed to being a child-safe organisation, implementing the National Principles for Child Safe Organisations and actively promoting the safety and wellbeing of children.

The Role

The Officer Sector Information Services provides accurate and timely information about the National Quality Framework to the children's education and care sector by responding to email and telephone enquiries.

This role is full time and fixed-term (12 months) at ACECQA Band 3/4 (\$77,294 – \$95,820). **Duties**

About You

To be successful in this role you will need:

- Demonstrated ability to deliver high quality customer service over the phone and via email
- Demonstrated ability to prioritise tasks and meet personal responsibilities within established deadlines, even in high-pressure environments
- Well-developed relationship building and stakeholder management skills
- Well-developed written and verbal communication skills, including the use of plain English
- Demonstrated ability to support productive working relationships within a team and wider business groups.

While not essential, the following attributes will greatly assist you in the role:

- Experience working in children's education and care sector and/or relevant qualifications
- Provides advice on procedures and requirements; and/or administers relevant records and documentation according to their requirements.

Eligibility

How to apply

The closing date for applications is **11 May 2025** at 11.59pm.

Important Note: Please ensure you follow the recruitment process outlined below, otherwise you may not be considered for the role.

To apply, please register with the ACECQA [Recruitment Candidate Portal](#), navigate to Officer Sector Information Services vacancy and click **Apply for Job**. The application process will require you to:

- Attach a CV of no more than 5 pages which demonstrates your ability to meet the criteria contained in the position description.
- Provide the details of at least two referees who have directly supervised you within the last five years of employment.
- Attach a written response to the targeted questions below of no more than 2 pages.

Targeted Questions

1. Attention to detail is vital in this role because we are providing written information about legislation and the application of regulatory requirements. What are some of the strategies you have used in your previous work to make sure that your written work is correct.
2. ACECQA will at times implement system changes to drive continuous improvement in our work. Can you describe a time when you had to adjust to a significant change at work? How did you handle it?
All complete applications will be acknowledged.

Notes

If you have any questions about the role specifically, please contact Natalie Byrnes at Natalie.Byrnes@acecqa.gov.au.

If you have any questions about the recruitment process please email the HR team at recruitment@acecqa.gov.au.

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, 61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=452

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Vacancy VN-0757675

Australian Competition and Consumer Commission

Closing Date: Sunday 11 May 2025

Digital ID
Policy and Regulatory

Job Title	Senior Project Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Melbourne VIC, Hobart TAS, Canberra ACT, Sydney NSW, Townsville QLD, Perth WA, Adelaide SA, Darwin NT
Salary	\$99,562 - \$111,590
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	APS Level 6
Position Number	EA2025/68
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 help build consumer trust in Digital ID Services by supporting the ACCC's function as Digital ID Regulator?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. 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. At the ACCC, 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, and all roles can be performed from any capital city in a state or territory or Townsville 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 a Senior Project Officer

As a Senior Project Officer in the Digital ID Division, you will support the ACCC's function as the Digital ID Regulator by assessing matters against the legislation and technical standards to reach accurate conclusions based on evidence, produce detailed analysis, and make recommendations to decision makers.

With multiple opportunities across the following functions; Accreditation, Approvals, Compliance and Enforcement, Guidance and Policy and Stakeholder Engagement. As a Senior Project Officer in any of the aforementioned functions you will:

- Lead discrete work areas to deliver high quality results and monitor progress against project or investigation plans and timeframes.
- Develop, enhance and implement business processes relevant to the Digital ID Regulator's functions.
- Seek advice from and liaise with internal and external stakeholders including legal and technical advisers, build and maintain constructive working relationships, and work collaboratively with other teams across the ACCC and government.
- Supervise the work of other team members, including by providing regular and appropriate feedback and direction.
- Perform procedural, administrative, and operational support work to achieve team, branch and division priorities.

Eligibility

About you

In order to succeed in the Senior Project Officer roles you will be required to demonstrate an ability to:

- Research, investigate and analyse complex issues to develop solutions, and make recommendations in line with strategic objectives and legislative requirements.
- Meet deadlines while managing competing tasks and priorities in a fast-paced environment.
- Communicate effectively both verbally and in writing, including the ability to influence, persuade and negotiate with internal and external stakeholders.
- Work flexibly and collaboratively and make a positive contribution to team, branch and division outcomes.

Prior experience or qualifications relevant to regulation including legal qualifications, conducting regulatory investigations, and understanding of cyber security, privacy and fraud control, is highly desirable but not essential.

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>

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	Lachlan Murray, 03 9290 6927
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0757690

Australian Competition and Consumer Commission

Closing Date: Sunday 11 May 2025

Specialist Advice and Services Division
Operations and Knowledge

Job Title	Legal Services Directions Coordinator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Hobart TAS, Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Townsville QLD, Darwin NT, Perth WA
Salary	\$99,562 - \$111,590
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	APS Level 6
Position Number	EA2025/69
Agency Website	https://www.accc.gov.au/

Job Description

<https://accg.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 play a significant role in ensuring the ACCC's compliance to the Legal Services Directions?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. 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. At the ACCC, 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, and all roles can be performed from any capital city in a state or territory or Townsville 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 Legal Services Directions (LSD) Coordinator

The *Legal Services Directions 2017* (the Directions) set out the framework and requirements for performing Commonwealth legal services, including the conduct of litigation. As the LSD Coordinator, you will work with established compliance and auditable processes while also continuing to develop efficiencies for ensuring compliance with the requirements of the Directions.

Working under limited direction, you will be responsible for:

- Liaising with internal and external stakeholders regarding a range of matters, including matters relating to the Directions including consultation on advices, significant legal issues, delegations of authority, and other general enquiries.
- Preparing accurate and appropriately detailed documents, including templates, correspondence, papers and reports, and where required, presenting at relevant Boards and Committees.
- Coordinating and preparing agency reporting in relation to the Directions and corporate legal requirements, including end of financial year compliance reporting to the Attorney-General's Department for various entities.
- Working closely with the Legal Services Funding team.

Eligibility

About you

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

- Relevant experience in a legal or government legal compliance environment is desirable including knowledge of, or the ability to quickly acquire understanding of the Directions and learn the ACCC's processes and systems to enquire the agency's continuing compliance.
- The ability to plan, organise and prioritise a demanding workload, contributing to multiple projects with competing deadlines.
- Demonstrated self-motivation, organisation, initiative, flexibility and attention to detail, and take responsibility for own high-quality outcomes.
- Able to show initiative and apply sound judgement, analytical, and problem-solving skills, with the ability to interpret and apply legislation, policies and procedures.
- The ability to lead and develop junior staff to support the achievement of deliverables.

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>

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	Chris Ratchford, 03 9658 6455
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0757703

Australian Competition and Consumer Commission

Closing Date: Sunday 11 May 2025

Specialist Advice and Services Division
Operations and Knowledge

Job Title	Legal Services Funding Coordinator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Hobart TAS, Canberra ACT, Sydney NSW, Brisbane QLD, Townsville QLD, Darwin NT, Perth WA, Adelaide SA
Salary	\$99,562 - \$111,590
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	APS Level 6
Position Number	EA2025/67
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 support the ACCC's compliance to the Legal Services Directions within our Legal Services Funding function?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. 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. At the ACCC, 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, and all roles can be performed from any capital city in a state or territory or Townsville 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 Legal Services Funding Coordinator

As the Legal Services Funding Coordinator (LSL) you will work with established compliance and auditable processes and continue to develop compliance requirements under the Legal Services Directions and guidance notes as outlined by the Attorney-General's Department.

Working under limited direction, you will be responsible for:

- Liaising with internal and external stakeholders regarding funding matters, including consultation on estimates, requests, budgets and overspends.
- Preparing accurate and appropriately detailed reports for committees and boards, including monitoring and maintaining data for financial reporting.
- Advising and educating internal teams in relation to the Legal Services Funding function and its processes.
- Reviewing and updating process guidance to meet Whole of Australian Government Legal Services Panel and other statutory obligations.
- Working closely with the Legal Services Directions Compliance team.

Eligibility

About you

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

- Relevant experience in a legal/government funding environment is desirable, or the ability to quickly acquire understanding of the requirements of the Directions and learn the ACCC's processes and systems to ensure the agency's continuing compliance.
- The ability to show initiative and apply sound judgement and problem-solving skills, with the ability to interpret and apply policies and procedures.
- A strong understanding of the ACCC's roles, and the importance of activities and knowledge management across the ACCC, or the ability to quickly acquire this understanding.
- The ability to incorporate strategic thinking to lead and manage projects, identify issues and propose suitable solutions.
- The ability to work autonomously as well as work well in a high functioning team environment including leading and developing junior staff to support the achievement of deliverables.

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>

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To Apply

Position Contact	Chris Ratchford, 03 9658 6455
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0757658

Australian Electoral Commission

Closing Date: Sunday 11 May 2025

Enterprise Transformation Group
Enterprise Transformation Group Enterprise Transformation Group

Job Title	Executive Assistant, Enterprise Transformation Group
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$85,465 - \$93,663
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	APS Level 5
Position Number	2025-071 14550
Agency Website	https://www.aec.gov.au/

Job Description

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

The Executive Support Team is a highly committed, collaborative and professional team supporting the offices of the First Assistant Commissioners (FACs), Deputy Commissioner, and Commissioner.

Each FAC office consists of the FAC, an Executive Officer and an Executive Assistant. The FAC offices work closely with the Offices of the Commissioner and Deputy Commissioner, the Executive Leadership Team and the broader agency.

Duties

The Executive Support Team is seeking to fill an Executive Assistant vacancy and is looking for a highly motivated and enthusiastic individual to provide high-level administrative support to the First Assistant Commissioner of the Enterprise Transformation Group. You will be responsible for providing high-level executive support to the FAC in a professional, accurate and timely manner. You will undertake work that is complex and sensitive in nature, under limited direction, utilising expertise and knowledge within the area of liaison, coordination and organisational tasks.

You will coordinate material for the FAC, utilising your critical thinking, the ability to deal with sensitive information, and your expertise and motivation to undertake research in the preparation of background information.

To excel you'll have:

- Exceptional organisational and communication skills to proactively manage daily workflow and competing requests, ensuring clear, timely and effective co-ordination.
- Ability to work collaboratively with the Executive Officer and administrative staff across the FAC group to ensure the group meets objectives in line with expectations of the Executive Leadership Team.
- Extensive diary management experience, including prioritising and scheduling meetings, travel, itinerary and accommodation, as well as telephone contact and email management.
- Ability to independently and professionally respond to a range of routine, sensitive or urgent agency matters as the primary point of contact for the First Assistant Commissioner.
- Ability to develop and support key internal and external relationships, including managing stakeholders to achieve agency goals. In addition, represent the agency and FAC office by promoting their interests in various forums.

- Sound judgement, showing a high degree of initiative, integrity and discretion when dealing with confidential and sensitive business matters.
- Confidence and ability to effectively communicate, collaborate and negotiate with team members, business areas and external stakeholders at all levels of seniority.
- Strong commitment in providing guidance to other administrative staff and contributing to improvements to work practices.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Sarah Merryfull, (02) 428 806 119
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0757623

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Cyber Security Resilience

Job Title	ASD EL1 Team Lead National Cyber Plans
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$122,685 - \$138,388
Future Merit Locations	Various locations - QLD
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Information Pack
Classification	Executive Level 1
Position Number	ASD/03609/25
Agency Website	https://www.asd.gov.au/careers

Job Description

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

About the Team

Active Cyber Defence (ACD) Branch is a multi-disciplined team established to prepare and equip Australia's most critical systems against cyber-attacks by bringing collective capabilities to bear against adversaries, providing a united front to system defence. We achieve this in close partnership across Government and industry, in line with legal and governance frameworks.

Roles in ACD Branch span strategic and operational planning, exercise, research and development, operations and mission governance. There are opportunities for travel, continuous training, professional development, and industry collaboration. The ACD team contains a diverse set of skills including intelligence, engineering, operations, governance, executive and support.

The Cyber Plans and National Response team within ACD Branch leads work creating and coordinating realistic and actionable plans to support ACSC's mission to harden, defend and protect Australia's critical infrastructure from cyber-attack.

About the Role

As an **EL1 Team Lead National Cyber Plans** you will be required to lead a team of planners and work across the agency to assist with developing preparedness for crisis events. The role entails high level stakeholder engagement in relation to sensitive cyber security operations and complex issues. Under broad direction, you will be required to perform and achieve complex to very complex program support work within an integrated workforce.

Technical cyber security skills are not required for this role but a willingness to learn cyber security concepts is recommended, training will be provided.

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

Duties

We are seeking planners who have:

- Experience planning campaigns, operations or exercises, preferably at the strategic or operational levels, including integration with civilian organisations and Other Government Agencies.
- An understanding of the organisation's objectives and aligns operational activities accordingly.
- The foresight to connect the relationship between operational tasks and organisational goals.
- Experience managing multiple operations/events/projects with multiple stakeholders.
- The ability to create clear plans and timeframes for project implementation and outlines specific activities.
- The ability to respond in a positive and flexible manner to change and uncertainty.
- An ability to work with stakeholders to capture their requirements in planning documentation across the technical, process and resource domains to develop practical solutions.
- The skill of approaching negotiations with a strong grasp of the key issues and provides impartial and forthright advice.
- Aptitude to anticipate and respond to internal and external client needs, builds and sustains relationships with a network of key people.
- Experience leading a team of planning staff.
- Experience providing strong direction to others regarding the purpose and importance of their work.
- A strong commitment to learning and self-development, and accepts challenging new opportunities.

Eligibility

Please ensure that you meet the eligibility requirements outlined in this Information Pack prior to submitting an application.

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

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

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

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

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

Notes

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757651

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Chief Operating Officer
 Security, Finance & Property

Job Title	ASD 5 & 6 Finance Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD
Salary	\$88,608 - \$110,886
Future Merit Locations	Melbourne, Brisbane
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Job Pack
Classification	APS Level 5;APS Level 6
Position Number	ASD/03631/25
Agency Website	https://www.asd.gov.au/careers

Job Description

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

About the Team

ASD Finance is a growing team with a valued combination of new and experienced finance professionals. We provide the full range of finance service and advice to the agency and includes teams such as preparation of financial monthly and annual accrual reporting requirements, preparation of External Budgets, Internal Budgeting and Reporting and undertaking Capability Program

Finance activities.

The respective Finance teams provide support, advice and guidance to ASD business areas regarding financial management, internal budgets, asset accounting. ASD Finance teams are also accountable for policy advice, compliance assurance which includes conducting quality assurance checks on financial accounting activities and liaison with external auditors. The Capability Program Finance team provide advice and reporting on ASD's Capability Programs delivered via Defence Portfolio's Integrated Investment Program (IIP).

About the Role

ASD Finance is seeking finance professionals at an ASD 5 and ASD 6 positions with strong experience in a financial environment, including skills in internal or external budget management, financial reporting, financial statement analysis and compliance

As an **ASD5 Finance Officer** you will have a broad range of skill sets to undertake functions including:

- Demonstrate Strategic thinking and problem solving skills.
- Supporting internal budget preparation and financial performance reporting.
- Supporting external budget preparation and reporting process.
- Contributing to sound practical advice and guidance to stakeholder on the technical financial accounting advice and support to ASD business areas.
- Understanding the financial statement process, preparing monthly financial accounting reporting (including month-end journals and reconciliations) and contributing to preparation of financial statements.
- Contributing proactively to the completion of ASD's external financial reporting functions including preparation and presentation of monthly and annual financial reporting and applying a risk based quality assurance processes, financial
- Statement analysis and compliance with relevant accounting standards.
- Liaising with a broad range of stakeholders including auditors, business areas, procurement and contractors.
- Strong interpersonal skills that can service a variety of customers of varying financial literacy.
- High standard of communication skills, both in terms of writing and presenting to large audiences.
- Building and sustaining internal and external stakeholder relationships.
- Ensuring financial governance and compliance requirements are met.
- Demonstrated ability to proactively and consistently meet deadlines and ensure delivery against objectives.
- The ability achieve results within a team-based environment.

As an **ASD6 Finance Officer** you will have a broad range of skill sets to undertake functions including:

- Demonstrate Strategic thinking and problem solving skills.
- Lead support and assist with internal budget preparation and financial performance reporting.
- Lead support and assist with external budget preparation and reporting process.
- Lead support in the preparation of monthly financial management reports.
- Lead support and assist in providing sound practical advice and guidance to stakeholder on the technical financial accounting advice and support to ASD business areas.
- Understanding the financial statement process, preparing monthly financial accounting reporting (including month-end journals and reconciliations) and contributing to preparation of financial statements.
- Preparation and contributing proactively to the completion of ASD's external financial reporting functions including preparation and presentation of monthly and annual financial reporting and applying a risk based quality assurance processes, financial statement analysis and compliance with relevant accounting standards.
- Liaising with a broad range of stakeholders including auditors, business areas, procurement and contractors.
- Strong interpersonal skills that can service a variety of customers of varying financial literacy.

- High standard of communication skills, both in terms of writing and presenting to large audiences.
- Building and sustaining internal and external stakeholder relationships.
- Lead support in financial governance and ensuring compliance requirements are met.
- Demonstrated ability to proactively and consistently meet deadlines and ensure delivery against objectives.
- The ability achieve results within a team-based environment.

You should be able to apply your finance expertise to undertake a range of financial and budget management requirements, provide advice on technical accounting issues, support business areas to meet their financial obligations and produce a range of written reports and briefs. **Duties**

Our Ideal Candidate

Our ideal candidates across the ASD 5 & 6 Finance Officer roles will be:

- Enthusiastic individuals with a strong interest in finance/accounting work.
- Able to operate independently under broad direction to perform and achieve complex financial management work within an integrated workforce.
- Highly motivated person, with an eagerness and ability to enhance the finance functions of the agency.
- Able to contribute to the improvement of finance practices across ASD. They will work closely with ASD Business areas to support the delivery of the agency outcomes and fulfil finance requirements.
- Able to apply finance expertise to undertake a range of financial and budget management requirements, provide advice on technical accounting issues, support business areas to meet their financial obligations and produce a range of written reports and briefs.
- Have the ability to operate and produce high quality outcomes in a fast-paced environment with competing priorities.
- Part of a growing team, giving the opportunity for role diversity, fun accounting challenges and building your capabilities. The roles will be challenging and rewarding as we continue to grow and improve the finance function to be a trusted and professional business partner to the agency.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Eligibility

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

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

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

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

Notes

Desirable Qualifications, Experience or Training

- Demonstrating previous experience in one OR more of the following is highly desirable:
 - o Financial Reporting and Preparation of Financial Statements
 - o Internal Budget Management and Reporting
 - o External Budget Preparation and Reporting

- o Financial Governance and Compliance reviews
 - o Project /Program financial Management
-
- Tertiary qualifications such as Bachelor of Commerce/ Bachelor of Business or equivalent.
 - CPA/CA qualified (or working towards qualification) is desirable.
 - Experience in a similar role within a fast-paced complex environment
 - Experience in using financial systems such as SAP/ S4Hanna or TM1 would be advantageous.
 - Ability to analyse financial information and the practical application of capital project financial management practices and associated assurance, reporting and data analytics is highly desirable.
 - Previous experience of working in any agency within the National Intelligence Community (NIC) will be highly regarded.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757674

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Chief Operation Chief
Security, Finance and Property

Job Title	ASD 5 & 6 Security Advisor
Job Type	Full-Time;Part-Time, Ongoing
Location	Perth WA, Melbourne VIC
Salary	\$88,608 - \$110,886
Future Merit Locations	Perth, Melbourne
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 5;APS Level 6
Position Number	ASD/03568/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

As a team member in ASD Security Operations (SecOps) you will be at the forefront of ASD's efforts to manage security risk in the physical security domain. You will be responsible for implementing physical security controls, and engaging with a range of stakeholders across the organisation to ensure ASD's missions are delivered securely.

As a key stakeholder directly supporting ASD's expansion under REDSPICE, SecOps staff are offered the opportunity for domestic travel to meet developing physical security requirements.

About the Role

As an **ASD 5 Security Advisor** supporting the enabling physical security requirements of the ASD mission, you will be required to deliver the following:

- Support to facility management of physical security operations including, Electronic Access Control, advice to guard services, CCTV and security alarms.
- Provide physical security advice to stakeholders to enable the achievement of appropriate security controls.
- Understand the security risk context within the environment to provide advice on physical security matters.
- Build and sustain productive and collaborative relationships with stakeholders to meet physical security objectives.
- Assist the preparation and presentation of security training and awareness sessions and tailor communication style and language according to the audience's level of knowledge, skill and experience.

As an **ASD 6 Security Advisor**, you will also be supervising the enabling physical security requirements of the ASD mission.

In addition to supervisory duties of the above, you will be accountable for the following: leadership of a team, allocating work, resources and tasks, setting work area priorities, developing strategies and evaluating business outcomes.

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

To be a successful team member, you should demonstrate the following attributes:

- Experience in the provision of physical security advice and practices.
- Awareness of security related legislative and policy frameworks, including the Protective Security Policy Framework.
- Strong interpersonal and writing skills to support the development of stakeholder engagement and delivery of physical security outcomes.
- An ability to manage and prioritise deliverables within a dynamic environment.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. Eligibility

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

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

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

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

Notes

Demonstrated experience in similar physical security roles, across government or private industry.
Desirable qualifications include:

- Certificate III in Security Operations,
- Certificate IV in Government Security,
- Certificate IV in Government investigations or other similar security qualifications.

Previous experience of working in any agency within the National Intelligence Community (NIC) will be highly regarded.

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

About the Australian Signals Directorate

To Apply

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Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0757694

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Capability & Transformation

Job Title	ASD EL1 Software Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Perth WA, Melbourne VIC, Brisbane QLD
Salary	\$122,685 - \$138,388
Future Merit Locations	Perth, Melbourne, Brisbane
Office Arrangement	On Site
Office Arrangement Details	On-Site
Classification	Executive Level 1
Position Number	ASD/03633/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

Are you interested in developing unique capabilities for Australia's foreign signals intelligence and cyber security agency? ASD has a wide variety of Software Developer positions available across multiple divisions within the agency. As a software developer you will work in multi-disciplinary teams responsible for the design and development of capabilities that meet ASD's mission needs.

Within ASD, our teams are comprised of highly skilled individuals with a diverse range of backgrounds and experience. We offer opportunities to work across a broad spectrum of roles within the software development cycle. The work we do is unique, critical and incredibly rewarding.

We are seeking people who want to be at the forefront of innovation and work alongside experts in a wide variety of fields, to protect Australia and its national interests.

About the Role

ASD is looking for software developers who can work across the full stack to develop ASD's custom applications. We leverage open source software and best practises, enhanced by our own in-house development to deliver custom applications and capabilities for ASD.

As a Software Developer, your daily activities could include:

- Full stack development of an application, from front-end user interface through to the database, identifying and utilising the latest technologies.
- Leading software design, planning, implementation and deployment decisions for their team.
- Supporting your team's pipeline automation, cloud native development and dev-ops, in particular taking responsibility for the ongoing support of operational capability.
- Actively engaging with users to be responsive to changing requirements, identifying concerns and developing new features on quick turnarounds meet mission needs.
- Leading teams by upskilling, including peer coding, leading code reviews, implementing relevant agile practices, providing feedback and mentoring.
- Contributing to technical cohort expertise and collaboration with both technical teams across the Group and external to it.

Duties

- Full stack development, from front-end user interface through to the database, identifying and utilising the latest technologies.
- Leading software design, planning, implementation and deployment decisions for their team.
- Supporting your team's pipeline automation, cloud native development and dev-ops, in particular taking responsibility for the ongoing support of operational capability.
- Work collaboratively with stakeholders and actively engaging with users to be responsive to changing requirements, identifying concerns and developing new features on quick turnarounds meet mission needs.
- Leading teams by upskilling, including peer coding, leading code reviews, implementing relevant agile practices, providing feedback and mentoring.
- Contributing to ASD's Technical cohort expertise and collaboration with both technical teams in the agency and external to it.
- Accountable for designing, coding, testing, correcting, reviewing, documenting and releasing large complex programs and program modifications according to supplied specifications, standards and tools.
- Analyse very complex software development issues, applying expertise to identify and implement courses of action, including undertaking complex projects requiring development, integration, implementation and deployment.
- Provide expertise in a domain technologies and environment.
- Assess and evaluate software development strategy, initiatives, projects, policy and procedures.

Our Ideal Candidate

ASD are looking for people who are able to work within a technical environment and have a passion for building and supporting important ASD capability. Ideal candidates will be innovative, proactive and use their skills to solve technically complex problems.

We are seeking people who have:

- Strong technical skills, with the ability to deliver on their work and contribute towards team deliverables.
- Ability to lead an agile software development team and build good working relationships with the technical cohort in ASD.
- A focus on meeting best practices for code quality, performance and security.
- Experience in software development with proven delivery.
- Good collaboration and user engagement skills.
- Ability to understand full stack development environments and have informed discussions with other technical staff.
- Operate independently with minimal direction and have the ability to lead a small technical team to achieve outcomes, drawing on your subject matter expertise.
- Ability to code, test, review and document complex work and applications.
- Provide guidance and mentoring to team members on software development.
- Allocate work, set priorities and develop strategies for a small development team.

Eligibility

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

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

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

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

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

Notes

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

About the Australian Signals Directorate

To Apply

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Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0757705

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Capability & Transformation

Job Title	ASD EL1 Project Manager & Program Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC
Salary	\$122,685 - \$138,388
Future Merit Locations	Various locations - VIC, Various locations - QLD
Office Arrangement	On Site
Office Arrangement Details	On-Site
Classification	Executive Level 1
Position Number	ASD/03645/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About our Team

We are seeking energetic, highly organised and task-orientated ASD EL1 Project Managers and Program Managers accountable to perform complex procedural, operational, administrative and business support work to achieve project management outcomes within an integrated workforce.

Our team drives project management maturity improvements and is comprised of members of diverse skills and disciplines who work together to deliver positive capability development outcomes for all of our stakeholders. Through these stakeholders, including Air Force, Army, Navy and other Defence Groups, we deliver complex project/programs to enable ASD and the ADF to stay ahead of technical advancements in the region.

Within the group, the role will be accountable to perform and achieve complex procedural, operational, administrative and business support work within an integrated workforce. They are accountable to ensure they have knowledge of, and compliance with, legislative frameworks, government decision-making and ASD's mission and policy requirements.

You will be required to work closely with other project equity owners and other areas across the organisation. ASD offers flexible work practices, excellent training, mentoring and development opportunities as well as a competitive salary and benefits packages.

About The Role

As an ASD EL 1 Project Manager, you will be responsible for leading or supporting an integrated team and manage all planning, governance, risk and reporting aspects of the Capability Life Cycle.

- Implementing project management practices to support iterative/agile working.
- Supporting project delivery, maintaining knowledge of ICT project management tools, including but not limited to, risk management, quality assurance, finance, cost modelling, procurement, acquisition strategy, test and evaluation, resourcing, project briefs, project management plans and post implementation reviews.

- Conceiving, maintaining and communicating a vision of the project's outcomes and associated benefits.
- Agreeing business requirements, and translation of requirements into project plans.
- Monitoring and reviewing project scope, costs, schedule and expected benefits.
- Scheduling project resources, inter-dependencies and project risk.
- Managing interdependencies in support of specific business strategies and objectives.
- Supporting a framework for implementing business initiatives, or change.
- Supporting and/or undertaking cost modelling, analysis, risk planning, test and evaluation activities, to ensure projects are meeting required standards and integrity, and providing visibility, escalated action and reporting on these activities.

As an ASD EL 1 Program Manager, you will be responsible for leading or supporting an integrated team to perform complex program management including:

- Coordinating the activities of multiple project managers, ensuring seamless integration and communication across the program.
- Contribute to planning, financial, procurement, contractual and operational requirements of projects.
- Contribute to areas of project management including planning, design and initiation phases.
- Undertaking risk management, identifying risk across all existing and potential projects.
- Liaise with stakeholders on a regular basis to ensure overall program direction is adhering to the intended aim and scope.
- Providing strategic advice to senior leadership and stakeholders.
- Prioritising and managing program resources and workflows.
- Undertaking complex work that has strategic, political and/or operational significance.
- Interpret and comply with business processes and legislative, policy and regulatory frameworks.

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

As an ASD EL1 Project Manager or Program Manager, our ideal candidate will have:

- Strong interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Highly developed written and oral communication skills and ability to communicate information coherently and concisely to stakeholders.
- Ability to mentor and support junior staff, in order to build a stronger understanding of the policies, processes and procedures.
- Ability to provide strategic advice to senior management and stakeholders as well as leading and assuming accountability for projects or programs that have strategic or operational significance.
- Negotiation skills to effectively achieve outcomes and problem solve.
- Demonstrated experience in project management and an understanding of agile project management processes and methodologies.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Eligibility

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

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

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

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

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

Notes

Desirable Qualifications, Experience or Training

- Demonstrated experience in project or program management and understanding of the Capability Life Cycle within the Defence Portfolio or similar Government environment.
- Demonstrated experience in the following would be highly regarded but not essential:
- Capability projects including capability management and / OR capability acquisition
- ICT and Software projects
- Data Management projects
- Professional or industry qualifications in the project management field will be highly regarded such as Prince2, PMBoK, MSP, P3O, SAFe agile, PROSCI, Certificate IV in Procurement and Contracting, tertiary qualifications in Business and/or Project Management.
- Knowledge of and compliance to relevant legislative frameworks and government decision-making.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757708

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Capability & Transformation
Mission Data

Job Title	ASD 4, 5 & 6 Software Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Perth WA
Salary	\$80,743 - \$110,886
Future Merit Locations	Brisbane, Melbourne, Perth
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 4;APS Level 5;APS Level 6
Position Number	ASD/03597/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

Are you interested in developing unique capabilities for Australia's foreign signals intelligence and cyber security agency? ASD has a wide variety of Software Developer positions available across multiple divisions within the agency. As a software developer, you will work in multi-disciplinary teams responsible for the design and development of capabilities that meet ASD's mission needs.

Within ASD, our teams comprise of highly skilled individuals with a diverse range of backgrounds and experience. We offer opportunities to work across a broad spectrum of roles within the software development cycle. The work we do is unique, critical and incredibly rewarding.

We are seeking people who want to be at the forefront of innovation and work alongside experts in a wide variety of fields, to protect Australia and its national interests.

About the Role

ASD is looking for software developers who can work across the full stack to develop ASD's custom applications. We leverage open source software and best practises, enhanced by our own in-house development to deliver custom applications and capabilities for ASD. The roles are in team environments, working alongside talented colleagues and supported by technical leadership.

As a Software Developer, your daily activities could include:

- Full stack development of an application, from front-end user interface through to the database.

- Building feature rich applications that support the needs of our mission customers utilising the latest frontend technologies to meet user experience needs.
- Building the application logic, working with server-side languages and supporting implementation of ASD's systems.
- Contributing towards software design, planning and implementing decisions.
- Supporting your team's pipeline automation, cloud integration and dev-ops.
- Working closely with users to be responsive to changing requirements, developing new features on quick turnarounds, meet mission needs and user experience goals.
- Collaborating with other developers to deliver code; including peer coding, code reviews, cross-skilling and mentoring.

Key Duties:

ASD 4:

- You will be accountable for organising your workflow, making decisions within your defined parameters relating to area of responsibility and will seek guidance when required.
- Code, test, review and document moderately complex work and applications.
- Operate with direction to achieve outcomes.
- Builds and sustains effective working relationships with team members.
- Use development technologies and methodologies.

ASD 5:

- Perform coding, testing, reviewing, correcting, and documenting of moderately complex programs and program modifications using supplied specifications, standards and tools.
- Operate with limited direction to achieve outcomes.
- Review and develop the quality of work undertaken by others.
- Engage with customers to understand their requirements.
- Understand and apply knowledge of development frameworks and best practise in software development.
- Resolve issues using expertise and take initiative to design solutions.

ASD 6:

- Code, test, review and document complex work and applications.
- Operate independently with minimal direction and may lead a small technical team to achieve outcomes, drawing on your subject matter expertise.
- Provide guidance and mentoring to team members on software development.
- Build productive working relationships with internal stakeholder teams.
- A focus on meeting best practices for code quality, performance and security.
- Allocate work, set priorities and develop strategies for a small development team.

Duties

ASD are looking for people who are able to work within a technical environment and have a passion for building and supporting important ASD capabilities. Ideal candidates will be innovative, proactive and use their skills to solve technically complex problems. We are seeking people who have:

- Strong technical skills, with the ability to deliver on their work and contribute towards team deliverables.
- Knowledgeable in development technologies and methodologies, proactively seeking to increase knowledge and skills.

- Ability to work in an agile software development team and build productive working relationships with other technical staff in ASD.
- A focus on meeting best practices for code quality, performance and security.
- Experience in an area of software development and are motivated to further develop their expertise and learn new skills.

In addition to the above, ASD 5 & 6 ideal candidates will have:

- Capacity to solve moderately complex problems and contribute to ASD's capabilities.
- Demonstrated skills in an area of software development and commitment to further develop their expertise.
- Understand and apply knowledge of development frameworks and best practise in software development.
- Ability to understand full stack development environments and have informed discussions with other technical staff.
- Ability to mentor and supervise junior technical staff.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. Eligibility

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

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

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

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

Notes

Highly desirable experience or qualifications in any of the following:

- Experience developing JavaScript web front ends using frameworks - TypeScript.
- User Interface (UI)/frontend particularly with React, Typescript/Javascript.
- Backend development - GoLang, Java, SpringBoot, Python, Maven, Django, C/C++/C#, Rust.
- DevOps and deployment - Kubernetes, Helm, Knative and Docker, Terraform, Flux, CI/CD pipelines, Ansible.
- Experience working with REST APIs and Swagger.
- Experience working with databases and search engines, including PostgreSQL, OpenSearch, MongoDB, OracleSQL, Redis, relational database schemas.
- Android/iOS native development.
- Software quality assurance, testing, evaluation, and automated testing using testing frameworks - Gitlab CI/CD, Cypress, Pytest.

Desirable experience or qualifications in the below:

- Authentication (KeyCloak).
- Data engineering and data modelling.
- Customer engagement and user requirements.

- Software design, planning and implementation.
- Cloud native application development.
- System monitoring (Prometheus/Grafana).
- Kibana, Grafana, Logstash or other relevant metric capability / logging and audit.
- Dataflow management technologies (NiFi).
- Experience developing and testing critical software, and integrating with complex systems.
- Other development frameworks based off experience and relevance to role.

National Intelligence Community (NIC) experience is highly desirable.

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

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To Apply

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Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0757720

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Capability & Transformation

Job Title	ASD 5 & 6 Project Support Officer/Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	\$88,608 - \$110,886
Future Merit Locations	Various locations - VIC, Various locations - QLD, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 5;APS Level 6
Position Number	ASD/03665/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About our Team

We are seeking energetic, highly organised and task-orientated Project Support Officers and Project Managers accountable to perform procedural, operational, administrative and business support work to achieve project management outcomes within an integrated workforce.

Our team drives project management maturity improvements and is comprised of members of diverse skills and disciplines who work together to deliver positive capability development outcomes for all of our stakeholders. Through these stakeholders, including Air Force, Army, Navy and other Defence Groups, we deliver complex project/programs to enable ASD and the ADF to stay ahead of technical advancements in the region.

Within the group, the role will be accountable to perform and achieve complex procedural, operational, administrative and business support work within an integrated workforce. They are accountable to ensure they have knowledge of, and compliance with, legislative frameworks, government decision-making and ASD's mission and policy requirements.

You will be required to work closely with other project equity owners and other areas across the organisation.

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

About The Role

As an **ASD 5 Project Support Officer**, you will be responsible for supporting an integrated team and contribute to aspects of the Capability Life Cycle. This will entail:

- Understanding project management practices to support iterative/agile working.
- Supporting the vision of the project's outcomes and associated benefits.
- Supporting senior staff in the translation of requirements into project plans.
- Achieving a more in-depth understanding of the importance of project costs, schedule and expected benefits.

- Demonstrating interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Engaging with and supporting communication to a diverse range of stakeholders.
- Support writing information in report/ updating reports from a data source.
- Demonstrating an analytical approach to work.
- Providing support to senior staff and undertaking work under limited supervision.
- Accepting opportunities for mentoring or coaching.
- Assisting with financial and procurement processes to support project goals.

As an **ASD 6 Project Support Officer/Manager**, you will be responsible for supporting integrated teams and contribute to aspects of the Capability Life Cycle. This will entail:

- Supporting project management practices to support iterative/agile working.
- Supporting project delivery, maintaining knowledge of ICT project management tools, including but not limited to, risk management, quality assurance, finance, cost modelling, procurement, acquisition strategy, test and evaluation, resourcing, project briefs, project management plans and post implementation reviews.
- Maintaining and communicating a vision of the project's outcomes and associated benefits.
- Translating requirements into project plans.
- Scheduling project resources as well as monitoring and reviewing project costs, schedule and expected benefits.
- Supporting interdependencies of specific project business strategies and objectives.
- Supporting a framework for implementing business initiatives, or change within a project setting.
- Accountability for supporting team cohesion, setting work area priorities, managing workflows and evaluating business outcomes.
- Demonstrating interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Assisting the team to answer enquiries and to understand common problems and offer solutions.
- Providing mentoring support to junior staff, in order to build a stronger understanding of the policies, processes and procedures;
- Ensuring the team is keeping end-users informed on the progress of issue resolution and estimated timeframes for resolution.
- Demonstrating an analytical approach to work.

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

As an ASD 5 Project Support Officer, our ideal candidate will:

- Have a desire to work in a project environment and willingness to learn.
- Demonstrate strong interpersonal and communication skills.
- Show high attention to detail and an analytical approach.
- Be able to work independently and collaboratively in a team.
- Display adaptability and a positive, inclusive attitude.
- Have an understanding of, or experience in agile project management.

As an ASD 6 Project Support Officer/Project Manager, our ideal candidate will:

- Demonstrate experience in project management and an understanding of agile project management processes and methodologies.

- Demonstrate highly developed written and oral communication skills and ability to communicate information coherently and concisely to stakeholders.
- An ability to work collaboratively to achieve results and has a willingness to learn and adapt to the needs of their customers.
- Demonstrate interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Highly developed attention to detail.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Eligibility

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

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

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

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

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

Notes

Desirable Qualifications, Experience or Training

ASD 5 Project Support Officer

- An understanding of project management practices and the Capability Life Cycle are desirable but not essential.

ASD 6 Project Support Officer/Manager

- Demonstrated experience in project management and understanding of the Capability Life Cycle within the Defence Portfolio or similar Government environment is desirable
- Demonstrated experience in one or more of the following:
 - Budget management and budget control
 - Schedule management
 - Project risk, compliance and assurance
- Demonstrated experience in the following would be highly regarded but not essential:
 - Capability projects including capability management and / OR capability acquisition
 - ICT and Software projects
 - Data Management projects
 - Professional or industry qualifications in the project management field will be highly regarded such as Prince2, PMBoK, MSP, P3O, SAFe agile, PROSCI, Certificate IV in Procurement and Contracting, tertiary qualifications in Business and/or Project Management.

National Intelligence Community (NIC) experience is highly desirable for all roles.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757721

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Skills and Transformation
Engineering and Technical

Job Title	ASD 4 & 5 Network Engineer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Perth WA
Salary	\$80,743 - \$95,481
Future Merit Locations	Brisbane, Melbourne, Perth
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 4;APS Level 5
Position Number	ASD/03659/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

ASD is seeking highly motivated Network Engineers from all backgrounds with experience in various forms of engineering to deliver systems that enable the conduct of intelligence, cyber security and offensive cyber operations in support of the Australian Government and Australian Defence Force (ADF).

We will provide you with an environment where you can develop and push the limits of your technical abilities to keep pace in an evolving technological environment.

You will work in multi-disciplinary teams delivering networks from small-scale, bespoke solutions to some of the largest scale, complex enterprise systems in Australia.

About the Role

As an ASD 4 or ASD 5 Network Engineer, you will be responsible for the design, build and support of the Organisation’s IP based Wide Area Networks, Local Area Networks, firewalls and supporting ASD systems in a period of technological change.

ASD 4 Network Engineer

- Administer and maintain specific security procedures as required by ASD and organisation policy to maintain confidentiality, resilience, integrity and availability of networked systems and devices.
- Accountable to use network management tools to collect and report on network load and performance statistics.

- Acquire and apply a basic knowledge of the current industry accepted hardware and software products relevant to ICT network engineering.
- Acquire and apply knowledge of the capabilities of current industry data and voice networking devices and procedures.
- Build and sustain effective working relationships with team members and actively participate in teamwork and group activities.
- Communicate network issues to managers promptly.
- Recommend solutions to issues affecting the achievement of desired outcomes.
- Interpret and comply with technical and hardware installation manuals.

Please note: ASD 4 is only available in Perth – WA.

ASD 5 Network Engineer

- Ability to work under routine direction to perform and achieve moderately complex network engineering work.
- Interpret and provide advice within the ICT service delivery function area based on legislation, policy and procedures.
- Ability to review and develop the quality of work undertaken by others and identifying opportunities for on-the-job training within a work unit.
- Will be required to engage and communicate with stakeholders to identify, respond and provide advice on issues to achieve work unit outcomes.
- Under general guidance, and direction undertake basic design, planning, installation and support of IP based networks.
- Liaise with internal and external agencies, including co-providers in relation to the design, delivery and support of network communications infrastructure.
- Assist in the maintenance of customer satisfaction and good relationships with co-providers.
- Contribute to section capabilities utilising teamwork to meet organisational goals.
- Coordinate workloads and priorities to meet directed outputs.
- Produce concise technical systems documentation and knowledge artefacts supporting design and operational continuity.

Please note: ASD 5 is only available in Brisbane – QLD and Melbourne – VIC.

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

Duties

An ideal candidate can demonstrate an ability to work collaboratively to achieve results and also has a willingness to learn and adapt to different network technologies.

- Understand, build and manage routing and switching solutions including configuration, automation and monitoring
- Build, configure, and maintain network security solutions including firewalls, virtual appliances, VPNS, as well as cloud-native routing and switching technologies
- Install and manage physical hardware including network routers, switches and compute servers
- Cisco and/or Juniper firewall experience
- Exposure to and understanding of OSPF and BGP routing, as well as MPLS technologies
- Familiarity with ITIL processes and procedures
- Troubleshoot ICT infrastructure
- Experience with Unix/Linux
- Experience with Optical Transport, design, operations and maintenance including DWDM (Dense Wave Division Multiplexing)

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Eligibility

Please ensure that you meet the eligibility requirements outlined in this Information Pack prior to submitting an application.

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

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

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

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

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

Notes

Experience across a breadth of ICT technologies is highly desirable, these technologies could include:

- Operating systems
- Virtualisation solutions
- Networking technologies
- Databases
- Desktop environments
- Web services
- Cisco training or qualifications, such as the CCNA and CCNP
- Infrastructure as Code tools – Terraform or Ansible
- Familiarity with Public Cloud and SDN
- Optical Engineering academic and practical experience
- Optical Transport technologies including multiplexing and switching

National Intelligence Community (NIC) experience is highly desirable for all roles.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757728

Australian Signals Directorate

Closing Date: Sunday 11 May 2025

Capability & Transformation
Enterprise Technology

Job Title	ASD 6 Network Engineer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Perth WA, Melbourne VIC
Salary	\$98,345 - \$110,886
Future Merit Locations	Brisbane, Perth, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 6
Position Number	ASD/03653/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

ASD is seeking highly motivated Network Engineers from all backgrounds with experience in various forms of engineering to deliver systems that enable the conduct of intelligence, cyber security and offensive cyber operations in support of the Australian Government and Australian Defence Force (ADF).

We will provide you with an environment where you can develop and push the limits of your technical abilities to keep pace in an evolving technological environment.

You will work in multi-disciplinary teams delivering networks from small-scale, bespoke solutions to some of the largest scale, complex enterprise systems in Australia.

About the Role

As an ASD 6 Network Engineer, you will be responsible for the design, build and support of the Organisation's IP based Wide Area Networks, Local Area Networks, firewalls and supporting ASD systems in a period of technological change.

ASD 6 Network Engineer

- Ability to contribute to the investigation, diagnosis and resolution of network problems and provide advice on preventative strategies.
- Under broad direction to perform and achieve complex network engineering work.
- Will work independently with the opportunity for reasonable autonomy and accountability for the achievement of outcomes of their work.
- Highlight perceived security risks to managers.
- Identify areas of risk and review the adequacy and effectiveness of ASD's approach to risk in the use of ICT and offer appropriate suggestions to address the risk.
- Exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.
- Ability to lead a team and be accountable to set work priorities and manage workflows.
- Produce concise technical systems documentation and knowledge artefacts supporting design and operational continuity.

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

An ideal candidate can demonstrate an ability to work collaboratively to achieve results and also has a willingness to learn and adapt to different network technologies.

- Understand, build and manage routing and switching solutions including configuration, automation and monitoring
- Build, configure, and maintain network security solutions including firewalls, virtual appliances, VPNS, as well as cloud-native routing and switching technologies
- Install and manage physical hardware including network routers, switches and compute servers
- Cisco and/or Juniper firewall experience
- Exposure to and understanding of OSPF and BGP routing, as well as MPLS technologies
- Familiarity with ITIL processes and procedures
- Troubleshoot ICT infrastructure
- Experience with Unix/Linux
- Experience with Optical Transport, design, operations and maintenance including DWDM (Dense Wave Division Multiplexing)

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Eligibility

Please ensure that you meet the eligibility requirements outlined in this Information Pack prior to submitting an application.

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

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

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

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

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

Notes

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0757702

Department of Finance

Closing Date: Sunday 04 May 2025

Ministerial and Parliamentary Services
PBR Framework

Job Title	Capital Works Project Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA
Salary	\$98,022 - \$119,634
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	2025/058
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE DIVISION

Ministerial and Parliamentary Services (MaPS), a division of Department of Finance (Finance), provides parliamentarians, their staff, and others as required by the Australian Government, with a range of facilities and services to assist them in undertaking their duties. MaPS Capital Works and Security team, within the Parliamentary Business Resources Framework branch, in collaboration with key stakeholders, leads key divisional initiatives, to deliver major capital works and security enhancements to Commonwealth Parliamentary Offices (CPOs) and Electorate Offices.

The team is responsible for project delivery and oversight across a number of projects that have a national impact and/or are defined as medium or major public works projects.

CPOs are located in the capital city of each state and the Northern Territory and provide:

- permanent office accommodation to some senators, federal ministers or other office holders
- visiting suites, meeting rooms and conference facilities available on a short-term basis for use by parliamentarians (and accompanying staff).

EOs are provided by the Commonwealth to Parliamentarians for the conduct of parliamentary business and are located in metropolitan and regional locations across Australia. EOs are leased, furnished, equipped, and maintained by MaPS and their contracted providers.

Duties

ABOUT THE OPPORTUNITY

The Capital Works Project Officer will work within a small geographically dispersed team.

The role involves project management, the undertaking of complex procurement, contract management and associated administration, drafting internal minutes and ministerial briefs seeking approvals and authorisation. The role will support the

Assistant Director Capital Works and Security to deliver projects involving a wide range of internal and external stakeholders.

The ability to hold and maintain a Negative Vetting 1 security clearance is a mandatory requirement.

The key duties of this role are:

- Conducting/contributing to complex procurement processes and contract management critical to the project.
- Drafting high level documentation to support project administration including briefs and correspondence to support information flow and decision making/approvals.
- Working with key internal and external stakeholders to establish and meet project objectives.
- Monitoring and track project deliverables and outcomes including preparation of reports and briefs.
- Undertake negotiations with key stakeholders and consultants/suppliers on complex issues and communicate with influence.
- Project administrative and support services including contract administration, budget tracking, invoice payment and reconciliation, records management, routine correspondence and meeting coordination and secretariat duties.
- Apply sound judgement and use evidenced based decision making to provide recommendations to decision makers/delegates.
- Practically apply a well-rounded understanding of the relevant legislation and internal guidelines, including, but not limited to:
 - Parliamentary Business Resources Act 2017
 - Public Governance, Performance and Accountability Act 2013
 - Commonwealth Procurement Rules
 - Protective Security Policy Framework.
- Other duties as directed to support the project.

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

Notes

This recruitment process is being used to fill current and future vacancies. A merit pool of suitable applicants may be created which may be used to fill future vacancies should they become available over the next 18 months.

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

About the Department of 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	Victoria Palmer, Victoria.palmer@finance.gov.au
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0757681

Great Barrier Reef Marine Park Authority

Closing Date: Tuesday 06 May 2025

Corporate Services Technology and Digital Services

Job Title	Manager, ICT Procurement and Contracts
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Townsville QLD
Salary	\$94,563 - \$106,775
Future Merit Locations	Townsville, Gladstone, Airlie Beach, Cairns, Canberra
Office Arrangement	On Site; Hybrid
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	1051
Agency Website	

Job Description

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

We are seeking an Information and Communications Technology (ICT) Procurement and Contracts Manager to lead and manage the Technology and Digital Services (TaDS) team ICT procurement and contracting activities. The ICT Procurement and Contracts Manager will manage the contracts of ICT products and services, ensuring value for money, compliance with procurement policies and contract management framework, and supporting the strategic objectives of the Reef Authority. The position is responsible for developing and maintaining relationships with internal and external stakeholders to ensure consistency in the delivery of ICT contract management services.

You will be a team player, working closely and collaboratively with the broader Technology and Digital Services team, the Finance team, technical specialist partner organisations, and a diverse network of stakeholders across the Reef Authority.

Duties

1. Lead, manage and mentor the ICT Procurement and Contracts Support Officer.
2. Lead and advise the TaDS team on complex and sensitive contract management for enterprise-wide ICT contracts to plan and deliver the services agreed, source and procure new capabilities and ensure ongoing value for money is being met.
3. Facilitate TaDS ICT contract management within relevant contract management framework to ensure compliance with statutory, accountability and reporting requirements. Develop and review a range of contract management documentation including preparation of agreement, contracts, risk plans, variations and related correspondence.
4. Work closely and collaboratively with the Finance team, and build and maintain productive working relationships with internal and external stakeholders to ensure deliverables are achieved.
5. Develop and maintain strong relationships with internal and external stakeholders including effectively managing ICT contract enquiries, issues, disputes, and risks and escalating when required.
6. Report and provide advice to management and clients on ICT procurement and contracts issues and services.

Eligibility

Essential requirements

- Demonstrated experience undertaking end-to-end ICT contract management and sourcing activities that include reviewing, drafting, and providing constructive advice on procurement plans, approval documents, contracts and evaluation reports.
- Demonstrated experience applying your strong understanding of:
 - Public Governance, Performance and Accountability Act 2013.
 - Commonwealth Procurement Framework, including the Commonwealth Procurement Rules, and the Digital Sourcing Framework.
 - Whole of Australian Government contracting arrangements.

Desirable qualifications or equivalent experience

- Demonstrated experience with risk management in a complex and changing environment.
- Certificate IV in Government Procurement and Contracting or higher.

Occupation specific skills reference – SFIA

- Please refer to the Position Description regarding the corresponding [Skills Framework for the Information Age \(SFIA\)](#) set of skills and the level required for this role.

More information can be found on the [SFIA website](#) . **Notes**

Applicants **must** read all the information outlined in the **position description**.

To find out more about working for the Reef Authority, including **how to apply**, for tools and tips on applying for a position, visit the [Great Barrier Reef Marine Park Authority careers page](#).

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Kevin Peters, 07 4750 0714
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0757646

National Library of Australia

Closing Date: Sunday 18 May 2025

Corporate Governance

Job Title	APS 5 - Legal Support Officer, Governance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	\$84,000 - \$91,809
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Flexibility may be negotiated with the successful candidate
Classification	APS Level 5
Position Number	105111
Agency Website	

Job Description

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

As a world leading library, the National Library of Australia offers an innovative and collaborative workplace where exceptional team players and technical specialists can flourish. As part of the Library's team, you will help support organisational reform, working collaboratively with your team to shape the Library's future.

Duties

The Library is seeking to fill an ongoing **Legal Support Officer (APS5)** role in the Governance Section of the Corporate Branch.

Your role will play an integral part of our business by delivering high quality service to different stakeholders in a fast-paced environment.

As the Legal Support Officer, you will be expected to contribute to providing specialist legal advice to Library staff and undertake administrative duties and provide support and assistance to the Assistant Director Legal in a wide range of matters, including the maintenance of the Library's regulatory compliance framework.

We are looking for a driven and self-disciplined Legal Officer with high level organisation skills and a flair for communication to join our team.

Our ideal applicant will be resilient and be able to manage a constant workload. You will be required to work individually and as part of a team to deliver quality legal advice and timely outcomes for the Library. We are looking for applicants with the ability to research, analyse and contribute to advice on a wide range of matters.

To succeed in this role:

- You will be required to have qualifications in law. While admission as legal practitioner is not a requirement, you would be expected to be working towards this goal. Experience with administrative law in a government department or agency would be regarded as desirable.

Eligibility

Applicants should be Australian citizens to be eligible for APS employment.

The preferred applicant will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information, and may need to be able to obtain and maintain a baseline security clearance.

Notes

We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.

About the National Library of Australia

To Apply

Position Contact	kbrunoro@nla.gov.au, (02) 6262 1864
Agency Recruitment Site	https://nla.nga.net.au/cp/

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Vacancy VN-0757734

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date: Monday 12 May 2025

Strategic Communications and Engagement Directorate
Perth

Job Title	Assistant Director - Communications and External Affairs
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$155,411 - \$192,713
Future Merit Locations	Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Working predominantly in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	Executive Level 1
Position Number	13404
Agency Website	https://www.nopsema.gov.au/

Job Description

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

The National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) is Australia's independent expert regulator for health and safety, structural integrity, well integrity and environmental management for all offshore energy operations and greenhouse gas storage activities in Commonwealth waters, and in coastal waters where regulatory powers and functions have been conferred.

NOPSEMA also administers the functions of the Offshore Infrastructure Regulator (OIR), for the offshore renewables industry. This includes the regulation of work health and safety, infrastructure integrity, and environmental management for offshore renewable energy infrastructure activities.

Working with NOPSEMA provides an opportunity to make a real difference to people working in Australia's offshore energy industry.

Role:

NOPSEMA is recruiting an experienced **Assistant Director - Communications and External Affairs** to join its Strategic Communications and Engagement Directorate on a permanent (ongoing) basis at our Perth Office.

The Assistant Director - Communications and External Affairs collaborates with, and supports corporate and regulatory areas across NOPSEMA and develops and manages NOPSEMA's communications and engagement functions including crisis communications, publications (internal and external), parliamentary processes (ministerial correspondence, committee hearings and questions on notice), oversight of NOPSEMA's stakeholder engagement framework, events, media liaison and digital platforms (website, intranet and social media).

Why work for NOPSEMA?

As a highly skilled, agile and competent regulator, our people are our number one asset. NOPSEMA offers highly competitive remuneration packages, five weeks annual leave, 18 personal leave days per annum, 15.4% superannuation contribution and flexible work arrangements.

Guided by our values of professionalism, ethics, independence and leadership the decisions we make and the actions we take affect individuals, businesses, communities and the environment. Our people can make a difference. Grow your career in the offshore energy sector. Be a part of Australia's future and apply today.

NOPSEMA is committed to a fair, flexible, safe and rewarding workplace which allows for diversity amongst all its employees. Applicants who are First Nations people, come from a diverse cultural or linguistic background or have a disability are encouraged to apply.

If you are an experienced Communications Leader, apply now and take the next step in your career with this exciting opportunity.

Applications must be submitted by the closing date. Any applications received beyond the closing date will not be considered.

Please note this recruitment process will be valid for a period of 18 months and may be used to fill ongoing and non-ongoing positions within the Australian Public Service at this level or similar that arise over the 18-month period.

Duties

Key Responsibilities:

You will manage and oversee the Communications and External Affairs Team, including establishing priorities and managing workflow and performance to deliver an effective communications and external affairs service to NOPSEMA.

You will be responsible for leading the Agency's communications function which includes the planning, development and delivery of external and internal communication activities and identify and manage emerging and sensitive issues proactively and provide timely and informed advice on external and crisis communications matters to the Executive Director, Strategic Communications and Engagement Directorate.

In this role you will manage processes to meet legislated reporting and publication requirements including the corporate plan, annual report, data/statistical reporting, and all content of NOPSEMA's internal and external communications channels and tools including website, intranet and social media. The role is also responsible for managing and implementing NOPSEMA's stakeholder engagement framework with input from across the agency.

Critical support functions of the Communications and External Affairs Team also include the coordination and drafting of correspondence to external audiences, responding to ministerial and parliamentary inquiries, and logistical planning and budget management for events and functions.

What are we looking for?

We are looking for an experienced, highly motivated candidate with excellent verbal and written communication skills including strong negotiation, liaison and relationship building skills to develop and manage highly effective and collaborative relationships with senior executives and business areas across NOPSEMA.

You will demonstrate experience in engaging with government, industry, media and other stakeholders and ability to collaborate, work collegiately within and across teams, and manage upwards, and utilise a range of communication tools to engage stakeholders and disseminate information.

You will have a demonstrated capacity to learn the business and apply it in your advice and wider work leading communications initiatives to support organisation objectives.

You will possess journalism or corporate communications experience with a demonstrated track record of highly effective outcomes across all communication formats, channels, and digital and social media platforms.

You will be a strong team player, with the ability to take initiative to resolve issues and flexibility to shift tasks and manage priorities to deliver on operational needs in a fast-paced environment.

Eligibility

You will be required to pass a pre-employment medical and maintain medical fitness.

You must pass and maintain a security clearance to a level appropriate for the position.

Prior to any offer of employment, the recommended applicant will be required to undertake pre-employment checks, including national police clearance and declaration of conflict of interest.

NOPSEMA staff are prohibited from trading in oil and gas resources and/or offshore renewable electricity sector shares.

This position is open to Australian citizens only.

You will be expected to be available for contact outside of ordinary working hours except when it would be reasonable to refuse to do so.

Notes

About the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

NOPSEMA is Australia's independent regulator for health and safety, well integrity and environmental management for offshore petroleum and greenhouse gas storage activities in Commonwealth waters (comprising the first three nautical miles of the territorial sea) and in coastal waters where regulatory powers and functions have been conferred. For more information see nopsema.gov.au

To Apply

Position Contact	Human Resources Adviser, 08 6188 8778
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

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Attorney-General's

Vacancy VN-0757700

Administrative Review Tribunal

Closing Date: Thursday 15 May 2025

Tribunal Operations
Corporate Services Pay & Conditions

Job Title	Payroll Officers - Various Roles
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$76,887 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 4;APS Level 5
Position Number	Multiple
Agency Website	https://www.art.gov.au/

Job Description

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

This is an exciting opportunity to join a supportive, friendly, and collaborative Pay & Conditions team as a Payroll Officer.

The Administrative Review Tribunal (ART) is currently seeking applications for APS4 Payroll Officers and APS5 Senior Payroll Officers, to join the Pay and Conditions team within our People and Culture section.

About the opportunity:

The Pay & Conditions team is responsible for the management and administration of pay and conditions for staff and members of the ART in accordance with relevant APS and commonwealth legislation, including maintaining and complete and accurate employee data and documenting processes.

The APS4 Payroll Officer is part of the Pay & Conditions team and assists in managing the pay and conditions for all members and staff, including providing advice to members and staff at all levels.

The APS5 Senior Payroll Officer is part of the Pay & Conditions team and assists in managing moderately complex pay and conditions for all members and staff, including providing high level advice to members and staff at all levels.

About the Tribunal:

The Administrative Review Tribunal plays a crucial role in the Australian legal landscape, providing a process for individuals and organisations to seek an independent review of decisions made under a wide range of Commonwealth laws. You can learn more about the Tribunal on our website.

What we offer:

- flexible working options, including flexi-time and remote working to support you with your commitments outside of work.
- competitive salary including generous superannuation employer contribution of 15.4%
- salary packaging options
- supportive career development opportunities

- access to holistic health and wellbeing programs including Fitness Passport which provides discount to 350+ gyms, free annual influenza vaccinations and free eye tests
- generous leave allowances including Christmas to New Year office closure with no deduction from your leave balance
- Employee Assistance Program for you and your family
- positive and inclusive culture.

Read our Enterprise Agreement for more information about our terms and conditions of employment. **Duties**

- **Payroll processing:** Process payroll services throughout the employee life-cycle, including commencements, terminations, workers compensation entitlements, certain leave types, superannuation including birthday reviews, higher duties and other staff movements, allowances and overtime claims. In consultation with the Team Leader, manage and resolve complex payroll matters.
- **Stakeholder management and advice:** Guide and mentor team members. Provide timely and professional advice to stakeholders both internally and externally. Develop strong relationships with managers and line areas to support resolution of matters related to pay and conditions. Research and advise on a number of legislative and policy areas relating to People and Culture, including the Tribunal Enterprise Agreement, member Terms & Conditions, relevant determinations and legislation (e.g. Maternity Leave Act, Long Service Leave Act etc.), and People and Culture policy.
- **Records management:** Maintain personal and shared Pay & Conditions mailboxes. File relevant member and employee records on digital files once processed.
- **Data maintenance:** Ensure requests are consistent with People and Culture policies, procedures and processes related to position and data management. Where requests are potentially inconsistent, escalate to the Team Leader and/or relevant People and Culture staff. Ensure data is entered accurately and efficiently.

As a Payroll Officer you will be required to consistently improve service standards through developing a deep understanding of employment conditions, innovation, systems, and process enhancements.

To be a successful APS4 Payroll Officer you will have:

- Sound working knowledge of, or the ability to quickly acquire knowledge of, Australian Public Service payroll principles and processes. Experience with, or the ability to quickly acquire knowledge of and utilise, the Aurion payroll system.
- Demonstrated ability to undertake administrative tasks and provide a high level of customer service.
- Strong stakeholder and client management skills to deliver friendly, high quality and timely services consistent with regulatory and legislative requirements.
- Excellent written and verbal communication skills.
- Good attention to detail, time management skills and the ability to manage multiple and changing priorities whilst meeting key deadlines such as fortnightly pay deadlines.

To be a successful APS5 Senior Payroll Officer you will have:

- High level working knowledge of, or the ability to quickly acquire knowledge of, Australian Public Service payroll principles and processes. Experience with, or the ability to quickly acquire knowledge of and utilise, the Aurion payroll system.

- Demonstrated ability to undertake and manage complex payroll matters, including workers compensation entitlements, administrative tasks and provide a high level of customer service.
- Strong stakeholder and client management skills to deliver friendly, high quality and timely services consistent with regulatory and legislative requirements.
- Excellent written and verbal communication skills.
- Good attention to detail, time management skills and the ability to manage multiple and changing priorities whilst meeting key deadlines.

Eligibility

- The Tribunal requires Australian Citizenship as a condition of engagement.
- All employees are required to undertake an Australian Federal Police Check and a Health Assessment.

Desirable:

- Experience in Payroll Processing
- Experience in Aurion HRMIS or similar system

Please submit a CV (of **no more than 4 pages**) and a statement of claims (of **no more than 2 pages**) addressing how you feel your experience matches the capabilities and experience of role, referring to the Position Description. **Notes**

We are a Circle Back Initiative Employer and commit to responding to every applicant.

Please note a merit pool may be created to fill future like vacancies. Suitable candidates on this merit list/pool may be contacted in relation to identical or similar non-ongoing and ongoing roles in the ART, or the broader APS, within 18 months from the original advertised date in gazettal.

Contact the recruitment team on (02) 9276 5443 or recruitment@art.gov.au should you require assistance with accessing our website or with lodging your application.

The Administrative Review Tribunal is an Equal Opportunities employer committed to providing an inclusive workplace that embraces diversity and inclusion for all employees. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander descent, culturally and linguistically diverse backgrounds, all genders, LGBTQI+ community and mature age people. If you have any support or access requirements, we encourage you to advise us if invited to interview.

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

About the Administrative Review Tribunal

The ART plays a crucial role in the Australian legal landscape, providing a process for individuals and organisations to seek an independent review of decisions made under a wide range of Commonwealth laws. The ART can take a fresh look at decisions made by Australian Government ministers, departments and agencies – and, in limited circumstances, decisions made by state government and non-government bodies. It also can review decisions made under Norfolk Island laws. The ART comprises members, the independent statutory appointees who hear review applications, and staff, who provide services to support applicants and the review process, as well as the Tribunal's daily operations. You can learn more about the ART here: <https://www.art.gov.au/>.

To Apply

Position Contact	Marcelle Sheville, (02)6243 4675
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0757669

Australian Federal Police

Closing Date: Thursday 08 May 2025

Job Title	Criminal Assets Financial Investigator
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Adelaide SA, Sydney NSW, Perth WA
Salary	\$72,339 - \$107,559
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 3;APS Level 4;APS Level 5
Position Number	14466
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14466/>

Did you know?

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

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

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

- Six weeks (30 days) of paid annual leave per year
- 4 extra days of mandatory rest leave per year
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the [AFP Enterprise Agreement](#)
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Applications are sought from suitably qualified applicants wishing to be considered for the role of Criminal Assets Financial Investigator.

The AFP-led Criminal Assets Confiscation Taskforce (CACT) seeks to deprive persons and criminal groups of the proceeds, instruments and benefits of their offending, and to undermine the profitability of criminal enterprises. The CACT brings together expertise in investigations, litigation, intelligence, forensic accounting, legal policy and other specialist resources from key partner agencies, including the Australian Taxation Office (ATO), Australian Criminal Intelligence Commission (ACIC), Australian Border Force (ABF) and AUSTRAC. The aim of the taskforce is to enhance the identification of criminal assets and benefits derived from crime, and to pursue their confiscation.

The Criminal Assets Investigation (CAI) teams investigate Commonwealth proceeds of crime (POC) matters and work closely with the Criminal Assets Litigation (CAL) teams; together the teams form the Criminal Assets Confiscation Taskforce (CACT). CAI members support CAL through the POC litigation process under the Proceeds of Crime Act 2002 (POCA).

The positions will work under the Operations Working Pattern of the AFP Enterprise Agreement.

This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the [AFP Enterprise Agreement](#), an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their base salary, which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

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

What will you do?

The role is responsible for planning, managing and conducting POC financial investigations requiring analysis and interpretation of financial and law enforcement information.

These roles may involve:

Criminal Assets Financial Investigator - AFP Band 3

- Assessing available information or evidence and determining appropriate POCA or other response(s) with guidance and supervision;
- Undertaking POC investigations under supervision;
- Obtaining information from financial institutions, the ATO and other entities holding property-tracking documents and contribute to the development of financial profiles for entities of interest;
- Assist in preparation of referrals of POC matters for consideration by CAL;
- Preparation of affidavits/information to support various POCA information gathering applications;
- Liaising with CAL to assist in the effective investigation and successful resolution of POC matters;
- Attending search warrants to assist with identification and seizures of items under POCA;
- Assist in providing advice and guidance to criminal investigators on identifying assets and financial enquiries;
- Attending court and giving evidence as required;
- Adhering to information management protocols in accordance with AFP Functional Governance, including the Standard Operating Procedure (SOP) on Proceeds of Crime Act Information and Coercive Material;
- Developing skills in relation to financial investigations and undertake further training as part of CAI development pathway; and
- Develop subject matter expertise.

Criminal Assets financial Investigator - AFP Band 4

- Identify and utilise relevant and appropriate avenues of enquiry, assessing available information or evidence and determining appropriate POCA or other response(s);

- Undertaking POC investigations, ranging in degrees of complexity with minimal guidance;
- Obtaining information from financial institutions, the ATO and entities holding property-tracking documents and contribute to the development of financial profiles of entities of interest;
- Preparation of referrals of POC matters for consideration by CAL;
- Preparation of affidavits/information to support various POC Act information gathering applications;
- Liaising with CAL to assist in the effective investigation and successful resolution of POC matters;
- Attending search warrants to assist with identification and seizures of items under POCA;
- Providing advice and guidance to criminal investigators on identifying assets and financial enquiries;
- Attending court and giving evidence as required;
- Adhering to information management protocols in accordance with AFP Functional Governance, including the Standard Operating Procedure (SOP) on Proceeds of Crime Act Information and Coercive Material;
- Practising skills in relation to financial investigations and undertake further training as part of CAI Career Profile Development Pathway;
- Providing subject matter expertise in financial investigations to investigators across other AFP Commands;
- Establishing and maintaining effective liaison with partners and stakeholders in both the government and private sector, domestic and international law enforcement agencies; and
- Assist with mentoring and developing the financial investigative capabilities of other team members.

Criminal Assets Financial Investigator - AFP Band 5

- Identify and utilise relevant and appropriate avenues of enquiry, assessing available information or evidence and determining appropriate POCA or other response(s);
- Undertaking POC investigations with varying degrees of complexity;
- Obtaining information from financial institutions, the ATO and entities holding property-tracking documents and the compilation and completion of financial profiles of entities of interest;
- Preparation of referrals of POC matters for consideration by CAL;
- Preparation of affidavits/information to support various POC Act information gathering applications;
- Liaising with CAL to assist in the effective investigation and successful resolution of POC matters;
- Attending search warrants to assist with identification and seizures of items under POCA;
- Providing advice and guidance to criminal investigators on identifying assets and financial enquiries;
- Attending court and giving evidence as required;
- Adhering to information management protocols in accordance with AFP Functional Governance, including the Standard Operating Procedure (SOP) on Proceeds of Crime Act Information and Coercive Material;
- Demonstrating skills in relation to financial investigations and undertake further training as part of CAI Career Profile Development Pathway;
- Providing subject matter expertise in financial investigations to investigators across other AFP Commands;
- Cultivating and enhancing effective liaison with partners and stakeholders in both the government and private sector, domestic and international law enforcement agencies; and
- Mentoring and developing the financial investigative capabilities of other team members.

Eligibility

Essential Requirements

AFP Band 3:

- You must be an Australian Citizen;
- Negative Vetting Level 1 security clearance or the ability to obtain one; and
- Contemporary experience or exposure to investigations, accountancy, auditing, commerce, taxation, finance or related field.

AFP Band 4:

- You must be an Australian Citizen;
- Negative Vetting Level 1 security clearance or the ability to obtain one; and
- Have a minimum 3 years' experience in investigations, auditing or financial analysis.

AFP Band 5:

- You must be an Australian Citizen;
- Negative Vetting Level 1 security clearance or the ability to obtain one; and
- Have a minimum 5 years' experience in investigations, auditing or financial analysis.

Desirable Requirements

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

AFP Band 3

- An awareness of financial investigative methods and legislative frameworks;
- An understanding of processes and procedures in financial institutions and international funds transfer encompassing banking, managed funds, remittance and cryptocurrency.
- Awareness of laws and regulations within the financial sector and experience in identifying financial 'red flags' and violations (e.g. structuring of transactions, unusual international transfer activity through high-risk countries, foreign bribery and corruption etc.);
- Ability to effectively engage with AFP partners such as Financial Intelligence Units (AUSTRAC etc.), domestic and international law enforcement agencies and forensic accountants; or
- Ability to show initiative, tenacity and motivation, and a willingness to explore innovative and creative solutions.

AFP Band 4

- Qualification in investigations, accounting, commerce, taxation, finance or other related field;
- Demonstrated understanding of financial investigative methods and legislative frameworks;

- A working knowledge of processes and procedures in financial institutions and international funds transfer encompassing banking, managed funds, remittance and cryptocurrency;
- Working knowledge of laws and regulations within the financial sector and experience in identifying financial 'red flags' and violations (e.g. structuring of transactions, unusual international transfer activity through high-risk countries, foreign corruption etc.);
- Demonstrate highly developed ability to independently analyse complex financial, tax and financial intelligence data to discern and detect financially motivated crime;
- Experience in transactional analysis, individual and company financial reporting and proven ability to recognise and trace unusual financial activities;
- Ability to effectively engage with AFP partners such as Financial Intelligence Units (AUSTRAC etc.), domestic and international law enforcement and forensic accountants; or
- Strong initiative, tenacity and motivation, and a willingness to explore innovative and creative solutions.

AFP Band 5

- Tertiary qualification in accounting, commerce, taxation, finance or other related field;
- Demonstrated understanding of financial investigative methods and legislative frameworks;
- Contemporary experience with processes and procedures in financial institutions and international funds transfer encompassing banking, managed funds, remittance and cryptocurrency;
- Knowledge of laws and regulations within the financial sector and experience in identifying violations (e.g. structuring of transactions, unusual international transfer activity through high risk countries, foreign corruption etc.);
- Demonstrate highly developed ability to independently analyse complex financial, tax and financial intelligence data to discern and detect financially motivated crime.
- Experience in transactional analysis, individual and company financial reporting and proven ability to recognise and trace unusual financial activities;
- Ability to effectively engage with AFP partners such as Financial Intelligence Units (AUSTRAC etc.), domestic and international law enforcement and forensic accountants; or
- Sets high personal expectations on initiative, tenacity and motivation, and a willingness to explore innovative and creative solutions.

Notes

- This positions is an AFP Band 3, 4 and 5 level.
- This role is located in NSW, SA, WA and QLD and applicants are expected to be located in the nearest Capital City.
- This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the [AFP Enterprise Agreement](#), an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their base salary, which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

Commitment to Diversity & Inclusion

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

About the Australian Federal Police

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

To Apply

Position Contact	Errin Fitzpatrick, 02 5126 4642
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14466/

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Attorney-General's

Vacancy VN-0757684

Australian Federal Police

Closing Date: Thursday 08 May 2025

Job Title	Vetting Analyst - Personnel Security Vetting and Insider Threat Team
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Sydney NSW, Darwin NT, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA
Salary	\$99,285 - \$107,559
Future Merit Locations	Canberra, Adelaide, Sydney, Darwin, Brisbane, Hobart, Melbourne, Perth
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	14377
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14377/>

Did you know?

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

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

- Six weeks (30 days) of paid annual leave per year + additional paid Christmas stand down
- 4 extra days of mandatory rest leave per year
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%

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

Duties

The AFP is looking for motivated, skilled, culturally sensitive, customer focused individuals to meet current and anticipated vacancies within Personnel Security Vetting and the Insider Threat Team.

Personnel Security Vetting - As a band 5 Vetting Analyst, you will gather information from various sources, conduct security interviews, process security clearance assessments and provide timely, high quality recommendations regarding security clearance outcomes. The AFP is seeking applicants who demonstrate strong interpersonal skills and proficiency in both written and verbal communications.

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

Insider Threat Team - As an Insider Threat Specialist, are an integral part of the AFP Insider Threat Team. As an Insider Threat Specialist, you will play a critical role by contributing to the identification, assessment and management of emerging and ongoing insider threat risks. Your analytical skills, attention to detail, and integrity will be essential in conducting comprehensive investigations and preparing detailed reports.

What will you do?

Personnel Security Vetting - The role is a senior Vetting Analyst, completing high level and complex security clearance assessments for the AFP. Your duties will include:

- Work individually and with your team to assess whether clearance applicants are suitable to hold a security clearance in accordance with the Protective Security Policy Framework (PSPF) and AFP governance frameworks.
- Assist in the training and mentoring of Band 3 and 4 Vetting Analysts
- Assess information from various sources, conduct research and review existing holdings.
- Conduct interviews with clearance applicants to sensitively collect personal information.
- Conduct analysis, write assessments and provide advice that identifies areas for further resolution in the vetting process.
- Support the Team Leader and assist with the delegation of cases when required.

Insider Threat Team - The Insider Threat Team provides the AFP with a centralised capability for insider threat analysis and response. As the focal point for the insider threat team within the AFP, you will be responsible for:

- The day-to-day functions and running the program.
- Conducting analysis on aggregated data sources to detect insider threat anomalies and concerns.
- Prioritising detected instances of potential insider activity.
- Stakeholder coordination – routine and also as part of the insider even response plan.
- Developing and maintaining the program's policies, plans and processes.
- Developing and refining AFP specific indicators of insider activity with input from stakeholders.
- Providing support to incident investigators.
- Conduct comprehensive risk assessments on personnel, systems and processes.
- Developing and implementing insider threat response plans, aligned with PSPF.
- Conducting training programs to educate employees on insider threat risks.
- Collect, verify and analyse information from various sources.
- Prepare high-quality, accurate and timely reports outlining findings and recommendations.
- Maintain strict confidentiality and handle sensitive information in accordance with relevant policies and legislation.
- Stay informed of changes in policies, procedures and legislative requirements related to the Insider Threat Program.

Eligibility

Essential Requirements

Personnel Security Vetting / Insider Threat Team

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one (If suitable for Insider threat team - TS-PA Security Clearance or the ability to obtain one).
- Contemporary knowledge and experience relevant to the role.

Desirable Requirements

The following skills and/or experience would be highly regarded for the Personnel Security Vetting positions:

- Successfully completed one of the following: Certificate IV in Personnel Security Vetting, Certificate IV in Security and Risk Management, Certificate IV in Government Investigations.

Notes

- These roles are AFP Band 5 level roles
- These roles are located in ACT, you must be in ACT to complete the role, any applicants needing to relocate for role must do so at own expense
- Given the expected high volume of applications for the role, only applicants successfully progressing past interview stage will eligible to receive feedback.

Commitment to Diversity & Inclusion

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

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To Apply

Position Contact	John Stanciucu, 5126 6718
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14377/

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Attorney-General's

Vacancy VN-0757659

Federal Court of Australia

Closing Date: Thursday 08 May 2025

Federal Court of Australia
Corporate Services - Information Technology

Job Title	IT Service Support Officer
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	0291-04-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=2309468B-2EE2-77EB-C04E-E3C1F2F3982C>

Position Overview

This position is responsible for providing 1st and 2nd level IT support to the Federal Court of Australia, Federal Circuit and Family Court of Australia and National Native Title Tribunal's (NNTT) judiciary and staff. The IT Service Desk is the initial point of call for users of IT services provided by the Information Technology section.

Primary responsibility is being the initial point of contact with clients of the Service Desk within a small team, which is part of a larger team delivering support to clients. Most of the work will entail answering calls to the IT Service Desk and monitoring email and IT Service Portal queries. These interactions are to be logged in the IT Service Management tool (Ivanti Service Manager) where possible queries are to be resolved and where not possible escalated to other support teams.

Clients of the IT Service Desk include Judges, Registrars, Members and Registry staff along with external clients who utilise the Court's eApplications.

Duties

1. Delivery of quality ICT support services to clients

- Excellent communication skills, written and verbal
- Ability to understand, troubleshoot
- Understand IT policies and procedures
- Provide support via phone, remotely and in-person

2. Incident\Service Request Management

- Recording of all incidents\service requests\problems in IT Service Management Tool
- Management of individual work queue, as well as assist in team queue management
- Creation of knowledge base articles for use by Judge's & Court staff and within IT

- Technical skills to support clients working in a Microsoft environment on Windows 10 using M365 suite
- User Administration: creation, deletion and modification of individual user accounts via AD, email mailboxes utilising M365 administration
- Deployment of Hardware, SOE, and approved software

3. Teamwork and Leadership

- Ability to work effectively within a geographically dispersed Service Desk within Australia
- Contribute and working with other IT teams to achieve and ICT delivery goals
- Establish and maintain relationships with each registry
- Ongoing Training/Education and induction of clients and colleagues

Eligibility

Competencies and Attributes

The IT Service Desk delivers support to a highly professional workforce dependent on ICT services and excellent assistance being available. Providing these services requires sound technical skills, ability to understand issues and knowledge in IT policies, and the Federal Courts operation.

A positive attitude is required and the ability to demonstrate initiative and take ownership of incidents. You must effectively handle pressure situations and communicate clearly with all clients, including Judges and Executives. Ideally, having worked in a team environment with team members geographically dispersed with experience supporting clients, both remotely and in-person.

This role encompasses diverse service desk and desktop support responsibilities. Knowledge and understanding of ITIL processes and experience in supporting Microsoft applications are desirable.

Special Requirements

The IT Service Desk currently operates from 8AM EDST/EST to 5PM WST. Team members are rostered to provide appropriate coverage. Whilst primarily rostered hours will be between 08:00- 18:00 local time. If required to deliver support for project work, rural or interstate travel may be required.

Selection Criteria

1. Minimum of two years' experience in a Service Desk\Help Desk or ICT Support role. Demonstrating the ability to provide support remotely via telephone/email/instant messaging and physically onsite. Experience within a legal environment is desirable.
2. Demonstrated ability working with IT best practice based on ITIL, including the use of an ITIL compliant ITSM tool, Ivanti Service Manager is desirable. An understanding of IT security fundamentals and ensuring processes and policies are adhered to.
3. Proven high level analytical and problem-solving skills, including resolving issues with users working remotely out of the office. The capability to define issues, determine workarounds and the best course of action to address the issue.
4. Demonstrated ability to work both autonomously and as a member of a geographically dispersed team. This includes the ability to perform well under pressure, manage competing priorities, meeting deadlines, and contributing to team goals and resources (e.g., documentation creation).
5. Knowledge and ability to support the following technologies:
 - Microsoft Environment (Windows 10, Active Directory)
 - M365 Administration
 - Networking troubleshooting (DNS, proxy)
 - Microsoft Teams and WebEx
 - Microsoft Always On VPN
 - Video conferencing facilities (Cisco CUCM & TMS)
 - Hardware deployment and maintenance (laptops, desktops, tablets, smartphone)
 - Printer support and vendor engagement
 - Dictation Devices & Applications (Olympus and Dragon Naturally Speaking)

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.

Notes

Diversity and Inclusion

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

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

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

How to Apply

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

As part of your application, you will be required to submit a 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 technical issues with applying, please email recruitment@fedcourt.gov.au

Application Close: Thursday 8 May 2025 at 11:30 pm (AEST)

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

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

About the Federal Court of Australia

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

To Apply

Position Contact	Deric Christian, (03) 8638 6566
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=2309468B-2EE2-77EB-C04E-E3C1F2F3982C

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Attorney-General's

Vacancy VN-0757683

National Anti-Corruption Commission

Closing Date: Thursday 08 May 2025

Media, Communications, Corruption Prevention and Education Media and Communications

Job Title	Senior Communications Adviser
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$94,563 - \$106,769
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
Classification	APS Level 6
Position Number	042_04/25
Agency Website	https://nacc.gov.au/

Job Description

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

About the National Anti-Corruption Commission

The NACC 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 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

About the Role

The Senior Communications Adviser will support the Assistant Director Communications and Digital to deliver communications and digital activities across the agency. In this role, you will work within a busy team to deliver high quality work to tight deadlines. You will have strong written skills, demonstrated digital experience, excellent attention to detail and an ability to manage competing priorities while working collaboratively within a small agency environment. Contribute to NACC's internal communication outputs including contributing to the delivery of the team's internal communications strategy, which covers the weekly internal news schedule, internal event coordination and promotion, and key staff announcements and messaging.

Duties

The successful candidate will work under the general direction of the Assistant Director Communications and Digital:

- Develop and deliver communications plans.
- Measure the effectiveness of internal communication channels and tools with the goals of continuous improvement and reaching and engaging with audiences effectively.
- Draft, develop and publish material for the NACC website and NACC intranet.
- Alongside the Assistant Director, manage and maintain the Drupal website and SharePoint intranet, including ensuring material is regularly reviewed and improved in line with user needs and relying on an evidence base.
- Provide communications and corporate support for business areas across the agency to ensure successful delivery of NACC projects.

Eligibility

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 1.

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.

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

Notes

We offer attractive rewards and benefits to eligible employees, including:

- competitive rates of pay and 15.4% superannuation.
- generous paid parental leave for primary and secondary caregivers.
- an additional 3 days paid leave between Christmas and New Year.
- flexible working arrangements such as part-time work, flexible work hours, and technology to support working from home and similar arrangements.
- an option to purchase additional leave, up to 4 weeks per year.
- access to salary sacrificing, and
- access to studies assistance.

The NACC provides a service allowance of \$1,972 per annum (pro-rata for part-time) to non-SES employees which acknowledges the special requirements of working at the NACC. This includes the need for high-level personal security assessments, the intrusion associated with notifying private financial and social interests and the necessity to engage in practices to prevent targeting by unlawful elements.

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

About the National 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	Shayl Prisk, 0499 503 097
Agency Recruitment Site	https://nacc.nga.net.au/

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Defence

Vacancy VN-0757155

Department of Defence

Closing Date: Thursday 22 May 2025

Defence Science and Technology Group
Research Technology and Operations

Job Title	Group Leader - Supercomputing Operations
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	\$168,109 - \$189,184
Future Merit Locations	Edinburgh, Fairbairn, Fishermans Bend
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/03067/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D82CD91C-7ED9-859A-838D-E3BEE9080CB0>

Duties

The Role

The Group Leader Supercomputing Operations works within broad guidelines to deliver world-class, secure supercomputing capability to Defence. The role provides leadership and cohesion across all aspects of operating the supercomputing capability, such as physical infrastructure, software infrastructure, engaging with the research user base and user training.

The Group Leader is responsible for providing an effective, reliable, secure, high-performing and scalable Supercomputing to meet researchers' specific needs towards Defence outcomes. This role will advance a positive culture in the supercomputing team, empowering people to succeed and proactively building a high-performing team of experts who deliver supercomputing capabilities for Defence.

As the Group Leader, your communication and networking skills will be of a high standard. You will be expected to develop productive partnerships, work collaboratively, and manage strategic relationships with key stakeholders. Your ability to consult widely, share information, and drive knowledge transfer between peers in the Science and Technology (S&T) enterprise will be crucial. You will also be accountable for contributing towards ongoing self-improvement and professional development.

Position Duties:

- Accountable for leading a team of supercomputing Subject Matter Experts, planning and managing allocated resources setting work area priorities, managing workflows, developing strategic and evaluating business outcomes.
- Proactively engage stakeholders and teams to align purpose, outcomes and objectives to safeguard successful fulfilment of the Supercomputing Branch mission and Fundamental Inputs to Capability (FIC) requirements.
- Accountable for providing leaderships and direction to ensure a high-level of integration and consistency across the Defence Science and Technology management function.

- Within broad direction, lead transdisciplinary teams in the implementation of the Defence Science & Technology enterprise.
- Manage increasing and highly complex workloads within an integrated workforce, proactively managing change and promoting a strong culture of scientific excellence.
- Deliver high quality scientific reporting including briefs, publications and presentations.
- Ensure compliance with legislation, regulations and internal policies.
- Assess the future, anticipate priorities and develop long-term plans to achieve results.

About our Team

Defence Science and Technology Group (DSTG) hosts the Defence Supercomputing Capability, which provides Defence and National Security agencies with a world-class, secure, multi-tenanted collaboration ecosystem at the scale of supercomputing. The capability enables innovation, science and technology outcomes that support timely authoritative advice, allowing informed decision-making through advanced modelling, simulation, data processing, artificial intelligence and machine learning. Supercomputing Branch covers the end-to-end management of the Supercomputing Capability including strategy, allied engagement, design, technology refresh and all aspects of operations from infrastructure up to user workflows, researcher training and support.

The Supercomputing Executive Branch, through strong leadership, will oversee the governance and management of supercomputing capabilities. This will be accomplished through geographically dispersed and interdisciplinary teams, each offering a unique perspective on applying new scientific knowledge to defence-related research. Their responsibilities include shaping and developing strategies, policies, priorities, and operational practices, based on high-level decision-making, judgment and global best practices.

Our Ideal Candidate

Key skills/requirements of the role:

Highly desirable

Education:

- Academic qualifications in one or more of the following related fields of research; or
- Relevant vocational qualifications; or
- Relevant skills and experience:
 - Engineering.
 - Information & Computing Sciences.
 - Mathematical Sciences.
 - Physical Sciences.

Experience:

- Demonstrated experience in the following areas:
 - Working within the Australian research environment at an executive level.
 - Leading diverse teams in a relevant field or undertaking.
 - Leading the development and management of Supercomputing infrastructure.
 - Managing multiple projects simultaneously.
 - Holds or can obtain Negative Vetting 1 Security Clearance (willingness to upgrade to Positive Vetting)

Technical Skills:

- Developing and implementing industry best-practice supercomputing policies and procedures.

- Leading procurement activities.
- Project Management.
- Knowledge of supercomputing architectures.
- Knowledge of the Information Security Manual (ISM), Protective Security Policy Framework (PSPF) and Defence Security Principles Framework (DSPF).

Soft Skills:

- Leadership - Ability to guide, motivate, and inspire teams towards achieving common goals.
- Communication - Effective verbal and written communication skills to clearly convey information to team members, stakeholders, and upper management.
- Problem-Solving - Ability to identify, analyse, and find solutions to problems that arise in the course of work.
- Decision-Making - Ability to make informed decisions that benefit the team and the organisation.
- Conflict Resolution - Ability to mediate disputes and maintain a positive working environment.
- Adaptability - Ability to adjust to changes in the business environment and modify strategies as needed.
- Time Management - Prioritising tasks effectively to ensure they are completed within set timelines.
- Strategic Thinking - Ability to plan and make decisions based on long-term goals.
- Negotiation - Ability to reach agreements or compromises with other parties while maintaining positive relationships.

Eligibility

Security Clearance:

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

Mandatory Qualifications

The S&T7/EL2 Science & Technology Leader Computational Science, Data Science & Autonomy position will require:

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

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

Division 40 – Engineering

4007 Control Engineering, Mechatronics & Robotics

Division 46 – Information & Computing Sciences

4601 Applied Computing

4602 Artificial Intelligence

4605 Data Management & Data Science

4606 Distributed Computing & Systems Software

4609 Information Systems

4612 Software Engineering

4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

4903 Numerical and computational mathematics

Notes

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

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	Dr. Stuart Midgley, 08 7375 0422
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D82CD91C-7ED9-859A-838D-E3BEE9080CB0

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Defence

Vacancy VN-0757382

Department of Defence

Closing Date: Sunday 11 May 2025

Naval Shipbuilding and Sustainment Group
Patrol Boats and Specialists Ships

Job Title	ILS Practitioner - Acquisition
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
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 5
Position Number	NSSG/02776/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B1A93DFA-4495-C5B8-D59E-E3C0133BE3DD>

Duties

The Role

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

The successful candidate will work collaboratively as part of an integrated project team working supporting and delivering critical maritime projects to deliver outcomes.

Key responsibilities include:

- Accountable for a variety of tasks and plans that support the acquisition and sustainment aspects of materiel logistics;
- Coordinate policy, processes and procedures supporting the acquisition and sustainment of equipment in accordance with Defence requirements;
- Interpret and comply with legislative, policy, regulatory frameworks and operational objectives; and
- Build and sustain effective relationships with team members and actively participate in teamwork and group activities.

About our Team

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

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

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

Our Ideal Candidate

Do you enjoy working with a diverse range of people?

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

Do you have experience in a project/product environment?

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

Key attributes and experience we are looking for:

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

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Helen Cook, 02 5108 9561
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B1A93DFA-4495-C5B8-D59E-E3C0133BE3DD

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Defence

Vacancy VN-0757392

Department of Defence

Closing Date: Sunday 18 May 2025

Defence People Group
 Joint Health Command

Job Title	Senior Data Manager
Job Type	Full-Time, Ongoing
Location	Campbell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/02930/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=C92B1EAE-3583-9A1F-BA1D-E3C014B397B8>

Duties

The Role

The Australian Defence Force offers more than 150 different jobs, some of which are considered particularly complex and/or high

risk from a psychological standpoint, including roles in Aviation, Intelligence, Cyber Warfare, Submarine Warfare, and Special Forces. Applicants for these complex roles undergo targeted psychological assessments as part of their selection process.

This position is responsible for the management of data and meta-data from a variety of sources (with a strong emphasis on data quality and validity) to support and enable validation of ADF selection processes and standards, and the conduct of ADF mental health surveillance activities and research.

The incumbent will utilise analytical tools and techniques to cleanse, administer, monitor, manage and archive data to achieve business outcomes. This position will also be responsible for implementing data governance processes and procedures and supporting other teams with their data needs. The incumbent will work collaboratively with other teams across the branch, liaise with, and provide advice to the Data Management Systems Team Lead regarding data-led solutions to achieve business outcomes and solutions to data management issues.

About our Team

The Data Management Systems team develops and maintains a range of ICT systems and applications designed to facilitate the collection and management of psychology-related data arising from Occupational Suitability Assessments (OSA) and Mental Health Surveillance activities.

This data enables the validation and evaluation of policies, procedures and standards that underpin the conduct of the OSA psychology assessment, and the conduct of post-operational mental health surveillance.

These functions are integral to the ADF's ability to optimise its human capability through effective recruitment and management, by (a) ensuring those we recruit are a good 'fit' with both the ADF and their preferred occupation, and (b) contributing to the ADF's ability to manage the mental health and wellbeing of ADF members appropriately.

We offer flexible, family-friendly working arrangements with opportunities for part-time and home-based work. We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team.

Our Ideal Candidate

Our ideal candidate will possess the following attributes:

- Extensive experience in data administration activities and techniques, with an understanding of Australian Government data management practices and processes;
- Established competence in developing and improving guidelines to support best-practice data management;
- Strong conceptual, analytical and critical thinking skills, and a proactive approach to complex problem solving;
- Experience building complex reports and dashboards using data analysis and visualisation tools;
- The ability to build and sustain stakeholders relationships and provide advice to meet business objectives;
- An understanding of cloud technologies and data systems;
- Excellent time management skills with the ability to meet deadlines;
- Proficiency in using data management systems and tools such as Excel and SQL, to manage and analyse data.

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>

About the Department of Defence

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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	Geoff Gallas, 02 6203 6414 or 0467 736 165
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C92B1EAE-3583-9A1F-BA1D-E3C014B397B8

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Defence

Vacancy VN-0757408

Department of Defence

Closing Date: Thursday 08 May 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	NSSG/03355/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C6DB8CD7-8AD1-B94C-2C22-E3C015936055>

Duties

The Role

Hunter Class Frigate Branch (HCFB), within Defence's Naval Shipbuilding and Sustainment Group (NSSG), is seeking two professional, motivated and experienced APS 4 Project Support Officers to support the HCF program. The Business Directorate requires an APS 4 who will coordinate and contribute to the work of a team consistent to a work plan and provide advice and assistance on methods of task completion to team members. They will research, document, and update business processes within the business management system.

The Executive Directorate requires an APS 4 who will have the opportunity to expand their skills in the people and culture space, supporting all culture initiatives whilst learning and developing contract management skills. In addition to the above, the successful candidates will have the opportunity to hone their skills in project management and engagement with a variety of stakeholders, while growing their knowledge base and skills as part of a fast moving shipbuilding project.

About our Team

The Hunter Class Frigate (HCF) will be one of the most advanced warships in the world with cutting edge technology and capabilities. As Australia's largest shipbuilding project, HCF provides the foundation for continuous naval shipbuilding in Australia. We are working with experts from the UK, USA, Canada and Europe to provide six frigates optimised for anti-submarine warfare to the Royal Australian Navy. The frigates are being constructed at the Osborne Naval Shipyard, South Australia utilising the latest production technologies.

You will have access to generous working conditions as an Australian Public Servant in Defence. You will be supported in balancing work life with family and other priorities, with a variety of flexible working arrangements available. Information on Defence employees' working conditions, including an attractive remuneration package with a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

We are looking for self-motivated personnel to be a part of a small and dynamic teams. In order to provide high quality support, our ideal candidates will have the following attributes and competencies:

- Have a strong work ethic.

- Have a keen eye and attention to detail.
- Have well developed communication skills.
- Adaptability, resilience and flexibility in the face of changing priorities and be open to learning new things and willing to assist other teams.
- Be able to multi-task in order to meet deadlines.
- A commitment to personal and professional development.
- Have experience maintaining stakeholder relationships to deliver and negotiate outcomes with varying ranks/levels.
- Be capable of working both autonomously and in a team environment.

At HCFB we pride ourselves in being a collaborative workforce, all whilst incorporating a supportive workplace culture. Our ideal candidate will not only be a professional asset to the team but a positive cultural asset too. **Eligibility**

Security Clearance

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	HCF Workforce Team, nssg-msccs-hcf.workforce@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C6DB8CD7-8AD1-B94C-2C22-E3C015936055

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Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Joint Capabilities

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03438/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=5DCE7B6E-84B9-3192-7AC3-E3C016184208>

Duties

The Role

The Project Support Officer (PSO), Project Management Office (PMO) within the Joint Information Capabilities (JIC) Branch is responsible for overseeing the delivery of outcomes that support Defence Electronic Warfare and Cyber Domain objectives.

The PSO reports to the Deputy Director Digital Warfighting Terrain, and is responsible, under broad direction, for applying established technical, operational, professional, and administrative activities, procedures, practices, and project management methodologies. The role engages in active collaboration with a range of stakeholders across Defence and in particular works closely with the Cyber Command.

The role also supports the Assistant Secretary, Joint Information Capabilities (AS JICB), in the implementation of JCG led National Defence Strategy initiatives and forward investment.

The Project Support Officer, is responsible for the following:

- Preparing correspondence, briefs, and reports as required including submissions and documents for higher delegate and committee consideration;
- Building and sustaining stakeholder engagement, including the ability to communicate with influence and negotiate effectively;
- Analysing and interpreting project performance against agreed plans and developing and evaluating strategies to achieve project outcomes;

- Responding to RFIs relating to JICB and Cyber Domain accountabilities from internal and external stakeholders.

About our Team

Our Team Joint Information Capabilities (JIC) is one of four branches within the Joint Capabilities Division in Joint Capabilities Group (JCG). JCG was formed in July 2017 with the mandate to deliver joint warfighting capabilities to the ADF. JIC develops and manages a number of capabilities being:

- Joint Cyber & Influence (C&I);
- Joint Simulation Capabilities (JSC);
- Assured Position Navigation Timing (PNT);
- Joint Electronic Warfare (EW); and
- Project Management Office (PMO) including Health Knowledge Management JIC is a blended workforce of APS, ADF, and Contracted personnel who work together with a One Defence mindset to support Defence outcomes with offices located within the Canberra region.

Our Ideal Candidate

Our Ideal Candidate is someone who can hit the ground running, being experienced in Project Management within Government and Defence. We are seeking a team player who is collaborative in your approach to delivering Project outcomes. Experience working within the Cyber Domain is highly desirable.

The successful applicant will possess the following skills and capabilities:

- Well-versed in Agile Project Management methodology;
- Ability to quickly adapt to an innovative and developing project environment;
- Strong verbal and written communication skills;
- Ability to sustain collaborative relationships with internal and external stakeholders;
- Willingness to take on all tasks as required to achieve outcomes;
- Sound problem solving skills and use of initiative to resolve challenges and analyse/interpret legislative/policy requirements; and
- Sound judgement and time management skills for accurate completion of work to meet deadlines.

Eligibility

Security Clearance

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

Notes

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

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To Apply

Position Contact	Antonia Kunde, 02 9537 3613
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5DCE7B6E-84B9-3192-7AC3-E3C016184208

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Defence

Vacancy VN-0757437

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Joint Logistics Command

Job Title	Senior Explosive Ordnance Assurance Officer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/02575/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=75CC2C8D-C4DA-C3E2-24BB-E3C04E9E26AA>

Duties

The Role

The APS 6 Explosive Ordnance (EO) Assurance Officer is to lead and conduct complex EO assurance activities within prescribed geographical regions. They will work within a framework of statutory and regulatory compliance, established safety principles, work practices and procedures in accordance with Defence’s mission and business objectives.

Your role is embedded within Defence’s Explosive Safety Regulatory Framework (ERSF) and is to assist Defence units to understand and comply with the governance requirements of managing EO transportation, handling and storage activities. Travel will be expected within the region and more extensively to support other Assurance Officers nationally. You will routinely interact with a broad range of stakeholders including APS and ADF personnel, as well as contractors/service delivery partners to achieve EO assurance.

Building effective relationships with all EO stakeholders within Defence is critical. Additionally, this position will draft detailed briefs and reports that capture EO assurance activity outcomes, systemic issues, and if required outline corrective action pathways for issue remediation.

The Workplace Environment will involve:

- Computer Use.
- Generic screen based.
- Sitting at desk.
- Lifting 0-15kg.
- Bending.
- Distance walking (i.e. large building or inter-building transit).
- Works outdoors.
- Exposure to chemicals.
- Work with energetics and explosives.
- Exposure to Non-ionising radiation.

- Dangerous Goods/ Equipment.
- Frequent travel - Vehicle.
- Frequent travel - Aeroplane.

About our Team

Joint Explosive Ordnance Support (JEOS) is a mixed military and civilian organisation, and an integral part of Explosive Ordnance Branch, Joint Logistics Command. JEOS is responsible for the provision of detailed Explosive Ordnance Disposal (EOD), Explosive Ordnance (EO) Assurance, EO technical advice, and logistic support to meet the Defence EO assurance and governance policies. JEOS supports a range of ADF activities and provides EO assurance on behalf of the Competent Authority.

JEOS currently provides detailed EO logistic support to numerous EO user units who require differing levels of technical engagement and support to meet the Defence EO assurance and governance policies. As most EO user units do not have access to local EO specialists, they rely on JEOS for continual support and guidance.

Our Ideal Candidate

We are seeking a highly motivated, enthusiastic and collaborative Assurance Officer who has:

- A background in governance and assurance (highly desirable).
- A background in explosives/explosive ordnance safety and inventory management systems (highly desirable).
- An ability to work within the framework of an assurance program, statutory and regulatory compliance and safe work practices and procedures.
- Demonstrated time management skills and displays attention to detail.
- Good written, verbal, negotiation and communication skills with the confidence to engage with stakeholders at all levels, both internally and external to Defence, to achieve desired outcomes.
- A proven ability to manage multiple tasks simultaneously.
- The ability to work both individually and with others within a small dynamic and dedicated team of EO specialists.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Timothy Duke, 07 4430 0449
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=75CC2C8D-C4DA-C3E2-24BB-E3C04E9E26AA

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Defence

Vacancy VN-0757441

Department of Defence

Closing Date: Thursday 08 May 2025

Naval Shipbuilding and Sustainment Group
 Submarines

Job Title	Integrated Logistics Support Manager
Job Type	Full-Time, Ongoing
Location	Garden Island WA
Salary	\$120,303 - \$135,701
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NSSG/03409/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=2179A2F3-4F5D-3F39-C88B-E3C04E091030>

Duties

The Role

An Integrated Logistics Support Manager opportunity exists at the EL 1 Level within the Collins System Program Office (COLSPO). As the COLSPO ILS Manager-Sustainment you will support the Deputy Director (Logistics) in:

- in-service management of the Collins Class Submarines (CCSM) capability by employing ILS methodology to reduce the cost of ownership whilst delivering seaworthiness outcomes and materiel availability to meet Navy's requirements.
- managing governance and assurance requirements to transition ILS artefacts into Service.

You will manage the team responsible for progressing to completion all ILS tasks related to the CCSM including Governance and Assurance activities of ILS artefacts delivered by other enterprise stakeholders, including CCSM Projects and in-service support contractors.

You will:

- Have comprehensive knowledge and be able to interpret relevant ILS Policy and Procedures and advise stakeholders on required outcomes.
- Be willing to undertake self-improvement and professional development in meeting organisational roles also the mentoring and development of the ILS Team.
- Possess a sound knowledge of relevant Engineering and Logistics Information Systems and associated governance and assurance framework requirements.

About our Team

The Collins Submarine Program within the Naval Shipbuilding & Sustainment Group (NSSG) is responsible for the maintenance and programmed upgrade of Australia's Collins Class submarines. The Program works in partnership with the Royal Australian Navy and Industry to deliver the strategic submarine capability to the nation.

You will have access to generous and attractive working conditions as an Australian Public Servant in Defence. Working for Defence will support you in balancing work life with family and other priorities. You can access a variety of flexible working arrangements, including part-time work, occasionally working from home and working hours that are not always nine to five.

Information on Defence employees' working conditions, including an attractive remuneration package that may respond to industry variations and a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

Submarines Division is seeking a highly motivated individual who can:

- Lead and manage a team
- Deliver logistics management strategies and plans
- Build and sustain relationships with key stakeholder at the strategic and operational level
- Be a confident communicator

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	NSSG Submarines Workforce, nssg.submarines.workforcemgt@defence.gov
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2179A2F3-4F5D-3F39-C88B-E3C04E091030

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Defence

Vacancy VN-0757445

Department of Defence

Closing Date: Sunday 11 May 2025

Defence Digital Group
Military Systems

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DDG/03104/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=F0B6E673-27E8-D9F6-B50C-E3C04F387291>

Duties

The Role

Defence Digital Group has multiple exciting opportunities for experienced Executive Assistant to provide high-level executive support to the Assistant Secretary (SES1) across three branches within the Department of Defence. The Defence Digital Group is responsible for providing a modern, secure, and sustainable ICT environment to support Defence business and military operations. In order to provide this service, Defence Digital Group maintains Defence's: computing and telephone networks; cyber security capability; military and business applications as well as; the communication standards and spectrum required to operate key warfighting networks. Combined, these capabilities represent one of the largest, most diversified ICT capabilities in the Southern Hemisphere.

As the Executive Assistant, you will play a crucial role in managing the office of the Assistant Secretary, providing efficient administrative and operational support to ensure the smooth operation of the Branch. This includes calendar management, preparation of correspondence, organising meetings, arranging travel, coordinating briefing packs and managing office systems and records using Microsoft Office, Objective and Financial Management Systems. The Executive Assistant role is a position of trust and discretion. In working directly to the Assistant Secretary, it is crucial that individuals are suitably skilled, professional, work well under pressure and have strong communication skills and interpersonal skills.

About our Team

Military Systems Division

Military Systems Division (MSD) is responsible for the project management, engineering and sustainment outcomes required to deliver projects and sustain resultant military ICT capability. MSD works closely with the relevant external Capability Manager and other DDG divisions to ensure the realisation of required Defence war fighter effects.

Enterprise Systems Division

Enterprise Systems Division (ESD) is responsible for the project management, engineering and sustainment outcomes required to provide Defence's foundational Enterprise ICT capability to enable the Defence Single Information Environment. In addition, ESD is responsible for the project management, engineering and sustainment outcomes required to deliver projects and sustain resultant capability on behalf of external corporate Capability Managers.

Our Ideal Candidate

Are you highly organised, professional, and positive? This may be the role for you.

The Executive Assistant roles are all Canberra-based.

The Executive Assistant is accountable to work under limited direction to perform and achieve moderately complex administrative support work within an integrated workforce. They will have a good understanding of relevant legislative frameworks, government decision-making processes and Defence's mission and policy requirements. The Executive Assistant is required to communicate with a range of stakeholders, responding and providing advice on moderately complex operational and administrative issues to achieve work unit and Defence outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development. Candidates will be well organised, have the ability to manage competing priorities, work independently, and collaborate effectively in a fast-paced environment. You will be able to demonstrate your ability to anticipate the needs of the Assistant Secretary whilst being flexible and resilient. You will have excellent time management skills, strong attention to detail and excel at building and maintaining stakeholder relationships. Candidates will be self-aware, with a positive attitude, demonstrating consideration and respect for a diversity of ideas and perspectives of others.

If you are interested in being an EA, or you are an existing EA looking for a change and keen to be part of a dynamic and dedicated team committed to supporting the delivery of Defence services across the country, this role might be for you.

The Department of Defence will be creating merit pools to fill vacancies across the Organisation over the next 18 months. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration. Defence will support you in balancing work life with family and other priorities, offering you access to a variety of flexible working arrangements. Successful applicants will be supported with their career development via talent management, coaching, and peer support

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Maria Morton, 02 6192 7717
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=F0B6E673-27E8-D9F6-B50C-E3C04F387291

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Defence

Vacancy VN-0757447

Department of Defence

Closing Date: Thursday 08 May 2025

Defence People Group
People Services and Wellbeing

Job Title	Assistant Director Policy
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Brindabella Business Park ACT, Russell ACT, Various locations - ACT ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra, Brindabella Business Park, Russell, Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DPG/03230/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=00A32CB9-663B-DDEE-4D9C-E3C04F3FBF83>

Duties

The Role

The Assistant Director Mental Health and Wellbeing policy is required to lead key wellbeing considerations into policy development and review across the broader Defence enterprise. This role requires an ability to negotiate with a diverse stakeholder base to achieve common outcomes. You will work closely with other areas such as monitoring and evaluation, program management, implementation and individual professionals. You will support efforts to improve Defence culture and literacy for individual and collective wellbeing for the Defence community.

This role will require the person to have and/or obtain staff skills to support interdepartmental and ministerial requirements. An ability to discern and document required detail is equally as important as broader strategic acumen and novel approaches to problem solving. Broader work to support strategy requirements as well as policy is expected.

About our Team

The Mental Health and Wellbeing Branch has been established to promote and align mental health and wellbeing initiatives across Defence. Our workforce includes both military and civilian members. We are an inter-disciplinary team focused on improving the mental health and wellbeing of the Defence community.

The Directorate of Strategy and Policy is responsible for the development and custodianship of the Defence and Veteran Mental Health and Wellbeing Strategy within Defence. From a policy perspective, the Directorate sets the conditions for policy

improvements across the people domains in consideration of individual and collective wellbeing. This includes review and support of mental health and wellbeing specific policies, and broader Defence policies that require consideration of mental health and wellbeing within them.

Our Ideal Candidate

We are a small team with a diverse portfolio dedicated to keeping our people well in order to defend Australia's national interests. We are looking for people who are genuinely interested in making a difference through policy, good relationships and improving workforce wellbeing literacy. This is a time of significant workforce reform and change across Defence.

Our ideal candidate will bring their existing knowledge and skills and lean in to areas unfamiliar to them. They will be curious and value diversity of thought. Their ability to operationalise strategic concepts and negotiate effective solutions will be highly valued.

Eligibility

Security Clearance

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

Notes

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

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To Apply

Position Contact	Kylie Douglas, 02 6192 7693
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=00A32CB9-663B-DDEE-4D9C-E3C04F3FBF83

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Defence

Vacancy VN-0757453

Department of Defence

Closing Date: Thursday 08 May 2025

Defence People Group
People Policy & Development

Job Title	Digital Learning Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT, Melbourne VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Brisbane, Adelaide, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/03423/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=5353A34E-4AFE-8DCA-8133-E3C04FBF267F>

Duties

The Role

The Digital Learning Officer will play a crucial role in shaping the learning culture for digital professionals, designing, innovating, enabling development, and implementing of high-quality digital learning materials within Defence.

This role requires a blend of stakeholders management, planning, creativity, technical expertise, and instructional design skills to manage and create engaging, interactive and visually appealing digital learning content.

About our Team

Defence Learning Branch (DLB) aims to cultivate a robust learning culture by offering high-quality, accessible, and career-relevant learning experiences, and by developing learning strategies. We focus on fostering a supportive learning environment and measuring the impact of learning to enhance employee performance and engagement.

The Digital Learning Solutions team provides access to inclusive corporate and enterprise training to an all of Defence audience. Our mission is to achieve learning outcomes through multi-faceted platforms that are easy to find, understand, use and learn – and to design and develop products that genuinely increase capabilities across Defence.

The Digital Learning Officer role is in the Digital Learning Production team within Digital Learning Solutions. We design and develop digital learning content to support Enterprise-wide learning.

Our Ideal Candidate

The ideal candidate will have a strong background in instructional design, digital design, multimedia production, e-learning technologies, learning platform experience and stakeholders management.

This include having:

- Proven experience in instructional design model.
- Proven experience in e-learning development and digital design.
- Proven experience with multimedia production, including video editing and animation.

- Proficiency in e-learning authoring tools (e.g., Articulate Storyline, Adobe Captivate, Lectora).
- Strong skills in digital content creation software (e.g., Adobe Creative Suite).
- Familiarity with LMS platforms and SCORM compliance.
- Ability to lead team to analyse, design, develop and implement digital learning projects.
- Excellent communication skills and the ability to work collaboratively in a geographically dispersed team.
- Project management skills to manage, prioritise and schedule work with team members and stakeholders to deliver outcomes in line with broader business priorities, resourcing allocation and timeframes.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Boo Hooi Khoo, 0406 814 916
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5353A34E-4AFE-8DCA-8133-E3C04FBF267F

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Department of Defence

Closing Date: Thursday 08 May 2025

Defence People Group
Joint Health Command

Job Title	Psychologist
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$95,187 - \$108,734
Future Merit Locations	Darwin
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	DPG/03443/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A4C13AFA-58CA-21FB-9BEE-E3C04FF5621F>

Duties

The Role

An opportunity exists for an experienced Psychologist to become the APS 6 Psychologist of a health facility delivering services to Australian Defence Force (ADF) members in Darwin Health Centre. This is a dynamic role, working within a multidisciplinary healthcare team. The successful candidate will oversee the day-to-day management of the mental health unit and be directly responsible for managing a wide range of administrative and coordination activities to ensure the provision of high quality health care.

These duties include managing workforce rosters, workplace health and safety requirements, and governance and quality assurance activities. In their clinical capacity, they will be actively involved in complex case management, and be expected to perform psychological assessments, counseling, and a range of organisational psychology services to ADF members.

They will need to draw on their clinical knowledge and skills to ensure service delivery processes are safe and efficient and that there is technical support and oversight available to subordinate clinicians. Another key aspect of this role is leading a small team and engaging with other relevant stakeholders to achieve positive outcomes for ADF members. Effective communication skills are essential and a background or special interest in mental health will be desirable.

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 APS6 Psychologist position is part of Joint Health Unit - Central Australia and is based at Darwin Health Centre, Winnellie NT. Each Joint Health facility provides a range of services which can include medical, nursing, dental, physiotherapy, mental health, rehabilitation, and inpatient 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.

Our Ideal Candidate

An enthusiastic self-starter, our ideal candidate will have experience in mental health, managing teams and be confident in working independently. They must demonstrate sound judgment and, with regard to their own caseload, clinical knowledge to make decisions that are in the best interests of the client and that comply with legislation, regulatory frameworks and Defence policies.

The successful candidate must have excellent verbal and written communication skills and must be able to develop productive relationships with various stakeholders both internal and external to Defence. The ability to foster a service focused and positive work culture is essential in ensuring that all team members are working towards shared objectives.

The ideal candidate must be flexible and adaptable. They will be comfortable with managing change and responding to short notice tasks. They will have the ability to anticipate, identify, and respond to changing priorities. They will also be committed to ongoing professional development for both themselves and their team, and be prepared to mentor and train junior team members to achieve optimal outcomes.

Eligibility

Security Clearance

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

Mandatory Qualifications

Registered as a Psychologist with the Psychology Board of Australia.

Notes

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

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To Apply

Position Contact	Lee MacDonald, 08 7374 8701
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A4C13AFA-58CA-21FB-9BEE-E3C04FF5621F

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Defence

Vacancy VN-0757498

Department of Defence

Closing Date: Thursday 08 May 2025

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Contract Officer
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Garden Island
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/03458/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=BE8F5442-B5A9-9792-74BE-E3C08A21014F>

Duties

The Role

The Contract Officers will provide contract management and commercial support for the delivery of maintenance of the Royal Australian Navy vessels based at Garden Island Potts Point, Sydney. The base is approximately 2km north-east of central Sydney and is home to over half of the major fleet units of the Royal Australian Navy and Australia's only large ship Graving Dock. The Contract Officer role is key to the Regional Maintenance Centre East (RMC-E) team and reports to Commercial Manager (EL 1).

The role sits within the Contract and Commercial Management function, providing assurance, audit and compliance of contractors and reporting on performance, opportunity, and risk to Australian national interests.

You will:

- Provide contract management and commercial advice to manage complex, high value, multi-year.
- Assist and support the negotiations of significant commercial outcomes, which achieve value for money for the Commonwealth.

- Develop and foster productive working relationships with project leads and customers in support of developing commercial and contract management strategies.

Working for Defence will support you in balancing work life with family and other priorities. You can access a variety of flexible working arrangements, and working hours that are not always nine to five. You will be offered professional development opportunities and encouraged to pursue career advancement opportunities within Defence. Defence initiates and sponsors security clearances for successful candidates who currently do not possess security clearance.

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

About our Team

RMC-E is playing a leading role in implementing an ambitious reform program for surface fleet sustainment. Realising this will ensure Defence can support significant increase to the complex fleet of vessels generated through Continuous Naval Shipbuilding. Development of sovereign sustainment capability is key, so Defence has the workforce, systems, tools, supply chains and infrastructure to support the future fleet.

The team will oversee the Regional Maintenance Provider (East) team, whilst working together to coordinate and schedule maintenance for Navy vessels and to build resilient local and regional supply chains.

Our Ideal Candidate

We are looking for someone with initiative, strong organisational, business management, commercial or legal skills, and the ability to manage and provide sound commercial advice relating to complex contracts.

We welcome candidates from diverse backgrounds who ideally meet the following attributes and experience:

- Demonstrated public service, business management, commercial and / or legal experience or similar.
- Ability to develop and interpret commercial documentation under limited direction.
- Ability to influence, negotiate and collaborate with stakeholders at all levels including through provision of written advice on complex matters.
- Ability to respond flexibly to changing situations, including using sound judgement under pressure, to ensure the success of key deliverables.
- Proficiency and experience in developing and managing Target Cost Incentive Contracts including ability to analyse complex cost-modelling worksheets, supported by advanced excel skills (optional).
- Have the ability to climb the navy ships through gangways and stair cases, be on your feet for a reasonable time.
- Able to effectively converse with stakeholders through verbal and written communication in person and online.
- Ability to obtain Baseline/NV1 security clearance.

Eligibility

Security Clearance

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

Notes

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

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To Apply

Position Contact	Karlo Tychsen, 02 4077 7240
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BE8F5442-B5A9-9792-74BE-E3C08A21014F

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Defence

Vacancy VN-0757500

Department of Defence

Closing Date: Thursday 08 May 2025

Defence Intelligence Group
Australian Geospatial-Intelligence Organisation

Job Title	Learning Technologies Skills Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DIG/03016/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=51676BA8-0DAD-97D4-ED89-E3C08A272B6C>

Duties

The Role

As an APS 6 Learning Technologies Skills Manager within the Australian Geospatial-Intelligence Organisation’s (AGO) Training & Tradecraft Directorate, you will play a pivotal role in enhancing the capabilities of the AGO workforce through the development and delivery of high-quality learning and development opportunities. This is an exciting opportunity to broaden and apply your technical, communication and leadership skills.

In this role, you will:

- Lead the design, development and implementation of innovative eLearning and digital learning artefacts, which support various Training & Tradecraft service offerings.
- Provide governance and assurance of Learning Management Systems, including understanding and applying Web Content Accessibility Guidelines (WCAG) in the work context.
- Apply experience and knowledge of adult learning principles and instructional design concepts to synthesise complex information into simple, learnable chunks.
- Collaborate with key stakeholders and subject matter experts to ensure the relevance, accuracy, and effectiveness of learning materials.
- Manage various projects, tasks, reporting, and competing priorities within deadlines and tight timeframes.

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

information, please contact the contact officer.

About our Team

The Australian Geospatial-Intelligence Organisation (AGO) is the lead agency for geospatial data, information, and intelligence, also known as Geospatial Intelligence (GEOINT) for Defence and government.

Our people make a vital contribution to protect the lives and safety of Australians at home and overseas by providing GEOINT to decision-makers at all levels. You would be working in a unique, challenging and dynamic environment. This vacancy is within the Training and Tradecraft Directorate, under the GEOINT Enterprise and Executive Branch.

Please note a merit pool may be established from this process to fill potential future opportunities over the next 12 months.

Our Ideal Candidate

We are seeking a high performing, enthusiastic individual who is passionate about learning and development and the professional growth of others.

You will demonstrate:

- Experience using Learning Management Systems (LMS), such as Totara or Moodle.
- Experience in design and development of eLearning (e.g. SCORM or xAPI).
- Proficiency in eLearning authoring tools, such as iSpring, Articulate Storyline, Adobe Captivate, or Lectora.
- Knowledge of graphic design principles and ability to create visually appealing content.
- Excellent written and communication skills.
- An ability to deliver engaging and interactive presentations to diverse audiences, effectively conveying complex concepts.
- Strong attention to detail.
- Commitment to a culture of continuous learning by motivating and developing others.
- A willingness to participate in learning and development growth opportunities, and professional development.

If you think you meet some of the above skills and attributes and are willing to develop further on the job, we would love to hear from you. **Eligibility**

Security Clearance:

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

Notes

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

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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	Elisabeth, 08 7374 3570
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=51676BA8-0DAD-97D4-ED89-E3C08A272B6C

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Defence

Vacancy VN-0757510

Department of Defence

Closing Date: Thursday 15 May 2025

Associate Secretary Group
Defence Legal

Job Title	Executive Director of Legal Practice Enablement
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$167,660 - \$199,525
Future Merit Locations	Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	ASG/03402/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6541DE28-5D36-2815-F183-E3C08AAFFADF>

Duties

The Role

The EL2.1 Executive Director holds a high level of autonomy and is accountable for the achievement of strategic outcomes for the legal function including design and delivery of its workforce strategies, plans, assurance and associated efficiency, and effectiveness targets and outcomes to achieve alignment with both enterprise and Government objectives. Key accountabilities for the role include successful integration of all elements of the legal practice through strong leadership and negotiation skills, effective planning, design and governance.

The role requires significant independence to deliver strategic leadership, representing Defence Legal at fora within and external to Defence Legal to achieve the effective operation of the in-house legal practice. The role requires regular interaction across Defence, Industry and other Government agencies to effectively manage legal risk in accordance with Commonwealth standards and ensures that legal services meet legislative and policy requirements, as well as all Court ordered obligations.

This position is classified as having a work value commensurate with EL2.1 and the salary range of \$167,660 - \$199,525. Positions with a work value at EL2.1 are reviewed annually and salary may increase or decrease in accordance with the provisions of the Defence Enterprise Agreement. Applicants should familiarise themselves with the relevant provisions of the Defence Enterprise Agreement if considering applying for this position. Should an annual review determine that work is no longer available at the higher work value, the employee's classification and salary will be decreased to the lower level work value and salary within the EL 2 classification range.

About our Team

Defence Legal is a culturally diverse and inclusive organisation. It is a critical enabler that provides legal services to the Department of Defence, including the Australian Defence Force. The legal services provided by Defence Legal cut across broad ranging issues that contribute to the capability of Defence achieving its mission to defend Australia and its national interests in order to advance Australia's security and prosperity.

The Legal Practice Enablement Branch supports the work of the Chief Counsel, the broader Defence Legal Executive and their branches. The team is part of a diverse and inclusive workplace which offers a rewarding career. You will work both collaboratively and autonomously within a dynamic multi-disciplinary environment. Defence Legal is an agile employer and flexible working arrangements will be considered upon request.

Our Ideal Candidate

As the Executive Director of the Legal Practice Enablement Branch, you will have:

- A deep understanding of resource management principles and frameworks in a public service context. Experience or qualifications in Public Service management, legal practice management or business administration is required.
- Solid understanding of strategic planning and enterprise reporting, communication and change management practices, workforce planning, financial management and procurement, legal practice governance and compliance, legal risk management, and technology, data and information management related to a legal function.
- Sound knowledge and experience to perform as a part of the Divisional leadership team and to provide strategic and operational leadership for the effective and efficient management of the legal practice management function.
- Have a proven ability to communicate with influence and the ability to nurture productive working relationships with a wide range of stakeholders including industry partners.

Eligibility

Security Clearance

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

Notes

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

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To Apply

Position Contact	Francesca Rush, 02 5108 4673
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6541DE28-5D36-2815-F183-E3C08AAFFADF

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Defence

Vacancy VN-0757512

Department of Defence

Closing Date: Thursday 08 May 2025

Air Force
Chief of Air Force

Job Title	Air Mobility Group Deputy Communications System Officer
Job Type	Full-Time, Ongoing
Location	Richmond NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Richmond
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	AF/02358/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=16ACB428-5247-1BEE-1D31-E3C08ABCBB19>

Duties

The Role

As deputy to the COMSO, you will manage a diverse team of cyber, communications and information security staff and lead the delivery of information security and cyber governance, risk management and compliance programs. You will lead the management of Air Mobility Group (AMG) Government Special Access Program Security Officer (GSSO) obligations and experience with these aspects is essential.

The DCOMSO delivers to CDRAMG assurance of Air Mobility enterprise capabilities inclusive of Operational Technologies and Information Technologies. As a Security Specialist the applicant is to perform and achieve complex information security work.

They will:

- Be accountable to provide guidance/implement compliance with legislative frameworks, government decision-making and policy requirements.
- Provide detailed information security technical, professional and policy advice, undertake complex work and contribute to strategic planning.
- Be a team coach or lead a team.
- Exercise the associated people and financial responsibilities to achieve work outcomes.

- Have considerable level of stakeholder engagement.
- Be required to identify, anticipate and respond to stakeholders' needs and expectations to achieve outcomes.

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

About our Team

Air Mobility Group (AMG) operate six aircraft types in a range of roles covering air logistics support, airborne operations, and air-to-air refuelling. We also support a range of tasks including aero-medical evacuation missions, along with search and rescue.

Flying squadrons within AMG are located at RAAF Bases Richmond, Amberley and Defence Establishment Fairbairn. Headquarters Air Mobility Group at RAAF Base Richmond administers No. 84 Wing and No. 86 Wing, along with the Air Mobility Control Centre and Air Mobility Training and Development Unit.

The AMG A6 team is a small section comprised of military and civilian personnel located Richmond NSW and Amberley QLD. You will be a part of a team which supports this enterprise by providing timely, accurate information and operational technology security governance and advice.

Our Ideal Candidate

The ideal candidate would have experience across aviation, military and information security risk management with a desire to enhance their professional and personal development through further education opportunities.

Candidates should possess the following skills:

- Experience in risk management with an understanding of information and operational technology legislation, policy and principles.
- Experience managing the requirements of Special Access Programs.
- Strong interpersonal and organisational skills with the ability to build and sustain effective working relationships.
- A flexible outcomes based approach while maintaining attention to detail.
- An interest in exploring innovative approaches to support and improve business processes.
- Ability to work autonomously, and as part of a team.
- A proactive nature.
- Able to think critically, is an active listener and is an effective communicator.
- Able to understand the value of partnerships, work in a collaborative team environment and achieve whole of enterprise objectives.
- Confident when engaging with stakeholders from a variety of backgrounds and levels of seniority.

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	Owen Reinhardt, 07 5362 2355
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=16ACB428-5247-1BEE-1D31-E3C08ABCBB19

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Defence

Vacancy VN-0757526

Department of Defence

Closing Date: Thursday 22 May 2025

Defence Science and Technology Group
Platforms

Job Title	Senior Researcher Collaborative Tactical Autonomy
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/03490/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=4E505DEA-5F9D-D123-691E-E3C08BFC7213>

Duties

The Role

Under broad direction from the Discipline Leader Collaborative Tactical Autonomy, you will contribute specialist expertise and inspire a team of scientists, engineers and technicians to achieve outcomes in the high priority area of autonomy aiming to contribute to an asymmetric capability for Defence.

As a Senior Researcher, you will use your significant demonstrated experience to advance the disciplines' R&D program in collaborative tactical autonomy.

You will lead a diverse team focused on the development, experimentation and transition of distributed algorithms and software for collaborative autonomy focused on tactical missions covering air defence (Counter UAS), ISR and logistics.

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

- The development of distributed and collaborative systems, software and algorithms enabling various tactical missions covering air defence (Counter UAS), ISR and logistics.
- Manage the prototyping capability within the discipline, comprising contractor staff and agile tools.
- Support the transition of software and algorithms to industry.
- Demonstrate developed capability in field trials and experiments.
- Lead the software engineering team to meet desired system outcomes.
- The mentoring of junior staff within the Collaborative Tactical Autonomy Discipline.
- Supporting the discipline lead in the functioning of the discipline and collaborations with industry and international colleagues.
- The position includes professional development, work-life balance, recognition, a supportive and collaborative work environment and a diverse workforce.

About our Team

The Scalable Tactical Autonomy STC conducts R&D into autonomy, AI and Engineering approaches and applies state of the art techniques towards distributed coordination of autonomous systems and platforms to achieve enhanced multi-platform coordinated combat for various tactical missions.

We develop approaches to integrate multiple distributed sensor feeds, providing contextual awareness, and apply AI to generate optimised policies for multi-platform coordinated tactical combat and protection; these are applied to our AI-enabled distributed platform mission and control systems, recommending actions for and/or autonomously controlling platforms and their systems in tactical operations to enhance survivability and mission success.

Our Ideal Candidate

Our ideal candidate will demonstrate the following:

- Well-developed skills in the area of computer science and software engineering, with a focus on the distributed command and control of autonomous platforms and their systems for various tactical missions covering air defence (Counter UAS), ISR and logistics.
- Well-developed skills in software engineering project management and leadership and supporting tools.
- Resource management skills to effectively manage a team, deliver its program of work and make substantial, significant and consistent personal contributions to its outputs.
- A history of developing and sustaining strong relationships and collaborations with industry, academic and international government agency partners, and of creating opportunities for your team to work cooperatively.
- A demonstrable history of successful delivery in R&D projects.
- Excellent communications skills both written and verbal.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

The S&T 5/EL 1 Senior Researcher - Computational Science, Data Science & Autonomy position requires:

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

Ref 1297.0 ANZSRC Fields of Research 2020

Division 40 – Engineering

4007 Control Engineering, Mechatronics & Robotics

Division 46 – Information & Computing Sciences

4601 Applied Computing

4602 Artificial Intelligence

4605 Data Management & Data Science

4606 Distributed Computing & Systems Software

4609 Information Systems

4612 Software Engineering

4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

4903 Numerical & Computational Mathematics **Notes**

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

About the Department of Defence

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To Apply

Position Contact	Luke Marsh, 0437 490 956
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4E505DEA-5F9D-D123-691E-E3C08BFC7213

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Defence

Vacancy VN-0757531

Department of Defence

Closing Date: Thursday 08 May 2025

Defence People Group
Joint Support Services

Job Title	Family Liaison Officer (FLO) Liverpool
Job Type	Full-Time, Ongoing
Location	Holsworthy NSW
Salary	\$79,176 - \$86,438
Future Merit Locations	Holsworthy
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 4
Position Number	DPG/03457/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=17AB3397-03E1-76D6-85BB-E3C08C9D7E3B>

Duties

The Role

As a Family Liaison Officer (FLO) you will be an integral part of the Defence Member and Family Support (DMFS) Sydney/Liverpool team and be at the forefront of helping Defence families connect and engage with their wider community and families.

The Family Liaison Officer role includes:

- Engagement with Defence families, key stakeholders and the wider community.
- Organising and facilitating social functions to promote networking amongst Defence families and the wider community.
- Using innovative and creative ways to promote and deliver DMFS programs and events.
- Providing information and advice about local community resources and services.
- Participating in Command and Unit facilitated events, and functions for families.
- Building knowledge of community services and engaging with service providers to inform them of the needs of Defence families.
- Working as part of a dynamic and multidisciplinary team.
- There will be a requirement to work at the DMFS Sydney Office one day a week.

About our Team

Defence Member and Family Support (DMFS) offers a broad range of programs and services to help Commanders, Australian Defence Force members and their families manage the military way of life. DMFS supports Defence families' self-reliance and increases the capacity of the wider community to support the needs of Defence families.

We work to provide services and supports to Commanders, the Australian Defence Force members and their families by offering a broad range of programs.

The Family Liaison Officer Liverpool will form part of a team that consists of Defence Social Workers, Military Support Officers, Family Liaison Officer Sydney and an Educational Liaison Officer. We work collaboratively to provide crisis support, advice to Commanders, referrals to external agencies, information on local services, education advice and general information on Defence matters.

Our Ideal Candidate

We are looking for a candidate who can use their initiative to provide innovative ways to engage with Defence families to help connect them with the local community. Strong stakeholder engagement is required. Our ideal candidate will be a team player with strong organisational skills. Excellent communication is a must, as well as event planning skills to promote Defence family events. The candidate must be able to coordinate functions; prioritise; work independently and demonstrate an understanding of confidentiality. Some after hours and weekend work is required. **Eligibility**

Security Clearance

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

Notes

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To Apply

Position Contact	Alexandra Cameron, 0497 584 515
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=17AB3397-03E1-76D6-85BB-E3C08C9D7E3B

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Defence

Vacancy VN-0757544

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Cyber Command

Job Title	Deputy Director - Information Advantage Centre of Excellence Directorate
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	JCG/03484/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=645ED45E-8CB5-51CA-6856-E3C08D1D82E0>

Duties

The Role

An EL 1 Capability Analyst will exercise a considerable degree of independence and perform subject matter expert role. They will exercise sound decision-making and judgement to provide expert policy advice. They will have in-depth knowledge of the capability analyst function and are responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function. They will engage in very complex problem solving and issues management and may coordinate and perform detailed or sensitive projects that impact on strategic, political or operational outcomes for Defence.

An EL 1 Capability Analyst may be a team coach or lead a operational, project or administrative team and will be accountable for the outcomes of the teams work and the appropriate use of resources to produce and achieve outcomes. They are expected to be capable of building team capability through coaching and feedback and reviewing and developing the quality of work undertaken by others within a work unit. They may exercise the associated people and financial responsibilities to achieve work unit outcomes.

An EL 1 Capability Analyst will be responsible for actively managing key stakeholder relationships and will be required to identify relevant stakeholders' expectations and concerns to develop and communicate methodologies and practices to achieve outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development of their work area.

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

information, please contact the contact officer.

About our Team

Cyber Command, in Joint Capabilities Group, has celebrated its first birthday, in a small ceremony at its headquarters in Canberra. Officially activated on 25 March 2024, the command was established to deliver transformational change to meet the increasingly complex challenges within a contested, congested and competitive Cyber Domain – the fifth warfighting domain.

Cyber Command brings together Navy, Army, Air Force, Australian Public Service and industry partners into a centralised Cyber Domain capability to master cyberspace and the electromagnetic spectrum. Now, 12 months on from its inauguration, it has seen continuous evolution to stay ahead of the challenges and opportunities present in a domain that has no geographical boundaries.

Commander Cyber Command Major General Robert 'Doc' Watson said that, as the Cyber Domain evolves, his command will continue to adapt to meet emerging threats.

Our Ideal Candidate

The ideal EL 1 Capability Analyst will:

- Be accountable for leading a team, managing allocated resources, setting work area priorities, managing workflows, developing strategies and evaluating business outcomes.
- Be accountable for accurate completion of work within timeframes, sharing own expertise with others and guiding and mentoring team members to achieve continuous improvement in the work area.
- Lead and be accountable for the development of timely and high quality agenda and issues papers and minutes for capability committees.
- Lead and be accountable for the development of timely and high quality ministerial and cabinet submissions relating to capability development within Defence.
- Implement broader Defence policy and strategic objectives, including the Defence White Paper and Defence Capability Plan, to progress capability development outcomes.
- Have expertise in, implement and assist in the improvement of capability development processes including government approvals.
- Build and sustain collaborative relationships with internal and external stakeholders and negotiate effectively to deliver business outcomes.
- Motivate and mentor teams; aligning complementary skills and allocating resources in a manner that delivers results.
- Evaluate, independently analyse and provide advice on capability proposals, including assessments of the strategic context, capability options, resource implications, risks and acquisition strategies.
- Design, recommend and implement solutions to issues impacting on the achievement of desired outcomes.
- Represent, advocate and negotiate on behalf of the organisation to achieve capability outcomes.

Eligibility

Security Clearance:

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

Notes

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

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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	Jason Logue, 02 5108 7108
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=645ED45E-8CB5-51CA-6856-E3C08D1D82E0

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Defence

Vacancy VN-0757552

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	ICT Solutions Architect
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Laverton VIC, Melbourne VIC, Sydney NSW
Salary	\$120,303 - \$135,701
Future Merit Locations	Brisbane, Canberra, Laverton, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	JCG/03497/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=9C28427D-B9E1-6A3A-DB34-E3C08DE4D01E>

Duties

The Role

The Technical Assurance Specialist will work in a cross functional team to support the operations of our integration capability, management and delivery of integrations and the on-boarding of new users to existing services.

You will be a technical leader serving as a liaison amongst internal and external stakeholders. You will review, provide advice and guidance, technical content and other documentation ensuring alignment with industry best practice.

As an EL 1 ICT Solutions Architect, you will have:

- An understanding of architectural elements including Web services/API-SOAP, Web services/API-REST, Managed file transfer, Web application gateway and publication/subscription services is required.
- Transition into production experience, including integration operation and monitoring, decommissioning, integration alteration, compliance, and migration services.
- Provide advice and guidance ensuring adoption and adherence to information assurance architectures, strategies, policies, standards and guidelines.
- Infrastructure and platform management including ensuring the as-built platform accurately reflects the approved as-design architecture and detailed design.

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

information, please contact the contact officer.

About our Team

Enterprise Technology Operations Branch (ETOB) delivers quality ICT services to Defence in support of military operations and corporate business. Our purposes and activities centre on supporting ICT operations and maintaining sustainable service levels to provide an effective ICT capability for our customers.

ETOB's role in supporting Joint Capabilities Group (JCG) is integral to the ADF's role in the protection and projection of national power. Our role will enable Chief of Joint Capabilities (CJC) and Chief Information Officer (CIO) to provide Defence users with access to a secure, reliable and integrated information, communications and technology environment.

Our Ideal Candidate

An EL 1 ICT Solutions Architect will be responsible for actively managing key stakeholder relationships and will be required to identify relevant stakeholders' expectations and concerns to develop and communicate methodologies and practices to achieve outcomes.

They will be accountable to contribute towards ongoing self-improvement and professional development of their work area. They will provide assurance oversight for current and planned activities that incorporate technical and non-technical perspectives.

An EL 1 ICT Solutions Architect may be a team coach or lead a project or administrative team and will be accountable for the outcomes of the teams work and the appropriate use of resources to produce and achieve outcomes.

They are expected to be capable of building team capability through coaching and feedback and reviewing and developing the quality of work undertaken by others within a work unit. They may exercise the associated people and financial responsibilities to achieve work unit outcomes.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Catherine Kruss, 03 8326 0053
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9C28427D-B9E1-6A3A-DB34-E3C08DE4D01E

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Defence

Vacancy VN-0757571

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
 Cyber Command

Job Title	Cyber Security Awareness Graphics and Communications Officer
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Reid
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03498/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=501A4557-42ED-A3E3-D667-E3C08D324B7F>

Duties

The Role

The Defence Cyber and Information Assurance Branch (DCIAB) is looking for an APS 6 Graphics and Communications Officer to

join the Cyber Security Awareness and Cultural Change Team. The successful candidate will assist with the creation of cyber security awareness products and artefacts, intranet design and maintenance, and assist with other creative concepts to shape dedicated and targeted continuous cyber-safe communications campaigns.

Duties may include but aren't limited to:

- Support a small team responsible for strategic communications, information management (web content), and coordinating the production and delivery of cyber awareness initiatives.
- Conceptualise and produce designs based on requirements.
- Maintenance of intranet portal via SharePoint Content Management System.
- Prepare rough drafts and present ideas.
- Develop graphics for communication products, artefacts, logos and other requirements.
- Test graphics across various media.
- Amend designs after feedback.
- Ensure final graphics and layouts are visually appealing and on-brand.

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

About our Team

DCIAB is part of Cyber Command within Joint Capabilities Group (JCG). The Branch's two core functions are:

Supporting the Defence Chief Information Security Officer (CISO) in providing leadership and governance to Defence's cyber and information security capabilities. Providing effective cyber and information security advice, guidance and Defence Cybersecurity Operations services to JCG and broader Defence customers. DCIAB is focused on the prevention, detection, response to and recovery from cyber security incidents that may affect the confidentiality, integrity and availability of our information to support Defences' mission.

Our Ideal Candidate

Our ideal candidate will have an interest in cyber security, be energetic and able to create and maintain positive working relationships with internal and external stakeholders. You will soundly identify with and demonstrate Defence values and behaviours, as well as having the following skills/capabilities:

- Proven graphic designing experience.
- Familiarity with design software and technologies (such as InDesign, Illustrator, Dreamweaver, Photoshop).
- Proven Content Management System experience.
- Be a skilled communicator with the ability to communicate with professionalism and clarity, both verbally and in writing.
- Foster a positive and supportive culture.
- Ability to work methodically and meet deadlines.
- Be adaptable, resilient and flexible.
- Excellent interpersonal and stakeholder engagement skills.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Katharine Koot, 02 5130 1592
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=501A4557-42ED-A3E3-D667-E3C08D324B7F

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Defence

Vacancy VN-0757572

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Cyber Command

Job Title	Cyber Security Awareness Communications Officer
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Reid
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03504/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=182BCEC3-9F4D-2865-34D6-E3C0C4CDAAC7>

Duties

The Role

The Defence Cyber and Information Assurance Branch (DCIAB) is looking for an APS6 Cyber Security Awareness Communications Officer to join the Cyber Security Awareness and Cultural Change team. The successful candidate will assist with the creation of cyber security awareness products to shape dedicated and targeted continuous cyber-safe communications campaigns with the objective of lifting awareness of threats, risks, incidents, policy changes, and risky cyber behaviours within Defence. Duties may include but aren't limited to:

- Develop clear, concise and audience-centric Cyber Security Awareness content for a range of channels including intranet sites, electronic newsletters, and stakeholder communication.
- Support the delivery of effective cyber security awareness and engagement initiatives including the development of general and targeted communications.
- Contribute to internal conversations that shape or shine a spotlight on cyber security awareness culture.
- Provide secretariat services, preparing agendas, presentations and minute taking.

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

About our Team

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functions are:

- Supporting the Defence Chief Information Security Officer (CISO) in providing leadership and governance to Defence's cyber and information security capabilities.
- Providing effective cyber and information security advice, guidance and Defence Cybersecurity Operations services to JCG and broader Defence customers. DCIAB is focused on the prevention, detection, response to and recovery from cyber security incidents that may affect the confidentiality, integrity and availability of our information to support Defences' mission.

Our Ideal Candidate

Our ideal candidate will have an interest in cyber security, be energetic and motivated, and able to create and maintain positive working relationships with internal and external stakeholders. You will soundly identify with and demonstrate all Defence values and behaviours, as well as having the following skills/capabilities:

- High-quality communication skills, with strong writing, editing, and content creation skills.
- Strong stakeholder management, engagement, and relationship skills.
- An understanding of the cyber threat environment, ways to strengthen security culture and manage the human risk of cyber security.
- Ability to form complex 'communications / messages' in a simple, clear and concise manner to the various audiences within the organisation.
- The ability to plan, manage and maintain a complex, organisation wide program over the longer term.
- Experience in the provision of governance and secretariat support within the APS.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Karen Hunt, 02 5130 1991
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=182BCEC3-9F4D-2865-34D6-E3C0C4CDAAC7

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Defence

Vacancy VN-0757573

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
 Cyber Command

Job Title	Contract Management Officer
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Reid
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03509/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=64A05835-82D8-6A93-A8BD-E3C0C52AB13F>

Duties

The Role

An opportunity exists at the APS6 level to provide contract management and procurement support for the Defence Cyber

Information and Assurance Branch (DCIAB).

The successful applicant will be responsible for:

- Providing contract management support and timely, accurate advice across the procurement life cycle for procurement activities, including supporting procurement planning, preparation of compliant procurement documentation and undertaking evaluation activities.
- Promoting compliance with procurement policies, connected policies and legislation i.e. Commonwealth Procurement Rules (CPRs), Indigenous Procurement Policy (IPP), Public Governance, Performance and Accountability (PGPA) Act.
- Liaising and collaborating regularly with key stakeholders in relation to ongoing and upcoming procurements.
- Preparing a range of written materials including various reports, briefs and correspondence to both internal and external stakeholders.
- Promoting a client focused culture within the team and the ability to prioritise own workload, meet tight deadlines, display a high level of accuracy and attention to detail.
- Performing ad-hoc duties as required.

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

About our Team

DCIAB is part of Cyber Command within Joint Capabilities Group (JCG). The Branch's two core functions are:

- Supporting the Defence Chief Information Security Officer (CISO) in providing leadership and governance to Defence's cyber and information security capabilities.
- Providing effective cyber and information security advice, guidance and Defence Cybersecurity Operations services to JCG and broader Defence customers.

DCIAB is focused on the prevention, detection, response to and recovery from cyber security incidents that may affect the confidentiality, integrity and availability of our information to support Defences' mission.

Our Ideal Candidate

Our ideal candidate will have the following skills, experience and attributes:

- Sound Commonwealth Procurement experience, including but not limited to the Commonwealth Procurement Rules and Procurement Connected Policies or transferable skills and the ability to quickly acquire.
- Effective time management skills including the ability to prioritise competing workloads, meet tight deadlines with a high level of accuracy and attention to detail.
- Excellent communication, interpersonal and client service skills.
- Strong customer and stakeholder focus, with the ability to build and sustain internal and external relationships to achieve outcomes.
- Contribute to a high performing and harmonious team environment.
- Be willing to undertake formal and informal training to further develop your procurement skills.

- Desirable, Tertiary / Vocational qualifications in Government Procurement e.g. Certificate IV in Government Procurement.

Eligibility

Security Clearance

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

Notes

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About the Department of Defence

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To Apply

Position Contact	Deborah Gaudie, 02 5130 1337
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=64A05835-82D8-6A93-A8BD-E3C0C52AB13F

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Defence

Vacancy VN-0757575

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Capabilities Group
Cyber Command

Job Title	Cyber Security Uplift Team Lead
Job Type	Full-Time, Ongoing
Location	Reid ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Reid
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03512/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=07DB0A31-8993-EE42-334E-E3C0C56369FA>

Duties

The Role

We are looking for high performing, outcomes focused individuals to manage a stream of work in our Cyber Security Uplift Program. This role may have one/or more of the following focus to contribute to the overall project:

- Governance, building governance frameworks and providing management and secretariat services to executive committees.
- Cyber Security Project Coordination, for ensuring security and integrity of program and project goals. Coordinating the delivery of focused short and long term projects and working with other IT professions to support the security solutions.
- Enterprise Cyber risk analysis, enabling prioritisation through quantification, aggregation, identification and reporting of systemic risks.
- Security Analysis, reporting on cyber security compliance and assessment. Collecting, analysing and visualising data to provide actionable insight that supports important decisions in the assurance and compliance of Cyber Security and Defence standards and regulatory requirements.
- Service Management to provide advice and oversight of Cyber Security Service Management.

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

information, please contact the contact officer.

About our Team

Within the Joint Capabilities Group (JCG), the Cyber Security Uplift Program (CSUP) is a growing team responsible for the scope, design and implementation of enterprise-wide actions identified within the Defence Cyber Security Strategy. The team is comprised of members of diverse skills and disciplines who work together to elevate Defences' cyber security posture through the development and embedding of best practice governance, risk, performance management and process improvement frameworks within the organisation.

CSUP has a broad focus of Cyber Risk across the various Groups that have responsibilities in the cyber risk space. This important role will lead a stream of CSUP and will form part of the teams assigned to deliver the implementation and sustainment of these capabilities to Defence. The role will work closely with other streams within the directorate including Cyber Risk Governance, Risk and Assurance, Operating Model and the Cyberworthiness team.

The program team has a high performing culture and the successful candidates can expect to be challenged in their role whilst being supported by an inclusive and considerate team lead cohort and leadership group.

Our Ideal Candidate

Our ideal candidate will have:

- Relevant background in various cyber security frameworks and standards (i.e. Open FAIR, ACSC Essential Eight Framework, ISM, ISO 27001 and NIST).
- Ability to think strategically and apply critical thinking to various cyber related matters across operating models, governance, risk and assurance.
- Ability to anticipate potential issues, identify and assess likely impacts and implement mitigation approaches.
- Ability to use technology including excel, Power BI to visualise information to communicate clear narratives to executives.
- Ability to plan project schedules and work in an agile environment.
- Demonstrated experience in leading, developing and empowering a team.
- Ability to coordinate activities, facilitate workshops and undertake stakeholder engagement in a complex environment.
- Understanding of cyber in the context of the warfighter will be highly regarded.
- Demonstrated experience in producing clear, concise, and comprehensive materials, sometimes within short timeframes will be highly regarded.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Georgia McLeod, 07 5361 7105
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=07DB0A31-8993-EE42-334E-E3C0C56369FA

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Defence

Vacancy VN-0757579

Department of Defence

Closing Date: Sunday 11 May 2025

Joint Capabilities Group
Cyber Command

Job Title	Learning Design Officer - Space
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Harman
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	JCG/03514/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D9A17748-194A-72FF-2394-E3C0C5C2F94F>

Duties

The Role

The School is seeking a highly motivated APS 5 Learning Design Officer - Space to join our dynamic team. You will be accountable under limited direction to perform and achieve complex learning and development work. You will be employed within the School's Learning and Development team and report directly to the APS 6 Learning Design Lead - Cyber. The Learning & Development team is a multidiscipline, integrated team of ADF, APS and Industry Partners.

The APS 5 Learning Design Officer - Space duties include:

- Be accountable to set work priorities, allocate work, and manage workflows and performance;
- Make independent decisions relating to their area of responsibility;
- Undertake specialist research and analysis;
- Conduct reviews, assessments and investigations; and
- Coordinate and contribute to the workflows.

About our Team

We are a diverse team of highly motivated individuals, representing a truly integrated workforce of ADF, APS and Industry Partners. Our mission is to educate the Integrated Force in order to enable the delivery of space and cyber effects in competition and conflict. We commenced cyber-warfare training operations in 2023, with capability growth planned over the coming years, to meet the growing strategic demand. We value diversity, team work, work/life balance and focus on delivering outcomes for Defence.

We work with industry, international partners and academia to foster capability development and generate national value for Australia. We embrace innovation and change from what it always was to what it needs to be. Located at HMAS Harman, Canberra we enjoy brand new contemporary training facilities, flexible working arrangements and free parking.

Our Ideal Candidate

Our ideal candidate will have experience working within training establishments or like roles, as well as have a breadth of administrative experience. You will need to have a level of comfort with ambiguity as the DSSpC capability matures. The successful candidate will be able to engage and communicate with a diverse range of internal and external stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes. Our ideal candidate will bring the following attributes and skills to the role:

- Strong written, interpersonal and verbal communication skills;
- Accountable for their actions;
- Ability to work effectively both independently and as part of multi-disciplinary teams;
- Strong stakeholder engagement skills;
- Demonstrate leadership behaviours;
- Willing to challenge the traditional ways of doing business;
- Outcome-focused mindset; and
- Adaptability, resilience and flexibility.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Contact Officer, DSSpC.businessmanagment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D9A17748-194A-72FF-2394-E3C0C5C2F94F

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Defence

Vacancy VN-0757581

Department of Defence

Closing Date: Thursday 08 May 2025

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Director Governance
Job Type	Full-Time, Ongoing
Location	Bungendore NSW
Salary	\$139,681 - \$167,659
Future Merit Locations	Bungendore
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	JOC/03523/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A8C3A1F5-6AA7-B7C0-41EF-E3C0C601E178>

Duties

The Role

Leading the Group Governance Team, your role is to continue developing Governance systems to support the execution of JOC deliverables. Based out of Headquarters Joint Operations Command, this role offers a diverse range of work in an exciting and high-tempo operational environment.

You will lead and mentor a team that tailors and delivers reporting and frameworks across specialist domains, brief Senior JOC and Defence decision-makers at the operational and strategic level, and actively manage key stakeholder relationships to achieve outcomes. You will:

- Lead the improvement of group performance reporting methods and the annual enterprise performance reporting requirements for JOC.
- Lead the JOC implementation and adoption of the Defence Risk Information System, including development of an updated JOC risk management framework.
- Transform Defence Enterprise Committee management within the group to an annual planning approach that involves group-wide consideration and participation.

About our Team

The Directorate of Group Governance manages the governance requirements of JOC Group including performance, risk, assurance, and JOC's contribution to Defence Enterprise Committees.

The team sits within the Command Support Branch and consists of an integrated workforce within a tri-Service environment. Products produced by the Directorate are used across the enterprise to inform policy and planning in relevant areas.

Our Ideal Candidate

Our ideal candidate will have extensive Governance experience at an executive level. You will:

- Have in-depth knowledge of enterprise performance reporting, compliance and legislative frameworks, and an understanding of the mechanics of Government in the context of Defence's mission.
- Have considerable knowledge of Defence Enterprise Committees and how they support decision-making within Defence.
- Have outstanding written and verbal communication.
- Engage in very complex problem solving and sensitive issues management relating to Defence's mission.
- Be a strong leader that drives innovation and diversity within an operational.
- Lead, coach and mentor teams and stakeholders. Coach and lead a high performing Governance team and be accountable for the outcomes of the teams work including the appropriate use of resources to produce and achieve You are expected to be capable of building team capability through coaching, mentoring and feedback including reviewing and developing the quality of work undertaken by others within the work unit.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 2'.

Notes

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To Apply

Position Contact	Joshua Ceely, 02 5131 6707
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A8C3A1F5-6AA7-B7C0-41EF-E3C0C601E178

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Defence

Vacancy VN-0757583

Department of Defence

Closing Date: Thursday 08 May 2025

NAVY
 ADFHQ - Office of Chief of Navy

Job Title	Strategy Manager
Job Type	Full-Time, Ongoing
Location	Campbell ACT, Sydney NSW
Salary	\$120,303 - \$135,701
Future Merit Locations	Campbell, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NAVY/01381/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B9BD6AF8-7E1E-B3EC-9487-E3C0C726BE1A>

Duties

The Role

Do you have excellent organisational and interpersonal skills and a flair for achieving high quality service delivery outcomes? If so, this is the job for you.

This role is a critical component in building an organisational culture where leadership, professionalism and corporate behaviour in support of One Defence are valued and rewarded. The role offers an opportunity to develop skills that will enable career progression in the APS, and to be a part in shaping an establishment from its beginning.

Our team is dedicated to continuous improvement and delivering high quality outcomes. Collectively we rely on each other's knowledge and strengths to achieve the result.

This position is responsible for ongoing strategic observations, reporting and contribution to strategy development and guidance for the Maintenance Requirements Branch (MRB) considering both the current fleet and future needs.

You will coordinate stakeholder engagement to ensure Navy's maintenance strategy is realised and implemented. You will have proven experience in developing policy with the ability to interpret, monitor compliance and communicate policy needs to support branch objectives.

Your well-developed stakeholder engagement and communication skills will be key attributes in the development and implementation of appropriate strategies, policies and guidelines.

In this role you will:

- Develop an understanding of maintenance requirements through stakeholder engagement.
- Monitor the performance of maintenance policy and requirements, to improve strategic objectives and implementation.
- Provide risk analysis on the effectiveness and efficiencies for the delivery of maintenance within the Australian Defence Force, industry and foreign navy partners.
- Translate maintenance goals into objectives, actionable plans and measurable outcomes.

About our Team

Our team provides direct support to the Assistant Secretary by building the initial foundations for the branch establishment to over time, transform into a well skilled and diverse workforce who is responsible for developing and implementing Navy's sovereign maintenance requirements and assurance functions for all current and future platforms and systems.

Our Ideal Candidate

We are seeking a motivated team member who exemplifies professionalism, brings external ideas, diverse experience and perspectives, and enjoys working on a broad range of tasks. People who work for us will display leadership at all levels, effectively apply information literacy in order to solve problems, and work collaboratively to achieve outcomes.

You will be someone that can cultivate productive relationships, deliver quality outputs and achieve results within defined timeframes. You will have experience working in a strategic environment and reporting against strategic plans, including identifying risks and areas of improvement.

You will have well-developed written and verbal communication skills and be comfortable engaging with a range of stakeholders as stakeholder engagement and collaboration is critical to successful research. You will be a team player and be adaptable, supportive and considerate with all staff.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Amir Forghani, 02 6132 7041
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B9BD6AF8-7E1E-B3EC-9487-E3C0C726BE1A

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Defence

Vacancy VN-0757594

Department of Defence

Closing Date: Thursday 08 May 2025

Capability Acquisition and Sustainment Group
Air Defence & Space Systems Division

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Williamtown
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/01414/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=52715BB3-8941-C305-4D69-E3C0C7A437A4>

Duties

The Role

Surveillance and Control System Program Office (S&CSPO), based at RAAF Base Williamtown has an opportunity for an Air Battlespace Management (ABM) Project Manager to join their team.

Operating in an integrated environment comprising of Military, Australian Public Servants and Industry Partners, the role is responsible for the project management of future capability delivery to the ABMS Enterprise to ensure the successful delivery of products to the Capability Manager.

The role requires excellent communication and coordination skills, as well as a strong understanding of project management methodology and tools, project control and preparation of project plans, performance reports and risk analysis. You will be working closely with the executive team to support product delivery through the resolution of issues, proactive planning and consistent stakeholder engagement.

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

About our Team

The Air Battlespace Management Enterprise (ABME) is an established partnership model between Defence and Industry (Surveillance and Control System Program Office, Surveillance and Response Group, Boeing Defence Australia, Lockheed Martin Australia, and Daronmont Technologies). Within the ABME we are responsible for governance oversight to Industry Partners by contributing to various technical, engineering and project management activities, including capability delivery and system integration management.

The Project Manager will work within the ABME team at RAAF Base Williamtown and will be interacting with staff across Industry and Defence to support the delivery of integrated Air Battle Management capability to the operators in support Integrated Air and Missile Defence missions.

The team is located in the premier tourist destination; the Hunter region. With idyllic surf beaches in Port Stephens and Newcastle, Lake Macquarie, the Hunter wine region and the Barrington Tops within an hour of the Base.

Our Ideal Candidate

S&CSPO CAF14 is a fast-paced, integrated and dynamic environment where the Project Manager is integral to the delivery and integration of capability in a cost effective and efficient manner that meet the Capability Manager's needs.

The successful candidate will have a high level of stakeholder engagement, project management acumen, scheduling and time management skills with the ability to work under pressure with limited resources. Strong written, verbal and presentation skills are also required in order to engage with internal and external stakeholders as necessary to achieve the required outcomes for Defence.

Our ideal candidate is a highly motivated individual who demonstrates the ability to lead and manage projects in a complex integrated environment, including the ability to prioritise tasks and manage risks, issues and stakeholder issues. The candidate needs to be motivated and willing to take on new challenges, whilst identifying process improvements.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Amore van Zyl, 02 4078 2185
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=52715BB3-8941-C305-4D69-E3C0C7A437A4

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Department of Defence

Closing Date: Thursday 08 May 2025

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Risk Officer
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Garden Island
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/03460/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=80914FAA-B23B-BD58-0948-E3C1EE954E32>

Duties

The Role

The Risk Officer is part of a dynamic team that is integral to driving positive outcomes for naval maintenance. Reporting to the EL1 Business Manager, the Risk Officer will:

- Provide advice and leadership to perform risk identification and analysis work within the RMC-E enterprise to improve the effectiveness and efficiency of operations;
- Develop and maintain the RMC-E risk management system;
- Provide quality risk reporting (delivering briefs, risk assessments, reports and presentations as required);
- Support key internal and external stakeholders and be the point of contact on all matters relating to RMC-E enterprise risk;
- Ensure compliance with legislative, policy and regulatory frameworks;
- Establish risk assurance processes (such as ongoing training and internal audits) over the RMC-E enterprise, including the Regional Maintenance Provider-East (RMP-E); and
- Use contemporary tools, methodology and initiatives to drive continuous improvement.

About our Team

RMC-E is playing a lead role implementing Plan Galileo's ambitious reform program for surface fleet sustainment. Realising this will ensure Defence can support the significant increase in a complex fleet of vessels generated through Continuous Naval Shipbuilding. It will enhance Navy's agility and its ability to surge from strategic locations across Australia, particularly into the Pacific. Development of sovereign sustainment capability is key, so that Defence has the workforce, supply chains and infrastructure to support the future fleet.

The team will manage the RMP-E and work together to plan, manage, execute and assure maintenance for Navy vessels and build resilient local and regional supply chains. RMC-E will contribute to delivery of continuous sustainment of the complex naval capability resulting from Continuous Naval Shipbuilding and ensure Navy responds to changing operational requirements, providing assurance, audit and compliance of contractors and reports on performance, opportunity and risk, in addition to developing industry networks.

Our Ideal Candidate

The ideal candidate will have the following attributes, skills and experience:

- Demonstrated risk management experience, including application of ISO 31000 Risk Management standard;
- Excellent communication skills with extensive stakeholder engagement experience;
- A passion for developing and managing efficient and effective risk management practices and procedures and initiative; and
- Demonstrated ability to assess risks, develop effective mitigation strategies, and troubleshoot issues.
- Baseline Security clearance (or ability to obtain the same) with the intent to upgrade to Negative Vetting One.
- Given the nature of role is to assist in maintaining the navy ships and that it requires close interaction with Navy ship maintenance staff and a large number of stakeholders, the candidate must be:
 - Physically fit and have the ability to climb the Navy ships through gangways and stairs;
 - Able to effectively liaise and converse with stakeholders through verbal and written communication in person and online; and
 - Able to work onsite at the Garden Island Defence Precinct.

Note: At Defence, a team-oriented growth mindset is at the heart of our culture, so even if you have most but not all of these skills in your toolbox, we would love to hear from you. **Eligibility**

Security Clearance

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

Notes

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To Apply

Position Contact	Jyothi Sanker, 02 5109 8124
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=80914FAA-B23B-BD58-0948-E3C1EE954E32

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Defence

Vacancy VN-0757637

Department of Defence

Closing Date: Thursday 08 May 2025

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Logistics Manager (Multiple Positions)
Job Type	Full-Time;Part-Time, Ongoing
Location	Southbank VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Southbank
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/03317/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=913A1658-8312-4355-1652-E3C1F062267F>

Duties

The Role

Land Systems Division (LSD) within the Capability Acquisition and Sustainment Group (CASG) is seeking experienced and passionate Logistics Managers to either support the acquisition and introduction of new capability or manage the ongoing sustainment of in-service equipment.

The APS 6 Logistics Manager will lead a small, multidisciplinary team, providing critical logistics planning, management, governance and assurance for state-of-the-art ADF capability. Working under broad direction, responsibilities may include:

- Developing strategies and plans for logistics management, and implementing plans.
- Developing and advising on policies, procedures and processes for logistics management.
- Responding to stakeholder needs and expectations, and engaging with subject matter experts to resolve complex issues.
- Partnering with contracted suppliers to manage priorities and provide comprehensive integrated logistics support to Defence capability.
- Composing briefs and reports on project or product achievements against expected performance.
- Building and sustaining effective relationships with stakeholders and team members, participating in team work and supporting team development.

About our Team

Land Systems Division’s (LSD) mission is to acquire and support capability that enables the ADF to generate and sustain deployable Land power for an integrated force, in peace and war. We aim to be agile, innovative and outcomes-focussed as we collaborate closely with the Services and

industry to deliver the latest equipment to maximise ADF performance.

Our logistics teams work collaboratively with contracting, procurement and technical specialists, as well as other project teams and stakeholders to ensure a compliant and integrated approach to delivering and sustaining equipment, with speed-to-capability and user-safety as a priority. Each program office works closely with end-users to ensure evolving capability requirements are considered and integrated where possible.

It is a fast-paced and supportive work environment, where you will have a unique insight into the strategic delivery of critical Defence equipment. LSD is dedicated to providing staff with an inclusive and healthy work-life environment, and we will invest in your ongoing professional development to ensure your work with us is deeply rewarding.

Our Ideal Candidate

The ideal person for this role will be an experienced and committed logistics professional with strong leadership skills, who has the adaptability and flexibility required to respond to evolving Defence capability requirements. To excel in this role, you will:

- Have excellent interpersonal, written and communication skills, including strong emotional intelligence, resilience and adaptability.
- Be collaborative in making informed decisions and use initiative to resolve complex problems, using available resources and adjusting priorities as the demand arises.
- Understand the logistical elements required to support the introduction, operation and long-term maintenance of Defence equipment.
- Have experience with logistics management software, and be able to analyse supply chain data and exercise judgement to deliver effective business outcomes.
- Be familiar with relevant legislation, and be able to interpret and apply policy and regulatory frameworks.
- Collaborate with stakeholders and subject matter experts to resolve issues.
- Be able to positively motivate your team to achieve strategic organisational objectives, and support their, and your own, professional development goals.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting1'

Notes

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

About the Department of Defence

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	Shannon Dorahy, 03 8531 9143
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=913A1658-8312-4355-1652-E3C1F062267F

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Environment and Energy

Vacancy VN-0757712

Clean Energy Regulator

Closing Date: Sunday 11 May 2025

Scheme Support
 Compliance Participant Assessment

Job Title	Manager – Participant Assessment
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$145,311 - \$171,175
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation
Classification	Executive Level 2
Position Number	CER 031/25
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 Compliance Branch provides specialist services in investigations, enforcement, targeted outreach and education, audit, intelligence and analytics and participant assessment. The Compliance Branch works closely with all areas of the agency, but predominantly the scheme operations teams, our internal lawyers and our internal fraud team. Timely and effective progressing of matters is essential and KPIs and governance arrangements are in place to support this.

The Branch comprises of four sections and specific work includes:

- Compliance and Enforcement Section – undertaking proactive and reactive compliance activities including investigations and developing and delivering compliance and engagement programs to prevent, detect and address serious non-compliance across schemes administered by the agency.
- Intelligence and Assessment Section – providing a centralised intelligence function that produces tactical, operational and strategic insights to support business areas, maintaining an ongoing participant monitoring function and coordinating engagement and collaboration with other regulators and undertaking a preliminary assessment triage function for all referrals received by the Branch.
- Participant Assessment Section – ensuring that those applying to participate in the schemes administered by the agency meet competency and capability benchmarks.
- Compliance Strategy and Assurance Section – driving the engagement on strategic compliance policy initiatives, reporting on compliance effectiveness and providing a centralised scheme audit and assurance function.

About the Section

The Participant Assessment section performs and delivers the following functions:

- Assesses potential participants in CER schemes to ensure that they meet the legislative requirements for being fit and proper. This includes for the Australian Carbon Credit Unit Scheme, Australian National Register of Emissions Units account holders and users with access to these accounts, Renewable Energy Target registered persons and agents as well as for new schemes including the Nature Repair Market and the Guarantee of Origin Scheme.
- Assesses individuals seeking to be appointed as Inspectors for the Renewable Energy Target and as Registered Greenhouse and Energy Auditors.
- Provides advice and guidance to participants on application processes and requirements.
- Provides expert advice on scheme participant entry design and implementation to ensure integrity.

The agency is delivering a significant digital transformation program and the section has a key role in providing business subject matter expertise to support the transformation. **Duties**

Duties of the Manager, Participant Assessment will include, but are not limited to:

- Working with autonomy under broad direction to manage and lead the section to deliver high quality participant assessment services.
- Working as a part of the branch executive to achieve strategic branch outcomes.
- Leading the development and delivery of strategic and operational initiatives to continuously improve the services offered by the section.
- Developing and nurturing relationships with scheme operational teams to uplift compliance capability.
- Initiating activities and strategies to build and lead a high performing team, including successful coaching and development of staff, and mobilising the capability, strength and leadership of others.

- Applying work knowledge, precedent and established legislation, policy, procedures and guidelines to situations involving high level of complexity and sensitivity which require consideration, interpretations and analysis.
- Taking responsibility for the achievements of own and section outcomes, monitoring progress and following through to deliver quality outcomes.
- Performing effective and accountable financial management and budgeting activities.

Qualifications/Experience

- Demonstrable experience in leading and developing a high performing team.
- Demonstrated ability to liaise with a variety of stakeholders to achieve outcomes.
- Experience in leading through change will be highly regarded.
- Experience in working with multi-disciplinary teams, especially IT transformation will be highly regarded.
- Experience in working in a regulator will be highly regarded.

Eligibility

The [Public Service Act 1999](#) requires all people joining the Australian Public Service to be Australian citizens.

It is a condition of employment with the Clean Energy Regulator that you are able to 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

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

About the 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	Piet Powell, 02 6159 3758 (Tanya – EA to Piet)
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Environment and Energy

Vacancy VN-0757714

Clean Energy Regulator

Closing Date: Sunday 11 May 2025

Scheme Support
Compliance Compliance Strategy and Assurance

Job Title	Manager – Compliance Strategy and Assurance
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$145,311 - \$171,175
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation
Classification	Executive Level 2
Position Number	CER 030/25
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 Compliance Branch provides specialist services in investigations, enforcement, targeted outreach and education, audit, intelligence and analytics and participant assessment. The Compliance Branch works closely with all areas of the agency, but predominantly the scheme operations teams, our internal lawyers and our internal fraud team. Timely and effective progressing of matters is essential and KPIs and governance arrangements are in place to support this.

The Branch comprises of four sections and specific work includes:

- Compliance and Enforcement Section – undertaking proactive and reactive compliance activities including investigations and developing and delivering compliance and engagement programs to prevent, detect and address serious non-compliance across schemes administered by the agency.
- Intelligence and Assessment Section – providing a centralised intelligence function that produces tactical, operational and strategic insights to support business areas, maintaining an ongoing participant monitoring function and coordinating engagement and collaboration with other regulators and undertaking a preliminary assessment triage function for all referrals received by the Branch.
- Participant Assessment Section – ensuring that those applying to participate in the schemes administered by the agency meet competency and capability benchmarks.
- Compliance Strategy and Assurance Section – driving the engagement on strategic compliance policy initiatives, reporting on compliance effectiveness and providing a centralised scheme audit and assurance function.

About the Section

The section is responsible for driving engagement on strategic compliance policy initiatives and providing a centralised greenhouse and energy audit and assurance function within the agency. We aim to maximise the value the CER gets from using auditors to provide assurance over the schemes we administer. The section is also dedicated to ensuring that the CER has compliance policies that are well thought through and implemented.

The section has 3 main streams of work:

- Running the annual greenhouse and energy Audit Program and assessing audit reports provided to the CER under the different schemes it administers,
- Managing registered greenhouse and energy auditors and,
- Developing and advising on compliance policies, including regulatory design and refinement.

The section is divided into 2 teams:

- The Audit Team — dealing with audits and auditors,
- The Strategic Compliance Policy Team — focused on policy issues, legislation and guidance, and managing compliance priorities and updates.

Duties

Duties of the Manager, Compliance Strategy and Assurance will include but not limited to:

- Working with a high level of autonomy under broad direction, manage and lead the section to deliver high quality audit and assurance and compliance strategy services.
- Working as a part of the branch executive to achieve strategic branch outcomes.
- Initiating activities and strategies to build and lead a high performing team, including successful coaching and development of staff, and mobilising the capability, strength and leadership of others.
- Thinking strategically to undertake complex analysis and interpretation to develop solutions and make recommendations.
- Establishing and maintaining key strategic internal and external networks to identify strategic regulation and compliance enhancement opportunities.
- Taking responsibility for the achievements of own and section outcomes, monitor progress and follow through to deliver quality outcomes.

- Performing effective and accountable financial management and budgeting activities.

Qualifications/Experience

- Demonstrable experience in leading and developing a high performing team.
- Experience in leading through change will be highly regarded.
- Experience in audit and assurance and a working knowledge of Commonwealth procurement are desirable but not essential.
- Demonstrated ability to liaise with a variety of stakeholders to achieve outcomes.

Eligibility

The [Public Service Act 1999](#) requires all people joining the Australian Public Service to be Australian citizens.

It is a condition of employment with the Clean Energy Regulator that you are able to 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.

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To Apply

Position Contact	Piet Powell, 02 6159 3758 (Tanya – EA to Piet)
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Foreign Affairs and Trade

Vacancy VN-0757418

Australian Secret Intelligence Service

Closing Date: Monday 12 May 2025

Not specified
Not specified

Job Title	Property Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$101,169 - \$163,364
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Office-based role
Classification	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/>

THE OPPORUNTITIES

The Property Branch is responsible for enhancing ASIS' business capabilities through effective management and maintenance of the property portfolio, delivering major and minor projects and driving strategic direction through forward planning.

We are seeking to fill a number of Level 5, Level 6 and Executive Level 1 positions across multiple teams within the branch.

Duties

KEY RESPONSIBILITIES AND TASKS

The following is an overview of key responsibilities and tasks of each team within the Property Branch:

- As part of the **Property Strategy, Engagement and Planning** team you will drive and deliver the concept planning of property projects for the ASIS Property Portfolio. You will

develop and manage the introduction of new processes and frameworks to maintain property information and support the development of property policies and procedures. This team is responsible for providing reporting and clear recommendations to senior management and other key stakeholders. Strong stakeholder engagement is key through the ability to develop and maintain a network of internal and external partners and resources. This team manages new and proposed funding and oversees all property leasing arrangements.

- The **Property Transformation** team is responsible for developing and implementing property transformation projects within the agency. In this team you will critically assess and synthesis data to inform and implement modern work environments across the Canberra property footprint. The ability to foster and maintain productive working relationships and communicate with influence is essential in these roles to drive and deliver effective change management activities.
- The **Facilities Management** team maintain building, property and facility services across the ASIS global footprint, including providing support and expertise to deliver complex infrastructure projects. You will provide detailed technical and professional advice in relation to complex problems. You will be responsible for delivering scheduled and responsive maintenance and day-to-day upkeep. In addition to a general property background, trade qualifications will be highly regarded for roles within this team (electrical, data cabling, mechanical and fire systems highly desirable).

Please note some roles may require travel overseas. Staff in the Property Branch will have an opportunity to express their interest in supporting projects both domestic and overseas.

CORE SKILLS

The following is an overview of skills required to succeed in the role/s:

- Forward-leaning, innovative modern thinking combined with a willingness to learn;
- Be self-motivated, work effectively and responsively within a fast-paced and sometimes complex environment;
- Have strong representation, engagement and interpersonal skills, including the ability to develop and maintain a network of internal and external partners;
- Ability to work effectively both independently and within a team environment;
- Confidence to make informed and data-driven decisions where needed and contribute positively to team and Branch culture;
- Well-developed written and verbal communication skills, including an ability to negotiate and communicate with influence; and
- Problem solving with an ability to think laterally and strategically.

EDUCATION, QUALIFICATION AND EXPERIENCE REQUIREMENTS

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

- Experience in managing facility/property services;
- Trade background;
- Commercial building background;
- Demonstrated ability to effectively engage stakeholders and communicate effectively across different audiences and backgrounds;
- Experience in managing resources;
- Relevant experience in change management, communications and/or project management;
- Demonstrated project and/or contract management experience and/or relevant qualifications;
- Sound understanding of current legislative requirements; and
- Demonstrated leadership capabilities.

We are dedicated to building a diverse and inclusive workforce, so if you are excited about this role but your past experience doesn't align perfectly, we encourage you to apply.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

REASONABLE ADJUSTMENTS

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

Notes

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-0757704

Australian Institute of Health and Welfare

Closing Date: Wednesday 07 May 2025

Various Various

Job Title	EL2 Unit Head - Affirmative Measures, First Nations
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Canberra ACT
Salary	\$146,246 - \$164,355
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 AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	Executive Level 2
Position Number	#046_04/25
Agency Website	

Job Description

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

The AIHW Difference

The AIHW's [APS employee census results](#) attest to our positive and supportive workplace culture. We are an inclusive, flexible, and productive workplace where people are treated with respect and courtesy, and diverse and unique attributes are recognised and valued.

Our results also show that we achieved top ten rankings in staff engagement, communication, and wellbeing scales out of 104 APS agencies.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development including study assistance

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people(s), people with disability, LGBTIQ+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

We provide a culturally safe recruitment experience by ensuring that at least one panel member is a First Nations person, and all other panel members have completed the required cultural training. We also welcome any requests for other preferences or requirements you may have.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the [Benefits of working](#) for the AIHW page of our website. **Duties**

Position Summary

Unit Heads make a major contribution to the formulation of strategies and objectives in line with the corporate goals of the institute and take an active role in developing and promoting the institute's business activity.

In addition to expertise in their professional field, they need advanced leadership skills to fulfil their supervisory and managerial responsibilities.

Under broad direction from the Group Head, your duties may include:

- Provide leadership, direction and performance management to staff in the Unit to ensure achievement of corporate objectives through the effective management of physical, financial, technological information, and human resources.
- Plan, initiate, and manage major complex projects and functions, or manage the collection and analysis of data and the preparation of reports, publications, papers, and submissions.
- Undertake highly complex research and analysis associated with AIHW projects and the development and review of AIHW policies and procedures.
- Prepare high level reports, publications, papers, and submissions, and professionally review and provide advice and guidance to authors of such documents.
- Provide high level professional, technical, and management subject matter expertise on matters in line with the AIHW's corporate and strategic plans.
- Undertake high level liaison and negotiation with other areas of the AIHW, other government agencies, State and Local authorities and business or community organisations, and represent the AIHW at high level meetings, conferences, and seminars to develop and promote the institute's business activities.

There are currently several positions available, and specific details relating to the positions are below. This process will also be used to establish a merit list which may be used to fill similar Unit Head positions at the AIHW over the next 18 months.

The Population Health Group has responsibility for monitoring and surveillance of chronic diseases, risk factors and the health of population groups, and undertaking a wide range of novel and complex analyses and reporting projects, including using linked data. The group works closely with stakeholders to identify data and analysis needs, gaps, and options for data development

Three positions are available in the group:

- Head, Chronic Conditions Unit
- Head, Cancer and Screening Linkage and Data Development Unit
- Head, Cardiovascular, Diabetes and Kidney Unit

Eligibility

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

- Be of Aboriginal and/or Torres Strait Islander descent, identify as Aboriginal or Torres Strait Islander, and be accepted by your community as being Aboriginal or Torres Strait Islander
- Be an Australian citizen.
- Undergo any required pre-employment checks, including a police records check obtain and maintain a valid Security Clearance if required by the institute.
- A probationary period of six months will apply to any new engagement to the APS.

Notes

How to Apply:

Please submit your application online via the AIHW e-Recruit system. When applying online for the first time, you will need to register and provide a valid email address. Your application must include:

1. **Share Your Journey:** We are eager to learn about your background and how your skills and experiences can significantly contribute to our institute. Please ensure your narrative aligns with the position summary and selection criteria provided above and keep it within 500 words.
2. Your current CV and the names of two referees.

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Melanie Dunford, 02 6244 1129
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0757706

Australian Institute of Health and Welfare

Closing Date: Wednesday 07 May 2025

Various Various

Job Title	EL2 Unit Head - Affirmative Measures, Disability
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$146,246 - \$164,355
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 AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	Executive Level 2
Position Number	#047_04/25
Agency Website	

Job Description

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

The AIHW Difference

The AIHW’s [APS employee census results](#) attest to our positive and supportive workplace culture. We are an inclusive, flexible, and productive workplace where people are treated with respect and courtesy, and diverse and unique attributes are recognised and valued.

Our results also show that we achieved top ten rankings in staff engagement, communication, and wellbeing scales out of 104 APS agencies.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development including study assistance

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people(s), people with disability, LGBTIQ+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

We offer a robust and inclusive recruitment process that welcomes talent from every walk of life. We welcome any requests for reasonable adjustments you may require and our recruitment panel

is educated to accommodate your needs throughout the process.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the [Benefits of working](#) for the AIHW page of our website.

Duties

Position Summary

Unit Heads make a major contribution to the formulation of strategies and objectives in line with the corporate goals of the institute and take an active role in developing and promoting the institute's business activity.

In addition to expertise in their professional field, they need advanced leadership skills to fulfil their supervisory and managerial responsibilities.

Under broad direction from the Group Head, your duties may include:

- Provide leadership, direction and performance management to staff in the Unit to ensure achievement of corporate objectives through the effective management of physical, financial, technological information, and human resources.
- Plan, initiate, and manage major complex projects and functions, or manage the collection and analysis of data and the preparation of reports, publications, papers, and submissions.
- Undertake highly complex research and analysis associated with AIHW projects and the development and review of AIHW policies and procedures.
- Prepare high level reports, publications, papers, and submissions, and professionally review and provide advice and guidance to authors of such documents.
- Provide high level professional, technical, and management subject matter expertise on matters in line with the AIHW's corporate and strategic plans.
- Undertake high level liaison and negotiation with other areas of the AIHW, other government agencies, State and Local authorities and business or community organisations, and represent the AIHW at high level meetings, conferences, and seminars to develop and promote the institute's business activities.

There are currently several positions available, and specific details relating to the positions are below. This process will also be used to establish a merit list which may be used to fill similar Unit Head positions at the AIHW over the next 18 months.

The Population Health Group has responsibility for monitoring and surveillance of chronic diseases, risk factors and the health of population groups, and undertaking a wide range of novel and complex analyses and reporting projects, including using linked data. The group works closely with stakeholders to identify data and analysis needs, gaps, and options for data development

Three positions are available in the group:

- Head, Chronic Conditions Unit
- Head, Cancer and Screening Linkage and Data Development Unit
- Head, Cardiovascular, Diabetes and Kidney Unit

Eligibility

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

- Be a person living with a disability as defined by the Australian Bureau of Statistics in its [Survey of Disability, Ageing and Carers](#)
- Be an Australian citizen

- Undergo any required pre-employment checks, including a police records check obtain and maintain a valid Security Clearance if required by the institute.
- A probationary period of six months will apply to any new engagement to the APS.

Notes

How to Apply:

Please submit your application online via the AIHW e-Recruit system. When applying online for the first time, you will need to register and provide a valid email address. Your application must include:

1. A summary of your relevant skills and experience and explain why you would be the best person for the role. Your response should align with the position summary and selection criteria information above and must be no more than 500 words.
2. Your current CV and the names of two referees.

Please note, late applications will not be accepted.

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.

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Melanie Dunford, 02 6244 1129
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0757698

Office of the eSafety Commissioner

Closing Date: Monday 05 May 2025

Regulatory Operations
Industry Compliance and Enforcement

Job Title	Manager - Industry Compliance and Enforcement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Belconnen ACT, Melbourne VIC, Pyrmont NSW
Salary	\$139,146 - \$164,602
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our enterprise agreement and the operational requirements of the role.
Classification	Executive Level 2
Position Number	2482-2025-1
Agency Website	https://www.esafety.gov.au/about-us

Job Description

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

About the branch

The **Industry Compliance and Enforcement Branch** is responsible for implementing the regulatory schemes which fall within eSafety's 'proactive and systemic change' pillar. These include:

- [Industry codes and standards](#), which create mandatory and enforceable measures to address class 1 material (eg child sexual exploitation and pro-terror content) and class 2 material (eg online pornography and other high-impact content not suitable for children) across eight sections of the online industry.

This is a co-regulatory scheme which provides representative industry bodies with an opportunity to draft codes in the first instance. If the codes provide appropriate community safeguards, the eSafety Commissioner can register them. If not, eSafety can determine standards.

This work is proceeding in two phases, with Phase 1 focused on class 1 material and Phase 2 focused primarily on class 2 material.

In Phase 1, [six industry codes were registered](#) for social media services, ISPs, search engine hosting services, app stores and providers of devices, and [two industry standards were determined](#) for relevant electronic services (such as messaging and gaming services) and designated internet services (other apps and sites, such as file hosting services and generative services and model libraries), all of which are now in effect.

The industry-drafted [Phase 2 codes](#) were submitted to eSafety for consideration in February-March 2025.

- The [Basic Online Safety Expectations](#), which set out the Government's expectations for certain online service providers to take steps to keep their users safe. eSafety has the power to require providers to provide information on how they are meeting the expectations, and to produce [summary reports](#) to enhance transparency and accountability.
- The new [social media age restrictions](#) scheme, which was passed in late 2024 and is due to come into effect by late 2025.

The Branch also has staff working on regulatory capability and industry supervision across these different schemes.

The Branch works closely with other teams across eSafety which fall under the pillars of 'prevention' (through research and education) and 'protection' (through our [complaints schemes](#) for people who have experienced child cyberbullying, adult cyber abuse, the non-consensual sharing of intimate images, or those who have encountered illegal and restricted online content such as child sexual exploitation material).

About the role

This is an exciting opportunity to shape and operationalise world-leading online safety regulatory frameworks.

We presently have at least one ongoing EL2 Manager opportunity available within the Industry Compliance and Enforcement Branch, but it is very likely this recruitment process will be used to create a merit pool to fill additional EL2 Manager roles on an ongoing or non-ongoing basis.

Duties

- Leading a team of passionate, high-performing staff.
- Providing advice directly to the Commissioner and the General and Executive Managers on the best use of eSafety's powers to achieve our mission of making the online world a safer and more positive place for Australians.
- Shaping eSafety's regulatory strategy and approach, and working to promote [human rights](#) and [regulatory cooperation and coherence](#).
- Building on eSafety's existing systems, processes, templates and other resources to operationalise regulatory schemes.
- Supporting understanding of, and compliance with, [regulatory schemes](#), including through the development of regulatory guidance and other explanatory materials.
- Assessing and investigating industry's compliance with their obligations, including through the management of compulsory information-gathering processes.
- Working closely and collaboratively with other teams across eSafety on all facets of the team's work, including any enforcement action or legal proceedings.
- Engaging with stakeholders across the online industry, government (Australian and [international](#)), and non-government organisations, including advocacy groups, researchers, and others.
- Representing the Commissioner in various domestic and international meetings, events, and forums.

- Monitoring relevant developments and contributing to policy papers, briefs, speeches and discussions.

Note: Due to the nature of eSafety's regulatory scope, occupants in this role may be exposed to pornography and other high impact content or hear stories about other people's experiences with online harm or be involved in work on potentially distressing and sensitive topics. Staff have access to support through our Employee Assistance Program and other wellbeing initiatives and training.

Click 'Apply now' to visit our careers page and access the **Manager – Industry Compliance and Enforcement Candidate Pack** for full details.

Eligibility

To be eligible for employment with eSafety, applicants must be Australian citizens.

Due to the nature of the role, it will be only offered on a full-time basis.

The successful applicant must be able to obtain and maintain a Baseline Clearance or hold a current security clearance of an appropriate level. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.

Successful applicants are required to satisfy an employment screening process which may include demonstrating Australian citizenship, satisfactory completion of security and integrity checks and successful completion of a medical assessment.

Notes

At eSafety, you'll be part of a passionate team under the leadership of an independent Commissioner who is supported by the Australian Communications and Media Authority (ACMA). Our eSafety staff are ACMA employees who are subject to the terms and conditions of employment in the [ACMA's Enterprise Agreement 2024-2027](#).

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.

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

About the Office of the eSafety Commissioner

The eSafety Commissioner's (eSafety) purpose is to help safeguard Australians at risk from online harms and to promote safer, more positive online experiences.

To Apply

Position Contact	Kelly Tallon, 02 7254 8601
Agency Recruitment Site	https://www.acma.gov.au/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

Prime Minister and Cabinet

Vacancy VN-0757725

National Indigenous Australians Agency

Closing Date: Wednesday 07 May 2025

Office of the Registrar of Indigenous Corporations
Regional Operations North Northern Region

Job Title	Regional Officers, Office of the Registrar of Indigenous Corporations (ORIC)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Woden ACT, Darwin NT
Salary	\$80,505 - \$95,028
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 NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement.
Classification	APS Level 4; APS Level 5
Position Number	NIAA/2025/061
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=08B43CE7-05E0-0494-B758-E3C22E9BF27F>

We are seeking applications from individuals to fill current vacancies and expected future vacancies. In the role of Regional Officer, you will have responsibility for supporting the delivery of a range of services to Aboriginal and Torres Strait Islander Corporations registered under the CATSI Act.

You will be involved in meaningful work focused on:

- assisting Indigenous organisations to register under the CATSI Act including creating their own governance framework and rule book to meet their corporate purpose
- helping corporations to meet the requirements under the Act by supporting them to understand and comply with the Act and their own unique rule book
- supporting corporations with their governance meetings and reporting obligations
- supporting delivery of corporate governance training
- managing complaints and disputes and assisting corporations to resolve matters through good governance

- managing activities such as registration, reporting and call centre operations.

Your day will entail variety - working with some of the largest and most impactful Indigenous Corporations, small start-up corporations and those requiring assistance to realise their aspirations.

This opportunity is for those that can see the value their role plays in strong and successful Aboriginal and Torres Strait Islander Corporations that are making positive impacts for Indigenous Australians. **Duties**

Our ideal candidates are motivated, agile, resilient, and eager to learn. We are looking for people who:

- enjoy being part of an agile small team
- have demonstrated leadership skills
- have strong verbal and written communication skills and can effectively engage with First Nations people individually and in group settings
- be confident in learning new systems and processes
- can manage competing priorities.

Our ideal candidates will have the ability to provide timely and accurate responses to enquiries and complaints, using ORIC's systems and processes.

As an APS4 you will be able to:

- have the ability to provide timely and quality responses to enquiries in writing and verbally to Indigenous Corporations regarding matters under the CATSI Act
- interpret the CATSI Act (or ability to acquire these skills) to ensure corporations are complying with the legislation, policy and regulatory framework
- have the ability to learn and adhere to ORIC's processes and systems.

As an APS5, as well as the above, you will also have:

- the ability to provide advice to Indigenous Corporations regarding complex matters under the CATSI Act
- to identify opportunities to build corporation capability in relation to governance and operational matters
- the ability to deliver corporate governance and other specialist training to assist Indigenous Corporations with targeted governance issues and be comfortable facilitating, observing and/or chairing meetings, representing ORIC in external forums, and promoting the role of the Registrar and the benefits of the CATSI Act.

Key to your success will be your ability to work collaboratively, forming positive relationships with key stakeholders, communities and corporations to identify the needs and strategies for improving the governance, compliance and sustainability of Aboriginal and Torres Strait Islander Corporations in the region. **Eligibility**

- To be eligible for this position you must be an Australian Citizen.
- Occupants must be able to obtain and maintain a Baseline level security clearance, or hold a current security clearance of an appropriate level.
- Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

A non-ongoing offer may result in conversion to an ongoing offer of employment, however this must occur within 18 months from the opening date of this advertisement.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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.

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

About the National Indigenous Australians Agency

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Hannah Roe, 02 6150 6226
Agency Recruitment Site	https://niaa.nga.net.au/?jati=08B43CE7-05E0-0494-B758-E3C22E9BF27F

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Prime Minister and Cabinet

Vacancy VN-0757711

Northern Land Council

Closing Date: Sunday 11 May 2025

Job Title	Manager Media And Communications
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	-
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	Head Office Darwin
Classification	
Position Number	DS03
Agency Website	www.nlc.org.au

Job Description <https://jobs.nlc.org.au/job-details/query/Manager+Media+and+Communications/in/Australia/9525191/>

About the role

The Manager Media and Communications is accountable for leading a small team to deliver high quality communications in line with our Media and Communications strategy and the NLC’s organisational service requirements. As a service area manager this position will ensure the team produces high quality content that advocates for the rights and interests of Aboriginal people in our region and accurately represents NLC positions in the media. This position will be integral to renewing the NLC’s Communications strategy to successfully achieve our strategic priorities. The position is also responsible for providing strategic advice to the CEO, Chair and internal service areas on communication, engagement strategies and on media matters.

Duties

What you will bring

As our Manager Media and Communications, you will be the driving force behind crafting and implementing our media and communication strategies. You'll be responsible for managing both internal and external communications, enhancing brand visibility, and ensuring a consistent and compelling message across all platforms.

Eligibility

In addition to this, you will have: -

- Bachelor of Marketing and Media or equivalent other relevant qualification and/or experience
- Minimum of three (3) years’ relevant experience in a leadership role.

- A People Centred Leadership focus, capability coupled with sound people management practices.
- High level of political astuteness and an ability to inform strategic thinking.
- Excellent stakeholder engagement and advocacy capability that highlights your cross-cultural competence relevant to the NT.
- Solid Operational experience with safety first mindset.

Notes

For full details on the responsibilities of this role, please refer to the link provided below.

Please send a copy of your CV, Qualifications, and cover letter addressing the following criteria:

- Outstanding written communication skills (demonstrated experience with copy writing, editing and proof reading).
- The ability to work in a fast-paced environment and deliver, as well as juggle multiple projects and priorities.
- Sound understanding of the political sensitivities relevant to the environment we operate in.
- Demonstrated understanding of, and interest in, the lived experiences of Aboriginal people in the NLC region.

What's in it for you?

A dynamic working environment serving the needs of our constituents, work life balance and a unique opportunity to support our Aboriginal communities in the NLC Region. You will receive: -

- **Annual Salary:** \$150,000 plus 14.5% Superannuation (Negotiable)
- **Salary packaging benefits** of up to \$15,900 and additional Meal Entertainment and Holiday Accommodation benefits up to \$2,650 per year.

Generous leave entitlements such as 5 weeks annual leave, 18 days personal leave, 18 Days Personal Leave per annum and paid Christmas Shutdown

About the Northern Land Council

To Apply

Position Contact	David Astalosh, 0418938429
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Manager+Media+and+Communications/in/Australia/9525191/

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Social Services

Vacancy VN-0757726

National Disability Insurance Agency

Closing Date: Sunday 11 May 2025

Integrity Transformation and Fraud Group
Technology Services Division

Job Title	EL1 CIAM Assistant Director
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Geelong VIC, Richmond VIC, Canberra ACT
Salary	\$120,530 - \$131,919
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Working from home arrangements can be discussed with your line manager.
Classification	Executive Level 1
Position Number	1033_04/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Cyber Security and Resilience Branch is seeking candidates to fill EL1 Customer Identity and Access Management (CIAM) Assistant Director vacancies.

The Cyber Security and Resilience Branch, within the Technology Services Division, implements the requirements of government security policies and frameworks. This is achieved by providing strategic, tactical and operational Agency-wide oversight of Cyber Security and Operations. The Customer IAM Team Lead holds an important role within the Identity and Access Management (IAM) function.

This position is responsible for providing direction, oversight, and governance for customer identity and access management (CIAM) initiatives within an Azure and AWS Cloud environment.

Duties

Where you can add value

Responsibilities of the role may include, but are not limited to:

- Executing the strategic vision and roadmap provided by the Architecture Team for CIAM, aligning with agency goals and industry best practices.
- Lead cross-functional teams to execute CIAM projects, ensuring timely delivery and alignment with project objectives.
- Provide oversight and governance for the CIAM solution, monitoring performance, compliance, and risk factors.
- Collaborate with stakeholders to identify and prioritize CIAM requirements, advocating for resources and support as needed.
- Foster a culture of collaboration and innovation within the CIAM team, promoting continuous improvement and knowledge sharing.
- Serve as a key point of contact for CIAM-related matters, representing the CIAM function in meetings and discussions with senior leadership.
- Possible after-hours on-call roster for major incidents.

Enough about us, let's talk about you

What we're looking for in our ideal candidate:

- Executing the strategic vision and roadmap provided by the Architecture Team for CIAM, aligning with agency goals and industry best practices.
- Experience in leading CIAM teams and projects.
- Experience in any CIAM products such as Auth0, Okta, ForgeRock, Ping, and Akamai, or equivalent.
- Strong communication and stakeholder management skills, with the ability to influence and negotiate effectively.
- Experience in leading cross-functional teams and driving large-scale initiatives to successful outcomes.
- Demonstrated positive attitude towards people with disability, aligning with the core purpose of the NDIA.
- Proven ability to obtain and maintain an NV1 clearance.

Eligibility

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

Notes

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Dan Spinks, Email Preferred
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Climate Change, Energy, the Environment and Water

Vacancy VN-0757692

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date: Wednesday 07 May 2025

Australian Antarctic
Operations & Logistics Traverse

Job Title	Million Year Ice Core Drill System Mechanical Technician
Job Type	Full-Time, Ongoing
Location	Kingston TAS
Salary	\$95,438 - \$108,360
Future Merit Locations	Kingston
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite
Classification	APS Level 6
Position Number	2025/1119
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=3AB9C71F-E9D5-6713-B5F2-E3C22B7C7F54>

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals.

These goals are to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Operations and Logistics Branch oversees our operations in Antarctica – supporting people in our year-round research stations and remote field bases. The branch oversees air and sea transport (and the contracts to manage Australia's icebreaker, the RSV Nuyina and Aviation capabilities) to transport expeditioners south and enable them to travel around Antarctica. We have staff with diverse skills, located primarily in Tasmania, in Antarctica and on Macquarie Island.

The Million Year Ice Core (MYIC) project is a multiyear drilling activity being conducted at Dome Concordia North, approximately 1150 kms inland from Casey Station. The project is a key action item of the Australian Antarctic Science Strategic Plan and Australian Antarctic Strategy and 20 Year Action Plan. The objective is to drill, analyse and interpret Antarctica's oldest continuous ice core to improve understanding of past and future climate, carbon cycle and ice sheet stability. Drilling commenced in the 2024-25 and will continue out to 2028-29 season. The MYIC Inland Station drilling camp at Dome C North operates only in summer, for ca. 8 weeks per field season and is supported by a resupply traverse from Casey Station and air access via the nearby French-Italian Dome Concordia station. The project is multi-disciplinary, involving cooperation and collaboration across AAD Branches. The position will report to the MYIC Drill System Engineer.

Duties

The mechanical technician will be responsible for maintenance and improvements to the mechanical components of the AAD MYIC deep ice drill and associated drill-system infrastructure including winch and drill tower and drill fluid handling systems. The role includes design, drawing modifications, mechanical manufacture, quality control and documentation. The drill system consists of an 8-m drill sonde with a motor, gear box and cutting head that recovers 3m long 98 mm diameter ice cores. Power and communications to and from the drill are delivered by a twisted-pair cable spooled onto a four-tonne winch that is used to lower and raise the drill sonde in the fluid-filled borehole. A mechanical drill tower is used to tilt the drill from the vertical drilling orientation to the horizontal orientation for ice core extraction.

The Drill Mechanical Technician will be expected to:

- Co-ordinate and undertake servicing, repair and maintenance of mechanical components of the deep ice drill, tower, winch and associated drill-system infrastructure.
- Select and procure and/or design and manufacture new components and equipment as required to meet drill-system requirements in collaboration with other AAD staff and external collaborators.
- Be part of the team operating the deep drill system in Antarctica and take the lead in resolving mechanical issues including operation of machining tools to modify or manufacture components in the field.
- Work with scientists and other staff to tune drill settings and components to optimise ice core quality.
- Maintain a register of drill system mechanical tasks and issues. Contribute to scheduling and planning of drilling, maintenance and cargo activities.
- Select and maintain a suitable inventory of spares for the mechanical components of the drill system.
- Manage and update as required the drill system mechanical engineering documentation
- Build and maintain connections with international collaborators in the ice core drilling community.

Eligibility

Mandatory qualifications

- Relevant experience and a mechanical engineering trade qualification OR;
- A degree or diploma in mechanical engineering from an Australian tertiary institution

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

This position will be based at the AAD head office in Kingston, Tasmania and will report to the MYIC Drill System Engineer. Workshop facilities and bench space will be available in the AAD Instrument Workshop (IWS) and the MYIC cage area. The Drill System Mechanical Technician will be expected to work collaboratively with the IWS, MYIC science team, Traverse team, Polar Technologies team and other stakeholders.

They will need to:

- demonstrate the range of personal qualities and interpersonal skills necessary to perform as a successful team member within isolated Antarctic and sub-Antarctic environments
- demonstrate an ability to effectively adapt and respond to the demands of living and working in an isolated and confined environment as determined by a psychological (adaptability) assessment
- be certified as fit for Antarctic service by the AAD's Polar Medicine Unit.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Joel Pedro, 0491 346 644
Agency Recruitment Site	https://dceewjobs.nga.net.au/?jati=3AB9C71F-E9D5-6713-B5F2-E3C22B7C7F54

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Climate Change, Energy, the Environment and Water

Vacancy VN-0757693

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date: Wednesday 14 May 2025

Australian Antarctic
Operations & Logistics Traverse

Job Title	Million Year Ice Core Drill System Engineer
Job Type	Full-Time, Ongoing
Location	Hobart TAS
Salary	\$124,861 - \$134,295
Future Merit Locations	Hobart
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite
Classification	Executive Level 1
Position Number	2025/710
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=9C6F0DA4-A301-FA43-FECF-E3C22B8A7A3F>

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals.

These goals are to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Operations and Logistics Branch oversees our operations in Antarctica – supporting people in our year-round research stations and remote field bases. The branch oversees air and sea transport (and the contracts to manage Australia's icebreaker, the RSV Nuyina and Aviation capabilities) to transport expeditioners south and enable them to travel around Antarctica. We have staff with diverse skills, located primarily in Tasmania, in Antarctica and on Macquarie Island.

The Million Year Ice Core (MYIC) project is a multiyear drilling activity being conducted at Dome Concordia North, approximately 1150 kms inland from Casey Station. The project is a key action item of the Australian Antarctic Science Strategic Plan and Australian Antarctic Strategy and 20 Year Action Plan. The objective is to drill, analyse and interpret Antarctica's oldest continuous ice core to improve understanding of past and future climate, carbon cycle and ice sheet stability. Drilling commenced in the 2024-25 and will continue out to 2028-29 season. The MYIC Inland Station drilling camp at Dome C North operates only in summer, for ca. 8 weeks per field season and is supported by a resupply traverse from Casey Station and air access via the nearby French-Italian Dome Concordia station. The project is multi-disciplinary, involving cooperation and collaboration across AAD Branches. The position will report to the MYIC project Lead Scientist.

Duties

You will lead the operation, maintenance and continued improvement of the electronic components of the AAD MYIC deep ice drill and associated drill-system infrastructure and engineering documentation. The drill system consists of an 8-m drill sonde with a motor, gear box and cutting head that recovers 3m long 98 mm diameter ice cores. Power and communications to and from the drill are delivered by a twisted-pair cable spooled onto a four-tonne winch that is used to lower and raise the drill sonde in the fluid-filled borehole. A mechanical drill tower is used to tilt the drill from the vertical drilling orientation to the horizontal orientation for ice core extraction. Control systems include a top-side modem, computer systems onboard the drill and topside and web-page and sever software to support communications, data logging and data interrogation. During 8-week summer Antarctic field deployments, the Drill System Engineer will be expected, under limited direction, to:

- Lead the operation, maintenance and troubleshooting of the electronic, control and communications components of the deep ice drill, drill tower, winch and associated drill-system infrastructure including borehole logging equipment.
- Support the embedded drill system hardware and software including troubleshooting and programming.
- Also assist with servicing, maintenance and/or replacement of mechanical components of the drill.
- Work with scientists and other staff to tune drill settings to optimise ice core quality.

For the majority of the year working at head office facilities, the Drill System Engineer will be expected, under limited direction, to:

- Ensure drill system communications, electronic and mechanical systems are operational, serviced and improved where required, including planning and risk management.
- Select and maintain a suitable inventory of spares for the drill system.
- Transfer, manage and align the drill system IP documentation (Electronics CAD, Software & Hardware) in accordance with AAD documentation standards consisting of Content Manager, Solidworks PDM and git.
- Select, acquire and modify new or existing equipment to meet drill-system requirements.
- Provide advice on complex technical issues to the AAD and other stakeholders including scientists, and other personnel in support of the MYIC project.
- Design and fabricate other complex technical and scientific equipment, e.g. borehole logging and monitoring equipment.
- Specify and purchase materials and parts.
- Attend meetings, build and maintain connections with international peers and collaborators in the ice core drilling community.
- Perform drill system management tasks including line management of MYIC drill system staff, planning, scheduling, maintaining issue registers and budget tracking.

Eligibility

Mandatory qualifications

- A degree in electronic or mechatronic engineering from an Australian tertiary institution or a comparable tertiary qualification (e.g. aeronautical engineering) and demonstrated experience.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

This position will be based at the AAD head office in Kingston, Tasmania. Facilities and bench space will be available in the AAD Instrument Workshop (IWS) and the MYIC cage area. The Drill System Engineer will be expected to work collaboratively with the IWS, MYIC science team, Polar Technologies staff and Traverse staff. Please note that the successful applicant will be required to travel to the Antarctic and sub-Antarctic regions therefore they will be expected to meet specific medical, adaptability and personal qualities appropriate to working in those environments.

They will need to:

- demonstrate the range of personal qualities and interpersonal skills necessary to perform as a successful team member within isolated Antarctic and sub-Antarctic environments
- demonstrate an ability to effectively adapt and respond to the demands of living and working in an isolated and confined environment as determined by a psychological (adaptability) assessment
- be certified as fit for Antarctic service by the AAD's Polar Medicine Unit.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Joel Pedro, 0491 346 644
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=9C6F0DA4-A301-FA43-FECF-E3C22B8A7A3F

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- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Communications and the Arts

Vacancy VN-0756917

National Museum of Australia

Closing Date: Sunday 11 May 2025

Corporate
Information Technology

Job Title	Applications Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$84,228 - \$91,809
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	APS Level 5
Position Number	150513
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

Role purpose

This role is a key component of the Applications Team in the Information Technology Branch of the National Museum which has the critical function supporting the lifecycle of core business applications.

The Museum is seeking motivated professional with experience in the support of business applications including M365 applications, ERP applications (Finance and HRIMS systems) and Client Relationship Management systems, among others. The role has a significant focus on managing relationships with internal stakeholders and external vendors.

Duties

Key accountabilities

- Contribute to the administration and support for the Museum's core business applications:
- Support for the Museum's Client Relationship Management system, Tessitura, including configuration and administration responsibilities with consideration of business practices.

- Microsoft 365 – Support of an enterprise-wide deployment of the Microsoft 365 environment across the Museum, including, but not limited to, SharePoint, Teams, Microsoft Apps, Exchange and Single Sign On capabilities.
- SaaS based business applications, including assisting in the implementation of security features, such as single sign on.
- Support in the system administration of the Museum's Enterprise Resource Planning systems (finance, payroll, rostering, etc).
- Participate in the management of the Museum's data and its use within business intelligence reports across the Museum.
- Build stakeholder relationships with internal stakeholders and vendors to consult and communicate with for enhancements, upgrades and configuration changes.
- Work collaboratively with internal service delivery groups to ensure effective security administration of the core business systems.

Skills, experience and qualifications

Essential:

- **Service Delivery:** Deal with all requests for support in accordance with the defined service levels with minimal guidance.
- **Cultivate productive working relationships:** Well developed communication skills and proven experience in internal and external stakeholder engagement resulting in productive working relationships with colleagues and vendors.
- **Development of Supporting documentation:** Experience in the development and maintenance of procedures and documentation for supporting business applications.
- **Technical Application Experience:** Demonstrated experience in the configuration and maintenance of Client Relationship Management systems, especially with focus on enhancement around business requirements. Tessitura experience highly desired.
- **Strategic Focus:** Ability to collaborate on the development of enhancements to business applications using the appropriate change management procedures, demonstrated analytical skills and the ability to think logically and strategically and experience analysing, interpreting, and applying problem-solving skills to complex problems.

Desirable:

- Experience working within a cultural institution and understanding the operational requirements.
- Software configuration;
- Contribute to the design, implementation, and maintenance of complex software configurations for business applications.
- Contributes to the selection of software used for business systems.
- Participates in the review of own work and the review of colleagues' work.
- Knowledge, expertise, and a high level of enthusiasm for new technology and how it can be applied at the Museum.
- Manage application licensing for various business applications
- Demonstrated ability to coordinate, prioritise and deliver on multiple tasks to achieve deadlines in a complex operating environment.

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.

Notes

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 Museum 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.

To apply

Applicants must include a pitch (up to 2-pages) addressing their suitability for the role against the essential and desirable Skills, experience and qualifications. Applicants must also provide a resume and contact details for 2 referees.

Applications close at 11.59pm Sunday, 11 May 2025.

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

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.

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

About the National Museum of Australia

The National Museum of Australia is a publicly funded institution governed as a statutory authority in the Commonwealth Arts portfolio. Established in 1980, it is headed by a Director appointed by the Governor-General. The Council is responsible for the conduct and control of the affairs of the Museum. The Museum building on Acton Peninsula opened on 11 March 2001.

To Apply

Position Contact	Lach Noack, 02 6208 5321
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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