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PS17 Weekly Gazette Thursday (Vacancy Notices) - 30 April 2026.pdf

Australian Government

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APSJobs - Weekly Vacancy Notices

The Gazette contains notifications of vacancies 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

The date of publication of this Gazette is PS17 Weekly Gazette Thursday (Vacancy Notices) - 30 April 2026.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

For gazette lodgement inquiries email: contact@apsjobs.gov.au

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Public Service Gazette - Vacancy Notices

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[Job No] ISSN 1835-2480

2025/2026 Christmas / New Year arrangements (Gazette)

For promotion notices published in APS Gazettes PS49, PS50 and PS1 the Merit Protection Commissioner has extended the period of time applicants may submit an application for review. This decision was made in accordance with subsection 24(2)(a)(ii) of the Public Service Regulations 2023 which continues pursuant section 114 of the Public Service Regulations 2023, subsection 21(2)(c)(ii) of the Public Service Regulations 2023 and the Parliamentary Service Determination 2024 Clause 68(2)(a)(ii).

The new dates are:

Gazette PS49: Applications are accepted until 5pm local time, Thursday 8 January 2026.

Gazette PS50: Applications are accepted until 5pm local time, Thursday 8 January 2026

Gazette PS1: Applications are accepted until 5pm local time, Thursday 29 January 2026.

Local time means 5pm in the State or Territory in which the application is made. Applications made overseas must be received by the Merit Protection Commissioner by 5pm Australian Eastern Daylight Time. For questions about the timeframes for promotion review applications over the Christmas/New Year period, please email review@mpc.gov.au or phone (02) 8239 5330.

Vacancies

Vacancy VN-0768957

Australian Competition and Consumer Commission

Closing Date:Sunday 10 May 2026

Australian Energy Regulator
Legal, Corporate & Information Services

Job Title	Assistant Director, Technical Business Analyst
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Melbourne VIC, Adelaide SA, Canberra ACT, Brisbane QLD, Sydney NSW
Salary	$127,908 - $141,555
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/98
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to work in a high performing cross-functional team on Energy Made Easy and Energy Plan Connect, delivering better outcomes for Australian energy consumers?**

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

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

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

Duties

- Collaborate with internal and external stakeholders to understand their drivers, goals and objectives, and effectively manage their requirements and expectations.
- Elicit, document and gain approval of business processes and requirements.
- Perform gap analysis to identify differences between current state and desired future state.
- Perform options analysis to bridge identified gaps and present potential solutions for assessment and selection.
- Translate business requirements to user stories, acceptance criteria, technical specifications and test cases.
- Support user acceptance testing (UAT) and manage defects through to resolution.
- Identify and manage risks and issues related to initiative and project objectives and delivery.
- Assist in project closure by overseeing acceptance, transition to routine operations, ROI achievement, and lessons learned.

Eligibility

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

- Proven experience as a Technical Business Analyst or similar role working on complex technology projects.
- The ability to independently manage and complete multiple large projects on schedule, demonstrating initiative and adapting effectively to changes.
- Experience in applying structured analysis techniques and critical thinking to form views and provide advice for effective evidence-based decision making.
- The capability to understand and apply complex policy and technical concepts to IT solution design, development, and subsequent implementation activities.
- The proficiency to identify, assess and manage risks, including implementing appropriate mitigation strategies.
- Clear, concise and articulate oral and written communication with a commitment to achieving high quality outcomes.
- A proven ability to engage effectively and work cohesively with stakeholders, and as part of a geographically dispersed team.
- A customer focus to ensure our products meet end user needs and requirements.

- Experience with Agile Project Methodology, with a preference for experience using Atlassian Service Suite.
- A well-developed understanding, or ability to quickly acquire an understanding of the Australian energy sector and the role, purpose and objectives of the AER.

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Competition and Consumer Commission

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

To Apply

Position Contact	Matthew Morrison, matthew.morrison2@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768973

Australian Competition and Consumer Commission

Closing Date:Sunday 10 May 2026

AER
Legal, Corporate & Information Services

Job Title	Senior Human Resources Officer, Capability
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Brisbane QLD, Adelaide SA, Canberra ACT, Sydney NSW
Salary	$102,947 - $115,384
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	EA2026/101
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 play a crucial role in developing the AER Human Resources capability as it becomes an independent agency?**

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

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

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

Duties

What you will do as the Senior Human Resources Officer, Capability:

The AER Legal, Corporate and Information Services Division partners with AER and ACCC colleagues to advise on and enable corporate outcomes. We ensure that the agency and our stakeholders have the information and services they require now, and in the future, to make robust decisions and take timely, effective action. The division's remit includes Legal Services, People and Culture, Finance, Strategy and Performance, Risk Management, Procurement, IT and Data Governance, and Governance functions.

The People and Culture team currently works in partnership with the ACCC People Branch to deliver people related functions and initiatives to the AER. In preparation for legal separation from the ACCC, the AER People and Culture team are developing the capabilities, frameworks, structures, systems, processes and resources required to deliver the HR function as a standalone service.

As the Senior Human Resources Officer, Capability, you will manage the day-to-day operations of the AER's learning function. This includes ensuring the appropriate systems, practices, tools and guidance are available to effectively identify and implement learning and capability solutions in the AER. You will apply your specialist knowledge of the APS capability frameworks to develop and deliver on learning and development plans and programs. You will role model exceptional client service to support AER people to develop the capabilities the AER needs to deliver its strategic plan.

- Working under limited direction and making decisions independently, the Senior Human Resources Officer, Capability, will:
    - Manage the Capability Team, including the following day-to-day activities:Identify, plan and deliver on workforce plans and capability development frameworks to address workforce capability gaps.
    - Coordinate and promote capability development opportunities, within identified budget and timeframes.
    - Oversee the administration of the AER's online learning management system, including maintaining the AER's digital learning catalogue.
    - Oversee the delivery of the AER Graduate Program.
- Support the Assistant Director, Recruitment, Capability and Planning to develop and deliver the workforce plans, capability frameworks, programs and the Capability Team's work plan.
- Collaborate with key AER stakeholders to identify, develop, deliver and maintain learning and capability solutions that will develop the capabilities the AER requires to deliver its strategic plan.
- Support, advise and influence employees and managers on capability related matters, policies and procedures.

- Undertake other duties, as required.

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

Eligibility

About you

All candidates are expected to meet the APS Integrated Leadership Profile (ILS) for the classification advertised. Follow the link for more information on the ILS. This role in particular requires:

- Specialist knowledge of and demonstrated ability to develop and uplift organisational capability.
- Demonstrated ability to collate and assess information to develop, deliver and maintain capability development initiatives, including leadership development.
- Demonstrated experience providing exceptional client service, preferably in a relevant human resources field
- Relevant tertiary qualifications in Human Resources or a related field such as psychology or be working towards, or willingness to gain professional accreditation in Human Resources.

How to apply

You will be asked to submit your resume (max 2 pages) and respond to the statement of claims with no more than 300 words per question.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Heather Kopsen, heather.kopsen@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0768999

Australian Competition and Consumer Commission

Closing Date:Sunday 10 May 2026

Legal, Corporate and Information Services Division
Finance, Strategy and Performance Branch

Job Title	Finance Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Melbourne VIC
Salary	$93,004 - $98,617
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 5
Position Number	EA2026/100
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 play a key role in the Financial Accounting team as the AER develops as an independent agency?**

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

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

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

Duties

What you will do as a Finance Officer:

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

The Finance, Strategy & Performance Branch supports AER's financial management, strategic planning, risk management, reporting and procurement services to the AER leadership team and Board. The branch also provides secretariat services to the AER Governance Forum and is a strategic partner to support the operations of the AER.

The AER is preparing to become an independent agency, in anticipation of a separation from the ACCC to take effect from 1 July 2026. The branch is developing the capabilities, frameworks, structures, systems, processes, and resources required to deliver our enabling functions as a standalone service for the AER.

The Finance Officer reports to the Financial Accountant and is responsible for supporting the financial accounting functions including accounts processing, cash management, travel and

related reporting and compliance requirements. The Finance Officer will play a key role in the Financial Accounting team.

As a Finance Officer, you will:

- Provide leadership to two Accounts Officers who will be responsible for Accounts Payable and Accounts Receivable processing, and travel and purchase card processing.
- Support the end of month cycle ensuring accuracy of accounts and journal processing, undertaking bank reconciliations and other account reconciliations including maintaining appropriate records.
- Prepare the AERs Business Activity Statement (BAS) returns and annual Fringe Benefits Tax (FBT) returns including compiling supporting evidence.
- Provide support to AER staff with advice on travel and purchase card compliance, undertake card monitoring and maintenance, and contribute to compliance reporting.
- Support as required with making international travel arrangements and manage the acquittal process for international travel.
- Assist the team with preparation of input for the Annual Report, Ministerial and Senate Estimates Briefs and Questions on Notice as required.
- Contribute to the ongoing development and improvement of processes and procedures within the team.
- Develop and maintain effective relationships with stakeholders.
- Collaborate with team members and assist with other operations of the Finance, Strategy and Performance Branch as required.

Eligibility

About you

All candidates are expected to meet the APS Integrated Leadership Profile (ILS) for the classification advertised. Follow the link for more information on the ILS. This role in particular requires:

- Demonstrated experience in accrual accounting, monthly financial reconciliation and reporting processes, and purchasing card management.
- Well-developed communication and stakeholder engagement skills, and a demonstrated ability to work collaboratively with a range of people and related corporate functions.
- An ability to obtain and maintain a Baseline Security Clearance as a minimum (required for CBMS access).
- A demonstrated ability to identify and resolve problems and contribute new ideas.
- Competence in computerised accounting systems such as TechnologyOne and CBMS, and intermediate MS Excel skills.

The following job specific criteria are also highly desirable:

- Government experience in a similar role
- Qualifications in accounting or similar discipline (or working towards).
- CPA/CA professional membership (or working towards).

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

How to apply

You will be asked to submit your resume (max 2 pages) and respond to the statement of claims of no more than 800 words. When preparing your statement of claims, you should describe the key attributes that you would bring to this role and highlight the experience that demonstrates how you meet the selection criteria.

Notes

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To Apply

Position Contact	Sonia Lomman, 07 3052 1216
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0769081

Australian Electoral Commission

Closing Date:Thursday 14 May 2026

Chief Information Officer Division
Chief Technology and Data Officer Branch Information and Data Governance

Job Title	Data Analyst, Information and Data Governance
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	APS Level 5;APS Level 6
Position Number	2026-059 Multiple
Agency Website	https://www.aec.gov.au/

Job Description

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

The Information and Data Governance section sits within the Chief Technology and Data Officer Branch in the Enterprise Transformation Group.

The team is a collaborative, driven group of professionals responsible for supporting and facilitating the management of AEC data assets throughout the data lifecycle. The section leads the Information and Data Management Strategy (IDMS), which aims to ensure the AEC continues to deliver best practice in election management and become a modern data-driven agency by investing in our people, processes and technologies to make data use a cultural norm.

Key service offerings of the section include:

- Data and AI Governance - development and implementation of data and AI strategy, policies and governance.
- Data Analytics & Visualisations - support and enableinformeddecision makingthrough tailored data visualisation and insights services.

- Data Engineering - managingand improvingusability of AEC's data assets throughout the data lifecycle.
- Geospatial Services - support and facilitate use of geographicand location-based datasets to inform AEC operations.
- Information Management - managingand improvingusability of AEC's information assets throughout the information lifecycle.

This section actively engages with key stakeholders to support their business needs and improve the level of information and data governance and maturity across the AEC.

Duties

As a Data Analyst, you will support strategic direction and achieve results by leading and/or undertaking complex data analysis and/or business analysis that informs strategic, operational, and policy decision making. You will work with stakeholders to define business problems, clarify objectives, elicit and document requirements, and assess impacts, risks, and benefits to ensure analytical outputs are fit for purpose and aligned to organisational priorities.

You will deliver accurate, timely, and stakeholder focused dashboards, reports, insights, and briefs, while contributing to the continuous improvement of data platforms, reporting processes, and governance arrangements to strengthen election related reporting and analytics capability. You will cultivate productive working relationships by collaborating with business areas, data engineers, and ICT teams to translate business requirements into effective data products and prepare data for modelling and analysis.

In this role, you will communicate with influence by providing expert advice on data interpretation, limitations, and risk in a politically sensitive and high accountability environment. You will demonstrate personal drive and integrity by ensuring compliance with data governance standards, appropriately managing sensitive and confidential information, mentoring staff, and supporting optimisation of reporting environments through effective capacity planning and cost aware use of shared resources.

To excel you'll have:

Data Analyst (APS Level 5)

- Strategic and critical thinking, including business analysis skills such as the ability to define business problems, analyse options, assess risks and impacts, and support sound decision making.
- Demonstrated ability to apply best practice data management principles and technical analytics skills to develop scalable, performant, and governed data analysis and visualisation products.
- Ability to understand and manage stakeholder expectations to deliver data-driven solutions.
- Strong interpersonal skills with proven experience with critical analysis and product design and development.
- Excellent problem-solving, communication and presentation skills, with the ability to clearly explain insights, assumptions, limitations, and risks to non technical audiences.

Data Analyst (APS level 6)

In addition to the above, you'll have:

- Demonstrated ability to apply strategically aligned and critical thinking, including business analysis skills to define problems, analyse options, assess risks and impacts, and support evidence based decision making.
- Proven experience applying best practice data management principles and/or analytical techniques to develop reliable, scalable and well governed data products.
- Strong ability to work effectively with stakeholders to understand requirements, manage expectations and contribute to the delivery of data driven products.
- Well-developed interpersonal skills, with experience contributing to critical analysis and the design and development of data or analytical products.
- Strong problem solving, communication and presentation skills, with the ability to clearly explain insights, assumptions, limitations and risks to non technical audiences.

Desirable

- Experience with Microsoft Fabric suite of tools and reporting capabilities, including Power BI, SQL Server, Python, geospatial capabilities.
- Understanding of user experience (UX) design, agile delivery and collaboration techniques.
- Data science experience such as building and deploying machine learning frameworks and models.
- Experience in developing technical/solution and non-technical papers for senior management.
- Degree and/or related certification.

Eligibility

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Electoral Commission

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

To Apply

Position Contact	Stuart Wilson, stuart.wilson@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0768855

Australian Government Solicitor

Closing Date:Monday 11 May 2026

Australian Government Solicitor
Dispute Resolution

Job Title	Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Perth WA, Adelaide SA, Brisbane QLD
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 5;APS Level 6
Position Number	TBC
Agency Website	

Job Description

http://www.ags.gov.au/employment/current-vacancies.html

Duties

- Positions available in a range of Dispute Resolution areas

- Lawyers (APS5 and APS6 levels)
- Sydney, Melbourne, Canberra, Perth, Adelaide, and Brisbane
- Permanent (ongoing) and non-ongoing roles.

Multiple opportunities exist for Dispute Resolution lawyers to advise and represent the Commonwealth in legal matters across a range of areas, including Administrative Law, Tax, Employment, Entitlements, Security and Enforcement, Civil Regulation, and Civil Claims.

About us

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

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

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

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

About the roles

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

Roles are available across the DR practice. This will include:

- **Administrative Law:** working on sensitive Administrative Law litigation matters for the Commonwealth, including judicial review proceedings commenced in the Federal Circuit and Family Court of Australia under the *Judiciary Act 1903*, the *Administrative Decisions (Judicial Review) Act 1977* and the *Migration Act 1958*, merits review proceedings in the Administrative Review Tribunal and information access disputes in a range of jurisdictions
- **Employment Law:** working for the Commonwealth in disputes that may include advice and litigation on employment law and workplace relations matters, including before courts and the Fair Work Commission
- **Civil Claims:** working on a broad range of commercial and civil disputes in state and Commonwealth courts, including class actions, tort claims, commercial litigation, native title cases, and a range of other disputes, as well as work for royal commissions and inquiries
- **Entitlements Law:** advising the Commonwealth in disputes that may include advice and litigation involving an entitlement under Commonwealth legislation, and matters before courts and tribunals
- **Tax Law:** working on a range of litigation and pre-litigation matters for the Commissioner of Taxation and assisting with litigation across a range of jurisdictions, including the Federal Court, Administrative Review Tribunal and State courts, as well as associated judicial review applications
- **Civil Regulation:** working on some of Australia's most significant and complex competition and consumer cases, financial services and corporate regulatory cases, or other regulatory litigation matters, at the investigative stage, at trial, and on appeal
- **Security and Enforcement:** working on sensitive litigation matters for Commonwealth law enforcement and security agencies, including managing and advising Commonwealth agencies on disclosure and protection of information in civil and criminal proceedings, acting for the Commonwealth in applications for control orders and post-sentence orders under the *Criminal Code Act 1995 (Cth)* and advising Commonwealth agencies on the use of investigative powers
- Representing a range of Commonwealth agencies in dealings with other parties, witnesses and counsel.

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

About you

These roles will suit lawyers with experience or interest in dispute resolution and particularly in the areas referred to above. The successful candidates will ideally have:

- generally, at least 1-5 years' experience in the relevant field
- experience in other areas of law relevant to the work of Dispute Resolution
- a strong understanding of relevant law in the area and the ability to clearly articulate technical arguments and draft advisory opinions
- the ability to work closely with clients to achieve outcomes
- excellent interpersonal skills, negotiation skills and the ability to persuade.

You will work with a community of professionals dedicated to the national interest. You will work collaboratively in an inclusive environment where everyone's contribution is valued, and success is

recognised and rewarded. We offer our lawyers commercially competitive remuneration packages, including 15.4% superannuation.

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

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

To apply

To apply, please click the "Apply' button. Applications close at 5:00pm (AEST) on Monday, 11 May 2026.

Further enquiries

Further information can be obtained by contacting Natasha Sajinovic, HR Advisor on 03 9242 1116.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the Negative Vetting 2 level.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Government Solicitor

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

To Apply

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

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Vacancy VN-0769078

Australian Security Intelligence Organisation

Closing Date:Monday 11 May 2026

NA
NA

Job Title	AEE2 - Executive Officer to the Deputy Director-General
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$161,682 - $191,321
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This role will be based on site.
Classification	Executive Level 2
Position Number	05720252026
Agency Website	www.asio.gov.au

Job Description

www.careers.asio.gov.au

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. ASIO’s people are ordinary Australians but they do extraordinary things – they are our most

important asset. To be successful, we need talented people who are highly capable, dedicated, adaptable and resilient.

We seek to reflect the community we protect. ASIO is committed to fostering a diverse and inclusive environment, where all staff are valued and respected. We welcome applications from all eligible candidates, irrespective of gender, sexual orientation, ethnicity, religious affiliation, age or disability. Aboriginal and Torres Strait Islander peoples are encouraged to apply. We are secretive about what we do, not what we value.

At a time when Australia's security environment is dynamic, diverse and degrading, our work is more important than ever. Join the mission and make a difference every day.

The opportunity

The Executive Officer (EO) will work in the Deputy Director-General's (DDG's) office, providing critical support, responding to and anticipating the requirements of the DDG. As EO/DDG, you will work closely with ASIO Senior Executives, reaching out to all levels and areas within ASIO and Government to deliver assistance to the Deputy Director-General as they drive, support and promote the work of ASIO.

ASIO looks for candidates who are curious, resilient and enjoy problem solving.

A merit pool may be created to fill future vacancies which have the same or similar requirements to this position. This merit pool will be valid for up to 18 months.

Duties

Responsibilities

As an Executive Officer in ASIO, you will have the unique opportunity to work within a small team of high-performing staff and contribute to the successful operation of the Office of the DDG. This will include, but is not limited to:

- Strategic enablement: partner with the DDG to translate corporate priorities into actionable work streams, anticipate and establish priorities for the Group, and ensure the provision of concise briefing materials and executive dashboards.
- Lead the day-to-day operations of the Office of the DDG, and act as a critical conduit across the Organisation and external stakeholders.
- Agenda and calendar management: work with the Executive Assistant to ensure the DDG's calendar is focused on strategic priorities and coordinate crossfunctional meetings with internal staff and external partners.
- Stakeholder management: serve as the primary liaison for internal senior leaders and key external stakeholders, manage expectations and flow of information to ensure that ASIO operates seamlessly.
- Operational excellence: design, document, and continuously improve processes to support governance and quality requirements and ensure timely responses.
- Provide day-to-day management of the budget for the Office of the Deputy Director-General

- Datadriven decision support: work with internal business areas to surface insights to support the DDG and wider Executive decision-making.
- Confidentiality and governance: demonstrate the highest level of discretion, flexibility, confidentiality, excellent judgement, self-awareness and emotional intelligence.

Eligibility

What you will bring

We are seeking candidates with the following capabilities:

- Highly organised, motivated, responsive and resilient.
- Superior administrative, financial, and project management skills.
- A sound knowledge of ASIO's role and functions (or ability to learn quickly), and a broader awareness of its place in the national intelligence community.
- Demonstrated capability to anticipate and prioritise requirements and deliver high-quality outcomes in a challenging, changing and fast-paced environment.
- Highly polished written and verbal communication and negotiation skills.
- Demonstrated ability to build and maintain relationships at all levels of an organisation and with external stakeholders.
- Strategic and business acumen, including the ability to read, summarise and synthesise complex business information and reports.
- Be able to make sound independent judgements backed by data and evidence.
- Proven track record of handling highly sensitive information with tact and discretion.

You are not required to address each capability separately in your application. Consider providing examples that illustrate multiple capabilities at once.

Refer to ASIO's Core Capability Framework to understand what is expected at each level for each capability.

Eligibility

To be eligible to work at ASIO, you must be:

- An Australian citizen.
- Assessed as suitable to hold and maintain a TOP SECRET-Privileged Access (TS-PA) security clearance.

Reasonable adjustments

Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace. This may include reasonable adjustments to assessment methodologies to enable full participation.

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

- A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.
- Employer superannuation contributions of 15.4%.
- A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.
- Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.
- Study assistance, including financial support and study leave for tertiary education.
- Access to 7 staff-led diversity and inclusion networks.
- Access to an Employee Assistance Program (EAP).

How to apply

ASIO officers' identities are protected by law. Under section 92 of the ASIO Act, the only declared ASIO officers are the Director-General and Deputy Directors-General. Due to the need to protect our people's identities, ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

Click on '*Apply online'* to commence your application. Your application **must** be complete and include the following:

- A written pitch of up to 500 words that addresses the required capabilities for the role. Use examples to demonstrate how your skills and experience meet the capabilities.
- A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you have undertaken.
- Details of 2 referees, which must include a current or former supervisor. ASIO will not contact your referees without advising you prior to doing so.

Before applying read the ASIO People Capability Framework and Core Capability Guide, both available on the ASIO website. To increase your chances of success, tailor your application responses to align with the relevant capabilities and levels outlined in these frameworks.

The recruitment selection process

Our selection process is rigorous and extensive. All employment decisions and selection processes at ASIO are based on merit principles and candidates must be prepared to undergo various selection stages. The stages may include application assessment, eligibility checks, online testing, skills-based assessment and interview.

We ask all applicants for their patience throughout the process.

Employment conditions

Employment is under the *Australian Security Intelligence Organisation Act 1979*. Conditions of service are similar to those applying in the Australian Public Service. We recognise entitlements accrued under the *Public Service Act 1999* and provide for continuation of superannuation under the Commonwealth schemes. Salary packaging arrangements are also available.

Australian Workplace Equality Index

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024 and 2025, recognising ASIO's inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status.

For more information about ASIO, please visit: www.asio.gov.au.

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 0262637888
Agency Recruitment Site	www.careers.asio.gov.au

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Vacancy VN-0769152

Australian Signals Directorate

Closing Date:Sunday 17 May 2026

Job Title	ASD 5 & 6 Finance Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	$92,387 - $116,169
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;APS Level 6
Position Number	ASD/02434/26
Agency Website	https://www.asd.gov.au/careers

Job Description

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

The Opportunity

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

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

We are seeking enthusiastic individuals with a strong interest in finance and accounting, who can operate independently under broad direction to perform within an integrated workforce. As the roles are a part of a developing team, it is an opportunity for career diversity, fun accounting challenges and building your capabilities. This is a rewarding period as we continue to grow and improve the finance function to be a trusted and professional business partner to the agency.

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

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

Duties

ASD Finance is seeking finance professionals with strong experience in a financial environment, including skills in internal or external budget management, finance business partnering, financial reporting, financial statement analysis and compliance. Candidates should highly motivated, with an eagerness and ability to enhance the finance functions of the agency.

ASD 5

As an ASD 5 Finance Officer you will have a broad range of skill sets to undertake functions including:

- 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 stakeholders on technical financial accounting 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.
- Applying a risk based quality assurance process, 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 audiences.
- Building and sustaining internal and external stakeholder relationships.
- Demonstrated ability to proactively and consistently meet deadlines and ensure delivery against objectives.

ASD 6

As an ASD 6 Finance Officer you will have a broad range of skill sets to undertake functions including:

- Strategic thinking and problem solving skills.
- Understanding the financial statement process, preparing monthly financial accounting reporting (including month-end journals and reconciliations) and contributing to preparation of financial statements.
- Lead support to internal and external budget preparation and financial performance reporting.
- Preparation and contributing proactively to the completion of ASD's external financial reporting functions including preparation and presentation of monthly and annual financial reporting.
- Lead support in preparation of monthly financial management reports.
- Applying a risk based quality assurance process, financial statement analysis and compliance with relevant accounting standards.
- Lead support to sound practical advice and guidance to stakeholders on the technical financial accounting advice and support to ASD business areas.
- 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 to achieve results within a team-based environment.

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waivered.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - 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.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Notes

Desirable Qualifications, Experience or Training

- Tertiary qualifications such as Bachelor of Commerce/ Bachelor of Business or equivalent.

- CPA/CA qualified (or working towards qualification).
- Experience using financial systems such as SAP/ S4Hanna or TM1.
- Financial Reporting and Preparation of Financial Statements.
- Internal Budget Management and Reporting.
- External Budget Preparation and Reporting.
- Financial Governance and Compliance reviews.
- Program Management.
- Analysis of financial information to provide strategies for senior leadership.
- Experience in a similar role within a fast-paced complex environment (highly desirable).
- Ability to analyse financial information and the practical application of capital project financial management practices and associated assurance, reporting and data analytics (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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0769154

Job Title	ASD EL1 Assistant Director Finance
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	$126,857 - $143,093
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	Executive Level 1
Position Number	ASD/02436/26
Agency Website	https://www.asd.gov.au/careers

Job Description

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

The Opportunity

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

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

We are seeking enthusiastic individuals with a strong interest in finance and accounting, who can operate independently under broad direction to perform within an integrated workforce. As the roles are a part of a developing team, it is an opportunity for career diversity, fun accounting challenges and building your capabilities. This is a rewarding period as we continue to grow and improve the finance function to be a trusted and professional business partner to the agency.

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

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

Duties

ASD Finance is seeking finance professionals, with strong experience in a financial environment, including skills in internal or external budget management, finance business partnering, financial reporting, financial statement analysis and compliance.

Successful candidates will have the opportunity to contribute to the improvement of finance practices across ASD. They will work closely with ASD Business areas to support the delivery of agency outcomes, meet their financial obligations and produce a range of written reports and briefs.

ASD EL1 Finance Manager

Candidates at this level should be highly motivated, with an eagerness and ability to enhance the finance functions of the agency.

They will also:

- Provide expert advice and support on complex finance matters to a range of stakeholders, including SES and Section Heads.
- Maintain in-depth knowledge of financial processes, financial legislation, compliance, policy and regulatory frameworks.
- Lead the preparation of monthly finance reporting, forecasting, analysis, budget development and management.
- Have the ability to operate and produce high quality outcomes in a fast-paced environment with competing priorities.
- Provide advice on technical accounting issues.
- Develop and manage relationships, working collaboratively with key stakeholders, including Finance, Procurement, Program Management and Business Optimisation.
- Take responsibility for the achievements of their own and team outcomes,
- Monitor progress and follow through to deliver quality outcomes.
- Build team capability by coaching others, providing performance feedback, conflict resolution and encouraging career development.

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waivered.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - 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.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Notes

Desirable Qualifications, Experience or Training

- Tertiary qualifications such as Bachelor of Commerce/ Bachelor of Business or equivalent.
- CPA/CA qualified (or working towards qualification).
- Experience using financial systems such as SAP/ S4Hanna or TM1.
- Financial Reporting and Preparation of Financial Statements.
- Internal Budget Management and Reporting.
- External Budget Preparation and Reporting.
- Financial Governance and Compliance reviews.
- Program Management.
- Analysis of financial information to provide strategies for senior leadership.
- Experience in a similar role within a fast-paced complex environment (highly desirable).
- Ability to analyse financial information and the practical application of capital project financial management practices and associated assurance, reporting and data analytics (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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0769197

Australian Skills Quality Authority (ASQA)

Closing Date:Wednesday 13 May 2026

Corporate and Enabling
Finance

Job Title	Assistant Director, Property & Facilities
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Perth WA, Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Hobart TAS
Salary	$121,778 - $133,613
Future Merit Locations	Adelaide, Perth, Melbourne, Canberra, Sydney, Brisbane, Hobart
Office Arrangement	Hybrid
Office Arrangement Details	Split work on site / work from home options available
Classification	Executive Level 1
Position Number	59890
Agency Website	https://www.asqa.gov.au/

Job Description

https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

Who we are

We are Australia’s National Vocational Education and Training (VET) regulator.

What we do

We regulate providers that deliver VET qualifications and courses to students in Australia or offer Australian qualifications internationally, providers that deliver VET courses to overseas students, and certain providers that deliver English Language Intensive Courses for Overseas Students. We also accredit VET courses to make sure nationally approved standards are met.

Why we do it

We ensure quality VET so that students, industry, governments and the community have confidence in the integrity of national qualifications issues by training providers, and that students are protected from any practices that come at the expense of their ability to gain the required competencies.

ASQA supports and promotes a strong team culture, a safe, healthy and happy workplace and the sharing of knowledge.

Visit our website for more information about ASQA, including our role and how we regulate.

Duties

About the Opportunity

We are seeking an **Assistant Director, Property & Facilities**to provide strategic leadership and operational oversight of ASQA's property portfolio activities.

Key responsibilities include:

- negotiating and managing property leases, contracts, MOUs, and maintaining ASQA's property and place strategy
- overseeing facilities maintenance and providing project management for office relocations, fit-outs, renovations, and new developments across multiple sites
- manage procurement processes and budget allocations for property projects
- ensuring compliance with Commonwealth leasing strategies and Whole of Australian Government policies
- engaging effectively with internal and external stakeholders and leading a small team delivering property and facilities support services

Skills and experience

To succeed in this role, you will have:

- a demonstrated ability to lead property functions, including project management, reporting on key milestones,identifyingrisks, andprovidingdata-driven insights.

- knowledge or the ability to quicklyacquireknowledge of the PSPF and best practice property management.
- a proven ability to lead and manage a small team, fostering collaboration and delivering outcomes in a dynamic environment.
- highly developed communication, negotiation, and influencing skills to engage effectively with diverse internal and external stakeholders and build enduring partnerships.
- a demonstrated ability toidentifyopportunities for improvement, drive continuous change, and deliver innovative solutions aligned with organisationalobjectives.
- a commitment to APS Values, Employment Principles, and Code of Conduct, including promoting diversity and integrity in all aspects of work.

We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential.

We encourage applications from Aboriginal and Torres Strait Islander peoples, people with disabilities, members of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA+) community, people with culturally and linguistically diverse (CALD) backgrounds, and people with neurological differences.

What we offer

You will be joining a dynamic workforce at ASQA that will support you to thrive in your career.

You will have access to:

- generous leave entitlements
- a competitive salary (with clear and transparent salary progression and scheduled salary increases)
- 15.4% superannuation
- flexible working arrangements that promote work-life balance, including working from home and hybrid working arrangements
- flexible working hours
- professional development opportunities
- health and wellbeing events throughout the year
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members
- a $300 annual healthy lifestyle allowance
- additional paid time off during the Christmas close-down period.

Benefits of working in the APS

- **Purpose and meaning** - the Australian Public Service (APS) offers a clear purpose and meaningful work where you can make a positive impact in people's lives.
- **Opportunities to learn and grow** - regardless of where you are in your career or what your skills are, there's a pathway and role for you.
- **Community and belonging** - we believe everyone belongs. Our leaders are focused on building a workplace which values diverse views, backgrounds, abilities, and perspectives.

- **Flexibility and balance** - we are committed to offering flexibility for all APS roles. We know flexibility is important so you can balance your work and personal priorities.
- **Conditions and lifestyle** - be a part of a secure, dynamic public service with great conditions of employment in a diverse range of roles and locations to support your lifestyle.

Eligibility

- Under Section 22(8) of the Public Service Act 1999, employees must be Australian Citizens to be employed in the APS unless the Agency delegate has agreed, in writing, to the contrary.
- The successful applicant will be required to undergo pre-employment checks including a Federal Police Check and obtain a minimum Baseline Security Clearance (if they do not already hold a clearance).

Notes

How to apply

Visit Current vacancies for more information.

It is important that you review the **Position Description** for more information on the role, including instructions on what to include in your application, before you apply.

Please include the following in your application:

- A pitch of no more than two-page detailing your skills, background and experience relevant to the role.
- a resume/CV, including the name and contact details of two referees (one should be your current supervisor/manager).

When preparing your two-page pitch and resume, you should consider the relevant duties, selection criteria, skills, values and attributes required for the role, as outlined above and in the **Position Description**.

Please ensure you provide specific, relevant examples of your work that will demonstrate your ability to perform the role.

If you have questions about this exciting opportunity, please contact**Chaminda Samaranayake, Chief Financial Officer** via **Chaminda.Samaranayake@asqa.gov.au**.

This position is available as an **ongoing** or **non-ongoing** opportunity. Non-ongoing opportunities will be offered for an initial fixed term period of up to 12 months, with the potential to be extended further or to becoming ongoing.

This selection process may be used to establish a **merit pool**. The merit pool may be accessed to fill ongoing and non-ongoing vacancies for similar roles within ASQA or across the APS over the next 18 months.

Applications close: Wednesday, 13 May 2026 at 11:30pm (AEST).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Skills Quality Authority (ASQA)

The Australian Skills Quality Authority (ASQA) is the national regulator for Australia's vocational education and training (VET) sector. ASQA engages with, and regulates the VET sector to ensure confidence in the VET sector and its outcomes, including internationally. ASQA's mission is to continuously improve as a regulator, in partnership with the VET sector and to develop a shared understanding of the value of regulation to support quality outcomes for students. ASQA is a professional, responsive and innovative regulator currently undergoing substantial development and growth in response to changes in emphasis in Government policy and expectations of industry. ASQA supports and promotes a strong team culture, a safe, healthy and happy workplace and the sharing of knowledge. For more information about ASQA, please visit www.asqa.gov.au.

To Apply

Position Contact	Chaminda Samaranayake, Chaminda.Samaranayake@asqa.gov.au
Agency Recruitment Site	https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

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Vacancy VN-0769199

Australian Skills Quality Authority (ASQA)

Closing Date:Sunday 10 May 2026

Corporate and Enabling
People

Job Title	Senior People Advisor
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Perth WA, Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA
Salary	$99,855 - $111,701
Future Merit Locations	Perth, Brisbane, Sydney, Canberra, Melbourne, Hobart, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Split work on site / work from home options available
Classification	APS Level 6
Position Number	69178
Agency Website	https://www.asqa.gov.au/

Job Description

https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

This role is initially available as a non-ongoing/temporary transfer position for 12 months with the potential to be extended, and/or ongoing.

Who we are

We are Australia's National Vocational Education and Training (VET) regulator.

What we do

We regulate providers that deliver VET qualifications and courses to students in Australia or offer Australian qualifications internationally, providers that deliver VET courses to overseas students, and certain providers that deliver English Language Intensive Courses for Overseas Students. We also accredit VET courses to make sure nationally approved standards are met.

Why we do it

We ensure quality VET so that students, industry, governments and the community have confidence in the integrity of national qualifications issues by training providers, and that students are protected from any practices that come at the expense of their ability to gain the required competencies.

ASQA supports and promotes a strong team culture, a safe, healthy and happy workplace and the sharing of knowledge.

Visit our website for more information about ASQA , including our role and how we regulate.

Duties

About the Opportunity

We are seeking a ***Senior People Advisor*** to undertake work that is complex and sensitive, providing specialist advice and coordinating HR, WHS and policy functions across ASQA.

The role works under limited supervision, supports strategic people initiatives, and contributes to capability uplift within the People Support & Advice team.

Key responsibilities include:

- managing moderately complex casework across conduct, performance, workplace behaviour, attendance and health related matters
- providing specialist advice to managers, supporting early intervention strategies and positive workplace culture
- preparing high quality written case reports, briefing notes, and recommendations to support decision making
- providing accurate and timely advice on policy application, APS employment principles, and the Enterprise Agreement (EA)
- preparing reports, briefs and documentation for governance committees and senior executives.

Skills and experience

To succeed in this role, you will have:

- a good understanding of current HR practice and Commonwealth public sector legislation, and the ability to apply this in casework, policy and day to day advice
- experience managing moderately complex HR casework (e.g. conduct, performance, behaviour, attendance and health matters) and providing practical, evidence based advice using sound judgement

- strong communication skills (written and verbal), including the ability to write clear advice, reports and briefs and work confidently with stakeholders
- the ability to lead or support HR/WHS/policy projects, including planning, coordination, reporting and improving ways of working and delivering to deadlines
- the ability to work well with others across teams, and contribute to a respectful, inclusive workplace.

Desirable

- Relevant tertiary qualifications in Human Resources and professional AHRI membership will be highly desirable.

What we offer

You will be joining a dynamic workforce at ASQA that will support you to thrive in your career.

You will have access to:

- generous leave entitlements
- a competitive salary (with clear and transparent salary progression and scheduled salary increases)
- 15.4% superannuation
- flexible working arrangements that promote work-life balance, including working from home and hybrid working arrangements
- flexible working hours
- professional development opportunities
- health and wellbeing events throughout the year
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members
- a $300 annual healthy lifestyle allowance
- additional paid time off during the Christmas close-down period.

Benefits of working in the APS

- Purpose and meaning - the Australian Public Service (APS) offers a clear purpose and meaningful work where you can make a positive impact in people's lives.
- Opportunities to learn and grow - regardless of where you are in your career or what your skills are, there's a pathway and role for you.
- Community and belonging - we believe everyone belongs. Our leaders are focused on building a workplace which values diverse views, backgrounds, abilities, and perspectives.
- Flexibility and balance - we are committed to offering flexibility for all APS roles. We know flexibility is important so you can balance your work and personal priorities.
- Conditions and lifestyle - be a part of a secure, dynamic public service with great conditions of employment in a diverse range of roles and locations to support your lifestyle.

We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential.

We encourage applications from Aboriginal and Torres Strait Islander peoples, people with disabilities, members of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA+) community, people with culturally and linguistically diverse (CALD) backgrounds, and people with neurological differences.

Eligibility

- Under Section 22(8) of the Public Service Act 1999, employees must be **Australian Citizens** to be employed in the APS unless the Agency delegate has agreed, in writing, to the contrary.
- The successful applicant will be required to undergo pre-employment checks including a Federal Police Check and obtain a minimum Baseline Security Clearance (if they do not already hold a clearance).

Notes

How to apply

Visit Current Vacancies for more information.

It is important that you review the Position Description for more information on the role, including instructions on what to include in your application, before you apply.

Please include the following in your application:

- a written response, in 300 words or less, outlining what makes you the most suitable candidate for this position. Please ensure you provide specific, relevant examples of your work that will demonstrate your ability to perform the role
- a two page (maximum) CV, including the name and contact details of two referees (one should be your current supervisor/manager).

When preparing your application, you should consider the relevant duties, selection criteria, skills, values and attributes required for the role, as outlined above and in the **Position Description**.

If you have questions about this exciting opportunity, please contact **Christine Ward, A/g Director, People** via **christine.ward@asqa.gov.au**

This selection process may be used to establish a merit pool. The merit pool may be accessed to fill ongoing and non-ongoing vacancies for similar roles within ASQA or across the APS over the next 18 months.

Applications close: Sunday, 10th May 2026 at 11:30pm (AEST).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Skills Quality Authority (ASQA)

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To Apply

Position Contact	Christine Ward, christine.ward@asqa.gov.au
Agency Recruitment Site	https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

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Vacancy VN-0769064

Australian Submarine Agency

Closing Date:Sunday 17 May 2026

Australian Submarine Agency
Stewardship

Job Title	Security Advisor
Job Type	Full-Time, Ongoing
Location	Majura ACT, Adelaide SA, Rockingham WA
Salary	$89,841 - $96,829
Future Merit Locations	Adelaide, Majura, Rockingham
Office Arrangement	Flexible
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	APS Level 5
Position Number	ASA/01668/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=D2095C63-F397-4624-68AA-ECDA7A679E03

Duties

The Role

transformative endeavour for Australia. The whole-of-nation effort to safely and securely deliver the cutting edge nuclear-powered submarine program will transform Australia’s economic and national security landscape for decades to come.

As an ASA 5 Security Advisor, you will proactively deliver a wide range of physical and protective security activities within the Physical Security team, supporting the Agency’s obligations under the Protective Security Policy Framework (PSPF) and the Defence Security Policy Framework (DSPF).

Under broad direction, you will interpret and apply relevant legislation and policy, provide specialist protective security advice, and work closely with ASA personnel and stakeholders to identify, manage and mitigate security risks. Your work will directly contribute to safeguarding ASA’s people, property, information and reputation. Security is a critical enabler to the Nuclear Powered Submarine (NPS) program and in this role you will use your initiative and judgement to find solutions and think critically on unique situations.

Key Duties:

- Provide operational protective security advice to ASA staff and other stakeholders to enable the achievement of appropriate physical security controls.
- Identify and assess security risks within the ASA environment and provide actionable advice on protective security controls and mitigation's.
- Contribute to the delivery and management of physical security measures for ASA's national facilities.
- Routine management of security systems, locks and security containers.
- Assisting with the development of guidelines, standard operating procedures and other relevant documentation to meet ASA’s physical security objectives.
- Build and sustain productive and collaborative relationships with stakeholders to achieve protective security outcomes.
- Translate complex information into clear, audience appropriate messages by adjusting language and detail to match varying levels of knowledge, skills and experience.
- Supporting a robust security culture across the ASA workforce, in alignment with the Nuclear Mindset.

About our Team

As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities.

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

We offer a range of formal and informal professional development opportunities.

Our Ideal Candidate

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

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

- Strong attention to detail and problem solving skills.
- Ability to develop, maintain and strengthen relationships and engage across a broad range of stakeholders
- Ability to interpret and apply legislation, policies and procedures.
- Strong interpersonal, written and communication skills

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Submarine Agency

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

To Apply

Position Contact	Myfanwy McKenna, myfanwy.mckenna1@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D2095C63-F397-4624-68AA-ECI

Vacancy VN-0769074

Defence Housing Australia

Closing Date:Thursday 07 May 2026

Service Operations
Service Delivery Service Operations

Job Title	Senior Property Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Gungahlin ACT
Salary	$95,288 - $103,545
Future Merit Locations	Gungahlin
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 5
Position Number	493861
Agency Website	https://www.dha.gov.au/

Job Description

https://careers.dha.gov.au/

DHA is seeking experienced Senior Property Managers to join the Service Operations Team. Apply now and enjoy a rewarding career at DHA!

About us

DHA was established in 1988 following passage of the Defence Housing Australia Act 1987 (DHA Act) to provide adequate and suitable housing for, and housing related services to, members of the Australian Defence Force (ADF) and their families. We remain committed to our purpose of providing housing, and housing related services, to ADF members and their families to support Defence's operational needs.

DHA manages an expanding portfolio of housing solutions and provides housing for over 17,200 ADF members and their families and administers rent allowance for more than 16,000 ADF members and their families in private rental accommodation. DHA provides housing related services advising on eligibility, providing posting support, and managing bookings and allocation services for all DHA provisioned housing and on-base accommodation to approximately 60,000 ADF members.

To find out more about DHA, please refer to our website or read our latest Annual Report.

Duties

About your team

The Service Delivery Group manages the housing portfolio for DHA, including housing allocations and administration, asset and tenancy management, heritage and upgrade projects, construction, and development activities. Within this Group, the Service Operations team is responsible for contributing to property management services, including inspections and maintenance, and housing benefits for ADF members and their families.

The Service Operations team deliver on DHA's core services in tenancy, landlord and property management and are responsible for supporting DHA to meet its strategic outcomes through:

- Facilities, allocation and management of Defence Members and families occupying housing
- Provide specialised customer service and property management
- Provide high level contract management and tender support to a national panel of repairs and maintenance contractors
- Ensuring property repairs, maintenance and asset management are planned, co-ordinated and standardised
- Contributing to the development of long-term asset management strategies

About the role

The Senior Property Manager will manage a portfolio of service residences, which may have complexities to achieve contractual obligations and expected DHA standards. This includes management of occupant and landlord interactions, maintenance and other property related matters within DHA's agreed Standard Operating Procedures (SOPs). You will conduct property inspections, identify occupant liability and coordinate the preparation of properties for incoming occupants. You will identify and arrange maintenance services to be undertaken in line with budgets, including raising work orders, monitoring progress, and authorising payment upon completion. You will manage and update DHA systems efficiently and effectively to ensure properties are returned for occupancy within set timeframes to meet key performance indicators (KPIs).

You will respond to internal and external customer enquiries and requests in a timely and professional manner, providing pro-active advice and solutions, and be the first point of contact for escalated matters of a more complex nature. You will also be responsible for contributing to the development, coaching and training of team members in partnership with other stakeholders.

Note: All successful applicants are required to hold a valid Driver Licence

Eligibility

Employment with DHA is conditional on successful applicants demonstrating that they are an Australian citizen, meeting the required medical standards, and obtaining and maintaining a security clearance at the required level.

Notes

Benefits for working at DHA include:

- 15.4% superannuation
- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per yea

- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work
- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- A dedicated Employee Assistance Program for you and your family to access in times of need
- ADF partner employment conditions when posting to a new location

For information on DHA's Employee Value Proposition, visit our website.

How to apply

Apply now with your current resume and a 500-word one page pitch, addressing the requirements of the role.We recommend you read the Australian Public Service Commission's Cracking the Code guidance on how to write your response. Additionally, you should consider the expected behaviours described in the Australian Public Service Commission's Integrated Leadership System at this role's level.

For further information on the position, please refer to the **Candidate Information Pack** through the online careers site.

Applications close: 11:55pm AEST 07 May 2026.

Any questions? Please contact Kamilla Legge, Assistant Regional Operations Manager

T: 02 6268 3702 E: kamilla.legge@dha.gov.au

Order of Merit

A merit pool will be established from this process which will be valid for 18 months from the date of advertising. This merit pool may be used throughout this period to fill similar positions in the event positions become vacant.

Inclusion and Diversity

DHA is committed to building an inclusive and diverse workforce. We welcome applications from across our community including, Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, ex-defence members, mature aged employees and carers.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Defence Housing Australia

At Defence Housing Australia, we provide quality housing and related services to Defence members and families. In doing this, we support the operational, recruitment and retention goals of the Department of Defence. To meet our Defence housing obligations, we are active in Australian residential housing markets, acquiring and developing land, and constructing and purchasing houses. Our staff are located in 19 offices in regional centres and nearby Defence outposts throughout Australia.

To Apply

Position Contact	Kamilla Legge, 02 6268 3702
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0769066

Department of Finance

Closing Date:Sunday 10 May 2026

Procurement (CG)
Executive Office (FAS)

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$82,613 - $94,289
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Finance supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 4
Position Number	41044, 68776
Agency Website	www.finance.gov.au

Job Description

https://financejobs.nga.net.au/?jati=EC1733BC-B77C-829B-C443-ECDA7A842836

The Procurement Division supports the Australian Government by providing leadership on procurement policy, capability, systems and strategic sourcing. The Division plays a central role in enabling value for money, ethical procurement, and the delivery of whole of government procurement arrangements that support government priorities.

The Branch contributes to these outcomes by delivering coordinated procurement initiatives, supporting Assistant Secretaries and senior leaders, and maintaining strong engagement across the Department of Finance, other Commonwealth entities, and external stakeholders.

The APS4 Executive Assistant plays a critical enabling role within the Procurement Division by providing high quality executive and administrative support to Assistant Secretaries and branch leadership, helping ensure the smooth operation of the branch, effective communication, and timely delivery of divisional priorities.

The Procurement Division comprises five branches:

- Procurement Capability Branch (PCB);
- Procurement Policy and Systems Branch (PPSB);
- Strategic Procurement Branch (SPB);
- Strategic Contracting Branch (SCB); and
- Procurement Systems and Insights (PSI).

Duties

An Executive Assistant (EA) provides high-level administrative support to the Division’s Assistant Secretaries (AS).EAs also work closely with other Executive Support teams to ensure the Branch,

and broader Department, is managed effectively and in a coordinated manner. An EA acts as the first point of contact for the relevant AS and their work area.

Key Duties and Responsibilities

- Provide high quality executive support to Assistant Secretaries, including proactive management of inboxes, diaries, meeting coordination, and preparation of agendas and meeting materials.
- Track and coordinate incoming and outgoing tasks for the Branch, maintain action trackers, consolidate weekly reports, and record accurate meeting minutes to support executive decision making.
- Liaise professionally with internal and external stakeholders, respond to enquiries, manage telephone calls, and refer matters to appropriate business areas.
- Coordinate travel bookings, approvals and associated administration for Assistant Secretaries and divisional staff, ensuring compliance with Finance and whole of government requirements.
- Perform governance and corporate support functions including quality assurance of documents, financial administration (credit card reconciliations, stationery orders), records management, and supporting urgent or ad hoc divisional priorities as required.

Eligibility

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Finance

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

To Apply

Position Contact	Tijana, 02 6215 1432
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=EC1733BC-B77C-829B-C443-ECDA

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Vacancy VN-0769112

Department of Finance

Closing Date:Sunday 10 May 2026

Digital ID and Data Policy
Multiple Multiple

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$82,613 - $103,372
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	Finance supports flexible workplace arrangements as per operational requirements
Classification	APS Level 4;APS Level 5
Position Number	2026/058
Agency Website	www.finance.gov.au

Job Description

https://financejobs.nga.net.au/?jati=45F122ED-1C72-EF72-B4E1-ECDAB6471560

ABOUT THE DIVISION

A role in the Digital ID and Data Policy Division (DIDPD) is an exciting opportunity to be part of a team that is at the forefront of implementing the Government's digital and data-related priorities. DIDPD is a dedicated team of professionals who are passionate about what we do. We are a diverse and supportive team that works collaboratively, are willing to go the extra mile to help others, celebrate our differences and value each other’s contributions.

Our work is performed across the following four branches:

Digital ID Policy Branch - Responsible for developing policies and strategies which underpin the Digital ID Program. We also lead work on Verifiable Credentials and wider emerging technology.

Digital ID Legislation and Rules Branch - Provide legal advice on matters related to the administration of the Digital ID Act. We also design and maintain policy settings for the Digital ID Rules, Accreditation Scheme and the Australian Government Digital ID System.

Communications, Inclusion and Governance Branch - Provide specialist program management capability to the Digital ID Program and stakeholder engagement support. We also work to embed inclusion as a core principle of the Digital ID Program by identifying and removing barriers to people being able to obtain and reuse a Digital ID.

Data Policy and Assurance Branch - Administer the Australian Government Assurance Review process and provide whole-of-government coordination of public data policy. We also support the Minister for Finance as chair of the Data and Digital Ministers Meeting and drive implementation of the Intergovernmental Agreement on Data Sharing.

Duties

ABOUT THE OPPORTUNITY

Executive Assistants report directly to the Digital ID and Data Policy Division's SES.

Key duties include:

· liaising with a variety of internal and external stakeholders

· monitoring and managing Executive email inboxes and calendars

· tracking and coordinating incoming and outgoing Executive tasks

· screening telephone calls and referring matters to relevant business areas

· arranging travel bookings and approvals for Executive as required

· conducting quality assurance checks of documents that require Executive clearance

· financial management activities (e.g. credit card reconciliation and stationery orders)

· records management

· assisting with the group/divisional executive office and group/divisional tasks as required (e.g. urgent administrative tasks to support group/divisional priorities).

DETAILED VACANCY INFORMATION

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

Eligibility

· Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.

· Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated. All Finance staff are required to have a minimum baseline security clearance prior to commencement.

· RecruitAbility applies to this vacancy. Under the RecruitAbility scheme, you will be invited to participate in further assessment activities for the vacancy if you choose to opt-in to the scheme, declare you have a disability and meet the minimum requirements for the vacancy. All requests for reasonable adjustments will be considered and managed in consultation with you. Further information can be found at https://www.apsc.gov.au/recruitability.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Finance

As a central agency of the Australian Government, the Department of Finance (Finance) plays an important role in assisting government across a wide range of policy areas to ensure its outcomes are met. Finance supports the government's ongoing priorities through the Budget process and fosters leading practice through the public sector resource management, governance and accountability frameworks. Finance plays a leading role in advising the government on many of its strategic priorities. We do this

through our professional and considered approach to providing advice, developing policy, delivering services and engaging with our clients and stakeholders. Finance's key areas of focus are: - Budget - Business Enabling Services - Commercial - Governance and Resource Management

To Apply

Position Contact	Sam Cameron, (02) 6215 2835
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=45F122ED-1C72-EF72-B4E1-ECDAE

This notice is part of the electronic Public Service Gazette PS17 Weekly Gazette Thursday (Vacancy Notices) - 30 April 2026.pdf
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Vacancy VN-0769009

Federal Circuit and Family Court of Australia

Closing Date:Monday 11 May 2026

Federal Circuit and Family Court of Australia (FCFCOA Div 2)
Judicial Support

Job Title	Deputy Associate (Legal) to Judge Dickson
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	$79,125 - $86,246
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 4
Position Number	0283-04-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description https://fcajobs.nga.net.au/?jati=D221689E-A683-D361-C9A6-ECDA0486639A

Purpose of Position

The Deputy Associate (Legal) is part of a small team who assists the Judge in the day-to-day management of Chambers and Court. This role also assists with the preparation of Court materials for the judge and involves undertaking legal research and assisting with judgment preparation as required.

Duties

- Assist in the conduct of Court proceedings, including the transcription of orders, ensuring the orderly conduct of matters and general Courtroom management.
- Assist the Associate in the day-to-day management of chambers, including responding to enquiries and as required, managing the Associate inbox on behalf of the Judge.
- Undertake legal research as required by the Judge, including identifying relevant legislation, summarising key legal authorities and preparation and maintenance of legal research materials.
- Assist the Judge with the management of cases and, as required, enter data into the Court's case management systems to reflect the outcomes of Court events.
- Assist with the preparation of matters for both the Court and the Judge, which may include the preparation of case summaries, general file maintenance and other tasks as required.
- Assist the Judge with the preparation and delivery of judgments, which may include undertaking complex legal research as well as editing in line with the Courts' judgments publication standards.
- Assist with the general operation of chambers; and
- Other duties, as required.

Eligibility

Other Requirements

- It is mandatory that candidates have completed a qualification in law with a strong academic record (supported by Academic transcript).
- The ability to travel on circuits as required.

Selection Criteria

Division 2 of the Federal Circuit Court of Australia deals with family law, migration and other general federal law matters. Candidates should include their interest and experience in the relevant jurisdictions when addressing the selection criteria.

1. Ability to undertake legal research (including on-line research) and prepare reports and written correspondence.
2. Well-developed interpersonal skills including tact, discretion, initiative and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.

3. Demonstrated organisational skills, including the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
4. Demonstrated proficiency with technology, including the use of Microsoft Office applications,
5. electronic legal resources and the ability to learn and use the Court's case management systems.
6. The ability to adapt to changing situations and priorities and participate in collective work practices.
7. Minimum one year experience in a legal environment.

How to apply

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

As part of your application, you will be required to submit a written response to the selection criteria listed in the position description (maximum word limit 1500). Please ensure this document is attached before submitting your application

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

Notes

Eligibility

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

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

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

Diversity and Inclusion

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Deanna Oakley, (08) 7201 6227
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=D221689E-A683-D361-C9A6-ECDA0486

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Vacancy VN-0769035

Federal Circuit and Family Court of Australia

Closing Date:Monday 11 May 2026

Federal Circuit and Family Court of Australia (FCFCOA Div 2)
Judicial Support

Job Title	Court Officer to Justice Kari
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	$70,477 - $76,820
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 3
Position Number	0275-04-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=74E9A29C-431F-CBEA-B22B-ECDA3F1BDC78

Position Overview

Part of the Court and Tribunal Services team, the Court Officer supports the Judge in the effective and orderly conduct of courtroom proceedings. The role provides essential operational, procedural and administrative assistance, including courtroom management, document handling and the use of courtroom technology to support both in-person and digital hearings.

Duties

Major Activities

You will be required to undertake a diverse range of tasks and perform a variety of courtroom activities primarily at the request of the Judge or Chambers staff including setting up courtrooms, opening and closing the Court, liaising with legal practitioners and parties, handling and copying documents, administering oaths and affirmations, and operating courtroom technology (including videoconferencing equipment) to support both in-person and digital proceedings such as online hearings and live streaming.

When not in court, you will assist with other court-related duties as directed by the Judge, Chambers staff or Court Operations, ensuring the smooth and efficient functioning of the Court.

Eligibility

Competencies & Attributes

1. Courtesy and Client Service

- Courtesy and Professionalism – Deals with clients and Court staff with courtesy and respect. Communicates messages professionally. Is alert and attentive to the needs of the Court.
- Service Delivery – Demonstrates an understanding of client service standards and works to achieve those standards. Looks for and proposes improvements.
- Problem solving – Demonstrates an ability to identify problems, propose solutions and work within and across teams to get the right result.
- Personal Presentation – maintain a neat and well-groomed appearance suitable for the Court (uniform jacket provided).

2. Innovation and Continuous Improvement

- Technology – Able to use and understand existing Court applications and other relevant technical applications efficiently and effectively and is confident in the use of technology.
- Focus on improvements – Considers and communicates opportunities for improving ‘the way in which things are done’.
- Response to change – Responds in a positive and flexible manner to change.
- Personal Development – Demonstrates self-awareness and a commitment to personal development.

3. Excellence in Professional Practice and Procedure

- Professional Knowledge –Understands the role of the Court and its place in the Australian Legal System.
- Procedural Excellence – Follows work procedures accurately providing sound procedural advice where applicable.
- Achieves Results – Establishes task plans and simple project plans in consultation with supervisor/team leader.

4. Working Relationships & Leadership

- Leadership and Mentoring – Identifies opportunities to work with supervisors and colleagues to draw on their perspective and expertise.
- Team work – Demonstrates an ability to work as a team member and offer support to other members of the team as necessary. Demonstrates an ability to work with limited direction, establish priorities, organise workload and meet deadlines.
- Communication – Communicates clearly and positively, including actively listening to colleagues and clients. Shares information and ensures others are kept informed of issues.

Formal Qualifications

Law students and those with previous experience in a legal environment would be highly regarded, but is not essential, as full training is provided.

Contact Officer

For more information, please contact Deanna Oakley via email: Deanna.oakley@fedcourt.gov.au or via telephone on (08) 7201 6227

How to Apply

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

As part of your application, you will be required to submit a written response to the selection criteria listed in the position description (maximum word limit 1500). Please ensure this document is attached before submitting your application.

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

Notes

Eligibility

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

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

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

Diversity and Inclusion

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Deanna Oakley, 08 7201 6227
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=74E9A29C-431F-CBEA-B22B-ECDA3F1E

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Vacancy VN-0769088

Federal Circuit and Family Court of Australia

Closing Date:Monday 11 May 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Legal Associate
Job Type	Full-Time, Non-Ongoing
Location	Brisbane QLD
Salary	$79,125 - $86,246
Future Merit Locations	Brisbane
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 4
Position Number	0293-04-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=1E15CC9F-7392-943D-A7C0-ECDA7D7F8E7F

Purpose of Position

Legal associates assist with researching cases, points of law, preparing matters for hearing including other related matters for first instance judges and of the Court. Legal associates are responsible for providing assistance to judicial officers during court hearings and other administrative support to judges, as required. In addition, legal associates perform court support duties.

Legal associates primarily provide assistance to designated judges but may be asked to assist other judges if the need arises. Some travel may be required.

Duties

Key Responsibilities and Duties

The occupant of this position:

- provides research assistance to judicial officers
- assists judicial officers with the management of cases and, if required, enters data into the Court’s case management system

- assists with the preparation of matters for both the Court and the Judge, with the Judge's judgment writing as required including headnotes, catch wording, and editing in line with the Court's judgments publication standards
- undertakes judicial associate and client service (court officer) duties, and provides assistance by updating chambers loose leaf series, and
- assists with the general operation of chambers, when required.

Eligibility

Qualifications

It is a mandatory that candidates have completed (or near completed) a qualification in law with a strong academic record and have completed the family law subject.

Selection Criteria

- Ability to undertake research (including on-line research) and prepare reports and written correspondence.
- Sound organisational skills including the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
- Well-developed interpersonal skills including tact, discretion, initiative and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.
- Ability to operate computer-based equipment and associated word processing and other software.
- Knowledge, or ability to acquire knowledge, of Family Court functions, the organisation, practices, procedures and terminology.

Notes

Eligibility

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

Australian citizenship – the successful applicant must hold Australian citizenship;

Security and character clearance – the successful applicant must satisfy a Police Records Check, and may also be required to complete security clearances during the court of their employment;

Health clearance – the successful applicant may be required to complete a health declaration or attend a medical assessment to confirm their fitness for duty.

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

Diversity and Inclusion

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

First Nations peoples, LGBTIQA+ 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 issues with applying please email recruitment@fedcourt.gov.au

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About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Kym Hopwood, (07) 3052 4184
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=1E15CC9F-7392-943D-A7C0-ECDA7D7F

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Vacancy VN-0769113

Federal Circuit and Family Court of Australia

Closing Date:Monday 11 May 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Deputy Associate
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	$79,125 - $86,246
Future Merit Locations	Melbourne
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 4
Position Number	0297-04-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=6215D36E-A915-55E8-0E8C-ECDAB7751ECB

Position Overview

The Deputy Associate is part of a small team who assist the Judge in the day-to-day management of Chambers and Court.

This role also assists with the preparation of Court materials for the judge and involves undertaking legal research and assisting with judgment preparation as required.

Duties

Duties

- Assist in the conduct of Court proceedings, including the transcription of orders, ensuring the orderly conduct of matters and general Courtroom management;
- Assist the Associate in the day-to-day management of chambers including responding to enquiries and, as required, managing the Associate inbox on behalf of the Judge;
- Undertake legal research as required by the Judge, including identifying relevant legislation, summarising key legal authorities and preparation and maintenance of legal research materials;
- Assist the Judge with the management of cases and, as required, enter data into the Court's case management systems to reflect the outcomes of Court events;
- Assist with the preparation of matters for both the Court and the Judge, which may include the preparation of case summaries, general file maintenance and other tasks as required;
- Assist the Judge with the preparation and delivery of judgments, which may include undertaking complex legal research as well as editing in line with the Courts' judgments publication standards;
- Assist with the general operation of chambers; and
- Other duties, as required.

Eligibility

Important Functions

The person appointed to this position is expected to carry out his or her duties so as to:

- satisfy all relevant statutory obligations
- satisfy the Australian Public Service Values and Code of Conduct
- contribute to and support achievement of the Court's Strategic and Business Plans
- operate within the Court's policies and procedural guidelines, and
- support and contribute to the Court's Service Charter

Selection Criteria

Division 2 of the Federal Circuit Court of Australia deals with family law, migration and other general federal law matters. Candidates should include their interest and experience in the relevant jurisdictions when addressing the selection criteria.

1. Ability to undertake legal research (including on-line research) and prepare reports and written correspondence.

2. Well-developed interpersonal skills including tact, discretion, initiative and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.
3. Demonstrated organisational skills, including the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
4. Demonstrated proficiency with technology, including the use of Microsoft Office applications, electronic legal resources and the ability to learn and use the Court’s case management systems.
5. The ability to adapt to changing situations and priorities and participate in collective work practices.
6. Experience in a legal environment.

Notes

Eligibility

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

Australian citizenship – the successful applicant must hold Australian citizenship;

Security and character clearance – the successful applicant must satisfy a Police Records Check, and may also be required to complete security clearances during the court of their employment;

Health clearance – the successful applicant may be required to complete a health declaration or attend a medical assessment to confirm their fitness for duty.

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

Diversity and Inclusion

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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.

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About the Federal Circuit and Family Court of Australia

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To Apply

Position Contact	Kellie Hose, 0436 601 946
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=6215D36E-A915-55E8-0E8C-ECDAB775

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Vacancy VN-0769135

Future Fund Management Agency

Closing Date:Monday 11 May 2026

Job Title	Assistant Board Secretary
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Minimum 3 days/week in office (Tuesday/Wednesday are anchor days)
Classification	APS Level 5
Position Number	JR100310
Agency Website	www.futurefund.gov.au

Job Description *https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund/job/Assistant-Board-Secretary_JR100310*

About Future Fund

At the Future Fund, we're for future minds – like yours. The new investors and creators who thrive on different thinking and doing it together. Those who glimpse opportunity before it strikes and step up every day to grab it.

The Future Fund is Australia's Sovereign Wealth Fund, managing over $340 billion across seven public asset funds with the same purpose: growing Australia's future. We are a global investor and work closely with world leading investment organisations to access the best investment ideas.

Where others see challenges, we see more interesting investment experiences. Every person, every skillset, every mindset is an asset. We've got every future generation to consider, yet our

approach to investing is incredibly pure: we think about it deeply, and daily. Ours is a culture where great people grow the future together, with the rare ability to work collaboratively, think freely, and make a real difference.

Are you Futureminded? Let’s create what’s next.

The Opportunity

This is a great opportunity to step into a highly visible role supporting the Board at a purpose driven, investment organisation. As the Assistant Board Secretary, you’ll work closely with senior leaders and Board members, helping everything run smoothly behind the scenes and ensuring governance processes are well organised, accurate and dependable.

You’ll be at the centre of Board and Committee activity — coordinating meeting papers, managing records, keeping track of actions and supporting meetings from start to finish. You’ll also play a key role in liaising between Board members and internal teams, making sure information flows smoothly and deadlines are met.

If you enjoy working with senior stakeholders, thrive on organisation and attention to detail, and take pride in delivering high quality work, this role offers the chance to build deep experience in governance and Board operations. It’s a role with real impact, strong exposure and clear pathways to develop your career across corporate and governance functions.

Duties

Key Responsibilities

As Assistant Board Secretary, your key responsibilities will include:

- Coordinate the end to end preparation, review and distribution of Board and Committee papers, ensuring high standards, accuracy and deadlines are met
- Manage Board and Committee meeting cycles, including agendas, calendars, action items and records of decisions
- Publish and maintain meeting papers and records in the Board portal, including version control and access management
- Provide administrative and secretariat support to the General Counsel, Chair and Board members on Board related matters
- Act as a key point of contact between Board members and internal teams, tracking requests and ensuring timely follow up
- Coordinate Board and Committee meeting logistics, including scheduling, venues, technology, travel and catering as required

- Prepare meeting documentation, running sheets and materials requiring signature
- Support the induction and onboarding of new Board members, including access, materials and briefings
- Provide administrative support for wholly owned subsidiaries, including statutory registers and routine regulatory filings
- Maintain accurate and secure storage of Board, Committee and subsidiary records in line with governance and information management requirements

Eligibility

About You

We’re looking for an organised and detail oriented professional with experience supporting Boards, Committees or senior leaders in complex or regulated environments. You should enjoy working behind the scenes to keep governance processes running smoothly and take pride in delivering accurate, high quality work.

You’ll be confident engaging with senior stakeholders, able to manage competing priorities, and trusted to handle confidential information with discretion and professionalism. You should work well independently, but also thrive in collaborative environments where clear communication and follow through are essential.

To be successful in this role, you will bring:

- Demonstrated experience in a board, committee, secretariat or senior executive support role
- Strong experience coordinating meeting cycles, papers, records and senior
- Excellent organisation skills, with the ability to manage deadlines, workflows and multiple priorities
- High attention to detail and a commitment to accuracy and quality outcome
- Strong written and verbal communication skills, with confidence liaising with Board members and internal teams
- Sound judgement and a risk aware approach, understanding when issues need to be escalated
- A proactive, self starting mindset with a strong sense of ownership and accountability
- Experience in a government, regulated or complex organisational environment and relevant tertiary qualifications (for example, administration, governance, law or commerce) will be well regarded.

Please note that the opportunity is open to Australian citizens only.

Notes

About the Future Fund Management Agency

The Future Fund is Australia’s sovereign wealth fund, investing for the benefit of future generations of Australians. The Future Fund Board of Guardians, supported by the Future Fund Management Agency, invests the assets of seven public asset funds: the Future

Fund, the Medical Research Future Fund, the Aboriginal and Torres Strait Islander Land and Sea Future Fund, the Future Drought Fund, the Emergency Response Fund and the DisabilityCare Australia Fund. Each fund has an investment mandate that is determined by the Australian Government under legislation. Our role is to generate strong, risk-adjusted returns over the long term.

To Apply

Position Contact	John Campanaro, 0386566400
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund/job/Assi

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Vacancy VN-0769142

Future Fund Management Agency

Closing Date:Sunday 10 May 2026

Job Title	Executive Assistant to Office of the CEO
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Melbourne
Office Arrangement	On Site
Office Arrangement Details	5 days a week in the office
Classification	APS Level 4
Position Number	JR100311
Agency Website	www.futurefund.gov.au

Job Description

https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

Duties

About Future Fund

At the Future Fund, we’re for future minds – like yours. The new investors and creators who thrive on different thinking and doing it together. Those who glimpse opportunity before it strikes and step up every day to grab it.

The Future Fund is Australia's Sovereign Wealth Fund, managing over $340 billion across seven public asset funds with the same purpose: growing Australia’s future. We are a global investor and work closely with world leading investment organisations to access the best investment ideas.

Where others see challenges, we see more interesting investment experiences. Every person, every skillset, every mindset is an asset. We’ve got every future generation to consider, yet our approach to investing is incredibly pure: we think about it deeply, and daily. Ours is a culture where great people grow the future together, with the rare ability to work collaboratively, think freely, and make a real difference.

Are you Futureminded? Let’s create what’s next.

The Opportunity

This is an opportunity to step into a trusted, highly visible Executive Assistant role at the centre of the CEO Office. As Executive Assistant, CEO Office, you’ll provide highquality executive and operational support across the CEO Office, while also supporting the Chief Corporate Affairs Officer. This is a shared role supporting both the CEO Office and Corporate Affairs. It plays an important role in keeping senior leaders focused, organised and well supported.

You’ll work closely with the Director, CEO Office and the Senior Executive Assistant, CEO, providing daytoday administrative support and acting as backup support to the CEO when required. The role spans diary coordination, meeting preparation, travel, expenses, document management and committee support — all within a fastpaced, hightrust environment.

If you enjoy working with senior leaders, thrive on juggling competing priorities, and take pride in being reliable, organised and calm under pressure, this role offers strong exposure, meaningful responsibility and clear development pathways.

Please note: this role requires attendance in the office five days per week.

Key Responsibilities

As Executive Assistant, CEO Office, you will:

- Provide executive support to the CEO as required, ensuring continuity of service
- Assist with diary management, meetings, correspondence, briefings, travel and expense reconciliation
- Build and maintain effective relationships with senior internal and external stakeholders across government and industry
- Provide executive and administrative support including diary coordination, meetings, correspondence, travel and expenses
- Assist with document preparation and briefing materials to support Corporate Affairs priorities
- Provide executive and administrative support to help deliver priorities across the CEO Office
- Coordinate travel arrangements, itineraries and supporting documentation in line with agency policies
- Use digital and AIenabled tools to support efficient workflows, information sharing and process improvement
- Work collaboratively with the CEO Office team to support smooth daytoday operations
- Assist with preparing, formatting, collating and distributing agendas, papers and minutes
- Support accurate record keeping, information flow and followup actions to ensure effective governance processes

Eligibility

About You

We’re looking for a capable, organised and professional Executive Assistant who is comfortable working in a senior, fastmoving environment. You’ll bring sound judgement, a high level of discretion and a calm, responsive approach to supporting leaders. You’re confident managing multiple priorities, proactive in anticipating needs, and known for your attention to detail and reliability. You enjoy collaborating with others, value continuous learning, and take pride in delivering highquality work.

To be successful in this role, you will bring:

- Experience providing executive or administrative support to senior leaders in a complex organisation
- Strong diary management, meeting coordination and organisational skills
- Confidence using Microsoft Outlook and collaboration tools such as Microsoft 365 (Word, Excel, PowerPoint, Teams, Copilot)
- Experience with systems such as Workday and document management tools (Objective and Diligent experience is well regarded)
- The ability to manage competing priorities and adapt in a fastchanging environment
- A professional, credible communication style and strong interpersonal skills

- Sound judgement, discretion and respect for confidentiality
- Formal qualifications in business administration or related fields are welcome but not essential.

Please note that the opportunity is open to Australian citizens only.

We Are For Everyone

At Future Fund, we are better for our differences. Every person, every skillset, every mindset is an asset. We want everyone to feel comfortable bringing their authentic selves to work. Which is why we're looking for future minds like yours. Your past experiences help us expand our collective knowledge, add value and create something better. When doing your job means Australia has more money to invest in renewables, education, healthcare and medical breakthroughs – there's a tangible impact to what we do. And we want you to be part of it.

Are you Futureminded? Learn more about us at our LinkedIn Life page.

The Future Fund acknowledges the Traditional Custodians of the lands and waters on which we live and work. We pay respect to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples as we work to create meaningful change for reconciliation.

Notes

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To Apply

Position Contact	Danny Burke, +61 3 8656 6367
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

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Vacancy VN-0769176

Future Fund Management Agency

Closing Date:Tuesday 12 May 2026

Job Title	Senior Analyst - Investment Data Management
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	3 days in the office (Tue and Wed anchor days)
Classification	APS Level 5
Position Number	JR100312
Agency Website	www.futurefund.gov.au

Job Description

https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

Duties

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Are you Futureminded? Let's create what's next.

The Opportunity

We're offering an exciting **12month fixedterm opportunity** for an investment data professional to join our IDM Data Operations team.

In this role, you'll support BusinessasUsual (BAU) activities while also contributing to the IDM pipeline of change and capability uplift. You'll work closely with teams across the Agency and external partners to ensure highquality, reliable investment data is delivered every day.

This role is pivotal in keeping our data ecosystem running smoothly — from daily data quality checks and reconciliations, to building smarter controls, improving processes and supporting new data capabilities as they move into production.

At its core, this role is about bringing the value of data to life. You'll build strong relationships with stakeholders, translate requirements into practical solutions, and help the Agency unlock the full potential of its investment data.

Key Responsibilities

- Monitor daily investment data quality, manage exceptions, and proactively resolve issues with internal stakeholders and external partners.
- Deliver highquality investment, overlays and performance data to downstream users and vendors on a daily basis.
- Design, implement and enhance data quality checks, controls, reconciliations and validation processes.
- Support the IDM change pipeline by documenting business requirements and assisting delivery, testing (including UAT) and release coordination.
- Ensure new data capabilities are operationally ready for Production, including postimplementation testing and documentation updates.

- Apply and maintain strong data governance practices, including business glossaries, data dictionaries, lineage and control catalogues.
- Partner closely with stakeholders to understand business needs, assess impacts of change and deliver practical, valueadding data solutions.
- Support oversight of external data partners, monitoring performance and identifying opportunities for operational efficiency and improvement.

Eligibility

About You

You’re a datadriven, curious professional who enjoys solving problems and working with others to make systems better. You bring sound technical capability, a strong understanding of investment data across asset classes, and the confidence to engage with a wide range of stakeholders. You’re proactive, thoughtful, and motivated by delivering highquality outcomes.

- Demonstrated experience in financial services, particularly investment data.
- Strong grounding in data analysis, data management and data lifecycle concepts.
- Experience working with market data vendors and tools.
- Handson experience with data quality and reconciliation tools.
- Working knowledge of data governance frameworks and endtoend data operations.
- Proficiency in Excel, SQL, Databricks and Python.
- Strong quantitative, analytical and problemsolving skills.
- Proven ability to engage professionally with executives, analysts, SMEs and external partners.
- A confident and clear communicator with strong written and verbal skills.
- Collaborative by nature and comfortable working across teams and disciplines.
- Curious, innovative and proactive in identifying efficiencies and improvements.
- Organised, adaptable and able to manage competing priorities.
- Committed to inclusion, diversity and continuous learning.

Please note that the opportunity is open to Australian citizens only.

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To Apply

Position Contact	Danny Burke, +61 3 8656 6367
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

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Vacancy VN-0769208

Great Barrier Reef Marine Park Authority

Closing Date:Wednesday 20 May 2026

Major Projects Great Barrier Reef Aquarium

Job Title	ICT Business Systems Analyst - Great Barrier Reef Aquarium
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$99,733 - $111,702
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	1104
Agency Website	

Job Description

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

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

We are committed to redeveloping the National Education Centre for the Great Barrier Reef and continue to offer people of all ages and abilities the opportunity to access the Reef on land with the world’s largest living tropical reef aquarium.

Redeveloping the **Great Barrier Reef Aquarium** will bring numerous benefits to Townsville. The iconic facility will be a place maker in the heart of our CBD, serving as an enduring symbol of Townville’s rich history and international reputation for Reef education and source of great pride for the community. Visitors can look forward to world-class living exhibitions and immersive, interactive experiences that will educate and inspire action to protect the Reef.

The project is being designed with operational efficiency and sustainability in mind, ensuring a contemporary facility and strong return on investment for the Australian public.

The Position

The Aquarium ICT Business Systems Analyst plays a pivotal role in delivering a comprehensive Business Enabling System to support the aquarium's visitor services, ticketing, bookings, commercial operations, and membership management. This dynamic position will work collaboratively with external vendors and internal stakeholders throughout the procurement, development, and implementation phases to ensure the system meets operational requirements and integrates seamlessly with point-of-sale and CRM platforms.

The role requires translating complex business needs into functional system specifications, coordinating user acceptance testing, and ensuring successful deployment across the organisation. Beyond implementation, the Aquarium ICT Business Systems Analyst will provide ongoing system stewardship, including configuration management, optimisation, user training, and support to maximise system performance and value.

As the internal subject matter expert, this position will ensure data integrity, system reliability, and compliance with legislative, regulatory, and organisational requirements. The Aquarium ICT Business Systems Analyst will serve as the primary liaison for technical issues and vendor management, while identifying opportunities for continuous improvement. This role offers unique opportunities to shape visitor experience technology and build digital capability within a culturally significant public institution.

About You

- You will have proven experience in a business systems analyst or similar role, within a complex organisational environment, with a demonstrated ability to manage your own work program and deliver outcomes to required timeframes.
- You will have experience supporting the development and implementation of integrated business systems, particularly in commercial or customer-facing operations, with the ability to translate business requirements into functional specifications and support systems through to operational readiness.
- You will possess strong stakeholder engagement skills, with a solutions focused mindset and the ability to facilitate collaboration between business units, technical vendors, and project teams.
- You will have exceptional attention to detail and analytical capability, with experience in system configuration, testing coordination, and ensuring compliance with legislative, regulatory and organisational requirements.
- You will be an effective communicator who can provide technical guidance and user support to non-technical staff; building trusted relationships that enable you to influence positive outcomes based on your expertise and insight.

Duties

Under limited direction, the Aquarium ICT Business Systems Analyst will be responsible for the following key duties:

- Undertake business requirements analysis and translate operational needs into functional system specifications for the Business Enabling System.
- Coordinate and liaise with external vendors and project teams throughout procurement, development, implementation, and integration phases.
- Maintain, administer, and optimise system configuration to ensure ongoing performance, data integrity, and alignment with business objectives.
- Maintain and support integration between ticketing, point-of-sale, CRM, and membership platforms to deliver seamless visitor and commercial services.
- Coordinate user acceptance testing, system upgrades, enhancements, and maintenance activities with internal stakeholders.
- Provide expert user support, training, and technical guidance to staff across the organisation.
- Ensure compliance with legislative, regulatory, and organisational requirements relating to system operations, data governance, and reporting.
- Maintain comprehensive system documentation, processes, procedures, and performance reporting in line with required standards.

Eligibility

Essential requirements

- Proven experience in administering and maintaining business/enterprise systems.
- Must hold and maintain or be able to obtain and maintain a Working with Children Check (Queensland Blue Card). Failure to obtain/maintain a Queensland Blue Card will result in termination of employment.
- Must comply with the Reef Authority’s Child Safety and Wellbeing Policy. Failure to agree/comply with this policy will result in termination of employment.

Desirable qualifications or equivalent experience

- Tertiary qualifications in Information Technology/Computer Science/Information Systems or related discipline.
- Understanding of business process requirements and systems supporting them.
- Experience working with software developers or vendors in system implementation projects
- ITIL Foundations certification.
- Vendor management experience.

Notes

Applicants must:

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Jonathan Kuttainen, 0404 166 209
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0769022

Independent Health and Aged Care Pricing Authority

Closing Date:Thursday 14 May 2026

Independent Health Aged Care Pricing Authority
Office of the CEO Office of the CEO

Job Title	Director Governance, Legal and Secretariat Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Surry Hills NSW
Salary	$149,077 - $176,499
Future Merit Locations	Surry Hills
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements by negotiation
Classification	Executive Level 2
Position Number	26-IHACPADIV-31288
Agency Website	

Job Description

https://www.ihacpa.gov.au/careers

Shape governance at the centre of Australia's health and aged care system. IHACPA is seeking an experienced executive to lead our governance, legal and secretariat functions. Reporting to the General Counsel and Executive Director, Corporate Affairs, you will drive corporate governance and compliance reporting, oversee legal services, risk management, and deliver highquality secretariat support to the Authority, committees and advisory bodies. The role also leads the sale and provision of IHACPA's classification licensing products. This is a senior leadership opportunity to influence outcomes, build strong relationships and support transparent, valueformoney public policy.

Duties

The Director Governance, Legal and Secretariat Services reports to the General Counsel and Executive Director, Corporate Affairs, and is responsible for leading the delivery of governance, legal, risk and secretariat services across IHACPA. The role provides strategic and operational oversight of corporate governance and compliance reporting, ministerial and parliamentary liaison, and the provision of high quality legal services through in house and external providers.

The Director leads and develops a multidisciplinary team to deliver professional, timely and client focused services to internal and external stakeholders. The position oversees secretariat support for the Pricing Authority, the Audit, Risk and Compliance Committee, and a range of advisory committees and working groups. It is also responsible for establishing and maintaining governance

and compliance frameworks, policies and systems, including Freedom of Information and privacy obligations. In addition, the role oversees the sale and licensing of IHACPA's classification systems and manages relationships with key stakeholders across government and industry.

Eligibility

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

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

- Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
- Completion of a medical declaration and pre-employment medical (where required),
- Providing evidence of qualifications (where required).

To be eligible for consideration, applicants must hold a Bachelor's degree or higher qualification in a relevant discipline (or equivalent professional experience).

Desirable qualities:

- Understanding government compliance and risk management frameworks
- Familiarity with the operations of a governing board within a government context
- Understanding of FOI and Privacy legislation

Notes

Applications close at 11:30pm AEST on 14 May 2026.

Applicants are asked to quote reference number 26-IHACPADIV-31288 to assist when making an enquiry.

This recruitment process is being used to fill both ongoing and non-ongoing positions.
Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Independent Health and Aged Care Pricing Authority

The Independent Hospital Pricing Authority (IHPA) was established under the National Health Reform Act 2011 (NHR Act) (Cwlth) to improve health outcomes for all Australians. Its primary responsibility has been to enable the implementation of national activity based funding of public hospital services through the annual determination of the national efficient price and national efficient cost. These determinations play a crucial role in calculating the Commonwealth funding contribution to Australian public hospital services, and offer a benchmark for the efficient cost of providing those services as outlined in the National Health Reform Agreement. On 12 August 2022 amendments to the NHR Act came into effect changing IHPA's name to the Independent Health and Aged Care Pricing Authority (IHACPA) and expanding its role to include the provision of costing and pricing advice on aged care to the Commonwealth Government.

To Apply

Position Contact	Olga Liavas, 02 8215 1100
Agency Recruitment Site	https://www.ihacpa.gov.au/careers

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Vacancy VN-0769189

National Heavy Vehicle Regulator

Closing Date:Wednesday 13 May 2026

Operations
National Compliance Services Vehicle Monitoring Team

Job Title	Vehicle Monitoring Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Parramatta NSW
Salary	-
Future Merit Locations	Brisbane, Parramatta
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	
Position Number	3355
Agency Website	

Job Description

http://careers.nhvr.gov.au/cw/en/job/493348?lApplicationSubSourceID=11253

Duties

Are you ready to play a key role in improving safety and compliance across Australia's heavy vehicle industry? The NHVR is looking for a detaildriven and proactive **Vehicle Monitoring Officer** to join our Compliance Monitoring team.

This role is perfect for someone who thrives in an investigative environment, enjoys applying legislation in realworld scenarios, and wants to contribute to safer roads and a more efficient transport sector.

As a Vehicle Monitoring Officer, you will be responsible for delivering regulatory services to ensure a best-practice approach to investigating vehicle monitoring incidents and undertaking compliance and enforcement activities to support the delivery of broader compliance and enforcement of the heavy vehicle industry. The Vehicle Monitoring Officer ensures that compliance monitoring and enforcement actions are applied in accordance with NHVR guidelines.

Key responsibilities of this role are:

· Review incidents detected through heavy vehicle monitoring systems including following policies, procedures, business rules and project documentation for Victorian 'No Truck Zone 'regulatory services to ensure a best-practice approach to heavy vehicle regulation

· Liaise with staff and stakeholders in other jurisdictions including establish appropriate operating practices for the regulation of ‘No Truck Zones’ operators.

· Undertake investigations and take enforcement action into suspected offences detected through heavy vehicle monitoring systems.

· Use sound judgement in exercising the powers of an Authorised Officer under the HVNL (Heavy Vehicle National Law), including issuing directions to operators and drivers to produce records, issuing infringement notices, formal warnings and applying other compliance sanctions.

· Maintain the integrity and accuracy of databases and records and retrieving and archiving information where required.

This is a permanent full-time position that can be **based in either Brisbane or Parramatta**. Applicants must hold a **current motor vehicle driver licence**. Flexibility to work outside normal hours and travel when required is expected. Experience in a similar role, with knowledge and understanding of the HVNL and a working knowledge of the heavy vehicle industry, will be highly regarded.

At NHVR, you will be part of a team committed to improving road safety and industry compliance. This is an opportunity to build your career in regulatory enforcement while contributing to a safer and more compliant heavy vehicle industry.

To learn more, the position description can be found on the NHVR Careers site - https://careers.nhvr.gov.au/jobs/search

Eligibility

About You

To be successful in this role you will possess:

· Demonstrated ability to undertake investigations and in a regulatory environment, prepare briefs of evidence and apply appropriate sanctions aimed at improving industry compliance.

· Well-developed analytical and problem-solving skills, with an eye for detail and a proven ability to analyse information.

· Demonstrated ability to show initiative, tact, and confidentiality and work both independently and as a member of a team.

· Ability to determine work priorities and meet strict deadlines.

· Excellent communication skills, both written and verbal with the ability to represent the NHVR in legal proceedings.

· Knowledge and understanding of the HVNL is desirable though not mandatory

Why join us?

The National Heavy Vehicle Regulator (NHVR) commenced operations in 2013 as the national entity responsible for regulating all vehicles in Australia over 4.5 tonnes gross vehicle mass. The NHVR minimises the compliance burden on the heavy vehicle transport industry, reduces duplication and inconsistences across state and territory borders, and ultimately for the heavy vehicle business with government in Australia.

We are headquartered in Brisbane and employ more than 1000 people across the ACT, New South Wales, Queensland, South Australia, Tasmania and Victoria.

We offer

- A competitive salary package from **$119,012** + superannuation
- Up to 15.25% superannuation through a co-contribution scheme
- Leave loading 17.5%
- Options for monthly or fortnightly rostered day off
- Additional paid leave over Christmas closure
- Hybrid working environment – up to 2 days from home.
- Wellbeing programs – discounted fitness through Fitness Passport, Discount health insurance, flu vaccine, financial programs including discounted banking products, finance information sessions
- Salary packaging options including novated lease
- Discounted IT products including Microsoft and free family password security plan
- Ongoing training and professional development support
- Professional membership

Application Process

Please apply with your CV and cover letter addressing the essential requirements of the role.

Applications close: 5pm Wednesday 13 May 2026 *(applications may close earlier than the listed closing date if suitable candidate/s are identified prior).*

If you have any questions, please don’t hesitate to contact the NHVR recruitment team on recruitment@nhvr.gov.au.

Successful applicants will be required to complete standard pre-employment checks including a national police and work rights check.

***Please Note**: We will not require any support from Recruitment Agencies at this time and kindly request no contact is made. Only direct applications will be considered.*

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

Notes

About the National Heavy Vehicle Regulator

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

To Apply

Position Contact	Sangeeta Paul, 07 3309 8814
Agency Recruitment Site	http://careers.nhvr.gov.au/cw/en/job/493348?lApplicationSubSourceID=1

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Vacancy VN-0769073

National Library of Australia

Closing Date:Sunday 10 May 2026

Digital Technology Operations

Job Title	EL1 - Senior Storage Engineer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$121,755 - $141,555
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexibility may be negotiated with the successful candidate
Classification	Executive Level 1
Position Number	107055
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 a ongoing **Senior Storage Engineer EL1** role in the Technology Operations Section of the Digital Branch.

The Senior Storage Engineer role provides specialist technical expertise to support the delivery, operation, and continuous improvement of the NLA's ICT services. Operating within the Technology Operations Section, the role contributes to both business-as-usual activities and project delivery across NLA network, systems, data, and backup and recovery environments, ensuring the availability, integrity, and resilience of critical information assets.

The role will have accountability for the design, maintenance and innovative evolution of the NLAs large-scale on-premises storage and enterprise backup platforms through the ongoing management of storage, networking and restoration capabilities. This includes defining storage tiers, designing storage architectures and forecasting long-term capacity needs to cater for growing digital collections, and data restoration services.

Other activities include managing off-site replication strategies, maintaining and testing Disaster Recovery and Business Continuity plans, cybersecurity controls and ensuring tape operations (LTO libraries) are reliable and aligned with archival policies.

We are looking for someone with expert subject matter expertise relevant to supporting and maintaining the NLA systems and infrastructure. Includes storage, server, virtual, networks, databases, BCP and cloud as relevant to role requirements. The ideal candidate will also have experience in supporting procurement, contract management, and vendor relationships

Eligibility

- Applicants should be Australian citizens to be eligible for APS employment.
- The preferred applicants will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information.
- The preferred applicant must be able to obtain and maintain a negative vetting 1 security clearance.

Notes

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National Library of Australia

To Apply

Position Contact	Mark Piva, 02 6262 1631
Agency Recruitment Site	https://nla.nga.net.au/cp

Vacancy VN-0768893

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date:Monday 04 May 2026

Corporate and Business Transformation
Perth Information Management and Technology

Job Title	Information Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	$86,191 - $100,800
Future Merit Locations	Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Predominantly working in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	APS Level 4
Position Number	13500
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 Information Officer to join its Information Management Team, based in our Perth Office to undertake the day-to-day and ongoing maintenance of the Authority's Electronic Document Records Management System (EDRMS).

The Information Officer will collaborate with internal and external stakeholders to ensure NOPSEMA's information management systems meet business user requirements. The role provides a key point of liaison between regulatory and corporate subject matter experts in NOPSEMA.

Applicants are invited to join us during this period of change to support the Information Management Team to develop and implement digital strategies, policies, frameworks and platforms.

Why work for NOPSEMA?

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

Guided by our values of professionalism, ethics, independence, leadership and collegiality 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.

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 position. For more information see https://www.apsc.gov.au/recruitability

If you are an experienced Information Management professional, 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:

Reporting to the Information Governance Officer, the Information Officer is the first line support to all NOPSEMA staff in the principles and operation of the Authority's EDRMS and information management policies and practices. In this role, you will provide advice on issues affecting the EDRMS and information management including liaising with EDRMS software support providers to resolve issues and prepare for system upgrades.

You will also assist in maintaining the information management policies, procedures, work instructions, developing training materials and delivering training. You will also participate in projects and business improvement activities at NOPSEMA.

What are we looking for?

We are seeking an Information Officer with the following attributes:

1. Demonstrated experience in improving the day-to-day operation of information management processes and identifying areas for efficiency gains.

2. Experience in collaborating with various stakeholders, including vendors, contractors, and ICT specialists to improve the EDRMS integration with business systems and software applications.

3. Knowledge of relevant Information Management (IM) trends and emerging issues in relation to digitisation.

4. Experience in SharePoint or other similar systems ie. Objective ECM or TRIM and service portal ticket management.

5. Possession of a relevant tertiary qualification and eligibility for membership to a professional body in IM is desirable.

6. Applicants with MS365 and or AvePoint experience will be looked upon favourably.

Eligibility

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

You must pass and maintain a security clearance to the level ‘Negative Vetting Level 1’.

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.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National 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 and Safety Adviser, (08) 6188 8778
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

This notice is part of the electronic Public Service Gazette PS17 Weekly Gazette Thursday (Vacancy Notices) - 30 April 2026.pdf
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Vacancy VN-0769107

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date:Friday 08 May 2026

Strategic Regulation and Improvement
Perth

Job Title	Stakeholder Engagement Specialist
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	$160,695 - $199,265
Future Merit Locations	Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Predominantly working in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	Executive Level 1
Position Number	13495
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 **Stakeholder Engagement Specialist** to join its Perth Office, initially on a non-ongoing (fixed term) basis, for a period of up to 12 months.

The Stakeholder Engagement Specialist is responsible for undertaking and supporting regulatory teams with assessments of relevant person consultation and wider engagement undertaken by duty holders in the preparation of environment plans.

The role also advises and supports the Director, Regulatory Stakeholder Engagement in their engagement with government and industry on consultation matters and reforms.

Why work for NOPSEMA?

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

Guided by our values of professionalism, ethics, independence, leadership and collegiality 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.

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 position. For more information see https://www.apsc.gov.au/recruitability

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

Further information:

For more information and to apply for this exciting opportunity visit:

https://nopsema.nga.net.au/cp/

Please note that the closing date for this position is **8 May 2026.**

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:

The key responsibilities include:

developing, coordinating and delivering a strategic approach to assessing consultation methodologies and stakeholder consultation processes that relate to Environment Plan (EP) assessments.

coordinating and providing regulatory advice to assessment teams on consultation reports developed for offshore energy activities as part of the EP process.

engaging and liaising with relevant titleholders at a strategic level on industry wide approaches to consultation as part of EP preparation and implementation.

supporting the development and delivery of targeted engagement initiatives with regulatory stakeholders such as First Nations and the fishing industry.

What are we looking for?

We are looking for individuals with excellent communication, interpersonal and negotiation skills who can advise multi-disciplinary teams and tackle challenges whilst showing respect for local knowledge and sensitivities and demonstrate experience in community and stakeholder engagement and consultation.

You will have experience delivering strategic engagement programs and advising on the interpretation and application of legislative, policy and regulatory frameworks to support compliance, supported by strong knowledge of bestpractice community consultation, including engagement with government and First Nations stakeholders.

You have the ability to translate technical information for a diverse range of audiences.

You will be a strong team player, with the ability to take initiative to work flexibly, to shift tasks and to 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.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

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

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Vacancy VN-0769059

Productivity Commission

Closing Date:Sunday 17 May 2026

Job Title	Senior Policy Analyst (Affirmative Measures Position)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$121,755 - $151,068
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Hybrid work available via agreement. Remote opportunities may be available for Aboriginal and Torres Strait Islander staff on a case by case basis
Classification	Executive Level 1
Position Number	PC-2608
Agency Website	

Job Description

https://www.pc.gov.au/careers

We are looking for a Senior Policy Analyst to join the Productivity Commission's (PC) Aboriginal and Torres Strait Islander Stream which undertakes reporting, research and analysis that centres the voices of Aboriginal and Torres Strait Islander people.

Duties

Joining our policy team, you will have an opportunity to work on matters of importance to Aboriginal and Torres Strait Islander people, including the development of recommendations to support improved policy making and reporting on governments' progress towards their commitments under the National Agreement on Closing the Gap.

Your responsibilities will include:

- Undertake research and analysis relevant to the Stream's work program and prepare high quality research papers, case studies and reports.
- Engage with Aboriginal and Torres Strait Islander people, organisations and communities, as well as representatives of government agencies, businesses, research bodies and community organisations. This engagement will be consistent with the PC's principles for engagement with Aboriginal and Torres Strait Islander people.
- Develop subject matter expertise on the key elements and commitments relevant to the National Agreement on Closing the Gap as well as monitor developments and provide expert advice to Commissioners and other internal colleagues on policy matters.

- Contribute to the planning and delivery of Aboriginal and Torres Strait Islander Stream projects.
- Supervise and mentor staff, including Aboriginal and Torres Strait Islander employees as required, and support staff development, including through promoting cultural capabilities and safety within the team.

About you

Your experience working in Aboriginal and Torres Strait Islander policy development and/or program implementation will be highly valued in this role. We will be looking for you to apply your strong conceptual and analytical skills to prepare high quality research papers, case studies and reports.

You will have demonstrated ability to build strong, sustainable working relationships within the agency and with Aboriginal and Torres Strait Islander people, organisations and communities. This will require knowledge and understanding of principles for engagement with Aboriginal and Torres Strait Islander people, organisations and communities. In this role, you will work effectively in teams, and supervise the work of others, including Aboriginal and Torres Strait Islander employees.

The ability to effectively plan and progress work and deliver on agreed outcomes – managing competing priorities, monitoring work progress, problem solving, identifying and implementing improvements and displaying resilience – will be highly valued. Similarly, high-level written and oral communication skills, including proficient report writing and presentation skills – with the ability to explain difficult technical concepts in plain English – will be important.

Academic qualifications are required with a preference in areas such as public policy, social policy, economics or other social sciences, law, statistics and data analysis, or evaluation.

** This vacancy is for a non-ongoing specified term of 12 months. A merit pool of suitable candidates may be established and used to fill similar vacancies, either on an ongoing or non-ongoing basis.*

Eligibility

To be eligible for employment with the Productivity Commission, applicants must:

- be an Australian citizen or hold an Australian Citizenship
- be willing to undergo a security and character clearance (which may include, but not limited to, completing an identity verification check, police check, and obtaining/maintaining an Australian Government security vetting clearance if required by the role)

- provide evidence of mandatory qualifications (if applicable).

Notes

Please note:

Affirmative Measure positions are only open to Aboriginal and/or Torres Strait Islander peoples.

To be eligible to apply for a position advertised under Affirmative Measure – Indigenous, you will need to confirm all of the following:

- You are of Aboriginal and Torres Strait Islander Australian descent.
- You identify as an Aboriginal or Torres Strait Islander Australian or both.
- You are accepted as an Aboriginal or Torres Strait Islander Australian.

You can confirm your heritage with either a letter from an Indigenous organisation or Community Elder, or an appropriate statutory declaration.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Productivity Commission

The Productivity Commission is the Australian Government's independent research and advisory body on a range of economic, social and environmental issues affecting the welfare of Australians. Its role, expressed simply, is to help governments make better policies in the long-term interest of the Australian community.

To Apply

Position Contact	Miriam Veisman-Apter, Miriam.Veisman-Apter@pc.gov.au
Agency Recruitment Site	https://www.pc.gov.au/careers

- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Agriculture, Water and the Environment

Vacancy VN-0769187

Australian Pesticides and Veterinary Medicines Authority

Closing Date:Thursday 21 May 2026

Job Title	Scientific Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Armidale NSW, Canberra ACT
Salary	$108,510 - $122,184
Future Merit Locations	Armidale, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements (including working from home) are outlined under the APVMA's Enterprise Agreement 2024-27.
Classification	APS Level 6
Position Number	01307
Agency Website	https://apvma.gov.au/node/1063

Job Description

https://candidate.aurion.cloud/apvma/production/

Are you a highly organised individual with a passion for building relationships with stakeholders? Keen to take up an exciting opportunity that offers a mix of administration and assessment tasks? Join us in shaping the future of agricultural and veterinary chemical products in Australia.

Case Managers are the point of contact between applicants and the APVMA and they liaise with internal and external stakeholders daily. They undertake a range of non-technical tasks, including management and coordination of stakeholder meetings, coordinating contracts with scientific reviewers and preparing official correspondence for applicants.

Under limited direction, Case Managers monitor and manage a portfolio of applications. Case Managers monitor and facilitate the progress of these applications and assess non-technical

applications against legislative requirements. Training is provided for these assessments, but a willingness to investigate and solve problems is desirable.

Overall, the position requires time and workload management skills, the ability to interrogate and respect the confidentiality of records, as well as an ability to communicate effectively with team members and stakeholders. Successful applicants will also be required to develop an understanding of the APVMA's legislation and operating environment and to apply this knowledge in their day-to-day activities.

Duties

- Provide high level technical advice on the assessment of human health matters relating to the regulation of agricultural chemicals, and other related chemicals.
- Facilitate cooperation and partnerships with external service providers on health assessments, while working with internal and external clients and stakeholders.
- Assist in the development and implementation of strategies, operational policies, priorities, and work practices for the Agricultural Chemicals Branch to achieve results in line with APVMA operational goals.
- Identify the appropriate scope and regulatory strategy for risk assessments to be undertaken in accordance with the legislation, APVMA principles of regulatory science quality and relevant international best practices.
- Assist in making regulatory decisions in accordance with the legislation and delegations.
- Assist in developing the technical capacity within the evaluation teams to build a greater understanding of human health risk assessments.
- Prepare high level written material incorporating scientific/technical considerations for decision makers, ministerial correspondence and other corporate documents as required.
- Use project management and implement efficient workflow and related practices with a focus on continuous process improvement.
- Undertake special projects related to human toxicology and/or risk assessment under the direction of the Director Health or Executive Director.

Eligibility

To be considered for these roles you will need the following essential criteria:

1. Post graduate qualifications in a natural science field (PhD, MSc, BSc), such as biology, molecular biology, pharmacology, risk assessment or toxicology.
2. Well-developed analytical and problem-solving skills, with the ability to evaluate data, provide pragmatic advice and make decisions on complex information.
3. Demonstrated experience in conducting risk assessment, particularly relating to human health effects within a regulatory setting in both data rich and data poor environments.
4. Demonstrated high level communication skills, including the ability to prepare documents and reports, ability to communicate clearly and confidently with clients, staff, and service providers, and to represent the APVMA in a variety of forums.
5. Demonstrated ability in managing and establishing team priorities and outcomes, through the effective use of project management skills, showing initiative in identifying learning opportunities, prioritising workloads, and delegating tasks as appropriate to deliver high quality outcomes in a timely manner.
6. Demonstrated experience in building and sustaining relationships with key internal and external stakeholders, including promoting collaboration and information sharing.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Pesticides and Veterinary Medicines Authority

To Apply

Position Contact	Selma Kaasinen, +61 2 6770 2443
Agency Recruitment Site	https://candidate.aurion.cloud/apvma/production/

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Agriculture, Water and the Environment

Vacancy VN-0769040

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 11 May 2026

People, Property and Security
Property & Security Property Services South

Job Title	Assistant Director - Property Services
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$129,106 - $138,861
Future Merit Locations	Adelaide
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	Executive Level 1
Position Number	2026/827
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the People, Property and Security Division and the departments' goal.

We support our people across the employment life cycle, enabling the effective management of people-related risk and building future ready leaders, people and culture. We prevent, detect and respond to misconduct, fraud and corruption, deliver objective and risk-based internal audit, assurance and advisory services, and provide support to our two independent Inspectors-General. We ensure the effective management of our property portfolio, facilities management, security, sustainability, facilities emergency management, and a range of corporate site services and commercial contracts nationwide.

We provide a safe, reliable, and efficient environment that enables staff to work effectively. We are customer-focused, proactive, and dedicated to delivering quality services and solutions.

The Assistant Director – Property Services (South) leads a small, high-performing team delivering property and facilities services across the South Australian property portfolio. The role provides strategic and operational oversight of Property Service Provider performance, ensuring facilities management and accommodation services are delivered in accordance with Whole-of-Government Property Service Provider Arrangements. The position is also responsible

for managing the department's national fleet arrangement, local business continuity coordination, and related corporate services. Working closely with internal and external stakeholders, the Assistant Director supports implementation of the department's strategic approach to accommodation utilisation, facilities services, and broader property management outcomes. This role is suited to an experienced property or facilities professional with strong leadership and stakeholder engagement capabilities, who can operate effectively in a dynamic environment. It offers the opportunity to influence service delivery outcomes and contribute to national programs. This recruitment activity will be used to establish a merit pool for an upcoming vacancy.

Duties

This is where you play an important role.

As the **Assistant Director - Property Services**, you will:

• support the department's facilities management services, ensuring safety and compliance, and optimising occupancy

• oversee the delivery of preventative and reactive maintenance activities, including building services, inspections, and condition assessment reports

• work in collaboration with the National Capital Works team, and key stakeholders, to ensure projects are delivered through the department's annual Property Capital Works Program

• undertake procurements of goods and services, in alignment with Commonwealth Procurement Rules

• manage delivery of departmental business functions provided to the regions

• provide strategic advice and assistance to the Senior Executives and stakeholders

• communicate and making balanced decisions using professional judgement, evaluating available information, factoring in risks and being sensitive to the context

• contribute to the identification, development, and implementation of opportunities to improve business management practices and processes

• provide issue resolution and communication for internal and external stakeholders and escalate issues that have a wider departmental impact on staff or business continuity

• provide leadership to Property Services Branch staff, including coaching, capability development and problem solving.

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

Eligibility

Our ideal candidate will have an ability to:

• operate under broad direction, exercise a degree of independence, and perform a leadership role

• work positively and collaboratively, with a focus on customer service and maintaining open lines of communication

• demonstrate effective communication skills (oral, written, interpersonal and negotiation), including experience liaising with internal and external stakeholders

• work within established legislative and policy frameworks

• coordinate work, manage competing priorities and prioritise tasks to meet deadlines

• demonstrate analytical, interpretive and problem-solving skills

• employ well-developed interpersonal skills to manage and resolve situations requiring sensitivity to individual and/or workgroup concerns

• communicate in plain English, ensuring appropriate audience impact

• lead, coach and mentor staff.

You will also have a comprehensive understanding of:

• The Public Governance, Performance and Accountability Act 2013

• The Commonwealth Property Management Framework

• Construction Project Management

• Legislation and industry standards relating to property, particularly the Building Codes of Australia

• Facilities Management.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Darren White, 0412 744 432
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769062

Department of Agriculture, Fisheries and Forestry

Closing Date:Friday 15 May 2026

Plant Protection & Environmental Biosecurity
Plant Health Policy National Strategic Planning and Engagement

Job Title	Assistant Director, Science Communications and Coordination
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Cairns QLD, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$129,106 - $138,861
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/782
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Plant Protection & Environmental Biosecurity Division and the departments' goal.

The **Plant Protection and Environmental Biosecurity Division (PPEBD)** provides policy leadership and support for plant health and environmental biosecurity. The division: aims to improve Australia's plant health and environmental biosecurity systems and outcomes; helps meet relevant national and international obligations; and works to minimise the impacts of current and emerging biosecurity risks to Australia's agricultural production and trade, environment, Indigenous and cultural heritage, and associated amenities. The division comprises of two branches; the Plant Health Policy Branch and the Environmental Biosecurity Office, which also oversees the Australian Plague Locust Commission's activities.

The **Plant Health Policy Branch** provides a national focal point for plant biosecurity issues within Australia and has responsibility for the national leadership in managing Australia's plant health. The work of the branch underpins biosecurity and helps to open new, and maintain existing, domestic and international markets for Australian plant industries. This is achieved by; providing focus for national and international plant biosecurity activities; preparing for and coordinating national responses to plant pests and exotic weeds; promoting reform of the plant biosecurity system; improving plant health capacity and capabilities domestically particularly in relation to surveillance and diagnostics; and assisting the department to meet national and international obligations and influence plant health policies.

As an experienced and motivated Assistant Director, Science Communications and Engagement, you will lead the delivery of high-quality science and policy communications that support the work of the Australian Chief Plant Protection Officer (ACPPO) and the Plant Protection and Environmental Biosecurity Division. The role works collaboratively across the department to communicate plant health and biosecurity policy to internal and external stakeholders through a range of channels, and coordinates ACPPO and branch engagement at events and education and STEM activities.

Duties

This is where you play an important role.

As the Assistant Director, Science Communications and Coordination, you will:

- Leading the development and delivery of communication products, including the monthly ACPPO webinar series, media releases, newsletters, speeches and talking points, presentations, web content, video scripts and social media content, to enable coordinated national action on plant health and biosecurity priorities, support consistent operational messaging during business-as-usual and response activities, and reinforce DAFF's role as system steward.
- Building and maintaining effective working relationships across the department and with key external stakeholders, including government agencies, industry, research organisations and funding bodies.
- Contributing to the development, implementation and evaluation of communication strategies to support divisional priorities and continuous improvement.
- Undertaking media monitoring and environmental scanning to identify emerging issues, risks and opportunities, and providing timely advice as required.
- Leading STEM-related communication activities to promote plant health and biosecurity science, including identifying opportunities for collaboration with other departmental teams and coordination of sponsorship and attendance at technical and industry events.
- Facilitating and moderating the department's STEM network, including establishing governance arrangements and linkages with other departmental communications functions.
- Developing communication materials to support education and awareness during emergency plant pest responses, including outreach and event-based resources.
- Exercising sound judgement and working independently to resolve issues and provide practical, solution-focused advice.
- Mentoring and supervising junior staff to support capability development and delivery of team outcomes.
- Contributing to broader branch and divisional initiatives, including cross-cutting projects and corporate priorities.

Please note: This opportunity is available to candidates based in any Australian location. The department supports flexible working arrangements, including remote work, subject to business needs and approval.

Eligibility

Our ideal candidate will have:

- Be an experienced and motivated communications professional who brings strong judgement, initiative and influence on complex policy and science environments.
- Be adept at translating technical information into clear, engaging communications for diverse audiences, including senior executives, Ministers' offices and external stakeholders.

- Thrive in fast-paced settings, manage competing priorities with confidence, and take a strategic, outcomes-focused approach to planning and delivery.
- Build trusted relationships across government, industry and research sectors, lead with integrity and professionalism, and contribute positively to team culture through mentoring and collaboration.
- Have a strong understanding of governance, risk and quality assurance, combined with a commitment to continuous improvement and public service values, will underpin your success in this role.

Mandatory Qualifications

A qualification OR demonstrated equivalent experience in science communication or science or communication is mandatory.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Tegan Honing, tegan.honing@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

Agriculture, Water and the Environment

Vacancy VN-0769084

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 May 2026

ICT Services
Enterprise Platforms Web and Collaboration Systems

Job Title	Intranet Team Leader
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$129,106 - $138,861
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/840
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the ICT Services Division and the departments' goal.

The ICT Services Division delivers secure and modern technology solutions that enable the department to operate effectively 24/7. We manage ICT systems that support collaboration, innovation, and service delivery across Australia. Our goal is to provide a reliable ICT environment that empowers staff to focus on outcomes, and operational excellence. By continuously improving our platforms and tools, we help the department stay connected, and future ready.

We manage the ICT platforms and systems that support the department's core operations. Our team ensures these platforms are secure, scalable, and designed for long-term sustainability. We support innovation through DevOps practices and modern testing approaches, enabling faster and more reliable delivery of digital solutions. From Information Management to ERP Systems, and Web and Collaboration systems, we provide the digital foundation that helps staff work efficiently and deliver services that support the department.

The Intranet Team Leader plays a key role in the Web and Collaboration Systems Section by leading the delivery of a high-quality, user-centred intranet that supports how staff work. The role provides strategic and operational leadership for the intranet, owns the intranet vision, and leads a specialist team. Working closely with communications and business areas, the role uses user insight and evidence to improve content, design and the overall internal digital experience, contributing to secure, accessible and well-governed digital services.

Duties

This is where you play an important role.

As the Intranet Team Leader, you will:

- Lead the development and delivery of the intranet roadmap and day-to-day operations, guiding strategic direction in partnership with the Director to ensure the intranet is user-centred, accessible and aligned to organisational priorities.
- Lead and manage the intranet team, setting clear priorities, supporting performance and fostering a positive, high-performing team culture.
- Provide subject matter expertise on intranet and internal digital experience, delivering clear, evidence-based advice to stakeholders.
- Lead the operational administration of the intranet in SharePoint Online, including managing site settings, permissions, information architecture and configuration to ensure the platform is secure, reliable and well-governed.
- Review and maintain agreed intranet governance, standards and ways of working, ensuring SharePoint Online administration and changes align with approved policies and controls.
- Work closely with the Communications team and business areas to guide and innovate intranet content and design approaches, ensuring decisions are grounded in user needs and best practice.
- Use analytics, user feedback and operational insights to monitor performance, address issues and drive continuous improvement of the intranet experience.

Eligibility

Our ideal candidate will have:

- An experienced digital leader who has successfully managed a complex intranet or digital platform and can lead, motivate and support a team to deliver high quality outcomes.
- Someone with strong, hands-on knowledge of SharePoint Online, including modern pages, content management approaches and intranet information design, who is comfortable providing technical leadership and ensuring the intranet is well-structured, secure and governed.
- Demonstrated technical capability in SharePoint Online administration, including managing site settings, permissions and platform configuration within governed environments.
- A collaborative communicator who builds strong relationships with communications teams, content owners and stakeholders and can clearly explain ideas, influence decisions and engage senior audiences.
- Someone who genuinely puts users first, with a strong understanding of accessibility and usability and a practical ability to apply user centred design to improve intranet content, structure and experience.
- A thoughtful and evidence driven professional who uses data, analytics and user feedback to inform decisions and is confident in constructively challenging and advocating for better digital outcomes.

- Someone who takes ownership of an enterprise digital service, with the judgement and discipline to manage day to day operations, competing priorities and risk while maintaining strong governance, accessibility and compliance standards.

Mandatory Qualification

The department requires the successful candidate to obtain and maintain a Negative Vetting Level 1 security 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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Cathy Wells, cathy.wells@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769119

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 11 May 2026

Finance & Investment
Financial Operations Accounts Receivable & Debt Management

Job Title	ARDM Finance Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$80,371 - $87,496
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	subject to negotiation
Classification	APS Level 4
Position Number	2026/851
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

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

We support the department's financial transactions and systems, ensuring accuracy, compliance, and efficiency. Our team manages accounts payable and receivable, travel, procurement, grants, payroll, and financial systems. We provide advice and training to help staff navigate financial processes confidently. By maintaining robust financial operations, we enable teams to meet their responsibilities and deliver outcomes that reflect responsible use of public resources.

- Managing the departments debt and receivables.
- Client invoicing, including billing uploads from external billing systems.
- Revenue reconciliation and reporting.
- Processing payments and refunds.
- Stakeholder engagement with programs related to invoicing, debt and client accounts.
- Managing client accounts and enquiries on the ARDM Helpdesk.

- Contributing to improvements in business processes and enhancements in a changing environment.

Duties

This is where you play an important role.

As the A**RDM Finance Officer**, you will:

- Assist the team supervisor in range of debt management, invoicing receipting, and reconciliation responsibilities.
- Undertake high level and volume data entry processing duties.
- Achieving Key Performance Inidcators – phone calls and debt notices.
- Liaise with internal and external stakeholders to ensure positive client outcomes.
- Provide high level of customer support to the ARDM helpdesk.
- Process and reconcile invoice uploads in the finance system.
- Maintain client accounts and undertake client account reconciliations in the finance system.
- Conduct research and investigation into customer accounts relating to invoices and payments.
- Assist in end of month requirements, including allocations, receipting, journaling, and invoicing.
- Assist in reviewing and posting of accounts receivable transactions ensuring compliance with relevant policies and guidelines.
- Assist in updating working procedures as changes occur.
- Maintain productive working relationships with internal and external stakeholders.

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Sound knowledge and experience in a range of billing/revenue, invoicing, and reconciliation processes.
- Demonstrated experience in debt recovery.
- Experience in a client engagement and a customer service environment.
- Experience in using a financial management information system.

Mandatory Qualification

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

Notes

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Cassidy Izzard, cassi.izzard@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769133

Department of Agriculture, Fisheries and Forestry

Closing Date:Tuesday 12 May 2026

Plant Protection & Environmental Biosecurity
Office of the Chief Environmental Biosecurity Officer Policy & Strategy

Job Title	Assistant Director - First Nations
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$129,106 - $138,861
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/817
Agency Website	https://www.agriculture.gov.au

Job Description

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

Affirmative measure - Indigenous employment – 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 Islander people.

Why YOU are important to us and what impact will you have on the Plant Protection & Environmental Biosecurity Division and the departments' goal.

The Office of the Chief Environmental Biosecurity Officer (OCEBO) provides policy leadership and support for environmental biosecurity and is the home of the Australian Chief Environmental Biosecurity Officer (ACEBO). The OCEBO provides policy leadership and support for national environmental biosecurity issues to ensure Australia's environment, First Nations cultural heritage and social amenity interests are safeguarded from the impacts of exotic and established pests, weeds and diseases.

The OCEBO is comprised of the Environmental Biosecurity Office (EBO), which also oversees the Australian Plague Locust Commission's activities.

The aims of the EBO are to:

- promote and advocate for environmental biosecurity – domestically and internationally
- provide leadership and generate collaborations to strengthen environmental biosecurity outcomes
- ensure environmental biosecurity risks are understood, identified and prioritised
- improve the maturity of Australia's environmental biosecurity preparedness, surveillance and response capacity
- support effective responses to detections and incursions of environmental pests, weeds and diseases
- administer funding programs to support projects that reduce environmental biosecurity risk

The EBO is seeking an Assistant Director – First Nations, to provide strategic leadership and expert advice on the integration of First Nations knowledge, perspectives and participation in environmental biosecurity policy, preparedness and response. The role supports key departmental initiatives through high quality policy work, stakeholder engagement and strong partnerships with First Nations peoples and biosecurity stakeholders.

Duties

This is where you play an important role.

As the **Assistant Director - First Nations,** you will:

- Provide expert advice on First Nations issues relevant to environmental biosecurity.
- Lead and coordinate the department’s First Nations engagement across environmental biosecurity initiatives, including:
    - First Nations involvement in the DAFF–CSIRO Catalysing Australia’s Biosecurity Initiative, supporting the co-development of fit for purpose research, innovation and technology solutions, and the creation of economic opportunities for First Nations peoples.
- Ensure meaningful involvement of First Nations interests in the design, delivery and outcomes of environmental biosecurity activities.
- Support genuine, ongoing partnerships and engagement with First Nations peoples in line with environmental biosecurity objectives.
- Prepare high quality briefings, papers, reports and other written material for senior decision makers.
- Provide strategic advice and represent the department on internal and external committees and working groups.
- Liaise with Commonwealth, state and territory agencies, and other biosecurity, environmental and agricultural stakeholders, and establish and maintain effective relationships to support environmental biosecurity preparedness, response and policy development.
- Mentor and supervise staff and contribute to branch and divisional priorities.
- Maintain a strong understanding of relevant legislation, government decision making processes, and agency policies.

- Stay informed on government programs and emerging issues relating to environmental pests, weeds and diseases.

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Experience developing, implementing and managing biosecurity or other science-based policies and programs.
- Proven leadership capability, including managing teams with diverse functions, setting priorities, and responding effectively to competing and short notice demands.
- Experience working within legislative frameworks and government decision making processes, including applying agency policies and guidelines.
- Sound project management experience, including planning, financial management and contract management.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Erin Payne, 02 6272 4690
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769164

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 14 May 2026

Exports & Veterinary Services
Veterinary & Export Meat Export Meat

Job Title	Export Meat Team Leader
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - QLD QLD, Various locations - SA SA
Salary	$105,914 -
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Meat Inspector 3
Position Number	2026/833
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

We make sure Australian exports meet international standards through inspections, audits and certifications. Our work helps expand trade by negotiating technical access for food and other products. We also manage quotas under trade agreements and represent Australia in setting global food standards.

The Veterinary and Export Meat Branch (VEMB) undertakes regulatory functions by providing inspection and certification for the export of meat, meat products and the import and export of live animals and reproductive material in order to meet importing country requirements and Australian legislative requirements.

Duties

This is where you play an important role.

As an Export Meat Team Leader, you will lead the delivery of export meat services and support both staff and industry to meet regulatory and market access requirements. In this role, you will:

• lead and manage the day to day work of Food Safety Meat Assessors, including staffing and deployment across multiple locations

• provide timely, accurate technical advice on meat inspection and other on plant activities, in line with legislation and regulatory requirements

• make sound decisions using professional judgement to support compliance and operational outcomes

• plan and prioritise work, adapt to changing needs and use resources effectively to meet market access requirements

• remain flexible and open to new ways of working, respond positively to change and share information with others

• communicate clearly and work effectively with internal stakeholders and industry partners

• conduct on site verification of Food Safety Meat Assessors to confirm they have, and are maintaining, the required skills and knowledge and are complying with agreed standards.

Please note that this recruitment process will **initially be used to fill two ongoing vacancies in NSW and Victoria**. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill **future ongoing and non-ongoing vacancies throughout Australia** where the duties are of a similar nature.

Eligibility

Who we are looking for

<u>Knowledge and experience</u>

The knowledge and experience required for the role includes:

• knowledge of export legislation and the export meat environment

• previous management experience or a demonstrated ability to manage staff in a regulatory environment (desirable but not mandatory).

Skills and capabilities

The successful applicants will be able to demonstrate the following:

• The ability to supervise staff and build productive relationships with stakeholders.

• Well-developed interpersonal skills with an emphasis on effective communication.

• Well-developed organisational skills together with strong time management and the ability to prioritise dynamic workloads.

• Strong IT skills with experience using spreadsheets, email and MS Teams.

• The ability to accept new ideas, remain flexible and responsive to changes in requirements and share information with others to assist them to adapt.

• The ability to uphold the APS Values and Code of Conduct and foster a collaborative, respectful team culture.

• Demonstrated professionalism and impartially and the ability to operate within the boundaries of organisational processes and policies.

Eligibility and other requirements

The successful applicants must:

• hold and maintain a valid Australian motor vehicle driver licence

• note that they may be required to perform occasional out-of-hours and weekend work

• note that the position may require them to participate in an on-call roster (for which an appropriate restriction allowance will be paid) and be available to perform duty outside standard hours

• wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department’s uniform policy

• wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures

• note that they will be required to undergo a pre-employment medical examination which will include Q-Fever tests and that Q-Fever immunisation will be required where immunity cannot be established.

Notes

Work location

These vacancies generally work across multiple states and therefore may be able to be performed, subject to negotiation, from any state or territory.

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Steve Kemp, 0466 387 352
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769167

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 13 May 2026

Finance & Investment
Financial Operations Accounts Receivable & Debt Management

Job Title	Finance Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$71,290 - $79,747
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 3
Position Number	2026/861
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

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

We support the department's financial transactions and systems, ensuring accuracy, compliance, and efficiency. Our team manages accounts payable and receivable, travel, procurement, grants, payroll, and financial systems. We provide advice and training to help staff navigate financial processes confidently. By maintaining robust financial operations, we enable teams to meet their responsibilities and deliver outcomes that reflect responsible use of public resources.

The Accounts Receivable and Debt Management Section (ARDM) is responsible for:

- Managing the departments debt and receivables
- Client invoicing, including billing uploads from external billing systems

- Revenue reconciliation and reporting
- Processing payments and refunds
- Stakeholder engagement with programs related to invoicing, debt and client accounts
- Managing client accounts and enquiries on the ARDM Helpdesk
- Contributing to improvements in business processes and enhancements in a changing environment

Duties

This is where you play an important role.

As the **Finance Officer,** you will:

- Undertake high level data entry processing duties.
- Provide customer support to various email mailboxes.
- Calls pertaining to 1800 National helpdesk number.
- Payment processing over the phone and via preferred payment methods.
- Prepare or complete client refunds.
- Support Revenue processing duties.
- Liaise with internal and external stakeholders to ensure positive client outcomes.
- Assist in end of month requirements, including allocations, receipting, journaling, and invoicing.

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Sound knowledge and experience in a range of billing/revenue, invoicing, and reconciliation processes.
- Experience in a client engagement and a customer service environment.
- Experience in using a financial management information system.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Scherie McMillan, 0478 281 727
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769195

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 14 May 2026

ICT Services
ICT Enabling Services Strategy and Design

Job Title	Business Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,734 - $112,044
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2026/848
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the ICT Services Division and the departments' goal.

The ICT Services Division delivers secure and modern technology solutions that enable the department to operate effectively 24/7. We manage ICT systems that support collaboration, innovation, and service delivery across Australia. Our goal is to provide a reliable ICT environment that empowers staff to focus on outcomes, and operational excellence. By continuously improving our platforms and tools, we help the department stay connected, and future ready.

We deliver ICT capabilities that support the department's operations and align with modern ways of working. Our team ensures that ICT services are reliable, secure, and responsive to business needs. We work closely with other areas to enable seamless collaboration, efficient workflows, and continuous improvement. By providing the right tools and support, we help staff stay productive and connected, ensuring the department can deliver its services effectively and seamlessly.

As a Business Analyst, you will be responsible for supporting the implementation of the ICT Demand Management Practice, including defining the ICT service offering, project prioritisation, and analysis of current processes and development of future state. The role will be required to

engage with fast paced and multi-threaded environments and be prepared to adapt and use their skills to reach solutions.

The role will be supported by technical staff, program managers, and Senior Executive to position the role for success.

Duties

This is where you play an important role.

As the **Business Analyst**, you will:

• apply appropriate business analyst techniques to the research required

• work with ICT service delivery teams to document current state business processes

• undertake detailed gap analysis to identify opportunities for improvement and develop remediation plans

• undertake work required to support the creation of service definitions and categorisations required in the ICT service offering

• undertake analysis and design work required for the successful implementation of a project prioritisation framework and related tooling

• support the department to prepare for and commence ICT service transition to new operating model requirements

• provide guidance, support, and capability uplift to other team members

• perform any other reasonable duties as directed by Program leadership.

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

Eligibility

The successful candidate/s will ideally have as many of the following attributes as possible:

Knowledge and experience:

• Extensive experience using multiple business analysis techniques and skills from various methodologies.

• Experience working in an Agile and Iterative development approaches.

• Experience and/or demonstrated understanding of activities required in the preparation work for new or changed services to meet defined needs.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Collette Spoor, 0406787155
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0769211

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 14 May 2026

ICT Services
ICT Enabling Services Managed Service and Enablement team

Job Title	Service Delivery Lead
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,734 - $112,044
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2026/841
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the ICT Services Division and the departments' goal.

The ICT Services Division delivers secure and modern technology solutions that enable the department to operate effectively 24/7. We manage ICT systems that support collaboration, innovation, and service delivery across Australia. Our goal is to provide a reliable ICT environment that empowers staff to focus on outcomes, and operational excellence. By continuously improving our platforms and tools, we help the department stay connected, and future ready.

We deliver ICT capabilities that support the department's operations and align with modern ways of working. Our team ensures that ICT services are reliable, secure, and responsive to business needs. We work closely with other areas to enable seamless collaboration, efficient workflows, and continuous improvement. By providing the right tools and support, we help staff stay productive and connected, ensuring the department can deliver its services effectively and seamlessly.

The Service Delivery Lead (APS6) supports the effective operation, governance and continuous improvement of the ServiceNow platform, including the ITSM and HRSD modules. The role contributes to service delivery outcomes, platform enhancements, testing and stakeholder

engagement to ensure the platform meets business needs, and aligns with organisational priorities.

Duties

This is where you play an important role.

As the **Service Delivery Lead**, you will:

• support engagement with service partners to coordinate service delivery activities and follow up actions, ensuring outcomes align with agreed priorities and service levels

• work with internal teams, service partners, and business areas to identify and resolve issues and improve service outcomes in line with agreed actions and governance processes. Assist in maintaining data quality and integrity within the platform

• support the ServiceNow platform team in areas of backlog management, catalogue design and development. Coordinate testing activities with stakeholders and partners and support release management and all related documentation

• prepare for, attend and contribute to IT Service Management and HR Service Delivery operational forums. Quality-check vendor performance reports and provide summaries and recommended follow-up actions for consideration by management

• engage with business stakeholders to assist with requirements gathering, business needs analysis and adoption of platform capabilities

• provide guidance and support to users of the platform, including basic training and knowledge sharing

• support the implementation and delivery of the platforms strategy and road map.

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

Eligibility

Our ideal candidate will have:

• demonstrated ability to develop and maintain productive working relationships with internal stakeholders and service partners to support service delivery outcomes

• strong verbal and written communication skills, including the ability to prepare clear documentation (briefs, reports and minutes) and explain technical or complex information to a range of audiences

• experience working with ServiceNow, particularly ITSM and/or HRSD modules

• demonstrated personal drive and integrity, showing initiative and sound judgement to achieve outcomes while working collaboratively and maintaining a strong customer focus

• understanding of the ITIL framework and practices and experience in service delivery or application support environment

• familiarity with Agile or hybrid delivery methodologies and the ability to translate business requirements into technical or functional outcomes

• understanding of, and commitment to, equity and diversity principles and workplace health and safety obligations.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Nicole Prior, 0438 928 908
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0769171

Administrative Review Tribunal

Closing Date:Monday 18 May 2026

Administrative and Operational Support
Legal Legal Coordination Services

Job Title	Administration Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$79,501 - $86,318
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
Position Number	TBC
Agency Website	https://www.art.gov.au/

Job Description

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

Join our team as an APS4 Administration Officer! Multiple Opportunities available with genuine opportunities for career progression.

These exciting, ongoing, hybrid roles within Legal Coordination Services at The Administrative Review Tribunal are located in Sydney.

About the opportunities:

Following establishment of the Administrative Review Tribunal, a new Legal Coordination Services team was created within the Legal branch to consolidate all the litigation administration tasks previously undertaken across the Tribunal. This is a unique opportunity to be involved in the formation of a new team at an interesting and critical time for the organisation.

In this role you will work alongside other administration officers to record and monitor litigation against Tribunal applications.

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.

We believe in providing our employees with a work environment that is supportive and rewarding. Our culture is one that welcomes all and we embrace flexibility and diversity. We believe our people are our most valuable asset and we work to support the skills, knowledge and capability of our staff.

You can learn more about the Tribunal on our website.

What we offer:

We believe the little extras can make a big difference in supporting your success and some of our great incentives include:

- 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 and options to purchase leave.
- 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

- **Litigation processes:** Record and monitor court applications and outcomes, and maintain litigation databases and records. Prepare correspondence and liaise with external organisations relating to the litigation of Tribunal matters. Provide documents for filing in the Courts or lodging documents with the Courts.
- **Administration:** Maintain and update case files using case management systems and undertake general administrative support functions, including data entry, management of incoming and outgoing correspondence and mailbox management. Provide administrative support to the Legal Services section as required, including uploading material to the intranet, assisting with compilation, formatting and publication of legal resources and training materials, copying and redaction.
- **Stakeholder Liaison:** Receive and respond to enquiries from primary decision-making agencies and the Courts regarding the provision of files and documents for litigation of tribunal matters.

About you:

Working in a supportive team, you will be responsible for recording litigation events in the Tribunal's case management systems and databases, sourcing documents relevant to the litigation of a Tribunal case from the relevant case management system and providing those documents for filing with the Courts.

This role requires a motivated individual who can manage and monitor their own workloads across multiple case management platforms, utilise the technology systems and have the ability to work productively and efficiently in a high-volume area.

Eligibility

To be successful you will have:

- The ability to prepare correspondence and liaise with external organisations relating to litigation of Tribunal matters.
- Demonstrate initiative and organisational skills through maintaining and updating case files using case management systems and by undertaking general administrative support functions.
- The ability to exercise judgement in applying policies and procedures to sets of facts and identifying opportunities to adapt or improve processes.
- Attention to detail, including the ability to work with data and reports and maintain accurate records.
- The ability to build relationships, receive and respond to enquiries from primary decision-making agencies and courts and work collaboratively in a team environment.

Eligibility:

- Australian Citizenship.
- Requirement to undertake an Australian Federal Police Check and complete a health declaration

More information about this position, the scope of the role, duties and required capabilities and experience, is contained within the Position Description, which is linked below and available on our Career Opportunities page.

Please submit a CV, cover letter, and upload a separate document addressing the required capabilities and experience as detailed in the position description.

Notes

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

Please note a merit list/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 Tribunal, or the broader APS, within 18 months from the original advertised date in gazettal.

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

About the 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	Kellie Tabone, 02 9276 5317
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0769026

Australian Federal Police

Closing Date:Friday 08 May 2026

Job Title	Team Member - Security Triage & Training Team
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$103,256 - $111,861
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 5
Position Number	15873
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15873/

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’re committed to looking after you, with some of the best benefits and conditions in the industry – including (but not limited to):

- 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 14 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 arrangements that support 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 Security Triage and Training team is the central coordination point for security prevention and assurance, including the management of security incident reporting, strategic communications to the workforce. The Security Triage and Training team provides effective and efficient operational, strategic and policy advice on security issues while promoting a security positive culture.

The AFP works closely with a range of stakeholders that include other law enforcement and government agencies.

As an AFP team member, you will:

- Enjoy working within a fast-paced environment, with a variation of tasks.
- Ability to adjust and manage priorities as needed.
- Provide accurate advice on security practices.
- Foster relationships with stakeholders inside and outside the organisation.
- Promote a customer-focused culture while working within a team environment.
- Promote a Security positive culture.

What will you do?

In support of the AFP security framework the Security Triage and Training team:

- Promotes security awareness and sound security practices among AFP personnel.
- Assists in collating statistics on the reporting of security incidents, including analysis of key trends.
- Develops and markets security awareness material based on gaps identified through security reporting;
- Develops and maintains governance including Commissioner's Orders and National Guidelines and processes to support a robust security culture;
- Receives, assesses and triages Security Incident Reports and other security reporting.
- Promotes organisational compliance with the mandatory provisions of the Protective Security Policy Framework (PSPF);
- Maintains security based policy and AFP HUB information pages;
- Coordinates security advice through the Security hotline and the Security-Triage-and-Training team mailbox; and
- Develops key strategic documents for internal and external Executive committees.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Proven ability to develop and maintain good working relationships.
- Good organisational and time management skills.
- Good written and verbal communication skills.

Desirable Requirements

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

- A Certificate or Diploma in Security.
- Demonstrated ability to triage and evaluate information.
- Experience in or an understanding of security, risk management and the PSPF
- Experience in secretariat – coordination of meetings, taking minutes

Notes

- This role is located in Canberra and applicants are expected to be based in Canberra.
- This role is an AFP Band 5

Commitment to Diversity and Inclusion

We're all individuals and we love that. 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	Courtney, 02 5126 6798
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15873/

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Attorney-General’s

Vacancy VN-0769061

Australian Federal Police

Closing Date:Monday 25 May 2026

Job Title	2027 AFP First Nations Pathway Program
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$66,502 -
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 2
Position Number	15761
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15761/

Giving First Nations people a unique path into a career with the AFP

Are you ready to kickstart your career in an agency where you can make a real difference and use your skills to protect and shape the future of Australia?

At the Australian Federal Police (AFP) we value the unique perspectives and lived experiences of First Nations people. We are seeking enthusiastic and driven individuals to join our agency in a variety of roles. If you are interested in launching a fulfilling career with us, we offer a wide range of opportunities to contribute to meaningful and life-impacting policies, programs and practices that will shape the security landscape of Australia.

By joining the Australian Federal Police, you will be part of a team that values who you are and your lived experience. You will embark on a professional journey where every day brings a new challenge, opportunities to grow and a chance to create a safer Australia. What the AFP offers is more than just a job, instead it’s your opportunity to play a pivotal role behind the scenes by contributing to innovative solutions and supporting critical operations while growing your skills in a dynamic and rewarding environment.

The AFP is offering a wide range of roles and opportunities through the AFP's First Nations Pathway Program. As Australia's national policing agency, we are committed to serving and protecting our community with integrity, courage and professionalism. In a time of rapidly evolving criminal activity, our global networks and world-leading expertise across multiple areas helps us stay a step ahead. While much of our work happens on the frontline, our success relies on a team of dedicated professionals working in area such as ACT Policing, intelligence, forensics, procurement and logistics, investigations, corporate support, protection, media and communications and human resources.

We are an inclusive organisation, providing the opportunity for all Australians to fairly gain employment with the AFP. We appreciate that everyone is unique and acknowledge that diversity in thought leads to greater transparency and improved consideration in our decision making. To support our employees we also provide flexible work arrangements.

A career with the AFP can take you around Australia and the world, doing work that's critical to keep all Australians safe. It's an agency like no other.

Duties

The AFP First Nations Pathway Program is a unique path to a range of challenging and rewarding roles. As a First Nations Pathway participant you will be empowered to contribute to national and international operation while developing your expertise through tailored training and hands on experience. You will receive bespoke opportunities tailored to developing our future leaders. The 12-month integrated employment and development program runs annually from February. The program provides permanent, full-time employment in specialist or support roles, working in a variety of areas and playing a key role in helping the AFP stay a step ahead of crime. The program is underpinned by a structured learning and development journey, offering training and touchpoints in both face-to-face and virtual settings. Supported by your Team Leader, buddy, co-workers and the Emerging Talent Team. At the end of the program, you'll launch straight into an exciting career in a specialist or support team in the area that recruited you, with a guaranteed permanent position.

Throughout the structured 12 month program, you may work in a number of roles across multiple teams, exposing you to opportunities that will provide the tools and resources you need to begin a fulfilling career at the AFP. Your work will contribute to, and influence, programs and policies impacting on all Australians, including First Nations families and communities. It also helps ensure the AFP's workforce is representative of the communities we serve.

As a member of the AFP First Nations Pathway Program you will be required to contribute to the achievement of outcomes in accordance with the AFP Work Level Standards, the AFP Code of Conduct and the AFP Governance Instruments. It is expected that successful applicants will deliver on the core responsibilities and meet any requirements of the position(s) they are assigned.

Role Description & Responsibilities

AFP First Nations Pathway provides employment pathways in a variety of roles such as intelligence, forensics, ICT, intelligence, corporate support, protection, finance, media and communications and human resources.

These are all non-policing corporate support roles and will provide successful candidates the opportunity to learn about the dynamic work and career pathways the AFP has to offer.

Whilst on the program you will:

- gain a nationally recognised Certificate IV in Government Investigations. Successful completion of this qualification is an important requirement of the program, and you will be provided with generous study time to support you.
- undertake targeted professional development opportunities that provide you with the knowledge and skills to set up your career.
- complete a number of work area rotations, exposing you to different areas of the AFP.
- access First Nations Pathway Program specific support including buddies and other organisational networks.

Please note: While the First Nations Pathway Program provides an introduction to the various roles available at the AFP, this is not a direct gateway to becoming a police officer. If you are interested in sworn policing in the future, the First Nations Pathway Program is an excellent starting point to prepare you for this career path, however you will still be required to pass through the relevant processes applicable for sworn roles.

Eligibility

Essential Requirements

- Provide confirmation of First Nations heritage documentation.
- Be at minimum 18 years of age by December 2026.
- You must be an Australian Citizen at the time of application.
- Able to meet the AFP Character Standards
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.

Desirable Requirements

- Minimum 12 months of work experience preferred

Notes

- This position is an AFP Band 2 level. In 2027 this will be $66,502 annual base plus 15.4% superannuation.
- Roles are based in Canberra and candidates will be required to relocate if securing a role.

Commitment to Diversity & Inclusion

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To Apply

Position Contact	Emerging Talent Team, 02 5127 2555 (Option 3)
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15761/

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Attorney-General's

Vacancy VN-0769083

Australian Federal Police

Closing Date:Friday 08 May 2026

Job Title	Industrial Relations Advisor
Job Type	Full-Time, Ongoing
Location	Darwin NT, Hobart TAS, Canberra ACT, Sydney NSW, Brisbane QLD, Perth WA, Adelaide SA, Melbourne VIC
Salary	$103,256 - $111,861
Future Merit Locations	Darwin, Hobart, Canberra, Sydney, Brisbane, Perth, Adelaide, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible Working Arrangements
Classification	APS Level 5
Position Number	15885
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15885/

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’re committed to looking after you, with some of the best benefits and conditions in the industry – including (but not limited to):

- 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 14 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 arrangements that support 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's Industrial Relations team sits within the broader Workplace Relations team in the People Services branch and is responsible for overseeing, managing and maintain the organisations employment framework. The Industrial Relations team are a Tier 3 advisory team, providing an escalation point for complex matters arising from and relating to the AFP's employment framework. The team provide considered advice to decision makers and HR teams (among other areas) across the organisation as well as actively seek opportunities to align the employment framework with the Commissioner's intent and HR best practice.

As an advisor within the IR team, you will offer valuable expertise and specialist advice to AFP decision makers, HR teams and business areas, ensuring proactive and effective management of industrial risks throughout the organisation. A primary component of this role involves analysing and interpreting Commonwealth legislation and the AFP's employment framework, governance and guiding principles, as well as leading engagement with key internal and external stakeholders. This role requires extensive collaboration across the organisation, in particular with the broader Workplace Relations team and the AFP's Legal team. You will be required to work closely with your peers to foster a harmonious and risk-aware work environment, which in turn assists in shaping the strategic direction of the AFP.

What will you do?

In this role you will be responsible for:

- Providing accurate and timely advice to internal and external stakeholders by interpreting the Enterprise Agreement, legislation, industrial instruments and relevant policies.
- Preparing formal correspondence for an executive audience, including briefs and minutes.
- Providing clear, informed advice to AFP Senior Executive on dispute resolution matters.
- Providing responses to the AFP's unions on behalf of the organisation on employment relations matters.
- Representing the interests of the AFP when instructing on litigation matters before external courts and commissions.
- Working closely with the AFP's Legal team to resolve complex employment-related matters.
- Upholding high ethical standards and integrity when handling sensitive personnel information.

- Supporting the development workplace change processes and policies resulting from industrial relation decisions and legislation changes.

About you:

Our ideal candidate will have the following experience and attributes:

- Strong knowledge of workplace legislation, policies and procedures.
- A knack for developing innovative solutions to a broad spectrum of matters within the boundaries of a complex employment framework.
- The ability to convey messages effectively and sensitively across multiple audiences, including the Senior Executive.
- An appreciation of the value of developing strong networks and relationships with our Command partners and stakeholders and have the tools to excel in this space.
- Proactive, strive for excellence and demonstrate a commitment to continuous improvement.
- A collaborative style and an understanding of the value in sharing information and knowledge.
- Adaptability and resilience to dynamic, complex environments and enjoy facing new challenges every day.
- Demonstrated effective communication and stakeholder engagement skills.
- The ability to work with others to build and sustain an effective, positive and collaborative team.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Relevant work experience in a HR role or Industrial/Workplace Relations team.

Desirable Requirements

- Tertiary qualifications in a relevant field or progress towards this outcome.
- Experience in a specialised Industrial/Workplace Relations team.

Notes

- This role is an AFP Band 5 level.
- This role is based in ACT, suitable applicant will be required to be located in ACT, or relocate at own expense.

Commitment to Diversity & Inclusion

We're all individuals and we love that. 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	Jaquelyn Ferricks, (02) 5126 5235
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15885/

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Attorney-General’s

Vacancy VN-0769121

Australian Federal Police

Closing Date:Tuesday 12 May 2026

Job Title	Compliance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$87,836 - $103,256
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	15904
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15904/

Did you know?

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- Generous salaries and incremental salary progression governed by the AFP Enterprise Agreement
- Flexible and hybrid working arrangements that support 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 Covert Analysis and Assurance (CAA) team sits within the Technology Operations & Chief Information Officer Command. The team supports AFP investigations by ensuring compliance with the Telecommunications (Interception and Access) Act 1979, Surveillance Devices Act 2004, Crimes Act 1914 and other relevant legislation. The team is also responsible for record-keeping, reporting services, the facilitation of the Commonwealth Ombudsman's oversight of the various legislative regimes as well as providing a dedicated monitoring service for telecommunication interceptions.

What will you do?

The role responsibilities include but are not limited to:

- Consistently demonstrate sound customer service skills, including providing non-legal advice in relation to relevant legislation and relevant AFP policy and processes
- Facilitating requests in support of AFP operations and investigations
- Adhering by quality assurance process
- Proactively work to build and maintain good working relationships with relevant stakeholders (both internal and external)
- Being familiar with relevant legislation, such as the *Telecommunications (Interception & Access) Act 1979*, *Surveillance Device Act 2004*, *Criminal Code Act 1995, Crimes Act 1914* and other relevant legislation
- Contribute with innovative ideas to enhance processes in support of team objectives and productivity
- Utilise multiple AFP and computer-based information systems to interrogate, input, collate and retrieve data for operational support and prepare reports
- Undertake a range of operational support tasks including team administrative duties when requested
- Assistance to the Office of the Commonwealth Ombudsman as required
- Research and self-learn outside of formal training
- Ability to perform on-call on a rotating roster to provide afterhours support for operational requirements (**Applicable to limited specific positions).**

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.

- Ability to work effectively and cooperatively in a team environment.
- Strong communication skills.
- Self-motivated learner with an ability to research and acquire knowledge relevant to the role.
- Sound customer service skills.

Notes

- This position is an AFP Band 4 level.
- This role is based in Canberra, applicant's are expected to be based in the Canberra region.

Commitment to Diversity & Inclusion

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To Apply

Position Contact	Katrina Dormer, 02 5126 5055
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15904/

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Attorney-General’s

Vacancy VN-0768778

Commonwealth Ombudsman

Closing Date:Monday 11 May 2026

Corporate

Job Title	Chief Operating Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Canberra ACT, Sydney NSW, Adelaide SA, Perth WA
Salary	$219,355 - $252,616
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements may be negotiated
Classification	Senior Executive Service Band 1
Position Number	020_04/26
Agency Website	https://www.ombudsman.gov.au/

Job Description

https://ombudsman.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2D9273%2D4

We are seeking an experienced and motivated senior executive to lead our Corporate Branch and contribute to the strategic direction of the Office. Reporting to the Deputy Ombudsman, the Chief Operating Officer is a key member of the Executive Leadership team.

You will lead a high-performing, multidisciplinary branch with five EL2 direct reports responsible for delivering a broad range of corporate functions. You will provide high-level strategic, operational and technical advice and drive the delivery of key corporate initiatives aligned with broader APS reforms.

The Chief Operating Officer position requires a highly experienced and motivated leader with a flexible delivery focused approach.

The Chief Operating Officer is accountable for driving the leadership and management of the following functions:

- Financial management, procurement and grants management
- Human resources
- ICT

- Governance
- Risk management, security and integrity
- Property and facilities
- Information and records management
- Communication, education and engagement.

To be successful in this role:

To be successful in this role, you will bring a depth of experience in leading corporate services, ideally within a government environment. You will be a strategic thinker with sound judgement and the ability to navigate complexity with confidence. Your leadership style will be people-centred, inclusive, and performance-focused, enabling you to build trust and credibility across all levels of the Agency. You will have a proven track record of delivering results, aligning corporate functions to broader strategic objectives, and leading through influence. With exceptional communication skills, professional integrity, and a commitment to continuous improvement, you will foster a culture of collaboration, inclusivity and accountability.

For more information about the role please visit our careers website.

Duties

Duties are to be performed under broad direction of your supervisor and in accordance with the APS Code of Conduct, upholding the APS Values and upholding the office values of independence, impartiality, integrity, accessibility, and professionalism. Responsibilities and duties will be performed in line with APS Work Level standards for the classification and function of each position.

Key accountabilities include but are not limited to:

- As a member of the Executive, assist to shape and implement the strategic direction of the Office. Lead key strategic priorities as identified by the Executive.
- Provide strategic leadership and management of the corporate services branch to underpin the work of the Office
- Ensure the efficient and effective provision of the following enabling services: Human Resources, Information Communication Technology, Finance and procurement, Governance, Communication, Education and Engagement, Property and Protective Security.
- Development of corporate and resourcing strategies to support the operations of the Office and address capability and capacity challenges
- Provide assurance and compliance with relevant legislation, public sector governance requirements and alignment with contemporary practice, including compliance with the PGPA Act and resource management frameworks, whole of government reporting and other legislative requirements
- Oversee corporate planning and development of longer-term resource forecasts
- Engage with external stakeholders and collaborate with senior executives and other agencies

Eligibility

The successful candidate must:

- be an Australian citizen,

- undergo a National Criminal History records check and
- be able to obtain and maintain a Native Vetting 1 security 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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Commonwealth Ombudsman

About the Office The purpose of the Office of the Commonwealth Ombudsman (the Office) is to: • provide assurance that the Australia Government entities and prescribed private sector organisations that the Office oversights, act with integrity and treat people fairly, and • influence enduring systematic improvement in public administration in Australia and the Pacific region. The Office does this through handling complaints, conducting investigations, performing audits and inspections and encouraging good administration. The Office also influences improvement in public administration in the Pacific region through collaboration with partner entities. The Office is statutorily independent within the Attorney-General's portfolio with the following separate titles that describe some of our specific powers and functions: • Defence Force Ombudsman • Postal Industry Ombudsman • Overseas Students Ombudsman • Private Health Insurance Ombudsman • Immigration Ombudsman • Law Enforcement Ombudsman • VET Students Loans Ombudsman. The Commonwealth Ombudsman is also the ACT Ombudsman. Further information about the Office is available at the Commonwealth Ombudsman website.

To Apply

Position Contact	Julie O'Brien, N/A
Agency Recruitment Site	https://ombudsman.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=

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Attorney-General's

Vacancy VN-0769115

Federal Court of Australia

Closing Date:Tuesday 19 May 2026

Federal Court of Australia
Corporate Services - Information Technology

Job Title	IT Service Support Officer
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	0288-04-26
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

https://fcajobs.nga.net.au/?jati=F39B92FB-D5EA-4181-9C45-ECDBA4B69316

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 utilize 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 queues, 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 11 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 work with other IT teams to achieve 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 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 11, 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)

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

Notes

Eligibility

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

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

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

Diversity and Inclusion

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Federal Court of Australia

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

To Apply

Position Contact	Antonio Sigamony, (02) 8099 8320
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=F39B92FB-D5EA-4181-9C45-ECDBA4B6

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Attorney-General's

Vacancy VN-0769094

Office of Parliamentary Counsel

Closing Date:Sunday 10 May 2026

Corporate Services

Job Title	Senior IT Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$100,046 - $114,915
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	5004
Agency Website	https://www.opc.gov.au

Job Description

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

This is a senior operational role within the ICT support function, responsible for delivering high-quality help desk and desktop support services across OPC. The Senior IT Officer provides timely, practical and customer-focused technical support, ensuring end-user devices, systems and services are secure, available and fit for purpose across cloud and on-premises environments.

This is a full-time, office-based role requiring an adaptable and organised team member who can work across a broad range of technologies and priorities, while maintaining a strong focus on service quality, documentation and continuous improvement.

Duties

- Provide high-quality first and second level ICT support, including diagnosing and resolving hardware, software, device, network and system issues.
- Set up, configure and maintain end-user equipment, including laptops, peripherals, mobile devices, operating systems and standard applications.
- Perform user administration and other privileged support activities, including account provisioning, access changes, password resets and permissions updates, in line with security and operational requirements.
- Support ICT services across cloud and on-premises environments, including endpoint management, user access, system connectivity, maintenance and routine updates.
- Monitor and resolve incidents and service requests in a timely manner, ensuring records are accurate, complete and suitable for reporting, audit and knowledge sharing.
- Maintain technical documentation, procedures, knowledge articles, support guides and other operational records.
- Work collaboratively with ICT staff, vendors and service providers to escalate issues, coordinate resolutions and maintain continuity of support.
- Assist with changes, upgrades, equipment refreshes and other improvement activities with minimal disruption to business users.
- Identify recurring issues and process gaps, and contribute practical improvements to service quality, support processes and user experience.
- Comply with security, records management and operational requirements, including the careful handling of privileged access, devices and technical information.

Key capabilities

- Demonstrated experience in a senior help desk, desktop support or ICT support role, with strong troubleshooting and problem-solving skills.
- Strong knowledge of computer hardware, software, operating systems, end-user devices, networks and common business applications.
- Experience supporting mixed ICT environments, including cloud, on-premises and business applications.
- Ability to quickly learn unfamiliar or older systems and provide reliable ongoing operational support.
- Demonstrated ability to perform administrative or privileged ICT tasks responsibly, with sound judgement and an understanding of security and control requirements.
- Strong customer service skills, with the ability to communicate clearly and professionally with technical and non-technical staff.
- Well-developed documentation skills, including the ability to maintain accurate tickets, technical records, procedures and knowledge materials.
- Ability to adapt to changing technologies, priorities and business needs in a dynamic operational environment.
- Proven ability to work effectively as part of a team and collaborate with others to resolve issues and improve services.

Desirable/Mandatory skills

- have at least 3 years’ demonstrated experience in ICT help desk, desktop support, service desk or related technical support roles;
- have experience supporting users in a Microsoft and/or mixed enterprise environment, including end-user computing, user administration and operational support;

- have the ability to work full time from the office to provide in-person support services.

Eligibility

To be eligible for the role, you must:

- be an Australian Citizen;
- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to Negative Vetting Level 1 status.

Notes

About the Office of Parliamentary Counsel

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

To Apply

Position Contact	Yathasha Daluwatta, 02 6120 1394
Agency Recruitment Site	https://www.opc.gov.au/careers

Defence

Vacancy VN-0768823

Department of Defence

Closing Date:Monday 18 May 2026

Defence Digital Group
Enterprise Resource Planning

Job Title	ICT HR Systems Service Manager
Job Type	Full-Time, Ongoing
Location	Fyshwick ACT, Laverton VIC
Salary	$89,841 - $96,829
Future Merit Locations	Fyshwick, Laverton
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	DDG/01275/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E5615758-1E26-2C9E-49E2-ECD86638190C

Duties

The Role

The APS 5 ICT HR Systems Service Manager supports the ongoing operation, performance, and improvement of Defence Oracle Human Capital Management (HCM) and Payroll systems. The role focuses on service performance, incident and problem coordination, system compliance, and stakeholder engagement to ensure reliable, secure, and effective delivery of HR and payroll services to Defence users.

Duties include, but are not limited to, the following:

- Monitor and report on service performance for HR, Payroll, and related interfaces, including supplier KPIs, system availability, incident trends, etc.
- Manage vendor and supplier interactions related to HR and Payroll support and maintenance services, ensuring Defence ICT service expectations are met.
- Accountable to update and distribute new and revised quality standards related to ICT service provision.
- Research and identify actions required to maintain or improve levels of service and initiate and report on these actions.
- Understand and apply knowledge of the system's current functionality and related Defence hardware and software products.
- Build and sustain effective relationships with team members and actively participate in teamwork and group activities.

- Engage with relevant stakeholders and understands their expectations and concerns.
- Resolve problems using expertise, taking the initiative to identify alternative courses of action.
- Design solutions to issues impacting on the achievement of desired outcomes.

About our Team

The ERP Support Organisation is part of the Enterprise Resource Planning (ERP), a key enabler of the One Defence reform agenda. ERP will standardise and integrate critical functions needed to run the Department into a single SAP platform resulting in a major capability uplift for Defence.

The HRPCS Directorate is responsible for the sustainment of enduring systems (existing systems that will continue to be used, such as PMKeyS), legacy systems (old systems that will be progressively decommissioned) and new ERP systems coming online.

This directorate supports our military and civilian workforce through the continuous development and sustainment of key HR & Payroll, and Case Management applications.

Our Ideal Candidate

The successful candidates must have demonstrable and well-developed communication and relationship management skills, an ability to communicate with influence towards stakeholders across all levels of the organisation. You will need to be able to utilise your experience towards building team capability through coaching, feedback and quality improvement.

We are looking for motivated individuals that are keen to take ownership and deliver outcomes.

We want to hear from you if you have the following experience and skills:

- Strong initiative and judgment in interpreting policies and applying procedures.
- Demonstrated strong analytical and problem solving skills and be passionate about improving service delivery.
- Experience in business management and administration.
- Experience with Microsoft TEAMS and records management.
- Strong analytical skills and attention to detail.
- Ability to identify, anticipate and respond to business needs to resolve complex issues through well-developed stakeholder management skills.
- Ability to build and sustain effective relationships with team members.
- Knowledge of continuous improvement methods and techniques.
- Strong time management and organisational skills.
- Well-developed written and verbal communication skills.

The ideal candidate would have a background in service management, with some, or the ability to quickly learn, knowledge of ERP and technical ICT concepts. Experience in supporting enterprise HR and payroll systems, ideally Oracle Human Capital Management (HCM), within a complex, integrated enterprise ICT environment would be advantageous.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	DDG Recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E5615758-1E26-2C9E-49E2-ECI

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Defence

Vacancy VN-0768890

Department of Defence

Closing Date:Sunday 10 May 2026

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Contract Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$124,393 - $140,315
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	NSSG/02160/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=ACDEA420-D4F5-47BB-169E-ECD8DCB7A78C

Duties

The Role

The EL 1 Commercial Deputy Director is accountable for managing and delivering complex to very complex contract management and procurement activities, providing authoritative advice on commercial, policy, procurement, and contract management matters. The role leads the development and implementation of procurement documentation and contract management strategies, exercising sound professional judgement within legislative, policy, and governance frameworks. The position acts as a senior point of contact for internal and external stakeholders, managing relationships, resolving issues, and influencing outcomes to support Defence capability and business objectives. The role plans, prioritises, and manages people and other resources to deliver agreed outcomes, balancing competing priorities, risks, and stakeholder expectations. It takes initiative to drive performance, monitor outcomes, and identify opportunities for continuous improvement.

The EL 1 has people management responsibility, translating strategic objectives into operational plans while leading, coaching, and developing a high performing, collaborative, and inclusive team.

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 Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

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

The ideal candidate will have proven experience in contract management and procurement, with the ability to apply diverse commercial skill sets to support delivery of the Hunter Class Frigate (HCF) acquisition program. They will be able to develop and implement effective work plans, set performance indicators, and review individual and team performance, with a focus on building capability and driving continuous improvement. The successful candidate will demonstrate sound leadership, motivating and leading a small but high performing team. They will exercise a high degree of independence, applying sound judgement to provide expert commercial and contracting advice and pragmatic solutions in a complex environment. Strong stakeholder management skills are essential, including the ability to influence outcomes across internal and external stakeholders. The role also requires strong analytical capability, effective management of business and reporting requirements, and a commitment to ongoing self improvement and professional development of staff.

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	HCF Workforce, nssg-msccs-hcf.workforce@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=ACDEA420-D4F5-47BB-169E-E(

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Defence

Vacancy VN-0768894

Department of Defence

Closing Date:Sunday 10 May 2026

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Maintenance Systems Officer
Job Type	Full-Time, Ongoing
Location	Orchard Hills NSW
Salary	$89,841 - $96,829
Future Merit Locations	Orchard Hills
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	GWEO/02121/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=06781C14-5E81-5D25-5CED-ECD8DBC86E60

Duties

The Role

This is a unique opportunity to work in the important and exciting strategic Defence field of guided weapons. You will work within the Navy Missiles Maintenance facility alongside the mechanical and technical teams.

This important role is a chance to secure a government position with comfortable, safe working conditions and the opportunity to be part of a small maintenance team.

You will work under limited direction on activities that include:

- Identify, report, record, and help manage safety, operational, and compliance risks within a Defence maintenance facility by following established procedures, supporting risk assessments, and escalating issues as required to maintain safe and effective operations.
- Take responsibility for the coordination of contractor works and escort contractors throughout the Navy Missile Maintenance facility at DEOH to ensure the facilities meet regulatory requirements.
- Assist in the receiving and packing of stores and equipment.

- Compile and maintain facilities plant and machinery routine testing records and reports to meet EO safety requirements using Microsoft Office applications, particularly Excel and Word, to support reporting, performance monitoring and informed decision making.

As part of this maintenance team, you will be part of the Explosive Ordnance Maintenance Directorate (EOMD). This directorate plays a vital role in delivering the latest guided weapons for the Australian Defence Force. The work you do each day will directly support Defence's commitment to rapidly increasing the maintenance and manufacture of guided weapons in Australia. You will be part of a team that is crucial to delivering the latest guided weapons for the Australian Defence Force (ADF).

Employment as an Australian Public Servant in Defence gives you experience and opportunities that simply are not available in any other organisation. An added benefit of employment with Defence is the 15.4% superannuation. For more information, refer to Career Opportunities and APS employment pay & conditions.

These are security cleared roles, and if successful, Defence will sponsor you through the clearance process. The clearance process takes some time, so apply now to get moving towards a new career with Defence.

About our Team

EOMD is an integral part of GWEO Maritime & Maintenance Branch, which is part of the Guided Weapons Guided Weapons & Explosive Ordnance (GWEO) System Division. Our team consists of various disciplines (including engineering, maintenance & technical inspection, project management, commercial, logistics, and corporate enabling services). We are located in Canberra, Penrith, Amberley, Melbourne and HMAS Stirling in Perth. Our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO Maritime & Maintenance Branch is dedicated to providing our staff with a diverse, manageable, and favorable work-life balance, with flexible working arrangements where practicable. We will also invest in your training and development to ensure your time with us is deeply rewarding, both personally and professionally. We are committed to achieving a workplace culture that is inclusive and diverse; one that directly reflects the needs and scope of Defence's varied operational requirements.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration.

In GWEO Maritime Branch, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organisation. Other benefits include:

- 15.4% superannuation;
- Access to personalised professional development pathways, including opportunities for Defence-funded post-graduate study;
- Additional leave days between Christmas and New Year;
- Focus on work/life balance; and
- Salary sacrifice opportunities.

Our Ideal Candidate

Our ideal candidate will:

- Support Defence to deliver the latest guided weapons by bringing your expertise and strong work ethic to a team that maintains and certifies missiles.
- Achieve results by managing work projects within the facility to meet required regulations in a dynamic, busy and exciting work environment.
- Support the important work of the maintenance team by building effective relationships, listening to other team members to understand their needs, collaborating, and participating in group activities.
- Be accountable by understanding and complying with Defence's mission and requirements (including legislation, regulations and policies).
- Have personal drive by committing to action, prioritising competing demands to meet deadlines and being willing to further develop your skills.
- Communicate effectively by being clear and concise when speaking and writing, to support others to understand.

Then this is the role for you!

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	Ryan Clegg, 02 4726 0573
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=06781C14-5E81-5D25-5CED-EC

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Defence

Vacancy VN-0768895

Department of Defence

Closing Date:Sunday 10 May 2026

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Penrith NSW
Salary	$89,841 - $96,829
Future Merit Locations	Penrith
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	GWEO/02126/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5A7E3A19-339A-120E-641E-ECD8DC485DAA

Duties

The Role

Are you ready to be part of a cutting-edge Defence capability? The GWEO Systems Division is seeking a highly motivated APS 5 Logistics Officer to contribute to dynamic new initiatives and support the sustainment of existing capabilities within the GWEO Air Branch.

This role offers a unique opportunity to contribute to the development and delivery of advanced capabilities in a dynamic and fast-paced environment. You will play a key role in shaping logistics strategies, supporting acquisition and sustainment activities, and ensuring operational readiness across the project lifecycle.

As an APS 5 Logistics Officer, you will:

- Contribute to the development of logistics and materiel support strategies for acquisition and sustainment.
- Plan, forecast and manage inventory and materiel logistics activities aligned with Defence policy and project objectives.
- Support logistics procedures, and processes to support capability delivery.
- Prepare high-level documentation including briefs, reports, and performance reviews.
- Build and maintain effective relationships with internal and external stakeholders.
- Provide advice on logistics matters, including compliance with legislative and regulatory frameworks.
- Support strategic planning, project management, and continuous improvement initiatives.
- Actively support team capability development.

About our Team

GWEO is the newest Group in Defence and we are growing a team of dedicated employees performing activities such as requirements setting; contracting; procurement; international logistics; domestic manufacturing; item management and maintenance, and co-ordination of disposal.

GWEO Systems Division is responsible for the GWEO capability life cycle. This includes the acquisition, sustainment and disposal of all guided weapons and explosive ordnance for Defence.

The division is also responsible for:

- Maintenance of explosive ordnance
- Developing the Australian Defence Force Weapons Capability Roadmap
- Overseeing the remediation of GWEO preparedness
- Enabling capability elements.

Our team is made up of various disciplines (including engineering, project management, commercial, logistics, and business enabling services). We are located in serval locations across ACT, NSW, VIC and QLD and our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO has a strong focus on providing our staff with a diverse and manageable work-life balance, and we support flexible working arrangements. We will also invest in your training and development to ensure your time with us is deeply rewarding, both personally and professionally. We actively maintain a Group Culture Pan and are committed to achieving a workplace culture that is inclusive and diverse; one, which directly reflects the needs, and scope of Defence's varied operational requirements.

Our Ideal Candidate

To be successful in this role, you will have:

- Experience in logistics or integrated logistics support (ILS), ideally within Defence or a similar environment.
- Proven ability to manage complex logistics tasks and contribute to strategic outcomes.
- Excellent stakeholder engagement and communication skills.
- Initiative, judgement, and the ability to work independently under broad direction.
- A commitment to professional development and continuous improvement.
- Demonstrated ability to follow logistics strategies, policies, and procedures.
- Experience in inventory management systems, supply chain operations, and performance reporting.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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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	Nathan Weir, 02 4738 4105
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5A7E3A19-339A-120E-641E-ECI

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Defence

Vacancy VN-0768929

Department of Defence

Closing Date:Sunday 10 May 2026

Defence Finance Group
Financial Performance & Management

Job Title	Financial Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Edinburgh SA, Amberley QLD, Enoggera QLD, Sydney NSW, Nowra NSW, Penrith NSW, Williamtown NSW, Melbourne VIC, Puckapunyal VIC, Garden Island WA, Henderson WA, Darwin NT
Salary	$89,841 - $96,829
Future Merit Locations	Canberra, Adelaide, Edinburgh, Amberley, Enoggera, Sydney, Nowra, Penrith, Williamtown, Melbourne, Puckapunyal, Garden Island, Henderson, Darwin
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	DFG/02206/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=165E2961-3E92-5D7E-1E87-ECD91770DB59

Duties

The Role

Your role is to undertake financial analysis in support of finance business partnering for various Finance Branch's, which sit within the Financial Performance and Management (FP&M) Division of Defence Finance Group (DFG).

As an APS 5 Financial Analyst you will combine your passion for finance with your stakeholder engagement skills. You will have an ability to analyse and interpret financial information, and be able to explain your findings to those with a non-financial background. You will undertake budget and management reporting, as well as assisting stakeholders to undertake financial tasks. You will work with others across the Group to understand issues, analyse financial results and communicate your findings to support enterprise wide decision making.

About our Team

FP&M Division consists of over 400 staff working in seven branches (including a Capability Costing branch), each managing around $6 billion per year, with embedded finance staff across

the country working closely with business areas. Principally, the Division is responsible for delivering financial management information and advice to ensure Defence leaders can make well informed decisions. Think big numbers, many complex projects running in parallel, and close public scrutiny requiring carefully managed finances.

We are seeking to fill various vacancies within FP&M Division, to support the following Branches:

- **Navy Finance Branch:** Is a small and dynamic team working collaboratively with clients within Navy, the Capability Acquisition and Sustainment Group (CASG), and the Naval Shipbuilding and Sustainment Group (NSSG). The Navy Finance teams are geographically dispersed around Australia, supporting internal and external clients across the organisation, and dedicated to the provision of high quality financial services.
- **Capability Advice and Analytics Branch:** The team operates in a fast-paced and dynamic environment. The team support Defence and Government making critical financial decisions on the future of Defence capability investment by providing Defence senior leadership with trusted independent financial advice and assurance on the Integrated Investment Program.
- **Finance Air Force Branch:** Finance Air Force Branch is responsible for providing finance support to Air Force. This includes providing budget management support and advice to business areas within the Air Force.
- **Finance Army Branch:** Finance Army Branch is responsible for providing finance support to Army and the Guided Weapons and Explosive Ordnance Group. This includes providing budget management support and advice to business areas within the Army.
- **Finance Enabling Groups Branch:** Finance Enabling Groups Branch is responsible for providing corporate finance support to the Associate Secretary Organisation. This includes Defence People, Security and Estate, Defence Digital Group and Associate Secretary Group (including enabling services such as data, business transformation, legal and audit). This includes providing budget management support and, financial reporting and advice to corporate business areas within Defence.
- **Finance Specialist Groups Branch:** The Assistant Secretary Finance Specialist Groups Branch is responsible for providing finance support to the following groups:
    - Defence Intelligence Group
    - Strategic Policy and Industry Group
    - Defence Science and Technology Group
    - Joint Operations Command
    - Joint Capabilities Group

Our Ideal Candidate

Our ideal candidate will have commenced a career in accounting/finance in the private or public sectors with a range of skills transferable to Defence, including strong Microsoft Office skills with a particular focus on Excel. You will have strong communication skills and stakeholder engagement capabilities, and are naturally suited to explaining financial information to a broad range of stakeholders. You enjoy learning about the people and business areas you support, and like to help your clients solve problems.

You possess a positive “can-do” attitude along with great attention to detail and organisation. You take initiative and are able to operate under limited direction. You have a willingness to learn, an excellent work ethic and strong resolution skills. You cope well with change and are excited to contribute to ongoing process improvement.

Other competencies we are targeting include:

- Improvement focus, strong results orientation, and seeks to add value through improving processes and systems.
- Strong problem-solving skills and an analytical approach with conceptual capabilities and flexible approach.
- Ability to influence with strong written and verbal communication across a broad variety of stakeholders.
- Defence specific training will be provided to the successful candidate to ensure they have the knowledge and skills to undertake the role effectively.

Eligibility

Security Clearance

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Krystie West, 02 6265 2083
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=165E2961-3E92-5D7E-1E87-ECI

Defence

Vacancy VN-0768942

Department of Defence

Closing Date:Sunday 10 May 2026

Security and Estate Group
Infrastructure Division

Job Title	Assistant Director Aircraft Noise Management
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$124,393 - $140,315
Future Merit Locations	Adelaide, Brisbane, Canberra, 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	SEG/02228/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=BA77B78D-5B3B-29DB-B3A6-ECD9C6F52D74

Duties

The Role

An exciting opportunity exists as an Assistant Director in the Aircraft Noise Management Team within Land Planning and Regulation Directorate, Estate Planning Branch. This role requires high-level skills in acoustic engineering, aircraft noise impact assessment, project and contract management, communication, stakeholder engagement, risk management and analytical thinking. These capabilities support Defence's role as an expert on the estate and contribute to the strategic safeguarding of Defence airfields and future aviation capability.

Key duties include:

- Providing expert advice on aircraft noise matters affecting Defence airfields and future air capability;

- Leading the application of Australian Noise Exposure Forecasts to inform land use planning, environmental assessment and encroachment management;
- Managing the whole-of-Defence Noise and Flight Path Monitoring System;
- Overseeing specialist contractors for aircraft noise modelling and monitoring; and
- Engaging with government, councils and other stakeholders to support compatible development outcomes without compromising Defence capability.

About our Team

Estate Planning Branch is responsible for aligning the Defence estate with strategic guidance, capability requirements and long-term Defence needs. The Aircraft Noise Management Team contributes to this work by providing regulatory and technical assurance on aircraft noise matters affecting Defence airfields. The team manages the Noise and Flight Path Monitoring System and leads the development of ANEF documentation and compliance activities. It also provides expert advice to Defence and external stakeholders on aircraft noise, environmental assessment, land use planning and external development proposals. Through this work, the team helps manage encroachment risk, supports informed planning decisions and protects the compatibility of land uses around Defence airfields for current and future aviation capability.

Our Ideal Candidate

Our ideal candidate will bring strong expertise in one or more of the following areas:

- Acoustics,
- Aircraft noise impact assessment,
- Aircraft operations,
- Or noise monitoring and modelling.

They will demonstrate strong strategic analysis, communication and documentation skills, and the ability to provide clear, well-reasoned advice to technical and non-technical stakeholders. The successful candidate will be able to manage contracts, projects and competing priorities, while applying sound judgement to compliance, land use planning and encroachment issues affecting Defence airfields. Experience in stakeholder engagement, procurement, budgeting, record keeping and risk management will be highly regarded. This role suits a capable professional who can provide high-quality technical and strategic advice in a complex operating environment. Interstate travel is expected from time to time.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Timothy Hogan, 02 5109 7933
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BA77B78D-5B3B-29DB-B3A6-E(

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Defence

Vacancy VN-0768947

Department of Defence

Closing Date:Sunday 10 May 2026

Defence Finance Group
Financial Performance & Management

Job Title	Financial Advisor
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Enoggera QLD, Melbourne VIC, Adelaide SA, Edinburgh SA, Amberley QLD, Nowra NSW, Darwin NT, Penrith NSW, Williamtown NSW, Puckapunyal VIC, Stirling WA, Henderson WA
Salary	$99,733 - $112,431
Future Merit Locations	Canberra, Enoggera, Melbourne, Sydney, Darwin, Edinburgh, Amberley, Nowra, Puckapunyal, Williamtown, Penrith, Stirling, Henderson
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DFG/02204/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=797426F3-8175-7EB6-53A4-ECD9C790A168

Duties

The Role

Defence is seeking outstanding advisors to undertake Finance Business Partnering Roles to deliver and support financial outcomes across Defence. Your role is to undertake financial analysis in support of finance business partnering for various Finance Branch’s, which sit within the Financial Performance and Management (FP&M) Division of Defence Finance Group (DFG).As an APS 6 Financial Advisor you will combine your passion for finance with your stakeholder engagement skills. You will have an ability to analyse and interpret financial information, and be able to explain your findings to those with a non-financial background. You will undertake budget and management reporting, as well as assisting stakeholders to undertake financial tasks. You will work with others across the Group to understand issues, analyse financial results and communicate your findings to support enterprise wide decision making.

About our Team

FP&M Division consists of over 400 staff working in seven branches (including a Capability Costing branch), each managing around $6 billion per year, with embedded finance staff across

the country working closely with business areas. Principally, the Division is responsible for delivering financial management information and advice to ensure Defence leaders can make well informed decisions.

We are seeking to fill various vacancies within FP&M Division, to support the following Branches:

- Navy Finance Branch: Is a small and dynamic team working collaboratively with clients within Navy, the Capability Acquisition and Sustainment Group (CASG), and the Naval Shipbuilding and Sustainment Group (NSSG). The Navy Finance teams are geographically dispersed around Australia, supporting internal and external clients across the organisation, and dedicated to the provision of high quality financial services.
- Capability Advice and Analytics Branch: The team operates in a fast-paced and dynamic environment. The team support Defence and Government making critical financial decisions on the future of Defence capability investment by providing Defence senior leadership with trusted independent financial advice and assurance on the Integrated Investment Program.
- Finance Air Force Branch: Finance Air Force Branch is responsible for providing finance support to Air Force. This includes providing budget management support and advice to business areas within the Air Force. It also includes investigating and analysing financial data and coordinating performance reporting and financial advice to inform Air Force decision making.
- Finance Army Branch: Finance Army Branch is responsible for providing finance support to Army and the Guided Weapons and Explosive Ordnance Group. This includes providing budget management support and advice to business areas within the Army.
- Finance Enabling Groups Branch: Finance Enabling Groups Branch is responsible for providing corporate finance support to the Associate Secretary Organisation. This includes Defence People, Security and Estate, Defence Digital Group and Associate Secretary Group (including enabling services such as data, business transformation, legal and audit).
- Finance Specialist Groups Branch: The Assistant Secretary Finance Specialist Groups Branch is responsible for providing finance support to the following groups:

o Defence Intelligence Group

o Strategic Policy and Industry Group

o Defence Science and Technology Group

o Joint Operations Command

o Joint Capabilities Group

Our Ideal Candidate

Our ideal candidate will have commenced a career in accounting/finance in the private or public sectors with a range of skills transferable to Defence, including the ability to undertake complex work under limited direction, set priorities and manage workflows. You will have strong communication skills and stakeholder engagement capabilities, and are naturally suited to explaining financial information to a broad range of stakeholders. You enjoy learning about the people and business areas you support, and like to help your clients solve problems. You possess a positive “can-do” attitude along with great attention to detail and organisation. You take initiative. You have a willingness to learn, an excellent work ethic and strong resolution skills. You cope well with change and are excited to drive ongoing process improvement.

Other competencies we are targeting include:

- Effective leadership with a focus on team cohesion, ensuring quality outputs and implementing work plans.
- Improvement focus, strong results orientation, and seeks to add value through improving processes and systems.
- Ability to exercise initiative and judgement whilst providing accurate and specialised advice.
- Strong problem-solving skills and an analytical approach with conceptual capabilities and flexible approach.
- Ability to influence with strong written and verbal communication across a broad variety of stakeholders.

Defence specific training will be provided to the successful candidate to ensure they have the knowledge and skills to undertake the role effectively.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Defence

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To Apply

Position Contact	Krystie West, 02 6265 2083
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=797426F3-8175-7EB6-53A4-ECD

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Defence

Vacancy VN-0768948

Department of Defence

Closing Date:Sunday 10 May 2026

Defence Finance Group
Financial Performance & Management

Job Title	Finance Business Partner
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Adelaide SA, Edinburgh SA, Amberley QLD, Stirling WA, Enoggera QLD, Nowra NSW, Penrith NSW, Puckapunyal VIC, Henderson WA, Williamtown NSW, Darwin NT
Salary	$124,393 - $140,315
Future Merit Locations	Canberra, Enoggera, Melbourne, Sydney, Edinburgh, Amberley, Stirling, Penrith, Adelaide, Nowra, Puckapunyal, Henderson, Darwin, Williamtown
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	DFG/02198/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=A85EA36E-B2AD-8782-8ADD-ECD916C7AA08*

Duties

The Role

Defence is seeking outstanding leaders to undertake Finance Business Partnering Roles to deliver and drive financial outcomes across Defence. Your role is to undertake financial analysis in support of finance business partnering for various Finance Branch's, which sit within the Financial Performance and Management (FP&M) Division of Defence Finance Group (DFG).As an EL 1 FBP you will combine your passion for finance in conjunction with your stakeholder engagement skills. You will have an ability to analyse and interpret complex financial information, providing clear and concise guidance to your team and possess the ability to explain your findings and associated strategic recommendations to those with a non-financial background.

You will work with others across the Group to understand strategic issues, analyse financial results and communicate your findings to Senior Leadership (through finance reports, written analysis and recommendations) to support enterprise wide decision making. Your ability to lead by example, develop and sustain a high performing team, whilst ensuring you create a positive team culture is key and this includes the ability to delegate responsibility and empower staff.

About our Team

FP&M Division consists of over 400 staff working in seven branches (including a Capability Costing branch), each managing around $6 billion per year, with embedded finance staff across the country working closely with business areas. Principally, the Division is responsible for delivering financial management information and advice to ensure Defence leaders can make well informed decisions. Think big numbers, many complex projects running in parallel, and close public scrutiny requiring carefully managed finances.

We are seeking to fill various vacancies within FP&M Division, to support the following Branches:

- Navy Finance Branch: Is a small and dynamic team working collaboratively with clients within Navy, the Capability Acquisition and Sustainment Group (CASG), and the Naval Shipbuilding and Sustainment Group (NSSG). The Navy Finance teams are geographically dispersed around Australia, supporting internal and external clients across the organisation, and dedicated to the provision of high quality financial services.
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o Defence Intelligence Group

o Strategic Policy and Industry Group

o Defence Science and Technology Group

o Joint Operations Command

o Joint Capabilities Group

Our Ideal Candidate

Our ideal candidate will have commenced a career in accounting/finance in the private or public sectors with a range of skills transferable to Defence, including the ability to operate independently to perform complex financial management activities and strategic thinking, whilst ensuring your team are supported. You will have strong communication skills and stakeholder engagement capabilities, and are naturally suited to explaining financial information to a broad range of stakeholders. You enjoy learning about the people and business areas you support, like to help your clients solve problems and have a positive “can-do” attitude.

Other competencies we are targeting include:

- Strong people management skills, both in leading a team and in liaising strategically with stakeholders.
- Ability to operate and produce high quality outcomes in a fast paced environment with competing priorities (i.e. reporting, budgeting, forecasting, and analysis).
- Exceptional results orientation, resilience and a positive approach to issues resolution.
- Ability to build trusted relationships with a broad range of stakeholders including the ability to influence through strong strategic written and verbal communication (i.e. by developing finance reports and providing written analysis and recommendations).
- Excellent interpersonal, strategic thinking and, analytical skills.
- Strong initiative and sound judgement with a commitment to ongoing process improvement.

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	Jacqueline Lawrence, 02 5130 2408
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A85EA36E-B2AD-8782-8ADD-E(

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Defence

Vacancy VN-0768949

Department of Defence

Closing Date:Monday 18 May 2026

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Configuration Officer
Job Type	Full-Time, Ongoing
Location	Rockingham WA
Salary	$89,841 - $96,829
Future Merit Locations	Rockingham
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	GWEO/02135/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E395A1C2-5BE5-F7AD-67AB-ECD9C7E62A90

Duties

The Role

The Configuration Officer APS 5 is accountable under direction to perform and achieve technical configuration work within an integrated workforce. They are accountable to ensure they have knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements.

The Configuration Officer will work independently with the opportunity for reasonable autonomy and accountability for the achievement of outcomes of their work. They will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

The Configuration Officer will have some level of stakeholder engagement and will liaise with stakeholders in relation to complex and difficult issues. They will be accountable to contribute towards ongoing self-improvement and professional development.

This role has been identified as requiring access to International Traffic in Arms Regulations (ITAR) controlled technologies. The ITAR is United States (US) law that controls the manufacture, sale, use and access of Defence and military end-use articles on the United States Munitions List. It is the policy of the US to deny exports of ITAR controlled technologies to proscribed countries.

This may also apply to access by persons who hold or have held a citizenship, or current permanent residency, of said countries. Defence utilises workforce mechanisms to mitigate these restrictions, which will require applicants provide details of all current citizenships and permanent residencies, as well as previously held citizenships. Defence collects citizenship details to confirm an applicant's eligibility for the role and to maintain compliance with international obligations.

About our Team

Guided Weapons and Explosive Ordnance Group (GWEO) plays a central role in meeting the priorities outlined in the 2024 National Defence Strategy and the 2024 Integrated Investment Program. Our Team, within the GWEO Group, GWEO Portfolio, Program and Product/Project Management (P3M) Services, provides GWEO Group programs, projects and products with specialist advice and support in the areas of Engineering, Materiel Logistics and Program Performance.

GWEO is committed to recruiting the right people, in the right jobs, at the right time. We are committed to building a diverse and inclusive workplace. You will enjoy working in a team that come together and excel in order to achieve organisational objectives, whilst continuing to pursue your own self-development goals.

GWEO is dedicated to providing our staff with a diverse, manageable, favourable work-life balance, and we support flexible working arrangements. We will also invest in your training and development to ensure your time with us is deeply rewarding, both personally and professionally. We are committed to achieving a workplace culture that is inclusive and diverse; one, which directly reflects the needs and scope of Defence's varied operational requirements.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration. You will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organisation.

Our Ideal Candidate

Guided Weapons and Explosive Ordnance Group (GWEO) is seeking a committed and confident Configuration Management Officer with configuration management experience. They will be accountable for contributing towards understanding the needs of our varied customers and stakeholders and producing results according to their requirements.

Our ideal candidate would be someone who:

- Performs complex technical configuration activities and associated tasks working to agreed priorities and outcomes.

- Apply technical knowledge and experience to identify risks and uncertainties and consider these in planning, decision-making and priority settings.
- Provides configuration management knowledge to support non-technical, complex technical and engineering activities.
- Show flexibility in responding to the changing context and shifting priorities of the customers.
- Can work well with a diverse group of people to achieve results.
- Demonstrate well-developed organisational skills.
- Strives for results.
- Exemplifies APS values and conducts.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 5 qualification in a relevant technical domain or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Oonagh Petersen, 03 9200 0648
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E395A1C2-5BE5-F7AD-67AB-EC

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Defence

Vacancy VN-0768953

Department of Defence

Closing Date:Monday 25 May 2026

Army
2nd Division

Job Title	Logistic Officer
Job Type	Full-Time, Ongoing
Location	Warradale SA
Salary	$89,841 - $96,829
Future Merit Locations	Warradale
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ARMY/01678/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E50EB134-AB79-9713-BA12-ECD9C87AC6A3

Duties

The Role

As an APS 5 Logistics Officer within the 9th Combat Service Support Battalion (9 CSSB), you will work as an integral member of the logistics management team, supporting the Battalion in the delivery of operational, exercise, and training outcomes. You will be responsible for coordinating and managing 9 CSSB logistics workflows, exercising autonomy in making sound decisions within your area of responsibility.

The role requires the interpretation and provision of informed advice within the logistics management function, guided by relevant legislation, Defence policy, and established procedures.

You will undertake specialist research and analysis, conduct assurance and compliance checks, and perform assessments to support effective logistics outcomes.

The position also includes the delivery of procedural, clerical, and administrative support to ensure the efficient coordination of logistics activities. In applying Defence policies, processes, and compliance frameworks, you will support forecasting, procurement activities, and the coordination of logistics in support of operations, exercises, and training, contributing directly to the Battalion’s capability and readiness.

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

About our Team

9 CSSB is a multi-disciplinary, integrated organisation that delivers command and control, operational planning, logistics management, training, and recruitment functions in support of multiple Defence capabilities.9 CSSB fosters a high performing and professional culture and plays an evolving role within Army and the broader Defence environment. The successful candidate can expect to be challenged and developed, while being supported by an inclusive, collaborative team and an experienced leadership group committed to professional growth and capability delivery.

Our Ideal Candidate

We are seeking a motivated and capable individual who can plan, manage, and coordinate logistics management functions while building and maintaining effective working relationships with personnel at all levels across Defence. You will have experience in logistics, supply chain management, procurement and inventory management. You will demonstrate well developed written and verbal communication skills and be comfortable collaborating with a broad range of stakeholders.

The role requires the ability to prepare clear and concise instructions, reports, and presentations, and to provide sound logistics management advice to commanders and staff in support of operational, exercise, and training outcomes. You will bring demonstrated experience in the use of logistics and inventory management systems. You will be required to utilise, or be trained in, the SAP based Enterprise Resource Planning (ERP) system used across the Defence logistics environment.

You will analyse, interpret, and present logistics and supply chain data to support decision making, develop recommendations, and meet regular reporting requirements. You will have strong analytical skills with the ability to develop evidence based recommendations to support senior decision makers. Your responsibilities will include planning and conducting stocktaking programs, procurement activities, and auditing functions, ensuring compliance with Defence policies, processes, and governance frameworks.

You will have experience supervising or coordinating tasks within a small team environment, with the ability to prioritise work, allocate tasks, and support personnel to achieve outcomes. You will be adaptable and responsive in a changing work environment, demonstrate a positive approach to continuous improvement, and actively support the implementation of directed logistics policy and 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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Frank Bakker, 02 6053 5436
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E50EB134-AB79-9713-BA12-EC

Defence

Vacancy VN-0768979

Department of Defence

Closing Date:Wednesday 13 May 2026

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Armament Technician
Job Type	Full-Time, Ongoing
Location	Orchard Hills NSW
Salary	$72,275 - $112,431
Future Merit Locations	Orchard Hills
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	GWEO/02113/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A74636BA-4335-08E7-3283-ECD9CBC09974

Duties

The Role

Are you looking to apply your technical mechanical or electrical skills in a challenging and highly specialised environment where you can solve problems, learn new skills, and gain further qualifications?

We are currently recruiting an Explosive Ordnance Armaments Technician (Mechanical) with the Department of Defence at Defence Establishment Orchard Hills. This workshop-based role is critical to ensuring the safety, functionality, and readiness of Australian Defence Force guided weapon systems and explosive ordnance. You will apply your mechanical and electronic skills to perform end to end maintenance activities on guided weapons and associated support equipment, working in accordance with approved technical documentation and strict safety requirements.

Key Responsibilities

- Undertake mechanical and electronic maintenance to certify Guided Weapons and associated support equipment, including inspection, servicing, disassembly, repair, assembly, alignment, calibration, testing, and technical certification.
- Apply current technical data and approved maintenance documentation within an explosive ordnance environment.
- Operate within a highly regulated environment, adhering to all safety, quality assurance, and compliance requirements.
- Accurately record maintenance activities in technical documentation and electronic maintenance systems.
- Work collaboratively within a team and communicate effectively with supervisors, technical staff, engineers and other stakeholders.
- Maintain and develop technical skills and capability through a combination of in house training and external courses, including structured on the job, hands on training under the guidance of qualified team members.

Conditions of Employment

- Must be eligible to hold an Australian Government Security Clearance.
- Must be able to work at location to a standard working week, no work from home is available.
- Will be required to wear personal protective equipment (PPE) and undergo regular safety and medical assessments.
- The occupant of this role may be required to participate in shift work arrangements as operationally required, which may include nights and weekends, as well as undertaking intermittent domestic or international travel for work and training.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

This role includes aspects such as: Lifting 15kgs+, bending, squatting, reaching, push/pull, sequential repetitive movements, manual dexterity/manipulation, standing for long periods, sitting at a desk, computer use, works in isolation from other staff (remove supervision), distance walking (large building or inter-building transit, works outdoors - Exposure to chemicals, Requirement to wear personal protective equipment (PPE), Work with energetics and explosives. Exposure to Petrol, Oil, Lubricant Products that may cause dermatological conditions, confined spaces, exposure to Non-ionising radiation, Dangerous Goods/ Equipment. Exposure to airborne odours, cyclic workload, peaks & troughs.

Successful applicants for this role will be required to undertake a pre-employment medical assessment.

About our Team

EOMD is an integral part of GWEO Maritime & Maintenance Branch, which is part of the Guided Weapons & Explosive Ordnance (GWEO) System Division. Our team consists of various disciplines (including engineering, maintenance & technical inspection, project management, commercial, logistics, and corporate enabling services). We are located in Canberra, Penrith, Amberley, Melbourne and HMAS Stirling in Perth. Our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO Maritime & Maintenance Branch is dedicated to providing our staff with a diverse, manageable, and favourable work-life balance, with flexible working arrangements where practicable. We will also invest in your training and development to ensure your time with us is deeply rewarding, both personally and professionally. We are committed to achieving a workplace culture that is inclusive and diverse; one that directly reflects the needs and scope of Defence's varied operational requirements.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration.

In GWEO Maritime Branch, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organisation.

Other benefits include:

- 15.4% superannuation;
- Access to personalised professional development pathways, including opportunities to gain qualifications and technical authorisations, with progression across an APS 3–6 broadband (allowing advancement in classification, responsibilities, and remuneration as skills and competencies develop), as well as broader career development opportunities within Defence.
- Additional leave days between Christmas and New Year;
- Focus on work/life balance;
- Access to Defence Establishment Orchard Hills base facilities and amenities (including gym and swimming pool); and
- Salary sacrifice opportunities.

Our Ideal Candidate

Our ideal candidate is a hands on technician with experience gained in a mechanical/electrical trade or a closely related mechanical or electrical maintenance environment. You bring practical, workshop based skills such as mechanical servicing, fault finding, component replacement, and working with hand tools, power tools, and diagnostic equipment. You are comfortable working from technical manuals, specifications, and procedures, and you apply a high level of attention to detail to ensure work is completed accurately, safely and in accordance with required standards. You understand the importance of compliance, traceability, and doing the job right the first time.

You are organised, reliable, and able to manage competing tasks in a busy workshop, while working effectively both independently and as part of a team. You communicate clearly with supervisors and colleagues and are open to learning new systems, equipment, and regulatory requirements. Previous Defence or Explosive Ordnance experience is not required, and training will be provided to support your transition into the role

What You Will Bring:

- A trade qualification in automotive/aviation/maritime mechanics, auto electrical, heavy vehicle maintenance etc., or a related discipline is highly desirable, or equivalent hands on industry experience.
- Strong practical skills in mechanical maintenance, inspection, servicing, and fault finding within a workshop or industrial environment.
- Demonstrated attention to detail and a commitment to completing work in line with technical instructions, safety requirements, and quality standards.
- Experience completing maintenance documentation such as job cards, service reports, inspection records, fault reports, or electronic maintenance systems.
- An understanding of the importance of accurate record keeping, traceability, and compliance to support safety, auditing, and ongoing maintenance history.
- A safety focused mindset and the ability to consistently follow procedures and authorised processes.
- Clear communication skills and the ability to work both independently and also collaboratively within a team environment.
- A willingness to learn new equipment, systems, and regulatory frameworks, and to apply existing trade skills in a highly controlled technical environment.
- If you are a hands-on, safety focused technician who enjoys working to high standards and is eager to grow your skills in a specialised Defence environment, then this is the role for you!

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 3 qualification in a relevant technical domain or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Daniel Byrne, 02 4726 0425
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A74636BA-4335-08E7-3283-ECD

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Defence

Vacancy VN-0768985

Department of Defence

Closing Date:Monday 11 May 2026

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Deputy Director Estate & Security
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	$124,393 - $140,315
Future Merit Locations	Harman
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	JOC/01073/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=1CDC6E8F-5235-60D3-E6C3-ECDA01AC9720

Duties

The Role

As Deputy Director Estate and Security you are responsible for the management of facilities and office spaces occupied by the J7 Joint Capability Training Branch (JTCB) as well as shared conference facilities. Your responsibilities include oversight of security vetting, access control management and authorisation of visitors.

Your knowledge of the Security Principles Framework will be essential in developing and updating security documentation, policies and procedures. You will represent the JTCB at Base forums and promote awareness of WHS and Emergency Management processes and documentation. You will be required to be the Unit Security Officer for the JTCB.

You will lead and manage a team, set work priorities and manage workflows, building capability through continuous learning, innovation, and quality improvement. Develop and maintain a high level of stakeholder engagement and provide expertise on complex issues. Identify, anticipate and respond to stakeholders' needs and expectations to achieve J7 and Defence outcomes.

About our Team

The Joint Capability Training Branch (J7) is a part of Headquarters Joint Operations Command (HQJOC) based at HMAS Harman in Canberra. The J7 plans and executes realistic and relevant training for the Joint Forces. They are located in the Florence McKenzie Building which is a purpose built facility capable of hosting large numbers of personnel in a simulated training environment. The J78 is the Business Capability & Interoperability Directorate and supports the administrative, financial and commercial functions of the J7.

Our staff have access to flexible working hours with opportunities for home-based or remote work. Defence provides employees with the option to undertake further studies, training and a superannuation contribution of 15.4 per cent, 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

The ideal candidate will be:

- Outcome focused, highly motivated, organised and proactive team player.
- Understanding of and experience with the Defence Security Principles Framework. Experience in developing and implementing security plans, setting performance indicators, and continuous improvement.
- Sound initiative and judgement in the interpretation of policy and the application of practice and procedures to ensure alignment with the strategic objectives.
- Excellent communication skills and proven ability to liaise with various levels of stakeholders in relation to complex issues.
- Values team work and performs well in a diverse and integrated environment.

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	Simone McLeish, 02 5131 6355
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1CDC6E8F-5235-60D3-E6C3-EC

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Defence

Vacancy VN-0768997

Department of Defence

Closing Date:Sunday 10 May 2026

Capability Acquisition and Sustainment Group
Commercial

Job Title	Contracting Officer
Job Type	Full-Time, Ongoing
Location	St Kilda East VIC
Salary	$81,868 - $89,377
Future Merit Locations	St Kilda East
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 4
Position Number	CASG/02058/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=7BC9796D-12F0-4BEE-299C-ECDA03C90855

Duties

The Role

An APS 4 Contracting Officer will be accountable for organising their workflow, making decisions within their defined parameters relating to area of responsibility and will seek guidance when required. They may exercise some discretion with respect to how legislation, procedures and guidelines are interpreted and applied to their work. They will provide administrative support that is informed and directed by their knowledge of the contracting function. They may undertake some research and analysis activities.

The APS 4 Contracting Officer will be required to share information, monitor work practices, set work priorities and develop local procedures. They may supervise and provide leadership to a team, providing coaching and on-the-job training for newer and less experienced team members.

About our Team

The Commodity Management Centre (CMC) is part of Defence’s Commercial Division within Capability Acquisition and Sustainment Group (CASG) and leads the commercial outsourced delivery of the Fourth Party Logistics (4PL) model for the repetitious procurement of low-risk, commercially available off-the-shelf (COTS) commodities. The team is responsible for enabling efficient, compliant, and scalable procurement across Defence, supporting operational, sustainment and project environments. The CMC operates in a dynamic commercial landscape, engaging with stakeholders across Defence Groups, Services, and industry to deliver strategic procurement outcomes by leveraging technology to maximise upon Defence’s collective buying power.

Our Ideal Candidate

We are looking for a motivated candidate with excellent personal attributes with an organised mindset and the ability to adapt in a dynamic environment.

Our Ideal candidate is someone who brings or can develop a combination of the following skills, attributes, and developing expertise:

- Strong attention to detail: with the ability to follow established processes and check information for accuracy.
- Basic data handling skills: including the ability to collect, organise, input information and conduct basic analysis into spreadsheets.
- Good written and verbal communication skills: with the ability to present information clearly and ask clarifying questions when required.
- Work collaboratively with stakeholders (both internal and external to Defence)
- Sound organisation skills: including the ability to manage routine tasks, meet deadlines, and keep accurate records.
- A collaborative mindset: contributing positively to a team environment and supporting shared goals.

- An interest in procurement and data reporting: with motivation to build capability in these areas over time.

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	CASG Recruitment, N/A
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7BC9796D-12F0-4BEE-299C-EC

Defence

Vacancy VN-0769000

Department of Defence

Closing Date:Sunday 10 May 2026

ARMY
Forces Command

Job Title	Learning and Development Team Leader
Job Type	Full-Time, Ongoing
Location	Bandiana VIC
Salary	$99,733 - $112,431
Future Merit Locations	Bandiana
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	ARMY/02053/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5DB8E2E9-45C2-C7D9-711C-ECDA036F5497

Duties

The Role

The Learning and Development Team Leader is the subject matter expert and lead instructor for the delivery of specialist technical training on artillery weapons systems currently used in the ADF, such as the M777A2 Howitzer, M2A2 Salute Gun, and the Ordnance Examiner Course.

Key responsibilities include course management of specialist courses, including planning, delivery, assessment, moderation, analysis, and post-course evaluation in accordance with the Defence learning framework.

The role conducts and assesses complex theoretical and practical training on artillery systems, provides advice to internal and external stakeholders, and contributes to capability introduction and upgrade activities (such as the integration of LAND-8116 into the maintenance-training continuum).

As a team leader, the position sets training priorities, manages resources and equipment integrity, and ensures safety, compliance and quality outcomes, all whilst promoting a strong learning culture, continuous improvement and professional development to students from the ADF and Defence Industry Partners.

About our Team

Career and Advanced Training Wing (CATW) is nested within the Army School of Electrical and Mechanical Engineering (ASEME) and delivers specialist technical training to Land Materiel Maintenance personnel by providing them with the technical knowledge, practical skills and professional ethos to enhance Defence capabilities. You can expect to work with a mixture of personnel from the ADF, APS, Wodonga Institute of TAFE (WIOT), and Defence civilians (Industry Partners).

As a team lead, your supervisor will be ADF, your subordinates will be ADF and you will have various ADF/APS/WIOT colleagues. The team operates in a dynamic, learner-centred environment, delivering training through face-to-face and hybrid (online and residential) models. The position is the key source of expertise relating to artillery system maintenance training and may be called upon by both internal and external agencies for technical advice.

Our Ideal Candidate

Our ideal candidate is an experienced and motivated technical professional with a strong background in ADF technical training environments and a passion for developing others. They will bring recognised trade and training qualifications supported by experience with artillery systems, and the ability to maintain technical mastery.

They demonstrate good judgement, initiative and the ability to analyse complex problems and provide clear, evidence based advice. They are organised, adaptable and capable of managing end to end course delivery while balancing competing priorities, resources and stakeholder expectations. They will be technically competent with computer systems, learning technologies and software to support training delivery, reporting and administration.

Strong communication and interpersonal skills are essential, enabling them to work effectively with staff from the ADF, APS, WIOT, Defence Industry Partners and external agencies. They value safety, compliance and quality, promote a positive learning culture, and are committed to continuous professional development and improvement.

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	Major Nathan Pagulayan, 0429 904 469
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5DB8E2E9-45C2-C7D9-711C-EC

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Defence

Vacancy VN-0769003

Department of Defence

Closing Date:Sunday 10 May 2026

Strategy Policy & Industry
Defence Industry Policy

Job Title	Director Assessments
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$144,430 - $173,359
Future Merit Locations	Russell
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	SPI/01953/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=AAB9DA3E-1B76-F71E-B73C-ECD9C8EE160E

Duties

The Role

Are you looking for a role that provides meaningful and diverse work and offers genuine career growth? If so, Defence Export Controls is the place for you!

Defence Export Controls branch (DEC) is currently seeking applications for Director Assessments. This full-time ongoing position is located in Canberra.

Reporting to the Assistant Secretary, Director Assessments exercises delegated powers and oversees cases of varying complexity. The Assessments team is responsible for managing applications for defence export permit applications (cases) from lodgement through to finalisation, or readiness for decision by the Minister for Defence.

Working with a co-Director you will lead a geographically dispersed team of risk and technical assessors. You will assist with the management, workload and performance of a team, assist with the design and implementation of targeted case management strategies for particular caseloads and lead Australia’s contribution to counter-proliferation activities.

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 Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

Defence Export Controls Branch is the Commonwealth regulator responsible for the movement of Defence-related goods, technology and services both within and outside Australia.

We support stakeholders to meet their obligations under Australia's export control laws. Stakeholders include government, industry, higher education, research sectors and private individuals.

We play a fundamental role in ensuring Australia uphold its international obligations by taking part in a series of multilateral non-proliferation and export control regimes.

The Assessments Directorate assesses applications to export or supply controlled military and dual-use goods and technologies. We determine if an activity would be harmful to Australia's national interest by considering issues such as foreign policy, national security, regional security, human rights and Australia's international obligations.

We aim to continually enhance our methodologies and processes, and drive a unified and coherent approach to assessments.

Our Ideal Candidate

Our ideal candidate will have the ability to lead and inspire a team to navigate complex export controls issues and deliver outcomes that further Defence objectives. This is a significant, high profile position involving complex policy development, legislative interpretation, problem solving, and close engagement and negotiation with senior Defence leaders and external stakeholders

You will possess skills and attributes including:

- Regulatory Delivery: Implement effective case management and/or dispute resolution strategies consistent with exporter needs and legislative requirements. Manage and resolve cases (within your delegation) of varying complexity.
- Operational Advice: Provide day-to-day operational advice and guidance to staff on case management issues and legislative implementation. Identify and actively manage risks, escalating as appropriate.

- Stakeholder Engagement: Develop and maintain productive and collaborative relationships with internal and external stakeholders to deliver DEC's objectives. Outreach activities, including presentations and travel, may be required.
- Innovation: Identify innovative solutions and implement new or improved processes and case management practices to enhance DEC's work.

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	Emily Hall, 02 5108 6632
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AAB9DA3E-1B76-F71E-B73C-E(

Defence

Vacancy VN-0769005

Department of Defence

Closing Date:Sunday 10 May 2026

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Senior Specialist Engineer – Vehicle and Mechanical Systems
Job Type	Full-Time, Ongoing
Location	Southbank VIC
Salary	$144,430 - $173,359
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	Executive Level 2
Position Number	CASG/02210/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C95572BD-D341-EAFB-2C3C-ECDA045E48D8

Duties

The Role

As the EL2 Senior Specialist Engineer, Vehicle and Mechanical Systems, in the Directorate of Specialist Engineering, you will lead a small team of highly specialised engineers and technical staff who are focused on the assessment and enhancement of Land materiel, to assure the safety and performance of vehicle systems used by the ADF.

You will apply your significant engineering expertise to assess very complex engineering problems in the field of vehicle and mechanical systems. This could include coordination of physical testing and evaluation, and undertaking modelling and analytical assessment of vehicle system performance. Your work may require applying specialist skills and experience such as vehicle dynamics and off-road mobility, vibration analysis, finite element modelling, crashworthiness and structural integrity, and equipment transportability.

You will be responsible for guiding, mentoring and developing your team members, and as the Vehicle and Mechanical Systems Community of Practice Lead, you will be expected to drive capability growth and ongoing professional development of Land Systems Division members in this field of practice.

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.

The Land Engineering Agency (LEA) within LSD, supports various projects and Systems Program Offices (SPO) to ensure successful technical outcomes of Defence acquisition and in-service support of land materiel. LEA provides services in engineering, testing, design and development, technical data and configuration management across the Defence capability life-cycle.

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.

More information about the Land systems we support can be found at:
https://www.defence.gov.au/projects#land

Our Ideal Candidate

The ideal candidate will be an experienced engineering professional, with extensive knowledge of engineering methodology, systems and procedures, particularly relating to mechanical aspects of very complex military vehicle platforms.

You will lead independently, and with your growth mindset and depth of experience, you manage resources and capacity effectively, while mentoring and inspiring team members to nurture talent and grow the technical and engineering capability of your team.

You will provide robust strategic and specialist advice, clearly, concisely and articulately, to a wide range of senior leaders and stakeholders. Your demonstrated ability to critically analyse very complex problems and develop workable solutions, together with sound judgement and decision-making, will enable you to adapt quickly to stakeholder requirements and influence where required.

Eligibility

Security Clearance

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

Mandatory Qualifications

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

This engineering position may require the individual to be able to meet the requirements of Chartered Professional Engineer (Engineers Australia), Registered Professional Engineer (Professionals Australia) or Fellow/Member of Royal Institution of Naval Architects or demonstrated the ability to obtain such status within 12 months.

Notes

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To Apply

Position Contact	Ralph Dale, 0400 809 315
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C95572BD-D341-EAFB-2C3C-E(

Defence

Vacancy VN-0769011

Department of Defence

Closing Date:Thursday 14 May 2026

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$81,868 - $89,377
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 4
Position Number	NSSG/02291/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=DB5D5AE4-2ED0-726C-50B8-ECDA0525F856

Duties

The Role

The Project Support Officer role has been established for the Hunter Class Frigate Branch in location in Canberra ACT. The role will provide Project Support to Industry Workforce Team in the Hunter Class Frigate.

The Project Support Officer works directly to the APS 6 Lead of Industry Workforce, as a representative of the Hunter Class Frigate Executive Directorate, and will:

- Provide Project Support to Industry Workforce.
- Provide project support including managing the group inbox and meeting arrangements for key stakeholders.
- Liaise with stakeholders and visitors of all levels, build good working relationships and providing a point of contact for assistance and general enquiries for Industry Workforce.

- Develop and maintain relationships to work collaboratively with internal and external stakeholders to achieve goals and objectives of the HCF Project.
- Support the coordination of key documentation processes in the Industry Workforce team.
- Maintain records in accordance with Defence Policies and Procedures.
- Attend regular team meetings, branch meetings and relevant Industry Workforce stakeholder engagement meetings.

About our Team

The Hunter Class Frigate (HCF) is one of the world's most advanced warships, and the project is Australia's largest shipbuilding project. The HCF program provides the foundation for Continuous Naval Shipbuilding and is bringing together global expertise from the UK, USA, Canada, Europe, and Australia to solve complex design and construction challenges.

The HCF program has introduced new approaches to Defence project and engineering management. Whilst built on traditional systems engineering and contract management approaches, Defence and the shipbuilding industry are evolving to meet the demands associated with growing and sustaining a skilled, sovereign workforce.

As a member of Team Hunter, you will be contributing to a high-impact, national capability, while fostering innovation and collaboration, and demonstrating decisive leadership. As an Australian Public Servant in Defence, you will benefit from flexible working arrangements, generous conditions, and a competitive remuneration package, including 15.4% superannuation, as outlined in the Defence Enterprise Agreement.

Our Ideal Candidate

The successful candidate will work well as part of a small team, be able to prioritise and self-manage tasks, and be expected to apply initiative, judgment and expertise under limited direction to achieve outcomes for the program. You will perform moderately complex activities within an integrated workforce and contribute to the achievement and delivery of complex capability.

They will be an innovative and adaptive thinker who exercises flexibility, courage and accountability. An excellent communicator with strong written and verbal skills and ability to liaise with a range of internal and external stakeholders.

Your organisational skills in co-ordination will be one of your key strengths. You will be able to build and sustain productive working relations both internally and externally. Our ideal candidate has a can-do attitude and is willing to learn.

The successful candidate will have:

- Strong communication skills both written and oral.
- The ability to manage information and records management activities in accordance with relevant legislation and Defence policies, procedures and work practices.
- Willingness to be collaborative and flexible in a diverse and integrated environment.
- The capacity to maintain a high degree of discretion and exercise sound judgement in dealing with sensitive and confidential matters.
- The ability to identify, anticipate and respond to stakeholders' needs and expectations to achieve work unit and Defence outcomes.
- A high degree of self-motivation and a positive attitude.
- A commitment to ongoing learning and development and continuous improvement.
- High level interpersonal and communication skills to create positive working relationships both internally and externally.

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	HCF Workforce, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DB5D5AE4-2ED0-726C-50B8-E(

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Defence

Vacancy VN-0769012

Department of Defence

Closing Date:Monday 11 May 2026

Defence Digital Group
Group Operations

Job Title	Audit Management and Secretariat
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$89,841 - $96,829
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	DDG/02197/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A639B5A2-FBDC-94B7-60F4-ECDA05468426

Duties

The Role

The APS 5 Audit Management and Secretariat role supports governance and assurance activities by assisting the Assistant Director to deliver end to end secretariat support for the Operations, Risk and Governance Committee (ORGC) meetings. This includes preparing papers, coordinating meeting logistics, recording outcomes and tracking follow up actions. The role also manages monthly Defence Digital Group (DDG) Audit and Review recommendation updates, monitors remediation progress and facilitates extensions and closure of audit and review recommendations in line with governance requirements.

The position contributes to effective reporting and assurance through the Monthly Review Board dashboard, providing accurate and timely reporting on the status of open DDG Audit and Review recommendations and ORGC outcomes.

The role engages professionally with internal and external stakeholders on audit matters to obtain and provide information, liaises and negotiates to ensure a clear understanding of expectations and desired outcomes and keeps stakeholders informed of progress, risks and emerging issues.

About our Team

This team has two primary functions, Audit Management and Secretariat duties.

Audit Management duties:

- Liaising with internal and external stakeholders including the Australian National Audit Office and Defence Internal Audit to ensure the timely tracking of all audit recommendations assigned to DDG.
- Coordinating monthly requests across DDG to ensure remediation activities against external and internal Audit recommendations are progressing to schedule.
- Providing accurate and timely advice and support to DDG Governance Committees through the coordination and provision of briefings and information papers.
- Liaising with stakeholders to facilitate the submission of appropriate evidence required to complete and close audit recommendations.
- Coordinating and communicating requests for recommendation extensions.
- Coordinating ANAO request for information to ensure the provision of timely and appropriate evidence to support the completion of annual Defence Financial Statements Audit.

ORGC Secretariat duties:

- Coordinating requests for Committee papers (via the Parliamentary Document Management System (PDMS)) and engaging with stakeholders to ensure appropriate levels of detail are provided to the Committees.
- Management of meeting logistics, including: attendee invites and room bookings; distribution of Committee papers to members; subsequent consolidation, monitoring and tracking of committee action items; and ensuring progression and completion of action items.
- Drafting and distributing the record of meeting (minutes) in consultation with Chair.

Our Ideal Candidate

The ideal candidate will be a motivated and detail-oriented professional who is committed to supporting transparency, integrity, and effective governance within Defence. You will be comfortable working in a team environment and able to provide support to all members of the team where necessary.

This role is suited to someone who can manage and engage in routine but firm stakeholder interactions, is comfortable with frequent phone contact, and is able to consistently follow-up to ensure required information is provided on time.

Ideally you will have:

- Experience in completing secretariat duties including calendar and invitation management, group inbox management and minute taking.
- Familiar with the use of MS Teams for facilitating meetings, and managing team work loads.
- Excellent written communication skills with experience in drafting executive briefs, comprehensive minutes, responses to audit taskings and group emails.
- Experience in preparing committee papers, coordinating stakeholder input and organising distribution.
- Excellent time management skills with an ability to prioritise workloads during often busy periods.
- Ability to build productive working relationships with both internal and external stakeholders and contribute positively to team outcomes.
- On the job experience in Secretariat roles and/or administration will be well regarded.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Kathleen Trevean, -
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A639B5A2-FBDC-94B7-60F4-EC

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Defence

Vacancy VN-0769017

Department of Defence

Closing Date:Thursday 14 May 2026

Joint Capabilities Group
Defence Space Command

Job Title	Domain Implementation Project Manager
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT
Salary	$99,733 - $112,431
Future Merit Locations	Fairbairn
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/01654/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=ADCCCB73-D9C4-9224-B331-ECDA05D619AC

Duties

The Role

The Domain Implementation Project Manager supports a small implementation team within the Space Strategy and Plans Branch and plays a key role in ensuring Space Command can achieve its mid to long term objectives in line with Government direction.

In this role, the Project Manager will contribute to the development and maintenance of a comprehensive Space Command implementation plan, ensuring the alignment of Command activities, resource management, and the identification of risks, challenges, and opportunities that may affect delivery.

The position is also responsible for supporting governance arrangements for the implementation plan, which will require effective coordination across stakeholders, strong communication skills, and a sound understanding of strategic guidance and business practices. The Project Manager will work collaboratively to ensure activities remain coherent, achievable, and responsive to emerging requirements within the Defence and space enterprise.

About our Team

Space Command (SPACECOMD) is the newest Australian Defence Force environmental command formally launched on 22nd March 2022. SPACECOMD brings members of the Navy, Army, Air Force, Australian Public Service and Industry together under an integrated Joint Headquarters. Uniquely, Space Command is a Joint warfighting command. SPACECOMD develops and advocates for space-specific priorities across government, industry, allies and our international partners. SPACECOMD conducts strategic space planning, assists in the development and refinement of space policy, and guides scientific and technological space priorities. SPACECOMD will create a resilient and effective space architecture in close collaboration with Australian allies.

Our Ideal Candidate

Our ideal candidate will be able to demonstrate:

- Understanding of national strategy, Defence policy, and higher-headquarters direction, with the ability to translate guidance into coherent, actionable implementation plans.
- Strong experience designing and managing governance, assurance, and accountability frameworks, including tracking progress, milestones, risks, and dependencies across complex portfolios.
- Confidence acting as a central coordination point, integrating inputs across branches, commands, partners, and stakeholders to enable unity of effort.
- Ability to build and sustain trusted relationships across Defence, Allied partners, industry, and Subject Matter Experts, and to influence outcomes without direct authority in matrixed environments.
- High capability in reviewing, collating, and meaningfully aggregating information from multiple sources, distilling complex or competing inputs into clear decision-ready insights.
- Proactive, self-starting approach to prioritising and progressing work aligned with command objectives, exercising sound judgement under pressure.

- Strong sense of accountability for outcomes and timelines, with a consistent focus on achieving high quality, timely results.
- Ability to produce clear, concise, and authoritative briefs, reports, updates, and publications in accordance with governance, reporting standards, and command expectations.
- Experience supporting resourcing, scheduling, and financial management activities, with an understanding of how workforce, funding, and capability enable program delivery.
- Commitment to formal project management and ongoing professional development, underpinned by integrity, discretion, reliability, and comfort operating in classified, high consequence, fast evolving strategic contexts.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	WGCDR Jaimee Maika, 02 5108 6868
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=ADCCCB73-D9C4-9224-B331-E(

Defence

Vacancy VN-0769027

Department of Defence

Closing Date:Thursday 28 May 2026

Defence People Group
People Services and Wellbeing

Job Title	Assistant Director Mental Health Programs - Alcohol, Tobacco and other Drugs
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$124,393 - $140,315
Future Merit Locations	Adelaide, Brisbane, Canberra, 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	DPG/02310/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=4D78C447-AA57-E8C4-B348-ECDA3EC67DB3

Duties

The Role

We currently have an exciting opportunity for an Assistant Director – Mental Health Programs -Alcohol, Tobacco and other Drugs to lead a small national team dedicated on enhancing the mental health and wellbeing of Defence personnel.

The role translates complex research into practical, evidence-based health promotion, prevention and early intervention initiatives, training and programs that address alcohol, tobacco, and other drug-related, with consideration of co-morbid mental health conditions.

The role oversees all aspects of the portfolio including acting as a Subject Matter Expert, and providing advice and guidance to stakeholders across the enterprise. You also oversee the implementation and evaluation of initiatives including the Defence Alcohol Framework.

The preferred location of the role is Campbell Park, Canberra however flexible work arrangements may be considered for the successful candidate.

About our Team

The Mental Health and Wellbeing Branch is the lead for Workforce Mental Health policy and programs and enables the assured and continuous improvement of Mental Health and Wellbeing across the Defence enterprise.

The Branch comprised of military members and civilian employees, forms an inter-disciplinary team focused on improving the mental health and wellbeing of the Defence community, The Mental Health and Initiatives Directorate provides leadership in program development and implementation of evidence-informed programs that promote mental health and overall wellbeing.

These initiatives empower Defence personnel to live well and serve well. Through proactive education, early intervention, and population-based health promotion initiatives, the team aim to foster resilience, enhance mental fitness and build a supportive, informed and mentally health Defence community.

Our Ideal Candidate

The ideal candidate is a strategic leader with advanced expertise in the Alcohol, Tobacco and Other Drugs (AToD) sector, complemented by strong knowledge of the stepped-care approach, mental health, wellbeing, and co-morbid conditions. You demonstrate a proven ability to translate complex research into practical, evidence-based frameworks, policies, and population-level initiatives.

You are skilled in program development and evaluation, bringing experience in design and implementation of prevention and early intervention initiatives tailored to complex national contexts.

Exceptional decision-making and stakeholder management skills enable you to navigate competing priorities effectively. Outstanding communication and engagement capabilities support you in your role as a trusted AToD Subject Matter Expert for the Enterprise.

Eligibility

Security Clearance:

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

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

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To Apply

Position Contact	Adrian Gantley, 02 9494 7406
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4D78C447-AA57-E8C4-B348-EC

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Defence

Vacancy VN-0769039

Department of Defence

Closing Date:Thursday 28 May 2026

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

Job Title	Professional Standards Inquiries Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$99,733 - $112,431
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	IGADF/02338/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=4ACA7BDB-8254-D873-9E3E-ECDA4005A818

Duties

The Role

The Office of the Inspector-General of the Australian Defence Force (IGADF) is seeking a motivated and professional candidate to join the Directorate of Inquiries and Investigations within the Military Police Professional Standards sub-directorate.

This role contributes to fair, thorough and timely handling of complaints, requiring strong judgement, effective communication and a high standard of professionalism when working with sensitive matters.

The role includes:

- Conducting initial triage and detailed assessment of complaints to determine validity, identify risks or potential harms, and recommend appropriate resolution pathways in line with IGADF procedures.
- Interviewing complainants, respondents and witnesses, using trauma-informed practices.
- Gathering, analysing and managing sensitive and protected information throughout the inquiry process.
- Drafting clear, concise and evidence based reports and recommendations, in accordance with the Australian Government Style Manual and IGADF standards.

- Responding to enquiries from internal and external stakeholders in a timely and professional manner.
- Working collaboratively with other agencies and authorities as required.
- Complying with relevant legislation, policies and the agency’s risk management framework.

About our Team

The Directorate of Inquiries and Investigations supports the IGADF to deliver their statutory functions. This positions works within the sub-directorate Military Police Professionals Standards. The Military Police Professional Standards team manages submissions and referrals concerning the conduct and professional standards of ADF Military Police.

The team is responsible for assessing these matters and, where appropriate, conducting inquiries into allegations of serious or deliberate policing misconduct to determine whether a Military Police member remains fit and proper to serve. The work upholds the integrity and accountability of Military Police conduct across the ADF.

Our Ideal Candidate

The ideal candidate:

- Be resilient, and have the ability to demonstrate care, compassion, respect and understanding.
- Well-developed verbal and written communication skills.
- Commitment to equity and diversity principles and occupational health and safety.
- Experience with interviewing complainants, respondents and witnesses, some of who may be vulnerable persons.
- Understanding of person-centred and trauma-informed workplace inquiries.
- Ability to produce high quality reports with evidence-based findings and recommendations.
- Experience in collecting and managing sensitive material and protected information gathered during inquiries, and other activities.
- Experience responding to enquiries from a range of internal and external stakeholders.
- Experience with understanding and complying with the agency risk management framework and relevant legislation.
- Ability to resolve complex issues in accordance with relevant legislation, policies and procedures.
- Sound record-keeping skills.

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

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To Apply

Position Contact	Nicole Cook, 02 5131 8253
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4ACA7BDB-8254-D873-9E3E-EC

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Defence

Vacancy VN-0769044

Department of Defence

Closing Date:Thursday 14 May 2026

Defence People Group
DEPSEC Defence People Group

Job Title	Governance Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$99,733 - $112,431
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	DPG/00684/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=644F3822-26B5-5772-AC55-ECDA40DDFB20

Duties

The Role

As the APS 6 Governance Officer, you will be part of the Defence People Group Head Quarters (DPGHQ) Governance, Business and Work, Health & Safety team that supports the broader DPG in the delivery and coordination of Governance, Business and Work, Health & Safety (WHS) functions.

The Governance Officer will work closely with the Director DPGHQ Governance and will exercise a level of autonomy and accountability in the delivery of governance and business outcomes, contributing to Group coordination and supporting informed decision making through governance, finance, WHS and business management activities.

You will be responsible for a broad range of activities including, but not limited to the following:

- Provision of support to the Assistant Director DPGHQ Governance to coordinate input for Enterprise reporting such as Corporate Plan, Annual report, Portfolio Budget Statements, Audit Management and Risk Management.
- Provide support to the Assistant Director DPGHQ WHS Management to coordinate tri-annual DPG Safety Board meetings, Sentinel and DPGSafe reviews.

- Provide support in oversight for Group risk, audit, WHS, finance and governance functions.
- Provide other support to the Assistant Directors for DPGHQ Governance and WHS Management.

About our Team

The Defence People Group Head Quarters (DPGHQ) Governance, Business and Work, Health & Safety team is a small dynamic team responsible for supporting DPG across two 3 Star / Band 3 Offices and eight Commands and Divisions. The successful applicant will have the opportunity to contribute to whole of Group governance, business and WHS support. The successful applicant will also be provided with the opportunity to develop their skills and awareness of business operations at the group level and will be provided valuable professional development opportunities as they arise.

Our Ideal Candidate

Our Ideal Candidate will have the following experience and attributes:

- Highly motivated, organised and proactive team player with excellent written and verbal communication skills.
- Experience working in an administration or support role, identifying opportunities for improvement and committed to achieving quality outcomes.
- High-level attention to detail and policy interpretation.
- Experience in the development and implementation of procedural, administrative and business support documentation, aligning with business requirements.
- Ability to work collaboratively and operate as an effective team member.
- Willingness to show initiative to resolve problems to progress work to meet business objectives.
- Ability to build productive working relationships with stakeholders and coordinate business activities in support of divisional outcomes.
- Experience in Enterprise reporting such as Corporate Plan, Annual report, Portfolio Budget Statements, Audit Management and Risk Management will be highly regarded.

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	Margaret Gorman, 02 5109 0703
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=644F3822-26B5-5772-AC55-ECD

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Defence

Vacancy VN-0769046

Department of Defence

Closing Date:Thursday 21 May 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Nulka Sustainment Manager and Nulka Product Manager
Job Type	Full-Time, Ongoing
Location	Orchard Hills NSW, Russell ACT
Salary	$124,393 - $140,315
Future Merit Locations	Orchard Hills, Russell
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 1
Position Number	CASG/02333/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5F2621C4-6B9B-F058-147C-ECDA41798A74

Duties

The Role

As the EL1 Product Manager, you will work closely with a multidisciplinary team of project, commercial, engineering and logistics specialists to plan, lead and manage all aspects of the Nulka product. Reflecting evolving operational requirements. We currently have two roles available: One position located at the Nulka Support Facility – DEOH Sydney (NSF-S), and One position based at Russell Offices, Canberra ACT.

This will entail:

- Working closely with Defence industry to manage procurement exercises and contracts of varying scale and complexity;
- Developing, implementing and monitoring high-level project plans, schedules, cost estimates and governance artefacts;
- Managing budgets, including tracking, planning and resource allocation;
- Providing authoritative, evidence-based advice to senior leadership on planning, priorities and resourcing;
- Ensuring strong integrity, security, governance and risk management are upheld across the capability life cycle; and
- Leading and coaching APS and contractor staff, setting priorities and driving coordinated project delivery.

About our Team

EWIS Maritime SPO manages multiple Electronic Warfare systems across both surface and sub-surface fleets, including the Nulka Decoy Product and a range of Sensors and Electronic Attack systems in both acquisition and sustainment phases. The SPO delivers capabilities to both the Australian Defence Force and the United States, with Nulka being one of the highest priority and highest tempo products in the organisation.

This position forms part of the geographically dispersed EFFECTS Integrated Delivery Team, working closely with APS staff, military personnel and contractors to ensure supported Electronic Warfare capabilities are delivered in accordance with operational and compliance requirements, budget and service agreements.

You will be joining a high tempo, high performing team with a strong culture of collaboration, inclusion and professional excellence. We are a close working, supportive team who operate in a high tempo environment, and we value people who work collaboratively, communicate openly and contribute to a positive and inclusive team culture.

Our Ideal Candidate

- Demonstrated experience in Product Management, ideally with insight into Electronic Warfare systems and CASG product management frameworks;
- The ability to lead a diverse team delivering complex and high-priority capability outcomes;
- Strong problem-solving, deductive reasoning and strategic thinking skills;
- High level communication and engagement capabilities to maintain critical stakeholder relationships, including Navy, engineering authorities, contractors and international partners;
- The capacity to manage competing priorities and tasks of varying complexity in a dynamic operating environment;
- Strong organisational skills, initiative and the ability to influence others to achieve business outcomes;
- Demonstrated ability to work effectively within a cohesive, cross functional team, fostering trust, inclusion and a strong shared commitment to achieving business outcomes;
- Sound commercial acumen, including an understanding of the Defence Industry sector in Australia and commonwealth procurement processes;
- Professionalism, integrity and a positive team focused approach who thrives in a dynamic, high tempo environment and contributes to a respectful, supportive and outcome driven culture.

Eligibility

Security Clearance

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Dorothy Pearce, 02 5131 3020
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5F2621C4-6B9B-F058-147C-ECI

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Defence

Vacancy VN-0769049

Department of Defence

Closing Date:Thursday 21 May 2026

Capability Acqusition and Sustainment Group
Joint Systems

Job Title	Nulka Project Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$124,393 - $140,315
Future Merit Locations	Russell
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 1
Position Number	CASG/02334/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=12443DE7-2036-B9B8-297D-ECDA41D8343E

Duties

The Role

As the EL 1 Project Manager, you will work closely with a multidisciplinary team of project, commercial, engineering and logistics specialists to plan, lead and manage all aspects of Nulka project delivery. This position is based at Russell, ACT, supporting broader Navy capability outcomes across the EFFECTS program.

This will entail:

- Working closely with Defence industry to manage procurement exercises and contracts of varying scale and complexity;
- Developing, implementing and monitoring high level project plans, schedules, cost estimates and governance artefacts;
- Managing budgets, including tracking, planning and resource allocation;
- Providing authoritative, evidence based advice to senior leadership on planning, priorities and resourcing;
- Ensuring strong integrity, security, governance and risk management are upheld across the capability life cycle; and
- Leading and coaching APS and contractor staff, setting priorities and driving coordinated project delivery.

About our Team

EWIS Maritime SPO manages multiple Electronic Warfare systems across both surface and sub-surface fleets, including the Nulka Decoy Product and a range of Sensors and Electronic Attack systems in both acquisition and sustainment phases. The SPO delivers capabilities to both the Australian Defence Force and the United States, with Nulka being one of the highest-priority and highest-tempo products in the organisation.

This position forms part of the geographically dispersed EFFECTS Integrated Delivery Team, working closely with APS staff, military personnel and contractors to ensure supported Electronic Warfare capabilities are delivered in accordance with operational and compliance requirements, budget and service agreements.

You will be joining a high tempo, high performing team with a strong culture of collaboration, inclusion and professional excellence. We are a close working, supportive team who operate in a high tempo environment, and we value people who work collaboratively, communicate openly and contribute to a positive and inclusive team culture.

Our Ideal Candidate

- Demonstrated experience in Project Management, ideally with insight into Electronic Warfare systems and CASG Project management frameworks;
- The ability to lead a diverse team delivering complex and high-priority capability outcomes;
- Strong problem-solving, deductive reasoning and strategic thinking skills;
- High level communication and engagement capabilities to maintain critical stakeholder relationships, including Navy, engineering authorities, contractors and international partners;
- The capacity to manage competing priorities and tasks of varying complexity in a dynamic operating environment;
- Strong organisational skills, initiative and the ability to influence others to achieve business outcomes;
- Demonstrated ability to work effectively within a cohesive, cross functional team, fostering trust, inclusion and a strong shared commitment to achieving business outcomes;
- Sound commercial acumen, including an understanding of the Defence Industry sector in Australia and Commonwealth procurement processes;
- Professionalism, integrity and a positive team focused approach who thrives in a dynamic, high tempo environment and contributes to a respectful, supportive and outcome driven culture.

Eligibility

Security Clearance

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

Notes

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

requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Dorothy Pearce, 02 5131 3020
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=12443DE7-2036-B9B8-297D-ECI

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Defence

Vacancy VN-0769065

Department of Defence

Closing Date:Thursday 14 May 2026

Navy
Deputy Chief of Navy

Job Title	Strategic and International Policy Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$99,733 - $112,431
Future Merit Locations	Russell
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	NAVY/02350/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=45AEC14F-95F2-4D4A-F5CD-ECDA7A7E32D4

Duties

The Role

The Directorate of Navy Strategic Plans and Preparedness is seeking an APS 6 Staff Officer Navy Strategy and Futures to support the development, integration and communication of Navy's strategic direction. The role focuses on shaping Navy's contribution to enterprise level strategy, strategic policy and force design initiatives, including the development of military concepts and major strategic documentation.

Working closely with senior Navy leaders and stakeholders across Defence, you will contribute to complex, high priority strategic work programs. Over 2026–27 this will include Navy's contribution to the 2026 National Defence Strategy (NDS), potential updates to Concept Mercator (the maritime domain concept), and the development of strategic documentation in support of a potential senior leadership transition.

The role requires strong analytical capability, excellent written communication skills and the ability to consult widely across the enterprise to ensure alignment between Navy's strategic objectives and broader Defence direction.

About our Team

The role sits within the Directorate of Navy Strategic Plans and Preparedness, within the Deputy Chief of Navy (DCN) Division and Navy Headquarters, supporting senior Navy leadership in shaping Navy's long term strategic direction. The team is responsible for developing and integrating Navy's strategic policy, concepts and futures work, and for ensuring Navy's strategic objectives are aligned with broader Defence guidance.

This includes contributing to enterprise level strategy, force design initiatives, military concepts and strategic planning activities. The team works closely with stakeholders across Navy, the Australian Defence Organisation and other Services, operating in a dynamic environment where priorities can shift rapidly in response to strategic direction and external developments.

Our Ideal Candidate

Our ideal candidate is motivated by strategic work and thrives in an environment that requires independent thinking, collaboration and high quality written outputs and is agile to respond to short notice, emerging tasks.

They will demonstrate:

- A strong interest in military strategy, strategic policy and futures thinking.
- Well-developed analytical skills and the ability to synthesise complex information into clear and concise written advice.
- Well-developed written and verbal communication skills, including experience drafting strategic briefs or complex documents.
- The ability to engage effectively with a wide range of stakeholders and build productive working relationships.
- Initiative and sound judgement, including the ability to identify issues, propose options and work with minimal supervision.
- An understanding of, or the ability to rapidly learn, Defence and Navy governance, decision making and strategic processes.
- The ability to work independently while contributing positively as part of a small, high performing team.
- The ability to handle sensitive information in accordance with government security requirements.

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	Alisha Withers, 02 5108 6706
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=45AEC14F-95F2-4D4A-F5CD-EC

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Defence

Vacancy VN-0769068

Department of Defence

Closing Date:Monday 11 May 2026

Defence Finance Group
Budgets & Financial Services

Job Title	Financial Travel Policy Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	$89,841 - $96,829
Future Merit Locations	Canberra, Adelaide
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	DFG/02132/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=3D613379-84D3-ED2A-6AEA-ECDA7A9A0C84

Duties

The Role

The APS 5 Travel Policy Officer plays a key role in providing assistance to the Defence community with queries concerning the application of Travel Policy together with a broad range of other travel related implementation, analysis and reporting requirements in Defence. Working under limited supervision, the role contributes analytical, research, and policy development skills to simplify and strengthen operation of the travel policy across Defence.

About our Team

The Defence Travel Policy team develops and maintains the official travel policy and supports all related activities for travel undertaken by Australian Public Servants (APS) and Australian Defence Force (ADF) members in the course of their official duties.

The travel support infrastructure ensures Defence travel is consistent, efficient, compliant, and aligned with Whole of Government travel arrangements and other Commonwealth framework. The team closely monitors operational requirements, the broader travel environment, and emerging business and compliance risks to ensure policy settings remain contemporary and fit for purpose.

Our Ideal Candidate

Policy Development and Review:

- Contribute to the development, maintenance, and simplification of Defence's official travel policies in alignment with Whole of Government requirements.
- Undertake research, analysis, reviews, assessments, and investigations to support improvements in travel policy and compliance.
- Apply sound judgement and document decisions, recommendations, and policy rationale clearly and accurately.

Data Analysis and Insights:

- Analyse travel data to identify trends, risks, inefficiencies, and patterns across Defence's travel operations.
- Translate insights into concise, actionable advice for team leaders and policy decision-makers.
- Support evidence-based policy refinement by integrating data insights with operational understanding.

Systems Knowledge and Process Understanding:

- Develop a working understanding of Defence's travel systems, including travel requisitions, booking systems, and post-travel acquittal and certification processes.
- Use system-derived information to inform policy improvements and risk mitigation strategies.

Team Contribution and Quality Assurance:

- Coordinate and contribute to teamwork plans and support the delivery of policy outputs and priorities.
- Provide guidance and assistance to team members on task completion methods, quality expectations, and process consistency.
- Review the work of others and help identify opportunities for on-the-job learning and capability development within the team.

Stakeholder Engagement and Communication:

- Engage effectively with internal stakeholders to identify issues, respond to queries, and provide clear, reliable policy advice.
- Communicate analysis, insights, and policy recommendations in a simple, practical, and audience-appropriate manner.
- Build positive working relationships across Defence to support policy adoption and compliance.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Marija Crncevic, 02 5109 5883
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3D613379-84D3-ED2A-6AEA-EC

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Defence

Vacancy VN-0769095

Department of Defence

Closing Date:Thursday 14 May 2026

Capability Acquisition and Sustainment Group
Strategy, Planning and Independent Assurance

Job Title	Schedule Confidence Risk Review (SC2R)
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD
Salary	$124,393 - $140,315
Future Merit Locations	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	Executive Level 1
Position Number	CASG/02341/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5BAC94F7-1978-39D7-C634-ECDB6882E357

Duties

The Role

The EL1 Schedule Confidence Risk Review (SC2R) and Schedule Confidence Risk Analysis Methodology (SCRAM) Reviews Specialist provides senior-level expertise, leadership/mentoring, and assurance in the planning and conduct of SC2R, SCRAM, and Integrated Baseline Reviews (IBR) across complex Defence projects and programs.

The role ensures that schedule risk analysis and assurance practices are applied consistently and effectively, providing decision-makers with independent, evidence-based insights on project achievability and delivery confidence. It also ensures that SC2R/SCRAM/IBR events are robust, credible, and aligned with Defence standards, providing independent insights on schedule quality and delivery achievability.

The role includes mentoring and coaching of Commonwealth personnel to establish and manage a pool of Subject Matter Experts that can undertake the independent reviews and build overall organisational capability in SC2R, IBR, SCRAM reviews.

About our Team

The Strategy, Planning and Independent Assurance is responsible for ensuring that capability program delivery is set up for success through collaboration in the early stages of capability and capacity planning. The Division provides Smart Buyer and Independent Assurance services, and consolidated performance assessment and reporting across Defence Delivery Groups. The Division leads on program management policy and practice, and is responsible for contracting and demand planning.

Our Ideal Candidate

Our ideal candidates will bring the following to the role;

- Willingness to work in a dynamic, outcomes-focused environment, with the ability to work across functions and with different business areas to achieve results.
- Demonstrate strong project and/or schedule management experience, including hands on experience conducting or participation in SCRAM's/IBR's and other schedule analysis/reviews. You will be adept at planning and coordinating large and complex programs of work.
- Demonstrated ability to create and develop relationships across wide stakeholder areas, manage stakeholder expectations and requirements, and foster a diverse and cohesive team to deliver quality outcomes.
- Demonstrate strong communication skills and be an analytical thinker who loves solving problems.
- Exercise independence to manage competing priorities with the ability respond in a positive and flexible manner.

If you are high performing, collaborative leader, enjoy stakeholder engagement, and exemplify the Defence Values and Behaviours, this is the job for you!

Eligibility

Security Clearance

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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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	Recruitment Officer, Please email
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5BAC94F7-1978-39D7-C634-EC

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Defence

Vacancy VN-0769102

Department of Defence

Closing Date:Thursday 14 May 2026

ARMY
Forces Command

Job Title	Administration Support Officer
Job Type	Full-Time, Ongoing
Location	Canungra QLD
Salary	$81,868 - $89,377
Future Merit Locations	Canungra
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	ARMY/02394/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=62BBB122-9414-A9D8-7999-ECDAB4E48460*

Duties

The Role

The APS 4 Operations Administration Support Officer is accountable under limited direction to perform and achieve moderately complex procedural, operational, administrative and business support work at the Land Warfare Centre – Officer Training Wing (OTW).

They are accountable to have and maintain a well-developed understanding of and compliance to, relevant legislative frameworks, government decision-making and Defence's mission and policy requirements. We are looking for someone with strong organisational and interpersonal skills, attention to detail, and excellent communication skills. You will be required to manage priorities, meet deadlines and exercise discretion. As the Administration Officer, you will interpret policy, legislation and procedures; provide administrative support, guidance and advice to the work area.

You will also provide administrative assistance to personnel, including staff administration and trainee management. This is a desk-based position involving computer use and working with others towards shared goals in a collaborative military team environment.

The Workplace Environment Involves:

- Computer Use
- Graphical/Analytical skills
- Desk work
- Interactions with Military Personnel including lower to mid leadership
- Lifting 0-15kg
- Distance walking (i.e. large building or inter-building transit)
- Peaks & Troughs.

About our Team

The Operations Administration Support Officer will work in a small team at the Land Warfare Centre – OTW, responsible for providing formative junior leadership training for Officers across Army.

They will be required to engage with internal and external stakeholders to achieve outcomes on behalf of the Wing to meet the mission of training junior leaders for employment across the Army Integrated Force. They will need to work integrally as part of the Wing team working with other APS members as well as junior and senior Army personnel. They are expected to be capable of reviewing and developing the quality of work undertaken by others and identifying opportunities for on-the-job training within their work area. They will be the pinch point of the team in providing quality administration support to the staff and the trainees.

Our Ideal Candidate

We are looking for an applicant that displays excellent interpersonal skills, attention to detail and quality problems solving skills. They will be able to apply this to management of student and staff administration demonstrating time management of tasks that work towards optimal outcomes for the Wing. The applicant will be able to interact with lower to mid-leadership within a military environment and maintain pace with course administrative outcomes. Applicants must be able to obtain and maintain a minimum of NV1 Australian Government security clearance.

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	Ms Loretta Cincotta, 07 5505 8390
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=62BBB122-9414-A9D8-7999-ECI

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Defence

Vacancy VN-0769109

Department of Defence

Closing Date:Thursday 14 May 2026

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Product Director
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$144,430 - $173,359
Future Merit Locations	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 2
Position Number	NSSG/02301/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=8429B15F-A149-57CD-FB52-ECDAB603BF40

Duties

The Role

The EL 2 Maritime Inventory Management (MIM) Product Director is an important leadership role, accountable for achieving very complex product management outcomes within an integrated Commonwealth and Industry workforce.

They will require extensive knowledge of compliance and legislative frameworks, government decision-making and Defence’s mission and policy requirements. They will be responsible for influencing and developing strategies, priorities and operational work practices in support of Defence objectives. They will provide advice to senior management and stakeholders, as well as leading a team and assuming accountability for very complex work. They will set work aligned with strategic objectives and communicate expected outcomes.

The EL 2 MIM Product Director will have extensive knowledge relating to the methodology, systems and procedures within the inventory management function and have the ability to translate this expertise into outcomes. They must be able to apply specialist, technical expertise to the work of different function areas. They will initiate, establish and maintain strong relationships with a network of stakeholders internally and externally and will have the ability to recognise shared agendas and work toward mutually beneficial outcomes. The position will be required to utilise people management skills to lead a high performing and cohesive team.

Key responsibilities and accountabilities:

- Managing cross class products and systems requirements.
- Managing the contracts and purchase orders required to deliver to SPOs and RMCs.
- Reporting on inventory logistics including, storing, stocking and staging.
- Leading procurement planning, tendering, and contract formation.
- Assuring the quality of logistics support to customers.
- Building productive relationships with customers and industry.
- Working with Regional Maintenance Centres (RMCs) and System Program Offices (SPOs) to gather requirements for capabilities and deliver the procurement and staging of associated products that they are responsible for.

About our Team

Maritime Systems Division (MSD) operates within the Naval Shipbuilding and Sustainment Group delivering in-service support to Navy and Army along with delivering new capability to Government.

The Maritime Inventory Management (MIM) directorate sits within MSD and will maintain cross class products and systems, particularly the contract management and purchasing of these items, delivering purchase orders fulfilment, inventory management, and common item forecasting. MIM will work with SPOs and RMCs to deliver the procurement and staging of associated products that they are responsible for.

MSD is seeking a high performing candidate who thrives on new challenges and enjoys working in a fast-paced, complex environment. We promote an inclusive culture that echoes Defence values – service, courage, respect, integrity and excellence; and are committed to ensuring our people feel appreciated, participate fully, and have access to tailored professionalised pathways. We are flexible and agile in our approach to work, encourage our staff to have a healthy work life balance and offer access to training and development opportunities, and mentoring and coaching services.

Our Ideal Candidate

The ideal candidate for the EL2 Product Director role is a high-performing, competent leader who thrives in fast paced, complex environments. They will demonstrate strong alignment with Defence values, while leading a team and assuming accountability for complex product management activities that support Defence’s evolving priorities.

They will proactively identify risks, exercise sound judgement and guide their team through complex operational activities. The ideal candidate will demonstrate strong leadership by providing clear strategic direction and fostering the development of team capability.

The ideal candidate is experienced in providing strategic advice to senior management and stakeholders as well as leading and assuming accountability for very complex work that may have strategic, political or operational significance. The ideal candidate will be a strong communicator, who builds and sustains effective relationships at all levels of the organisation, working with internal and external stakeholders to achieve intended outcomes.

Ideally, you will have a strong inventory management, logistics and/or procurement background, as well as demonstrated experience applying commercial, finance management and complex problem solving skills.

Your application should address the above competencies. If you bring these strengths and possess a strong drive to enhance Australia’s maritime capability, we welcome your application.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Fraser Pritchard-Davies, 0419 832 894
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8429B15F-A149-57CD-FB52-EC

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Defence

Vacancy VN-0769120

Department of Defence

Closing Date:Thursday 14 May 2026

Associate Secretary Group
Defence Legal

Job Title	Special Counsel - Estate and Infrastructure Law, Native Title, and Land Access
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$165,236 - $173,360
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	Executive Level 2
Position Number	ASG/02258/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=74EE1FDB-A94A-7220-2B54-ECDAB7F50976

Duties

The Role

Your role will be to principally provide legal advice and assistance in relation to various large scale, high risk and high value critical Defence infrastructure projects and land transactions where native title and cultural heritage interests are engaged, focusing on providing strategic and legal risk advice in relation to:

Native Title Law

- Specialist advisory on:
  - Commonwealth, State and Territory native title, Aboriginal land rights and Indigenous cultural heritage legislation;
  - The future act regime and the prescribed processes under the Native Title Act 1993 (Cth);
  - Past acts, including their validity and extinguishment of native title, and tenure analysis;
  - Native title claims, rights and interests that may exist over land which Defence wishes to undertake activities on;
  - ILUAs, including negotiation protocols, interpretation and when one is required;
  - Novel and unique interactions/ transactions relating to land use, including with respect to the Defence estate, pastoral leases, national parks, and Crown land, and the cross over with these and the Native Title Act 1993 (Cth)
- Drafting and negotiation of ILUAs, cultural heritage management agreements, including advice regarding cross cultural negotiations and awareness of decision making by traditional owners; and
- Assisting and advising on traditional owner and Indigenous corporation engagements.

Land Access

- Drafting and negotiation of land access arrangements, including Non-Defence Training Area access rights; leases; easements; general access licences; and other access rights;
- Specialist advisory on land tenure arrangements;
- Preparation and review of a range of documents relating to tenure and access in the Estate, including memorandums of understanding, leases, licenses, access deeds and general deeds relating to the Estate; and
- Legal and policy requirements relating to access and use of the Estate and Non-Defence Training Areas.

About our Team

The Estate & Infrastructure Law (E&I Law) Team provides legal services to all of Security & Estate Group’s (SEG) Divisions. SEG manages the development, maintenance, management, leasing, acquisition and disposal of the Defence Estate.

SEG reviews, develops and constructs facilities, often planning out to thirty years in advance. They create native title, heritage and environmental policies for the Estate. Property acquisitions, leasing, disposal and management of Estate related access, planning and mining exploration issues, also fall within SEG's responsibilities.

The E&I Law Team are crucial to managing SEG's legal risk nationally. Defence's operating environment is unique and fast paced. Defence's Estate programmes are of a scale and complexity that is unprecedented in their breadth and operational requirements. The Team assists SEG on all aspects of the Estate across whole of project lifecycles, including large-scale and novel infrastructure projects; Commonwealth and State agency co-operation; accommodation requirements; and training area land access.

Our Ideal Candidate

The successful candidate will ideally have:

- Extensive post-qualification experience in native title, cultural heritage and property law;
- Experience in land access management, leasing and licensing matters across multiple Australian jurisdictions is desirable;
- Experience in native title and property transactions is required, and experience conducting disputes is desirable;
- Excellent communication, relationship management and client engagement skills;
- An ability to lead work streams and manage staff (when and where required) and to work collaboratively as a member of a team; and
- An ability to manage competing priorities in a high tempo.
- We are also interested in hearing from candidates at a senior level with significant experience in providing intensive in-house legal support to large-scale and/or high risk government projects or national security operations.

Eligibility

Security Clearance

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

Mandatory Qualifications

This occupation requires you to have the following:

- Hold a relevant degree in law (or equivalent qualification);
- Hold a graduate diploma in legal practice (or equivalent);
- Be admitted as a lawyer, legal practitioner, barrister, solicitor or barrister and solicitor of the High Court or Supreme Court of an Australian State or Territory; and
- Be eligible to hold and maintain a practising certificate in the jurisdiction in which they practice.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Defence

The Department of Defence employs around 18,000 Australian Public Service (APS) employees. Defence APS employees work in a wide variety of critical roles, Australia wide, enabling our three services Navy, Army and Air Force, to do their job. Defence has a range of Australian Public Service (APS) career opportunities that offer interesting, challenging, and unique work. Our workforce includes administrative support, accountants, intelligence analysts, engineers, policy advisors, graphic designers, lawyers, social workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit https://www.defence.gov.au/jobs-careers

To Apply

Position Contact	Julian Olley, 02 6115 3518
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=74EE1FDB-A94A-7220-2B54-EC

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Defence

Vacancy VN-0769123

Department of Defence

Closing Date:Thursday 14 May 2026

Strategy Policy & Industry
Contestability

Job Title	Capability Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,733 - $112,431
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	SPI/02384/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=7B632327-D3C3-81DE-E3FA-ECDB690C6034

Duties

The Role

Contestability Division seeks to ensure Defence capability investment proposals deliver the best outcomes for the Australian Defence Force (ADF), Government and taxpayers. It achieves this through a decision support function, providing independent, evidence based advice to senior decision makers.

Contestability Division is seeking motivated individuals who want to directly contribute to the delivery of the 2026 National Defence Strategy by supporting the development and delivery of optimal capability outcomes. In this role, you will undertake critical and constructive analysis, test assumptions, and challenge ideas to ensure Defence invests in effective, affordable and executable capabilities.

You will engage closely with project sponsors and delivery groups to understand proposed capabilities, develop written briefs based on your analysis, and provide verbal briefings to senior leaders on your advice.

About Our Team

Contestability Division is an inclusive, collaborative and professional team. We are an integrated civilian–military workforce that leverages a diverse range of skills and experience to provide unbiased, honest and timely advice. Defence and APS Values are at the core of our culture.

We offer flexible working arrangements and a range of formal and informal professional development opportunities. While we offer a high degree of flexibility in the way we work, each position is located in Canberra. As such, successful applicants from outside Canberra will need to relocate to Canberra.

This recruitment activity will be used to fill multiple vacancies.

Our Ideal Candidate

We are seeking highly motivated, resilient and collaborative individuals to join our Division. To succeed in this role, you will have well developed critical thinking and reasoning skills, and the ability to analyse complex documentation to identify risks and issues.

You will have experience presenting analysis and advice to decision makers, both in writing and verbally, and will be able to effectively engage with a diverse range of stakeholders.

Candidates may bring broad experience across financial assurance, program and project management, engineering, commercial and procurement, and policy and strategy. While this experience is desirable, it is not essential. More importantly, curiosity, adaptability, and a strong desire to learn about Defence capability are key attributes for success in this role.

Eligibility

Security Clearance

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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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	Josh McGhie, 02 6212 0524
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7B632327-D3C3-81DE-E3FA-EC

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Defence

Vacancy VN-0769143

Department of Defence

Closing Date:Thursday 14 May 2026

NAVY
Fleet Command

Job Title	Signature Analysis Engineer
Job Type	Full-Time, Ongoing
Location	Potts Point NSW
Salary	$99,733 - $112,431
Future Merit Locations	Potts Point
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	NAVY/01954/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=D0C9D0B6-DE4D-DBD4-3C4D-ECDBA2F340DC*

Duties

The Role

As an Engineer in the RAN Maritime Warfare Centre (MWC) you will apply and develop your engineering/scientific knowledge to operate and maintain complex systems and analyse data relating to platform signatures and threat susceptibility.

Our team is dedicated to reducing the susceptibility of our fleet to modern threats through the collection and analysis of underwater signatures using a variety of measurement facilities (Ranges). We don’t anticipate that you will start as a subject matter expert, however attention to detail and aptitude in learning data analysis techniques will be beneficial, and we commit to supporting you to develop and enhance your skills. This may include training on naval systems, signature analysis and mathematical modelling. We are also dedicated to fostering your career growth and will provide you opportunities to develop project management, Test & Evaluation and leadership skills which will help you achieve your professional goals.

This position will be required to access US export controlled materiel and therefore applicants will be requested to disclose any dual citizenship with another country during the recruitment process. Dual citizens may be subject to further assessment and appointment to this position will be conditional upon approval to access US controlled export material in accordance with International Traffic in Arms Regulations (ITAR).

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 Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The MWC mission is to optimise and improve the warfighting effectiveness and lethality of Australia’s maritime capability. This is achieved through the delivery of highly effective warfare products that support both the Fleet Commander and the Head of Navy Capability in the context of risk based decision making.

The teams you will be working in directly support this mission through test and evaluation activities including:

Developing analysis techniques and implementing them into our Range Systems.

Consolidating our existing Range Systems and subsequent evolution to suit the next generation of RAN Platforms.

Alignment of Signature Analysis techniques with Susceptibility Metrics and Military Standards.

Use and distribute data as the source of truth to inform decision making for the Fleet.

Come join a team which works collaboratively with Engineers from different disciplines, industry and Government, civilian and military, to understand, shape and improve warfighting capabilities across Navy.

Our Ideal Candidate

The ideal candidate will have a strong interest in working for Navy and an ability to apply engineering/analytical skills to maintain and operate Ranges to measure vessel signatures, collect and analyse data and produce detailed written reports to help minimize the susceptibility of our fleet to contemporary threats. You will contribute to a culture of cooperation for development and sharing of knowledge whilst exercising initiative and judgement.

Candidates are sought with interest and aptitude in the following areas:

- Programming skills, including: general software development, process automation, databases, GUI’s, and signal processing.
- System Engineering skills for solving “multi domain” problems.
- Awareness of Defence procurement practices.
- Acoustic and Magnetic Signature analysis.
- Development and maintenance of Data acquisition and analytical systems and tools for system performance evaluation (e.g. software, hardware and data processing).
- Inspection, operation and evaluation of systems on board Naval Vessels in preparation for, and during, trials.

Eligibility

Security Clearance:

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

Mandatory Qualifications

This engineering position requires a Bachelor of Engineering from an Australian institution, or a qualification

gained elsewhere, that satisfies the requirements of the Washington Accord for recognition as a

Professional Engineer.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Neil Rothwell, 02 9537 1879
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D0C9D0B6-DE4D-DBD4-3C4D-E

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Finance

Vacancy VN-0769041

Digital Transformation Agency (DTA)

Closing Date:Thursday 21 May 2026

Digital Investment Advice and Sourcing
Portfolio Assurance Project Performance and Escalation

Job Title	Project Officer, Project Performance and Escalation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - WA WA, Various locations - NSW NSW
Salary	$89,836 - $97,892
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DTA Enterprise Agreement.
Classification	APS Level 5
Position Number	051_03/26
Agency Website	https://www.dta.gov.au/

Job Description

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

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

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

Why work with us

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

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

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

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

Duties

This position sits within the Project Performance and Escalation team as part of the Portfolio Assurance Branch. The Portfolio Assurance Branch provides wholeofgovernment oversight of major digital and ICT investments, ensuring agencies have fitforpurpose assurance arrangements to support successful delivery.

The Project Performance and Escalation team designs and applies escalation protocols outlined in the Australian Government's Assurance Framework for Digital and ICT Investments. These escalation protocols exist to support digital projects experiencing significant delivery challenges in implementing course corrections swiftly and effectively. This positions the DTA to act as a trusted adviser to agencies and to Ministers and senior officials on these projects.

As an APS5, you will be part of a team that works across the portfolio to help agencies apply escalation protocols effectively. You will analyse assurance intelligence to support the team's engagement with at-risk projects, including assessing digital project performance and identifying material risks to successful delivery across the portfolio. You will also use assurance intelligence to provide insights into advice to Government and reports on at-risk projects, system-wide risks and emerging issues. You may be required to contribute to the design and implementation of strategic reforms to lift digital project performance across Government.

Key duties:

- Analyse and synthesise assurance intelligence on digital project performance including assessing digital project performance and identifying material risks to successful delivery, and where necessary support the application of the escalation protocols as per the Assurance Framework.
- Support effective stakeholder engagement through the application of the escalation protocols.
- Provide ongoing support to the team's Senior Project Officers and Assistant Directors to formulate advice and actionable insights on at-risk digital projects and portfolio trends and challenges.
- Contribute to the drafting of strategic documents and briefs to DTA senior executives and Government (such as Ministerial reports) to enable evidence-based and effective decision-making.
- Support and improve data analysis and management, this may include the development, management, and maintenance of processes, tools (e.g. tracking registers), and templates.
- Work collaboratively within a regionally dispersed team and across the DTA to problem solve, achieve outcomes, contribute to business improvements and (where relevant) engage and communicate effectively with external bodies.
- Actively contribute to and participate in team planning, work program design, and workflow management.
- Fostering a positive team culture and environment.

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

Eligibility

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

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

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

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

Notes

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

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Digital Transformation Agency (DTA)

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

To Apply

Position Contact	Isabelle Mauleon-Wells, 02 6120 8531
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Finance

Vacancy VN-0769053

Digital Transformation Agency (DTA)

Closing Date:Thursday 21 May 2026

Digital Investment Advice and Sourcing
Portfolio Assurance Project Performance and Escalation

Job Title	Project Officer, Project Performance and Escalation - (Affirmative Measures - Indigenous)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC, Canberra ACT, Sydney NSW, Various locations - NSW NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - WA WA
Salary	$89,836 - $97,892
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DTA Enterprise Agreement.
Classification	APS Level 5
Position Number	068_04/26
Agency Website	https://www.dta.gov.au/

Job Description

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

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

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

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

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

Duties

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- Support effective stakeholder engagement through the application of the escalation protocols.
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- Contribute to the drafting of strategic documents and briefs to DTA senior executives and Government (such as Ministerial reports) to enable evidence-based and effective decision-making.
- Support and improve data analysis and management, this may include the development, management, and maintenance of processes, tools (e.g. tracking registers), and templates.
- Work collaboratively within a regionally dispersed team and across the DTA to problem solve, achieve outcomes, contribute to business improvements and (where relevant) engage and communicate effectively with external bodies.
- Actively contribute to and participate in team planning, work program design, and workflow management.
- Fostering a positive team culture and environment.

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

Eligibility

The Affirmative Measures (Indigenous) process is open only to Aboriginal or Torres Strait Islander people who meet the criteria below. The filling of this vacancy is intended to constitute an affirmative measure under Section 31 of the Australian Public Service Commissioner's Directions 2022.

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

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

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

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Notes

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

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

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

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

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To Apply

Position Contact	Isabelle Mauleon-Wells, 02 6120 8531
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0769118

Austrade

Closing Date:Wednesday 13 May 2026

Trade and Investment
Investment Strategy, Insight and Performance

Job Title	Senior Communications Adviser
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	$121,755 - $136,267
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	Executive Level 1
Position Number	6230_03/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

We are seeking a professional communications specialist to design and manage communication strategies to promote productive foreign direct investment (FDI) into Australia, aligned to Australia's strategic priorities.

The Senior Communications Adviser role is an ongoing position within the Investment Strategy, Insights and Performance (ISIP) team in Austrade's Investment Division. The Senior Communications Adviser will lead investment communications plans and content, including but not limited to executive communications, external communications, media, marketing, internal communications, and stakeholder engagement.

The role will service the Investment Division, operating as part of the broader ISIP team and work in partnership with Austrade's Strategic Communications and Marketing teams.

Duties

- Lead the development of high-quality communications materials for FDI attraction and promotion: working with a portfolio of onshore and offshore investment teams to create high-quality investor engagement collateral, digital and social media campaigns, publications, and case studies.
- Develop and coordinate insightful executive communications to support the General Manager, Investment, and other executives, including social media, announcements, newsletters, internal and external stakeholder communications, speeches and presentations.
- Support stakeholder engagement with government agencies and states and territories to ensure a consistent 'Team Australia' narrative in global markets.

- Develop and manage a pipeline of inspiring foreign investment case studies: working with Austrade's content development team to identify and craft news and success stories for Austrade's website, social media, and external newsletter.
- Champion Austrade corporate branding and communications practices in Investment Division: working with Austrade's broader Strategic Communications and Marketing team to develop and implement communications campaigns across multiple channels; work with the Nation Brand, Media team and Social Media team to ensure best practices for branding and communications.
- Provide timely communications support to ad-hoc requests across emerging priorities, as required.
- Provide management oversight of junior communications adviser.

Eligibility

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Austrade

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

To Apply

Position Contact	Aimee Hughes, +61 478 853 359
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

- 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

Health

Vacancy VN-0769075

Australian Digital Health Agency

Closing Date:Sunday 03 May 2026

Policy Programs and Education
EPMO

Job Title	Assistant Director Portfolio Management
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT
Salary	$124,583 - $142,089
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	flexible
Classification	Executive Level 1
Position Number	0096_04/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

About the Agency

The **Australian Digital Health Agency** leads the national effort to digitally enable Australia's health system. We support the delivery of person-centred, connected healthcare through the development and adoption of digital health services and systems. Our work includes managing **My Health Record, Electronic Prescriptions,** and the **My Health App**, ensuring a healthier future for all Australians through connected healthcare.

Duties

About the Role

We are seeking an experienced Assistant Director, Portfolio Management to play a pivotal role in managing and reporting on the Agency's portfolio of programs and projects. This role provides strategic, evidence based insights to support executive decision making, investment prioritisation and governance.

You will lead portfolio level performance, assurance and reporting activities, ensuring senior leaders have a clear, accurate and prioritised view of delivery across the Agency. The role requires strong judgement, the ability to manage competing priorities, and confidence working independently under broad direction.

Key responsibilities:

- Manage and oversee portfolio performance, including consolidation, analysis and reporting of the Agency work plan
- Monitor program and project expenditure, identifying and reporting on variances, risks and emerging pressures
- Lead quarterly work plan prioritisation, allocation and reallocation activities
- Provide expert advice on project, program and portfolio management practices, including scheduling, dependencies, resourcing and financial management
- Design and embed streamlined portfolio reporting processes, dashboards and governance committee reporting
- Build strong working relationships with senior internal stakeholders and key external partners

About you

You are a confident and adaptable leader with strong portfolio and program management experience, ideally within a government or complex delivery environment. You thrive in dynamic settings, bring a continuous improvement mindset, and are comfortable influencing at senior levels.

Skills and Experience (essential criteria)

- Significant experience in portfolio, program or enterprise project management (EPMO) environments
- Strong analytical and reporting skills with the ability to translate complex information into clear executive insights
- Proven stakeholder engagement and relationship management capabilities
- Experience leading and developing teams, managing performance and building capability
- Sound judgement and the ability to manage risk and ambiguity in a changing environment

Qualifications

- Tertiary qualifications in health, project/program/portfolio management, or equivalent relevant experience

- At least five years' experience in portfolio or program management (government experience desirable)

Eligibility

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

Notes

Our benefits

- Work From Home & Attractive Flexible Working Arrangements: All staff can apply for flexible work arrangements that offer a range of options for how, when and where you work.
- Salary packaging (also known as salary sacrifice) is available.
- Annual Christmas closedown– with no leave deduction!
- Our Wellbeing Sessions & Employee Assistance Program will give you the best opportunity to balance work and life

Application

To apply for the role, please submit your resume and a cover letter (2 page maximum) **addressing the essential criteria above within the context of the relevant duties listed in the position description.**

The position may be filled in Brisbane, Sydney or Canberra, and other locations may be considered.

For queries relating to role responsibilities please contact Sean Darby-Linfitt at sean.darbyLinfitt@digitalhealth.gov.au

Please contact the talent acquisition team at careers@digitalhealth.gov.au with queries relating to the application process.

Closing date: Sunday 3 May 2026, 11:00pm

Salary: This role offers between $124,53 - $142,089 plus 15.4% superannuation depending on skills and experience.

About the Australian Digital Health Agency

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

To Apply

Position Contact	Sean Darby-Linfitt, sean.darbyLinfitt@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0769093

Australian Digital Health Agency

Closing Date:Sunday 10 May 2026

Technology Service
Technology Operations Service Design and Assurance

Job Title	Senior ServiceNow System Administrator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT
Salary	$124,583 - $142,089
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	TBC
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

About the Agency

The Australian Digital Health Agency leads the national effort to digitally enable Australia's health system. We support the delivery of person-centered, connected healthcare through the development and adoption of digital health services and systems. Our work includes managing My Health Record, Electronic Prescriptions, and the 1800Medicare App, ensuring a healthier future for all Australians through connected healthcare.

About the Role

As the Senior ServiceNow System Administrator, you will provide senior technical leadership across the ServiceNow platform. You will guide the design, development, maintenance, and support of ServiceNow modules, ensure platform integrity, and work closely with internal stakeholders, service providers, architects, and technical teams.

Why You'll Love This Role

• Lead the technical direction, configuration and enhancement of a critical national ServiceNow platform.

• Work in a collaborative multi-vendor environment supporting complex digital health operations.

• Influence platform design, roadmap development, platform adoption, integration, security, workflows and continuous improvement within a multi-vendor and SIAM environment.

• Support digital health services used by millions of Australians.

Duties

Key Responsibilities

• Lead the design, configuration, maintenance and optimisation of the ServiceNow platform.

• Ensure platform stability, performance, security, and compliance.

• Provide expert advice on ServiceNow capabilities, roadmap, and improvement opportunities.

• Lead and support end to end delivery of ServiceNow project initiatives across multiple modules—driving stakeholder engagement, ensuring effective governance, and promoting enterprise-wide adoption of the platform to maximise value and standardise service processes.

Skills and Experience

• ServiceNow Certified System Administrator (CSA) certification. Essential. (Applications without a CSA will not be considered.)

• Extensive experience as a ServiceNow System Administrator or similar senior technical role.

• Strong proficiency across key ServiceNow modules (e.g. ITSM, ITOM, CMDB).

• Demonstrated experience configuring workflows, business rules, scripting, automation and integrations.

Desirable Skills

• Additional ServiceNow certifications (CIS, CAD, ITSM/ITOM specialisations).

• Experience with REST/SOAP integrations, API-based automations, and flow design.

Eligibility

Eligibility

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

Notes

Our Benefits

• Salary packaging (also known as salary sacrifice) is available.

• Our Wellbeing Sessions & Employee Assistance Program will give you the best opportunity to balance work and life

• Work From Home & Attractive Flexible Working Arrangements available

• Collaborative workspaces with new technology available within central locations.

• Generous leave opportunities including Parental (primary & secondary), compassionate, Aboriginal & Torres Strait Islander Leave, Cultural, Emergency Response, Defence, and Half Pay option.

Application

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

Closing date: 10 May 2026, 11:00pm

Salary: This role offers between $124,583 - $142,089 plus 15.4% superannuation depending on skills and experience.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Digital Health Agency

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

To Apply

Position Contact	Sam Shrivastava, adharecruitment@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0769085

Australian Institute of Health and Welfare

Closing Date:Friday 08 May 2026

Information and Communication Technology Infrastructure and Operations

Job Title	APS4 Service Desk Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$80,791 - $87,503
Future Merit Locations	Canberra
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	APS Level 4
Position Number	040_04/26
Agency Website	

Job Description

https://aihwcareers.nga.net.au/cp/

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, wellbeing and SES manager scales out of 107 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

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

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

The Information and Communication technology Group is looking for two APS4 Service Desk Officers to assist with the management and delivery of all AIHW ICT services. They will provide administrative support that is informed and directed by their knowledge of the ICT service support function, undertake research and analysis activities as needed. They will be expected to produce Standard Operating Procedures (SOPs) that will not only assist the Service Desk technicians, but also encourage and support self-service by Institute staff.

When there is a need to support other Service Desk technicians, the position will also provide a mix of level 1 and level 2 support, so they will be expected to liaise with internal and external stakeholders and have/develop technical skills in the administration of our IT platforms and services.

The APS4 Service Desk Officers will be able to understand new technologies quickly and be accountable under general direction to document SOPs as requested. They will be accountable for having a good understanding of, and compliance with, relevant legislative frameworks, government and AIHW policy requirements. They will be accountable for organising and prioritising their workflow, making decisions within their defined parameters and will seek guidance when required. They may exercise some discretion with respect to how legislation, procedures and guidelines are interpreted and applied to their work.

The APS4 Service Desk Officers will contribute to the work of the team and take responsibility for contributing towards ongoing self-improvement and professional development.

Under general direction you will:

- Develop and maintain Standard Operating procedures and Knowledge Base Solutions
- Publish the Solutions for the use of Service Desk staff and Institute staff more broadly
- Monitor the use of the documentation and the reduction of Service Desk requests related to it
- Provide professional, reliable, and efficient client focused support to AIHW staff for a wide variety of hardware, software, and site-specific applications, completing timely and accurate documentation and time logging of work performed
- Document, track, monitor, follow up and prioritise support tickets
- Share information, monitor work practices, set work priorities, and develop and maintain Service Desk procedures
- Showing initiative to provide support to the Service Desk manager and peers in a collaborative and effective manner being a team player
- Be available to commit to a rotating roster from the hours 8am to 5:30pm Monday-Friday

Eligibility

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

- 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 (6) months will apply to any new engagement to the APS.

Notes

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 750 words.
2. Your current CV and the names of two referees.

Please note, late applications will not be accepted.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Yvette Munro, 02 6244 1234
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0768970

Food Standards Australia New Zealand

Closing Date:Sunday 10 May 2026

Public Health Economics and Social Science

Job Title	Social Scientist
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Majura ACT
Salary	$99,734 - $111,701
Future Merit Locations	Majura
Office Arrangement	Hybrid
Office Arrangement Details	Flexibility to work from home some of the time
Classification	APS Level 6
Position Number	2026
Agency Website	https://www.foodstandards.gov.au

Job Description

https://www.foodstandards.gov.au/careers

We are seeking an APS6 Social Scientist to join the Economics and Social Science Section in the Public Health Branch of Food Standards Australia New Zealand (FSANZ).

This role provides a unique opportunity within the Australian Public Service to both synthesise and conduct original research that has a real world impact on the health and wellbeing of Australian and New Zealand populations. You will be a champion for the use of social and behavioral evidence in food regulation, ensuring that the consumer is at the center of the development of world leading food standards. Recent social science work undertaken at FSANZ can be found here: Social science | Food Standards Australia New Zealand.

As a Social Scientist, you will work with initiative and autonomy, independently managing competing priorities to achieve results. You will undertake systematic and objective research and analysis to inform evidence-based decisions on complex issues. You will develop and maintain relationships with internal and external stakeholders and support the culture of the team.

Duties

In this role you will:

• Design and manage social science research using relevant methods to examine consumer behaviour, attitudes and knowledge in relation to food (e.g. experiments, surveys, in-depth interviews, focus groups). This may include analysing quantitative and/or qualitative data to produce high quality reports.

• Critically review and communicate the findings of original research and published literature, and their implications for food regulation.

• Support the management of procurement processes in line with relevant guidelines to obtain high quality consumer research and/or data.

• Work as a member of multi-disciplinary project teams on the development or variation of food standards.

• Engage and build relationships with internal and external stakeholders to achieve outcomes, including other government agencies, the food industry, health professionals, consumers, the FSANZ Board and domestic and international social science experts.

• Contribute to section administration and a strong team culture.

Eligibility

The successful candidate must have the following:

• We are seeking applicants who have quantitative and/or qualitative research skills. Experience with statistical analysis, experimental design (e.g. randomised controlled trials), surveys, in-depth interviews, focus groups, and/or ethnography would be an advantage.

• Recognised tertiary qualifications in a relevant field such as sociology, anthropology, psychology, behavioural economics, consumer studies, marketing, public health, data science or other relevant social science discipline. Qualifications at Honours level or above would be an advantage.

To be eligible for employment at FSANZ, applicants should also:

• hold Australian citizenship

• be willing to undergo an Australian police check

Notes

In order to apply, you need to submit your application through the FSANZ careers portal. The portal will guide you through the application process and describe what information is required from you.

Applications close (date) at 11.30pm AEST

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Food Standards Australia New Zealand

Food Standards Australia New Zealand (FSANZ) is an independent statutory authority responsible for developing food standards in Australia and New Zealand. Our work supports a safe food supply for Australian and New Zealand consumers and contributes to industry innovation and competitiveness, informed consumer choice and broader public health goals. We also have responsibility for managing food incidents including food recalls.

To Apply

Position Contact	Ms Stephanie Glover, +61 2 6228 8329
Agency Recruitment Site	https://www.foodstandards.gov.au/careers

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Home Affairs

Vacancy VN-0769019

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 10 May 2026

Chief Operating Officer
Policing Information and Checking Services National Policing Information

Job Title	Assistant Director, Policy and Planning - National Policing Information
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$121,756 - $146,676
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	To be negotiated
Classification	Executive Level 1
Position Number	6496_04/26_PICS
Agency Website	https://www.acic.gov.au/

Job Description

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

We are seeking an experienced Assistant Director with proven policy and engagement experience and strategic planning and delivery capability. As part of a small multidisciplinary team, they will lead and support contemporary strategic NPI policy and capability reform initiatives, manage diverse stakeholder perspectives, and work collaboratively, with and across internal stakeholders, police agencies, other Commonwealth agencies and industry nationally.

This role provides strategic leadership and decision-making authority for National Policing Information (NPI) policy, standards and reform, setting direction and governing outcomes across complex national stakeholder environments.

The NPI Policy and Planning Section is responsible for NPI policy and standards, NPI strategic business architecture and reform, and NPI audits and agreements.

Duties

- Lead strategic analysis and provide authoritative advice relating to the management of national policing information;
- Direct, approve and oversee the development, review and national implementation of NPI policies and standards;
- Set direction and govern business planning, investment decisions and delivery for NPI services and capabilities;

- Lead and negotiate with internal and external stakeholders to shape, agree and progress strategic NPI reform initiatives;
- Provide leadership within a multidisciplinary team, exercising sound judgement to manage competing priorities and deliver high quality outcomes.

Your skills and capabilities

- You are a strategic leader who sets direction and leads others to deliver complex policy and capability outcomes. You exercise sound judgement and authority across diverse subject matter, stakeholders, policies and services in high complexity environments.
- You influence and advise senior decision makers, communicating clearly and persuasively through high quality written and verbal products, including ministerial briefings, Cabinet submissions and board papers.
- You lead and govern reform initiatives, balancing strategic intent with practical delivery considerations. You demonstrate presence, resilience and integrity, and you take responsibility for decisions and outcomes.
- You lead collaboratively, fostering productive partnerships, enabling your team to perform at their best and navigating competing priorities to deliver high quality results under broad direction.

Eligibility

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

Notes

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

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our website.

About the Australian Criminal Intelligence Commission (ACIC)

The Australian Criminal Intelligence Commission (ACIC) is Australia's national criminal intelligence agency. Our vision is an Australia hostile to criminal exploitation. We work with our national and international partners to conduct investigations and collect intelligence to combat serious and organised crime, cybercrime and national security threats. We develop and maintain national information and intelligence sharing services and systems for use by state, territory and Commonwealth law enforcement agencies. We also deliver nationwide background checking services to support employment or entitlement decisions to keep the Australian

community safe. The ACIC Board provides strategic direction to the ACIC and represents Commonwealth, state and territory law enforcement and other regulatory agencies. Our purpose is to protect Australia from criminal threats through coordinating a strategic response and collecting, assessing and disseminating intelligence and policing information.

To Apply

Position Contact	Brenton, 0408 509 524
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0769082

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 10 May 2026

Chief Operating Officer
Policing Information and Checking Services National Policing Information

Job Title	Enterprise Analyst - National Policing Information
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$121,756 - $146,676
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6497_04/26_PICS
Agency Website	https://www.acic.gov.au/

Job Description *https://www.acic.gov.au/about-us/careers*

We are seeking an experienced Enterprise Analyst with strong strategic analysis and architecture skills. This role provides enterprise level analysis and expertise, translating policy intent and operational needs into coherent architectures that inform national investment, reform and delivery decisions.

As part of a small multidisciplinary team, the Enterprise Analyst will support the delivery of contemporary strategic NPI policy and capability reform initiatives. The role focuses on analysing, designing and translating complex business, information and capability requirements into coherent enterprise architecture, supporting informed decision making and sustainable national outcomes.

The role works collaboratively across internal stakeholders, police agencies, other Commonwealth agencies and industry nationally, supporting alignment between policy intent, operational needs and technical delivery.

Success in this role is demonstrated by clear, coherent enterprise architectures and analysis that enable informed decisions, alignment across stakeholders and effective delivery of NPI reforms.

Duties

- Analyse and synthesise complex business, information and capability requirements relating to national policing information;
- Design, model and document current and future state enterprise architectures for NPI services;
- Support policy, investment and reform decision making through evidence-based analysis and options development;
- Translate policy intent and operational needs into clear architectural views, roadmaps and artefacts;
- Assure alignment between policy objectives, operational requirements and delivery approaches by working collaboratively with stakeholders and partners.

Your skills and capabilities

- You are a strategic analyst who analyses and synthesises complex business, information and capability challenges across diverse stakeholders, policies and services. You design and articulate clear enterprise architecture views that support informed decision making in complex environments.
- You translate policy intent and operational needs into structured models, artefacts and advice that enable alignment between strategy, operations and delivery. You communicate clearly and precisely, tailoring complex concepts for a range of technical and non technical audiences.
- You demonstrate a strong track record supporting reform and investment decisions through evidence based analysis. You work independently under broad direction, applying sound judgement, logic and discretion to manage competing priorities and deliver high quality analytical outcomes.

- You collaborate effectively within multidisciplinary teams, building shared understanding and supporting collective outcomes.

Eligibility

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

Notes

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

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our website.

About the Australian Criminal Intelligence Commission (ACIC)

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

To Apply

Position Contact	Brenton, 0408 509 524
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0769089

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 10 May 2026

Chief Operating Officer
Policing Information and Checking Services National Policing Information

Job Title	Business Change Manager - National Policing Information
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$121,756 - $146,676
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6498_04/26_PICS
Agency Website	https://www.acic.gov.au/

Job Description

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

We are seeking an experienced Business Change Manager to support the delivery of contemporary strategic NPI policy and capability reform initiatives. This role enables and embeds effective change across the NPI Branch, preparing leaders, teams and stakeholders to successfully adopt and sustain policy, capability and organisational reforms. The role works collaboratively across internal stakeholders, police agencies, other Commonwealth agencies and industry nationally.

Working as part of a small multidisciplinary team, the Business Change Manager will lead and embed change management capability across the NPI Branch. The role supports both business as usual and project based change, working closely with senior leaders, project teams and stakeholders to ensure change is effectively planned, communicated, adopted and sustained.

Success in this role is demonstrated by high levels of stakeholder readiness, adoption and sustained change across the NPI Branch, with reforms embedded into everyday ways of working.

Duties

- Embed and enable structured change management capability across the NPI Branch;
- Plan and deliver change strategies supporting both business as usual and reform initiatives;
- Prepare and support stakeholders through targeted change communications and engagement activities;
- Design and deliver change related training and capability uplift activities;
- Support and coach senior leaders to effectively sponsor and lead change;
- Integrate change management activities into project and work plans in alignment with the ACIC Change Framework;
- Monitor and report on change readiness, risks, issues and adoption outcomes;
- Define, measure and track change success metrics to support sustained outcomes;
- Manage and develop an APS6 Business Change Analyst.

Your skills and capabilities

- You are a senior change practitioner who enables and embeds effective change across complex environments. You prepare organisations and stakeholders for change by designing and delivering clear, practical and targeted change strategies, communications and training;
- You support leaders and teams to understand, sponsor and lead change, building readiness and commitment at all levels. You communicate clearly and confidently, producing high quality change artefacts, presentations and briefings for senior audiences;
- You demonstrate a strong track record delivering sustainable change, monitoring adoption and adjusting approaches to ensure intended outcomes are realised. You work independently under broad direction, applying sound judgement to manage competing priorities and navigate ambiguity;
- You collaborate and build trust, working constructively with stakeholders to support successful adoption and long term capability uplift.

Eligibility

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

Notes

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

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our website.

About the Australian Criminal Intelligence Commission (ACIC)

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

To Apply

Position Contact	Brenton, 0408 509 524
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0769080

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Wednesday 06 May 2026

Transformation
Digital Transformation

Job Title	Digital Delivery, Product and Project Management - Multiple Roles
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Barton ACT, Haymarket NSW, Docklands VIC, Brisbane QLD
Salary	$149,205 - $176,285
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be discussed on commencement
Classification	Executive Level 2
Position Number	Multiple
Agency Website	https://www.austrac.gov.au/

Job Description

https://austraccareers.nga.net.au/cp/

About AUSTRAC

AUSTRAC is Australia's financial intelligence unit and anti-money laundering and counterterrorism financing (AML/CTF) regulator. We use data, intelligence and analytics to detect and disrupt serious and organised crime, protect the financial system, and support national security outcomes.

These Executive Level 2 roles sit within the Policy, Program and Project Job Family, providing strategic leadership and delivery of a number of complex digital programs, products or initiatives that advance enterprise-wide outcomes. Positions within this Job Family include **Senior Director, Product Management and Project Director, Digital Delivery.**

About the Opportunity

We are seeking senior leaders to drive AUSTRAC's digital delivery and transformation outcomes through the leadership of complex, high impact initiatives. These roles operate at a strategic level, providing strong governance, delivery oversight and authoritative advice to support organisational priorities and agile ways of working.

Candidates may be appointed to one of the following focus areas:

Senior Director, Product Management – provides strategic oversight of digital and business improvement programs, leads and matures product management practice, builds organisational capability, and advises the Executive on delivery risks, standards and governance.

Project Director, Digital Delivery – leads the end-to-end delivery of complex digital projects, ensures strong governance and benefits realisation, manages risk and dependencies, and partners with stakeholders to deliver user-centred digital solutions on time and within budget.

Duties

Under broad direction, EL2 roles within the Policy, Program and Project Job Family are accountable for:

- Provide strategic leadership for major digital initiatives in complex and ambiguous environments.
- Translate organisational strategy into effective portfolios, programs, products or projects.
- Establish and oversee governance arrangements aligned with organisational priorities and legislative frameworks.
- Manage delivery risks, performance and benefits realisation.
- Provide clear, evidence-based advice to senior executives on delivery status and risks.
- Build strong relationships with senior stakeholders and represent AUSTRAC as required.
- Lead high performing, multidisciplinary teams and build organisational capability through continuous improvement.

What We’re Looking For

We are looking for candidates who are experienced senior leaders with a strong track record in leading complex digital initiatives, providing strategic governance and advice, and delivering outcomes through effective stakeholder engagement and high performing teams.

Eligibility

The successful applicant will be required to required to obtain and maintain an Australian Government Security Vetting Clearance.

To be eligible for assessment, applicants must be an Australian citizen.

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

AUSTRAC is the Australian Government's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator. With government and industry partners, we use financial intelligence and regulation to: • prevent criminal abuse of the financial sector • help business, government and law enforcement partners detect, deter and disrupt money laundering, terrorism financing and other serious crimes • build and maintain trust and integrity in Australia's financial system. Every day our people use their intellect, skills, initiative and the latest technologies to protect our country, economy and community. With supportive benefits and culture, we offer a challenging and rewarding career where you can make a real impact.

To Apply

Position Contact	Hayden Beven, 02 9950 0787
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Industry, Science, Energy and Resources

Vacancy VN-0768646

Department of Industry, Science and Resources (DISR)

Closing Date:Thursday 28 May 2026

Job Title	Net Zero Economy Authority (NZEA) - Board Member Opportunities
Job Type	Part-Time, Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT, Various locations - SA SA, Various locations - WA WA, Various locations - VIC VIC
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	This vacancy is based Australia-wide. Please reach out to the contact officer to discuss this further.
Classification	Statutory Appointment
Position Number	0313_03/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=A8CD5CA5-AAB4-8D38-9C88-ECDBA2AF87FF

About the Net Zero Economy Authority

The Net Zero Economy Authority (NZEA) plays a pivotal role in the government's objectives of maintaining and diversifying Australia's industrial base as the world reduces its carbon emissions. NZEA works to ensure industrial regions, communities and workers are supported to manage the impacts of this transition and share in the benefits.

NZEA works collaboratively to facilitate investment in its priority regions and ensure a joined-up approach to industrial transformation across the Commonwealth and state and local governments. NZEA works with industry and communities in priority regions to identify project opportunities and connect proponents to investors and investment vehicles such as the National Reconstruction Fund.

NZEA is responsible for leading preparations for industrial diversification in communities most affected by the transition to net zero. This includes promoting understanding and awareness about electricity system change, investment, industrial projects and employment projects in priority regions.

NZEA is responsible for administering the Energy Industry Jobs Plan (EIJP) in accordance with the Net Zero Economy Act (2024) (the Act), which supports workers in coal and gas facilities affected by the transition to prepare for and find new well-paid, safe and secure jobs. NZEA works closely with the Department of Employment and Workplace Relations and state governments to provide timely and effective assistance to individuals in a cohesive and equitable manner.

NZEA was established under the Act as a non-corporate Commonwealth entity. NZEA operates as an independent, statutory authority. It is governed by an independent Board which operates in accordance with the legislation.

This expression of interest (EOI) is issued in accordance with the Act, the Cabinet Handbook (15th edition) and the 2026 Australian Government Appointment Framework. All processes will comply with the Public Governance, Performance and Accountability Act 2013 (PGPA Act).

Role of the NZEA Board

The NZEA Board is the accountable authority and is responsible for determining policies and strategic direction, and ensuring the proper, efficient and effective performance of NZEA’s functions in accordance with the Act, the PGPA Act and other relevant Commonwealth governance standards.

The Act contains specific requirements for NZEA Board members’ experience and qualifications and for overall Board composition. Board members must collectively have an appropriate balance of experience or expertise, professional credibility, and significant standing in:

- business, industry, finance or investment,
- industrial relations or labour market adjustments
- greenhouse gas emissions reductions pathways, technologies or policy
- climate change policy,
- energy markets
- regional development
- indigenous advocacy or community leadership
- public or corporate governance
- law

Board members must also demonstrate a commitment to continuous improvement, lessons-learned and regular assessment.

Position Overview

We're seeking **skilled individuals** to join the NZEA Board.

- **Term:** Part-time, up to five years via appointment by the Minister for Industry and Innovation
- **Remuneration:** Members are remunerated in accordance with the Remuneration Tribunal (Remuneration and Allowances for Holders of Part-time Public Office) Determination 2025.
- **Meetings:** Regular Board meetings plus occasional remote/committee engagements and meetings as required for Board sub-committees.

Successful candidates will undergo a formal induction process including training on governance, compliance and Board performance obligations.

Selection Criteria

To be considered for appointment to the NZEA Board, candidates must demonstrate:

1. Strong background in corporate governance and risk management.
2. Strategic, board-level leadership and stakeholder engagement capacity.
3. Expertise in energy, manufacturing and industrial investment, and regional development.
4. Integrity, independence and probity with no conflicts of interest which could compromise NZEA board deliberations or NZEA's reputation.
5. Experience in government programs, public sector governance, national-interest decision-making or policy implementation.

We welcome interest from senior leaders with strong credentials in fields such as:

- industry and manufacturing, commercialisation or national-interest sectors
- decarbonisation, energy markets, supply chain resilience or regional development
- banking, financing, venture capital or investment
- economics, law, accounting or public service governance.

How to address the selection criteria

Candidates are asked to address the selection criteria in the Statement of Claims.

Applicants are not expected to address every criterion individually. Instead, they should highlight the skills and experience most relevant to their background and the needs of the NZEA Board.

The Board will be appointed to achieve a collective balance across these domains.

Duties

- Provide governance, strategic leadership, and stewardship of public resources ensuring compliance with the PGPA Act and all relevant Commonwealth governance standards.
- Contribute to the determination of NZEA's strategic direction.
- Oversee the management of NZEA, ensuring alignment with the Statement of Expectations and as set out in the Act.
- Ensure NZEA operates efficiently, ethically, and within all legal and regulatory frameworks.
- Monitor and evaluate the performance of NZEA, including economic, social, gender, First Nations, regional, and environmental impacts.
- Participate in regular Board meetings and sub-committees as required.
- Uphold high standards of integrity, independence, and probity.
- Engage effectively with a broad range of stakeholders, including industry, regional communities, government agencies, advocacy groups, and the wider public.

Support the continuous improvement of Board processes and NZEA's performance.

Eligibility

Applicants must:

- be Australian citizens,
- consent to probity, background, and conflict-of-interest checks and submit relevant Conflict of Interest (CoI) declarations and Private Interests Declarations (PID) using the provided templates and any other necessary documentation if requested,
- declare any current roles or affiliations that could present actual or perceived conflicts of interest; applicants should comment on whether their register of interests would see them excluded from substantial parts of the Board’s processes, and
- be prepared to undergo the Australian Government Security Vetting process and maintain an appropriate security clearance as required.

Applicants shortlisted for further consideration may be subject to due diligence checks as part of the selection process.

Due diligence may include checks of the following:

- social media presence and broader media reporting
- legal actions or proceedings
- financial integrity
- regulatory and compliance history
- referee reports
- previous board memberships
- qualifications and employment history.

Applicants cannot be:

- an employee of the Commonwealth, or
- the holder of a full-time office under the law of the Commonwealth

We welcome applications from diverse industry, sector, demographic and cultural backgrounds and aim for geographic representation across Australia.

Notes

An Expression of Interest process for the National Reconstruction Fund Corporation is underway through a separate process. Suitably skilled and qualified candidates are invited to apply for both. Further information, including how to apply for a position on the National Reconstruction Fund Corporation Board, can be found here.

This vacancy is based Australia-wide. Please reach out to the contact officer to discuss this further.

Process transparency and timelines

The Minister for Industry and Innovation is responsible for the appointment process. All appointments will be made in accordance with Cabinet Handbook timelines and will follow best practice as per the 2026 Australian Government Appointment Framework and the Cabinet Handbook (15th Edition).

A pool may be established and may be used to fill future vacancies on the NZEA Board, as well as opportunities arising within the broader Industry, Science and Resources portfolio.

About the Department of Industry, Science and Resources (DISR)

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia's First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQA+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	n/a, n/a
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=A8CD5CA5-AAB4-8D38-9C88-E(

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Industry, Science, Energy and Resources

Vacancy VN-0768648

Department of Industry, Science and Resources (DISR)

Closing Date:Thursday 28 May 2026

Job Title	National Reconstruction Fund Corporation (NRFC) – Board Member Opportunities
Job Type	Part-Time, Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - WA WA, Various locations - SA SA, Various locations - NT NT, Various locations - VIC VIC
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	This vacancy is based Australia-wide. Please reach out to the contact officer to discuss this further.
Classification	Statutory Appointment
Position Number	0324_03/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=4D947D79-238C-622F-EB12-ECDBA2AD434F

About the National Reconstruction Fund Corporation

- Statutory appointment for a term of up to four years
- Eligible for reappointment

The Australian Government is seeking expressions of interest from highly qualified leaders to join the Board of the National Reconstruction Fund Corporation (NRFC), which is investing $15 billion for the Australian Government to drive growth, innovation and industrial transformation across Australia.

The NRFC invests across priority areas of the Australian economy including renewables and low-emissions technologies, defence capability, value-add in resources, value-add in agriculture, forestry and fisheries, transport, medical science, enabling capabilities, and industrial manufacturing and critical supply chains.

The NRFC will also be responsible for delivering investments under three new sub-funds – the Net Zero Fund, Economic Resilience Program and Forestry Growth Fund. In particular, the $5 billion Net Zero Fund is a key component of the Government's approach to driving decarbonisation and unlocking new manufacturing investment, and improving energy affordability in hard-to-abate sectors of the Australian economy.

The NRFC works collaboratively across government including with entities such as the Clean Energy Finance Corporation and the Net Zero Economy Authority to consider opportunities that align with Government priorities and support delivery of the Future Made in Australia agenda.

The NRFC is a financier governed by an independent Board responsible for making investment decisions in accordance with an established legislative framework. The NRFC's primary places of operation are Sydney, Melbourne and Canberra, with additional staff working from locations across the country. The NRFC has a growing workforce of more than 60 people.

Our ideal candidate

Who We're Looking For

We welcome interest from senior leaders with strong credentials in fields such as:

- industrials and manufacturing
- commercialisation or scaling domestic manufacturing
- decarbonisation, supply chain resilience or regional development
- banking, financing, venture capital or investment
- economics, law, accounting or public service governance.

Candidates must be Australian citizens, not a Commonwealth employee or full-time office holder, and must meet probity, conflict of interest and security requirements.

Duties

About the Role

Board members are responsible for:

- strategic governance and leadership of the NRFC

- oversight of investment decision-making and financial performance, including approving investment decisions in line with the **Investment Mandate**, **Priority Areas Declaration**, and **Statement of Expectations**
- ensuring operational alignment with the **Investment Mandate**, **Statement of Expectations** and Commonwealth governance standards
- stewardship of public resources and high-quality accountability.

Positions are part-time for up to four years and are jointly appointed by the Minister for Finance and the Minister for Industry and Innovation. Remuneration is set by the Remuneration Tribunal (currently $67,510 p.a.).

Eligibility

Applicants must:

- be Australian citizens,
- consent to probity, background, and conflict-of-interest checks and submit relevant Conflict of Interest (CoI) declarations and Private Interests Declarations (PID) using the provided templates and any other necessary documentation if requested to do so
- declare any current roles or affiliations that could present actual or perceived conflicts of interest; applicants should comment on whether their register of interests would see them excluded from substantial parts of the Board's processes, and
- be prepared to undergo the Australian Government security vetting process and maintain an appropriate security clearance as required.

Applicants cannot be:

- an employee of the Commonwealth, or
- the holder of a full-time office under the law of the Commonwealth.

We welcome applications from diverse industry, sector, demographic and cultural backgrounds and aim for geographic representation across Australia.

Applicants shortlisted for further consideration may be subject to due diligence checks as part of the selection process.

Due diligence may include checks of the following:

- social media presence and broader media reporting
- legal actions or proceedings
- financial integrity

- regulatory and compliance history
- referee reports
- previous board memberships
- qualifications and employment history.

Notes

An Expression of Interest process for the Net Zero Economy Authority Board is underway through a separate process. Suitably skilled and qualified candidates are invited to apply for both. Further information, including how to apply for a position on the Net Zero Economy Authority Board, can be found here.

This vacancy is based Australia-wide. Please reach out to the contact officer to discuss this further.

How to Apply

Please download the candidate information pack and submit your CV and completed EOI by Thursday 28 May 2026.

For enquiries contact NRFCAppointments@industry.gov.au.

A pool may be established and may be used to fill future vacancies on the NRFC Board, as well as opportunities arising within the broader Industry, Science and Resources, Finance, or other Australian Government portfolios (including with responsibility for SIV policy implementation).

About the Department of Industry, Science and Resources (DISR)

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia's First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQA+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Contact NRFCAppointments@industry.gov.au, n/a
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=4D947D79-238C-622F-EB12-EC

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Industry, Science, Energy and Resources

Vacancy VN-0769047

Geoscience Australia

Closing Date:Sunday 10 May 2026

Space
Positioning Australia National Geodesy

Job Title	Geodetic Officer
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	$101,080 - $117,002
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	APS Level 6
Position Number	18864
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

Geoscience Australia values the lands, water and sky as we work to deepen a shared understanding of Country and Earth. We respect First Nations peoples and their enduring

connection, contribution and obligations to Country. Reflecting on our shared history, we are committed to listen and learn.

About us

Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

Our workplace is committed to the health, safety and wellbeing of our employees and offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

When you work at Geoscience Australia you will have access to a range of benefits and the opportunity to experience a workplace culture that truly values and promotes diversity, inclusion, equity and belonging. To learn more about our competitive salary, free onsite parking, generous flexible working arrangements and the role you can play in growing our culture click here.

Our team

The National Geodesy section sits within the Positioning Australia Branch of the Space Division at Geoscience Australia and we’re bringing the benefits of space-based technology down to earth, through our precise positioning capability. Our vision is to help Australia prosper by fostering a world-leading positioning capability accessible to all. For more about Positioning Australia, click the link below:

- About Positioning Australia | Geoscience Australia

The National Geodesy section is responsible for ensuring that Australia has a state-of-the-art geospatial reference system that enables accurate and robust precise positioning. The team leads Australia's international contribution to the sustainment of the Global Geodetic Reference Frame and is responsible for a range of geodetic observation functions supporting Australia's positioning capabilities, including remote Satellite Laser Ranging and Very Long Baseline Interferometry facilities, as well as Gravity programs.

Duties

The Geodetic Officer role provides critical technical input to the National Geodesy section's work program, focusing on the Australian Geospatial Reference System (AGRS).

In this role you will contribute to the operation, maintenance, and modernisation of ARGS workflows, including coordination with key project partners.

In this role you will:

- Provide technical operational support to maintain the Australian Geospatial Reference System, ensuring the accuracy, integrity, and continuity of national positioning infrastructure.
- Execute national geodetic adjustments that define and realise Australia's geodetic datum, applying best-practice adjustment methodologies, uncertainty modelling, and validation techniques following the process guideline.
- Engage and collaborate with key state and territory stakeholders to respond to, and resolve technical issues promptly, maintaining ARGS quality standards.
- Conduct complex research and analysis towards combining geodetic observations with other geodetic or geophysical measurements, and publish outcomes
- Develop, review, and maintain technical adjustment methodologies, work instructions, and specifications, ensuring adjustments and derived products are reproducible, auditable, and scientifically defensible.
- Lead and contribute to technical projects that modernise and improve AGRS workflows, providing expert input, coordinating technical activities, and working with contractors and partners as required.
- Support the maintenance, enhancement and modernisation of our computing environments, including AWS and NCI, analytical software and version control systems.
- Prepare and provide advice, information, and support on geodesy and positioning to a diverse range of stakeholders both internal and external.
- Demonstrate technical leadership, including professional supervision and reviewing the work of peers within the Positioning Australia program.
- Contribute to the positive team culture through continuous delivery, development, agility and stakeholder engagement.
- Assist the broader National Geodesy team with other operational and technical activities as required.

To be successful in the role you will:

- Work under limited direction to establish clear project outcomes; respond flexibly to changing demands whilst working towards successful delivery; cope effectively with change

- Demonstrate strong technical leadership, analytical and problem-solving skills and work effectively to identify, prioritise, solve and communicate issues in a time-sensitive manner.
- Work collaboratively and operate as an effective team member; communicate effectively within the team to consult, collaborate & inform.
- Build and sustain positive relationships with external stakeholders from diverse backgrounds and experiences; confidently present and tailor technical information in both written and oral form to a range of audiences.
- Support section management and actively contribute to and foster an inclusive culture within the team; Adhere to the APS Values and Code of Conduct and consistently behave in an honest, ethical, and professional manner.

Required skills, knowledge, experience and/or qualifications

- Technical qualifications in geodesy and / or geospatial science or equivalent.
- Experience with the development of elements of a geospatial reference system including datums, geoid models and coordinate transformation tools.
- Experience working collaboratively with a diverse range of stakeholders, across different agencies and domains of expertise.
- Proficiency in scientific and/or data analysis programming in at least one of the programming languages: Python, C, C++, Fortran, or equivalent.
- Experience with the Linux operating system, familiarity with cloud computing environments and proficiency in version control systems, particularly Git, is an advantage.
- Excellent written and verbal communication skills, with the ability to convey complex technical concepts clearly and effectively to a variety of audiences.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages).
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Jami Zannat on (02) 6249 9639 or email umma.zannat@ga.gov.au.

To learn more about applying for roles within the Australian Public Services please review, ‘Applying for an APS job: cracking the code’.

Eligibility

To be eligible to apply for this position you must meet the below eligibility criteria.

- Be an Australian Citizen at the closing date of application.
- The successful applicant must be able to obtain, hold and maintain a security clearance of an appropriate level relevant to this role.

- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

Are you unsure about applying?

Did you know that a Hewlett Packard internal report found that men apply for jobs when they meet an average of 60 per cent of the job requirements? Women and other people from diverse backgrounds tend to only apply when they check every box. If you think you have what it takes, but don’t necessarily meet every single point on what we are looking for, please still apply or get in touch with the contact officer to learn more about the role.

Notes

If you require technical assistance, call Human Resources on (02) 6249 9777 or email recruitment@ga.gov.au.

A merit list/pool may be created from this process. If you are successful for the merit pool, your details may be shared with other Australian Public Service agencies unless you choose not to have your details disclosed.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Geoscience Australia

Geoscience Australia is an Australian Government listed entity within the Industry, Innovation and Science portfolio. Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged. We are committed to the health, safety and wellbeing of our employees and offer a flexible and diverse workplace.

To Apply

Position Contact	Jami Zannat, (02) 6249 9639
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

- 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

Industry, Science, Energy and Resources

Vacancy VN-0769016

IP Australia

Closing Date:Sunday 10 May 2026

Governance Assurance and Governance

Job Title	Governance Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - QLD QLD, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - TAS TAS, Various locations - SA SA, Various locations - NT NT
Salary	$99,734 - $112,049
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available
Classification	APS Level 6
Position Number	1700
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

As Governance Officer you will be supporting IP Australia’s Executive to make governance decisions, by making sure they have the right information at the right time. You will be part of a small team undertaking work with a high level of complexity and/or sensitivity. Under limited direction, you will assist in the coordination and management of IP Australia's Governance Secretariat functions to support internal governance arrangements. This means maintaining Secretariat functions for IP Australia’s key governance committees, such as scheduling meetings, planning, preparing agendas, taking minutes and summaries to record actions and decisions, communicating with Board members and others, as well as other related administrative functions.

You will engage with IP Australia's Quality Improvement Managers and others key stakeholders to ensure effective administration of IP Australia's ISO:9001 certified Quality Management Systems continues to deliver strategic objectives for the agency. Similarly you will work with IP Australia's Internal Audit provider to facilitate delivery of IP Australia's Internal Audit Plan, this will include liaison across the agency as well as logistical and administrative tasks in relation.

You should have excellent attention to detail, strong communication skills, and the ability to build productive workplace relationships and collaborate effectively.

Duties

The successful candidate will possess the following:

- Highly developed organisational skills including the ability to prioritise and collaborate with others to achieve outcomes and respond to deadlines
- Ability to work collaboratively as an effective member of a team, building and sustaining positive relationships with team members and stakeholders
- Excellent interpersonal skills at all levels
- Highly developed written and oral communication skills, tailored to the audience
- Strong stakeholder collaboration and negotiation skills, with confidence to engage and present with influence
- Excellent attention to detail
- Ability to monitor service delivery and respond efficiently to stakeholder needs or feedback
- Ability to work flexibly, efficiently, and can adapt their work method to meet desired outcomes.

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).

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

The successful candidate/s may be required to obtain and maintain a security clearance at a specified clearance level – please check the candidate kit for security clearance requirements.

The successful applicant/s must be willing to disclose all relevant and required information.

Notes

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

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

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The successful applicant/s must be willing to disclose all relevant and required information.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the IP Australia

IP Australia is the Australian Government agency that drives innovation by administering intellectual property (IP) rights, including patents, trade marks, designs, and plant breeder's rights. Our mission is simple: to help Australians turn great ideas into reality through a world-class IP system that fuels creativity, investment, and economic growth. Working with us means being part of a team that influences global IP frameworks, supports trade agreements, and educates businesses and individuals on the value of IP. We're not just about protecting ideas—we're about enabling innovation that benefits everyone. At IP Australia, we foster an inclusive and diverse culture where every individual feels respected and valued. We believe that diversity drives innovation, and we are committed to creating a workplace where everyone can thrive and reach their full potential. We understand the importance of flexibility and wellbeing. That's why we offer hybrid work arrangements, flexible hours, and programs to support mental health and overall wellbeing. Our focus on psychological safety ensures that employees feel secure and supported in their roles. Professional growth is a priority for us. We provide opportunities for skill development, education support, and clear pathways for career progression. Whether you're starting your career or looking to advance, IP Australia offers the tools and resources to help you succeed. Our benefits are designed to support your lifestyle and future. With competitive conditions such as 15.4% superannuation contributions, salary packaging options, and family-friendly policies, we make sure our employees are well taken care of. Finally, integrity is at the heart of everything we do. We uphold the highest standards of fairness and respect, maintaining a workplace built on trust and collaboration. At IP Australia, you'll be part of an organisation that values both people and purpose.

To Apply

Position Contact	Louise Salway, (02) 62832577
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769169

Civil Aviation Safety Authority Australia

Closing Date:Sunday 17 May 2026

Stakeholder Engagement
Client Services Centre

Job Title	Team Leader, Flight Crew Licencing Specialist Services
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$192,464 - $200,999
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	1247
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

The Team Leader, FCL Specialist Services leads and manages the complex environment of flight crew licencing, managing a multidisciplinary team of licencing, examination, aviation english language proficiency (AELP) and aeronautical radio operator certificate (AROC) specialists in delivering technical regulatory services in the Client Services Centre (CSC).

FCL Specialist Services team is the national interface with industry for on-going specialist support required for flight crew licensing. The team Leader is responsible for maintaining effective communication with industry stakeholders and exercising high level judgement, autonomy and resolution of complex to highly complex flight crew licensing services.

The Team Leader, FCL Specialist Services, is responsible for the following deliverables:

- Leads and manages the FCL Specialist Services team ensuring the effective delivery of services and advice to industry, CASA and the broader aviation community.
- Manages the input and advice with difficult and/or highly complex flight crew licensing issues affecting the Australian aviation industry and CASA.
- Contributing effectively through specialist advice to the development of and implementation of CASA's Corporate, Divisional and Branch Business and Risk Management Plans.
- Liaises with Operational areas, Legal and International and Regulatory Affairs in relation to flight crew licensing and enforcement matters.
- Assists with safety education.
- Ensure team members are effectively trained to carry out their functions, ensuring compliance with the necessary corporate and technical training requirements, in accordance with CASA policies.
- Manage complex to highly complex flight crew licensing application assessments, advice and undertake surveillance tasks as required.
- Schedules audit and compliance of flight crew licensing activities including third party provided services.
- Work collaboratively with internal and external stakeholders, including regulated entities, Australian government agencies and international agencies and be able to present the agency's position on both strategic and highly complex technical and or regulatory matters.
- Participate in ICAO related activities and CASA regulatory development and update programs related to Flight Crew Licensing.
- Required to exercise prescribed delegations as authorised in an effective and efficient manner.
- Promotes a culture of innovation and continuous improvement in the provision of regulatory services and surveillance.
- Develop and maintain positive relationships and promote open communication with internal and external key stakeholders.
- Monitors and measures the quality of flight crew licensing performed by the technical team and reports regularly on the activity of the team.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Hold a Flight crew licence as referenced in the qualifications.
- Demonstrated experience in managing and leading a technical team.
- Strong background in aviation operations and comprehensive working knowledge of Australian aviation legislation in relation to flight crew licencing requirements.
- An advanced understanding of ICAO requirements relevant to Flight Crew Licensing.
- Demonstrated high level written and verbal communication skills with the ability to interpret complex information, prepare high quality written materials and present effective arguments to complex issues.
- Ability to independently exercise judgement in handling complex queries and supporting other team members in knowledge sharing to achieve outcomes.
- Demonstrated high-level and complex problem-solving skills with the ability to develop and implement procedures, improve processes, provide flexible solutions, and achieve results.
- A high-level understanding of quality assurance and risk management principles.

- Demonstrated experience as a lead auditor, including any relevant qualifications in lead auditing.
- Ability to engage with Aboriginal and Torres Strait Islander employees in a sensitive, respectful and equitable manner.)
- Promotion of workplace safety, equity and diversity, and act in accordance with the CASA Values and Behaviours

The following **ideal candidate** requirements are desirable:

Hold a type rating on one of the following (or similar) aircraft types:

- Turbo prop (e.g. Dash 8, ATR 42/72, SAAB 340)
- Single aisle jet (e.g. B737, B717, A320, Bae146)
- Twin engine/twin aisle jet (e.g. B767, A330, B787, B777)
- Four engine/twin aisle jet (e.g. B747, B774, A380); or

Eligibility

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

- Must be an Australia citizen
- Undergo pre-employment screening including a Police Check
- Have or have held an Australian Air Transport Pilot Licence (Aeroplane Category Rating) and
- Have or have held an Instrument Rating with a Multi-Engine (Aeroplane) Endorsement and
- Have or have held a Grade 1 Flight Instructor Rating or have extensive training and checking experience with an approved training and checking organisation; or Be a current Flying Operations Inspector; and
- Have comprehensive working knowledge of Australian aviation legislation in relation to flight crew licencing.

Notes

Affirmative Measures

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

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Civil Aviation Safety Authority Australia

"Safe skies for all—it begins with you." CASA is established by and operates under the Civil Aviation Act 1988 and the Airspace Act 2007. CASA's primary function is to conduct the safety regulation of civil air operations in Australia and the operation of Australian aircraft overseas. We license pilots, register aircraft, oversee aviation safety and promote safety awareness. We are also responsible for making sure that Australian airspace is administered and used safely. CASA is a Corporate Commonwealth entity and is subject to the Public Governance, Performance and Accountability Act 2013 which deals with a range of matters, including reporting and the use of and management of public resources. We employ over 800 people working across Australia. We are an engaged team and proud to work for CASA. We strongly believe in the vision, mission and goals of our agency. We are highly connected to CASA’s Values and Regulatory Philosophy that underpin all we do. We understand how our roles directly contribute to aviation safety. We are a relationship-based organisation and value the unput and ideas of others.

To Apply

Position Contact	Sam Palaskonis, 02 6217 1447
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

This notice is part of the electronic Public Service Gazette PS17 Weekly Gazette Thursday (Vacancy Notices) - 30 April 2026.pdf
Published by Australian Public Service Commission.

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769170

Civil Aviation Safety Authority Australia

Closing Date:Sunday 17 May 2026

Stakeholder Engagement
Client Services Centre

Job Title	Team Leader, Flight Crew Licencing Specialist Services - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$192,464 - $200,999
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	1247
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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The Role

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Eligibility

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To Apply

Position Contact	Sam Palaskonis, 02 6217 1447
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769050

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

Closing Date:Sunday 10 May 2026

Job Title	APS6 - Airport Environment Officer, Airports Environment Branch
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - WA WA, Various locations - NT NT, Various locations - SA SA, Various locations - TAS TAS
Salary	$99,733 - $118,084
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	47764
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The **Airports Environment Branch** is responsible for regulating environmental management at federally leased airports and delivering the government's $130.5m Per- and Poly-fluoroalkyl Substances (PFAS) Airports Investigation Program (the Program) through its PFAS Taskforce.

The **Environmental Regulations Section** regulates environmental management at 20 federally leased airports and members of our team are located all around Australia. Airport Environment

Officers (AEOs) are authorised officers who exercise regulatory functions under the Airports Act 1996, the Airports (Environment Protection) Regulations 2026 (the Regulations), and the Airports (Environment Protection) Regulations 1997 (the 1997 Regulations), monitor the implementation of Airport Environment Strategies, and liaise with Airport Lessee Companies and their tenants on environmental issues, working closely with Airport Building Controllers. The AEOs are supported to carry out their regulatory functions by EL1 Hub Managers (Vic/Tas, WA/SA, QLD/NT and NSW/ACT) and a Network Coordination support team that provides corporate and legal policy support. In addition, the AEO Network is supported by the Environment Regulatory Support team, which provides Compliance and Governance support.

The Environmental Regulations Section is an inclusive, dedicated, forward-thinking team that has several vacancies available for AEOs at the APS6 level. AEOs work as a nationwide network of environmental scientists and engineers, supporting each other to delivery regulatory outcomes that are evidence-based, robust, defensible and consistent. Team members are energetic and autonomous with an agile mindset that values effective communications with internal and external stakeholders.

Duties

What will you do?

AEOs are the first point of contact for environmental regulation at federally leased airports on behalf of the Commonwealth, and are instrumental in ensuring the effective monitoring, reduction and prevention of pollution at airport sites. They oversee the day-to-day management of environmental issues at airports to ensure the airports' operations and developments accord with applicable environmental laws and standards. AEOs are authorised officers and supported to make decisions regarding compliance with regulations and standards, undertake environmental investigations and reporting, and take enforcement action when there is a legislative breach.

The role is varied and dynamic, but key duties of the positions include:

- liaising with the Airport Lessee Company on environmental issues;
- assessing potential environmental impacts of airport development proposals;
- conducting site inspections and investigations;
- preparing for and actively participating in a diverse range of meetings and engagements with airport stakeholders, whether tenants, airport-lessee companies or neighbours.
- preparing briefing about environmental issues at airports that you regulate to inform departmental policy making, reporting and stakeholder engagement;
- reporting and making recommendations and decisions on environmental regulations;
- monitoring environmental compliance under the relevant legislation; and
- PPE will be provided for use while onsite however the AEO is responsible for wearing it and behaving in accordance with site-specific airport and tenant OHS plans.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the APS6 Work level standards.

As an APS6 AEO, you will have a demonstrated ability to:

- under general direction, deliver high quality regulatory outcomes on environmental matters at specified federally leased airports, including undertaking investigations and analysis to provide timely and detailed written and oral advice on regulatory issues;
- interpret and apply legislation to inform quality and timely decision making on complex issues;
- contribute to strong levels of regulatory compliance enforcement and reporting while engaging consistently and appropriately with risk;
- apply critical and strategic thinking to understanding the Airports Act 1996 and relevant regulations, national environmental standards, new and existing guidelines and procedures, reports, data, and stakeholder correspondence to inform ongoing policy development and decision making;
- foster and maintain strong relationships with key stakeholders across the sector and be a reliable and consistent point of contact on airport environment matters in the airport community;
- undertake regular airport site visits and inspections and be willing to undertake domestic travel monthly if required;
- monitor, analyse and distil environmentally technical operations, reports and correspondence.
- previous experience in a frontline regulatory role and an ability to develop and impart regulatory expertise and subject-matter knowledge quickly will be highly valued; and
- depending on where the applicant is located and the position available, the job may involve regular monthly domestic travel.
- ANZSOG Professional Regulator training and/or a Certificate IV course in Government Investigations, or must be willing to undertake either course.

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an APS6 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seek appropriate cultural input to inform decisions.

Eligibility

Eligibility requirements

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

- **Citizenship**: candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment**: The preferred candidate may be required to undergo an initial medical examination conducted by the department's preferred medical provider and further periodic medical examinations as may be required.
- **Security Clearance**: The successful candidate must be able to obtain and/or maintain a security clearance at Baseline level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.
- **Aviation Security Identification Card**: The successful candidate must be able to obtain and/or maintain an ASIC, to enable them to inspect secure areas of airports. The cost will be covered by the department.
- **Police check**: The successful candidate must satisfactorily complete an Australian Federal Police criminal history check.
- **Integrity and Performance check**: The successful candidate must satisfy the requirements of an Integrity and Performance check, which is completed by your most recent employer.
- **Qualifications**: Qualifications in Environmental Science or a similar environmental discipline.
- Candidates must hold or obtain a White Card and any other qualifications required by the state in which they operate (such as silica and asbestos training in the ACT) in order to work on industrial and construction sites. The department covers the costs of mandatory training.
- Driver's licence required for some positions, and desirable for all positions as travel between the office and third-party workplaces may be required depending on location.

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position description available by clicking the 'Apply Now' button

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

Our work connects and enriches every Australian community, underpins our economy and society, and empowers our regions. We provide policy advice and deliver programs, projects and services in the infrastructure, transport, communications, sport and arts sectors, supporting our regions, cities and territories. Our staff have the opportunity to work on high profile and diverse national projects that have a meaningful impact on the lives of all Australians. We seek people with a wide range of skills and competencies. Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTQI+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Sally Aplin, 02 6136 8145
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769155

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

Closing Date:Sunday 17 May 2026

Information Technology & Data
Data, AI, Governance & Info Mgt Information Management Unit

Job Title	EL1 - Assistant Director, Information Management Unit
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$126,838 - $144,278
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA.
Classification	Executive Level 1
Position Number	47772
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Information Management Unit (IMU) is seeking an Assistant Director, that can perform the duties expected of an Executive Level 1 (EL1), including:

- providing, or the ability to effectively grasp and learn, technical and subject matter advise as it relates to information management and BAU functions
- driving a range of strategic deliverables, including but not limited to project and contract management, and policy development
- ability to effectively grasp and understand relevant information management directives, objectives, and Commonwealth legislation
- ability to translate strategic priorities into operational outcomes to provide technical advice, lead a small team, and manage complex stakeholder relationships.

Duties

What will you do?

This role will work closely with another EL1 and the director to deliver information management objectives and enhancements to the department. Key activities as part of the role include, but are not limited to:

- collaborating with other teams to provide advice and support on departmental priorities, including the implementation of a new information management system, ensuring compliance with relevant information management standards, policies, regulations, legislation, records authorities, auditing requirements, and business classification schemes
- understanding and maintaining information management policies, procedures, and related governance material, to be able to provide best practice legislative and administrative guidance
- understanding the department’s information management system, and the process to categorise and life cycle manage information assets to be able to support users and provide SME advice
- uplifting the department’s information management culture through the provision of value-add products, including educational sessions and material
- understanding and completing required Commonwealth objectives, including the department’s response to the National Archives of Australia Check-Up Survey, and the Senate Order of Continuing Effect No. 12 report
- engaging with technical teams to resolve system issues within the IMU remit, including supporting Machinery of Government changes and other departmental movements as they relate to the appropriate export and import of information
- driving strategic deliverables requiring strong project and stakeholder management capabilities, and effective written and verbal communication, such as updating the department’s records authorities as required, drafting policy updates, executive briefings, committee papers, and procurement documentation.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the EL1 Work level standards. This includes demonstrating a positive attitude, resourcefulness, initiative, collaboration and flexibility to deliver results. Successful candidates will have strong leadership skills, excellent communication skills, sound judgement, strong stakeholder engagement skills, strong organisation and project management skills, and the ability to manage complexity and deliver quality outcomes.

Strong experience in leading projects and a demonstrated ability to quickly and effectively grasp a solid understanding of information management BAU activities, policies, standards and legislation is essential to this role. Information management or relevant industry qualifications, experience and knowledge is desirable, but not essential.

We strongly encourage applications from candidates who have built relevant capability through professional experience, led departmental initiatives, or have a strong interest in the importance of information management. We are seeking individuals with a:

- high capacity for learning and a proactive approach to professional development
- demonstrated eagerness to learn new systems and a dedication to growing within the team
- demonstrated effective communication and collaboration skills, and ability to lead and work independently on a diverse range of projects
- strong commitment to mastering new skills and tools.

Information management or relevant industry qualifications, experience and knowledge is desirable, but not essential.

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an EL1 you will be expected to:

- Lead the integration of cultural considerations into work area outcomes.
- Build trusted relationships with Aboriginal and/or Torres Strait Islander stakeholders.
- Champion cultural capability within teams and challenges culturally unsafe practices.

Eligibility

Eligibility requirements

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

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at Baseline. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.
- **Police check:** The successful candidate must satisfactory complete an Australian Federal Police criminal history check.
- **Integrity and Performance check:** The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position description available by clicking the 'Apply Now' button.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTQI+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Modesto Rivera, 02 6136 8531
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769168

National Archives of Australia

Closing Date:Sunday 17 May 2026

Collection Management National Network Coordination

Job Title	Archival Officer
Job Type	Full-Time, Ongoing
Location	Cannon Hill QLD
Salary	$80,108 - $86,321
Future Merit Locations	Cannon Hill
Office Arrangement	On Site;Flexible
Office Arrangement Details	Adhoc Work from home arrangements depending on office requirements.
Classification	APS Level 4
Position Number	32091
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

National Archives of Australia is seeking an enthusiastic archival officer to undertake a broad range of archival duties in the Queensland Office.

The successful applicant will work collaboratively as part of a small team to manage and provide access to National Archives' collection. They will represent National Archives, liaise with internal and external stakeholders, and assist in delivering public engagement activities to promote National Archives and the collection.

Duties

Under general direction the main duties of the role are to:

- Assist the Australian community to access National Archives collection by responding to reference inquiries, examining records for release and assisting visitors to the Queensland Research Centre.
- Perform duties associated with established procedures to assist with National Archives' transfer, storage, and lending activities including repackaging, basic preservation and physically relocating, retrieving and returning of records to the repository.
- Perform duties associated with providing access to the collection through digitisation services and descriptive projects.
- Liaise with internal and external stakeholders to assist in the delivery of public engagement activities to promote an understanding of National Archives and the collection.

- Work collaboratively to consult and share information with colleagues, provide advice, actively engage in problem solving and knowledge transfer and seek input from others to achieve business outcomes.
- Assist in the delivery of office support services, including recordkeeping, information technology coordination, and business continuity.
- Apply the principles of APS Values, Code of Conduct, workplace diversity, work health and safety and participative management within a work and team environment.
- Apply National Archives' Vision, Mission and Commitments as expressed in Strategy 2025-2030 and Our Values.

Eligibility

To be eligible for the role you must be an Australian citizen. If you are selected, you will be required to successfully undergo a pre-employment check and be able to obtain and maintain a security clearance at a Negative Vetting Level 1 clearance level.

Notes

Relevant tertiary qualifications (or significant progress towards completion) and/or experience working with an archival or cultural heritage collection 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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Deanne Zeller, 07 32494215
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0769216

National Film and Sound Archive of Australia

Closing Date:Sunday 10 May 2026

Digital Digital Preservation

Job Title	Digital Preservation Analyst
Job Type	Full-Time, Ongoing
Location	Acton ACT
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	You may apply for flexible working arrangements.
Classification	APS Level 5
Position Number	89872
Agency Website	https://www.nfsa.gov.au/

Job Description

https://candidate.aurion.cloud/nfsa/production/

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year. The NFSA is in a period of significant change. Following increased Government investment, the institution is in a process of digital transformation, establishing the NFSA as Australia's most dynamic and valued cultural organisation. We are rebuilding our curatorial workforce and developing the NFSA's capacity to digitise our collection at scale – to preserve it for the future, to make sure it can be discovered, and to share it with all Australians.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne.

We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

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

About the Team

The Digital Preservation team is part of the Digital Branch. The team plays a key role in sustaining the systems, workflows, and operational processes that support the National Film and Sound Archive’s digital collection, ensuring it can be preserved, managed, and made available for access and reuse over time. The team’s work underpins long-term preservation outcomes across digitised and born-digital content, supporting organisational priorities in digital preservation, born-digital acquisition, and digitisation programs. Working collaboratively across curatorial, collecting, technical and delivery areas, the team translates preservation intent into scalable, standards-aligned practice, manages and evolves the preservation systems ecosystem, and delivers repeatable operations across ingest, curation, access, and migration. The team also provides active digital collection care and risk management, undertakes legacy and backlog recovery to reduce inherited technical debt, and pilots emerging and complex digital forms, transitioning successful approaches into sustainable business-as-usual capability.

The Opportunity

The Digital Preservation Analyst works as part of the Digital Preservation Operations team, which serves as the central point of contact for digital content entering and leaving the collection. The team ensures that incoming material meets

digital preservation standards and that outgoing content is fit for use, reviewing and processing born-digital and digitised content as it arrives, identifying and resolving technical issues before material enters the collection, and checking content being prepared for access or delivery.

The role supports the day-to-day operational delivery of these activities through close collaboration with colleagues across the Digital Preservation Department and with stakeholders throughout the organisation. This includes processing born-digital and digitised materials, undertaking Quality Assurance and Quality Control (QA/QC), performing content verification and data extraction, and contributing to the reliable implementation of preservation workflows. Working within defined digital preservation methodologies and standards, the role ensures that digital content entering and leaving the collection meets technical requirements, supports the long-term integrity and usability of digital materials, and aligns with organisational priorities.

Duties

Under limited direction, the role will:

- Undertake processing of born-digital and digitised material, applying established workflows and QA/QC processes to ensure consistent and reliable outcomes.
- Support the technical assessment of digital material for preservation and access purposes, escalating complex or non-routine issues as required.
- Provide sound technical advice to staff and external stakeholders from television broadcast, film and audio production, interactive entertainment industries, and academic collaborators.
- Assist in testing and evaluating contemporary and obsolete equipment, systems and hardware/software to automate and support digital acquisitions and digitisation.
- Contribute to the development, implementation and documentation of efficient and effective digital preservation workflows, informed by operational experience and day-to-day delivery needs.
- Assist in maintaining and updating the NFSA’s digital collection specifications, contributing to the continuous improvement and practical application of preservation standards to meet evolving archival and reuse needs.
- Work collaboratively with local and global digital preservation communities to identify and prioritise at-risk digital material and develop processes and plans to ensure ongoing preservation and access.
- Apply digital preservation standards, procedures, and tools consistently to support reliable, repeatable operational delivery.
- Undertake appropriate administrative tasks and reporting including contributing to operational planning, drafting procedures, undertaking research and analysis; and providing input into pilot and project activities as required.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Proven audiovisual technical expertise in a broadcast, production, or cultural heritage environment, with demonstrated experience working with digital objects, associated standards and applications, particularly in relation to QA/QC.
2. Demonstrated knowledge of analogue and digital audiovisual material, games and interactive media, digital objects and carrier formats, post-production techniques and digital delivery methods, as it relates to collecting institutions.
3. Well-developed analytical and problem-solving skills with attention to detail, with the ability to troubleshoot issues, follow established procedures, and meet deadlines in a fast-paced operational environment.

4. Demonstrated ability to develop, implement, and document efficient and effective digital workflows in line with established standards, resources, and priorities.
5. Well-developed written and oral communication skills including the ability to explain technical information to a range of stakeholders, and to work both independently and as part of a team.

Eligibility

Desirable:

- Relevant tertiary degree or technical qualifications and/or the equivalent experience in an industry, production and/or cultural environment.

How to Apply

When applying via our online e-recruitment system, please address the details in the ‘Key Responsibilities’ and ‘Selection Criteria’ by outlining in 1,000 words or less, how your skills and relevant experience demonstrate that you would be our ideal candidate. Your current resume is also to be included in your application.

In addition to an application and your resume, the assessment process for this position may also include an interview and referee reports.

We welcome and encourage applications from people with disability, the LGBTIQ+ communities, from Aboriginal and/or Torres Strait Islander people, and people from culturally and linguistically diverse backgrounds.

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

RecuitAbility

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 see: RecruitAbility | Australian Public Service Commission (https://apsc.gov.au)

About the National Film and Sound Archive of Australia

The National Film and Sound Archive of Australia (NFSA) is the national agency concerned with the visibility, usability and sustainability of Australia's audio-visual heritage. The NFSA's mission is to collect, preserve, and share the national audio-visual collection for others to learn, experience and create with it.

To Apply

Position Contact	Marcus Hayman, 61262482220
Agency Recruitment Site	https://candidate.aurion.cloud/nfsa/production/

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Prime Minister and Cabinet

Vacancy VN-0769030

Aboriginal Hostels Limited

Closing Date:Sunday 10 May 2026

NSW Operations
Biala and Kirinari Hostel

Job Title	AFFIRMATIVE MEASURES | Residential Youth Workers
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Allambie Heights NSW, Sylvania NSW, Sydney NSW, Various locations - NSW NSW
Salary	$70,477 - $76,820
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	Onsite
Classification	APS Level 3
Position Number	Various
Agency Website	https://www.ahl.gov.au/work

Job Description

https://www.ahl.gov.au/work

This is an Affirmative Measures - First Nations applicants only position.

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Residential Youth Workers to join our team to help create a safe and welcoming environment at our Biala and Kirinari Sylvania Hostels, Sydney, NSW. The positions are open to full-time, part-time and casual arrangements.

Our Purpose - to provide safe, culturally appropriate and affordable accommodation for First Nations people who need to be away from home to access medical services, education and economic opportunities. Dedicated Aboriginal Hostels Limited (AHL) staff provide accommodation and meals for residents in a supportive environment, assisted by local First Nations service providers and referral agencies.

Our Secondary Education Hostels - provide a home away from home for Indigenous Australians (aged 12-18 years) attending partner schools (grades 7 - 12). Our commitment in our student hostels is to ensure that we provide a fair, honest and culturally respectful environment that values each student and their connection to country.

What We Offer:

- **Competitive Pay & Benefits**: $70,477 — $76,820 per annum (pro-rated for part-time). You'll receive an above-award salary, 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth**: Enjoy stable, ongoing employment with plenty of opportunities to grow and move within the organisation.
- **Supportive Team Environment** You'll be part of a friendly, inclusive team where your work is valued. Generous shift penalties apply for work after hours, weekends and public holidays. This role requires weekend work - 50% penalty rates apply for Saturday, and 100% penalty rates apply for Sunday.
- **Regular salary packaging options** for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice $15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave Entitlements**
- 18 days sick/personal leave per annum, cultural and NAIDOC day leave.
- Paid leave during School Holidays - 4 weeks Annual Leave (to be used in school holiday periods only) PLUS, 6-8 weeks paid Close Down leave during school holiday periods.

Note: staff may be asked to work up to 2 weeks in total during the school holidays to undertake training, relief work, and hostel preparation for new term or hostel closedown.

Duties

Residential Youth Workers (RYW) are key in creating a home away from home environment for students. You will support students out of school hours, arrange and engage in creative, culturally rich programs and guide the students to build life-long skills and achieve their personal goals. They support students with routine activities, including class preparation, provide transport to school/sport/medical appointments, homework and life skills. You will promote and safeguard the safety and welfare of students, always adhering to AHL’S child safeguarding framework

The role will develop cooperative relationships with schoolteachers, parents and community members. You will work alongside your team and with the guidance of the Head of Boarding, resolve complex issues to ensure a positive, culturally appropriate experience and quality stay.

The RYW perform all tasks in a manner which upholds AHL's commitment to safety of its staff and residents by adhering to relevant WHS practices. You will report unsafe, hazardous or emergency situations using AHL's Hazard and Incident reporting procedures.

Eligibility

Prior to engagement, you are required to:

- Provide evidence of Australian Citizenship.
- Undergo, obtain and maintain a Satisfactory National Criminal History Check.
- Meet Fitness for Duty requirements.
- Hold and maintain NSW Working with Children Check.
- Current Drivers Licence

- Hold or ability to obtain the essential qualifications.

Qualifications and Training (or ability to obtain in the first six months of employment):

- Current First Aid Certificate
- Mental Health First Aid Certificate
- Bronze Medallion
- Certificate 4 in Community Services or equivalent training or experience

Affirmative Measures

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 Straight people.

Applicants applying under this Affirmative Measures round will need to provide evidence they meet the eligibility for this vacancy. Should applicants progress to interview, confirmation of Aboriginal or Torres Strait Islander heritage will be required.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

Notes

How to apply:

1. Complete the Application Form on our website (Work with us | Aboriginal Hostels Limited)
2. Email your current Resume and completed Application Form to jobs@ahl.gov.au by **11:59pm AEST by Sunday, 10 May 2026**. Please include your name and the job reference (VN-0769030) in the subject of your email.
3. For any questions about the role please contact Tayla Smith on 0447 230 109 or email jobs@ahl.gov.au

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

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About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other

organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Tayla Smith, 0447 230 109
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0769036

Aboriginal Hostels Limited

Closing Date:Sunday 10 May 2026

NSW Operations
NSW Region

Job Title	AFFIRMATIVE MEASURES | Operations Manager
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Sydney NSW, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - WA WA
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid Work arrangement
Classification	APS Level 6
Position Number	5201
Agency Website	https://www.ahl.gov.au/work

Job Description

https://www.ahl.gov.au/work

This is an Affirmative Measures – First Nations applicants only position

Aboriginal Hostels Limited (AHL) is looking for a motivated and experienced professional to join our team as an APS6 Operations Manager in NSW/VIC region.

The selected candidate must be willing to work within the Sydney region, with occasional travel to other areas across NSW as required.

Why Join Us?

At AHL, we pride ourselves on our collaborative and inclusive culture. You will be joining a tight-knit, supportive team that values professional growth and encourages staff development. We are passionate about what we do, and even more passionate about the people we work with.

Whether you are looking to broaden your APS experience or take the next step in your leadership journey, this role offers the opportunity to grow and contribute in meaningful ways.

Duties

Your New Role

As the Operations Manager, you will play a key role in overseeing the day-to-day delivery of high-quality services to residents across our multipurpose and student boarding facilities in NSW and VIC. From ensuring safe and culturally appropriate accommodation to leading teams in delivering nutritious meals and quality customer service, your leadership will directly support the wellbeing of our residents.

Our ideal candidate brings experience from the hospitality, community or educational sector.

This full-time role is based in Sydney reporting to the Director Frontline Services NSW/VIC. As you will be responsible for managing multiple sites, a driver's license is essential and the availability to travel is required.

We are after someone who will:

- Lead with purpose and empathy
- Have strong people management and operational experience
- Apply accuracy and attention to detail in following procedures
- Brings great communication, problem-solving, and decision-making skills
- Thrive in a fast-paced environment and is committed to continuous improvement

Eligibility

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

Other eligibility requirements:

- Be an Australian Citizen.
- Undergo a Satisfactory National Criminal History Check (prior to engagement).
- Meet Fitness for Duty requirements (prior to engagement).
- Hold and maintain a Working with Children Check in NSW (prior to engagement).
- Hold or obtain relevant qualifications.

Notes

How to apply

1. Complete the Application Form available from our website Work with us | Aboriginal Hostels Limited
2. Email your current Resume and completed Application Form to jobs@ahl.gov.au by **11:59pm AEST on Sunday 10 May 2026**
3. Please include your name and the job reference (VN-0769036) in the subject of your email.

If you have questions about the role contact Beth Perin, Director Frontline Services NSW/VIC 0477 783 130.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Beth Peri, 0477 783 130
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0769079

Aboriginal Hostels Limited

Closing Date:Sunday 10 May 2026

NSW Operations
Biala and Kirinari Hostel

Job Title	Residential Youth Workers
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Allambie Heights NSW, Sylvania NSW, Sydney NSW, Various locations - NSW NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 3
Position Number	Various
Agency Website	https://www.ahl.gov.au/work

Job Description

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Residential Youth Workers to join our team to help create a safe and welcoming environment at our Biala and Kirinari Sylvania Hostels, Sydney, NSW. The positions are open to full-time, part-time and casual arrangements.

Our Purpose - to provide safe, culturally appropriate and affordable accommodation for First Nations people who need to be away from home to access medical services, education and economic opportunities. Dedicated Aboriginal Hostels Limited (AHL) staff provide accommodation and meals for residents in a supportive environment, assisted by local First Nations service providers and referral agencies.

Our Secondary Education Hostels - provide a home away from home for Indigenous Australians (aged 12-18 years) attending partner schools (grades 7 - 12). Our commitment in our student hostels is to ensure that we provide a fair, honest and culturally respectful environment that values each student and their connection to country.

What We Offer:

- **Competitive Pay & Benefits**: $70,477 — $76,820 per annum (pro-rated for part-time). You'll receive an above-award salary, 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth**: Enjoy stable, ongoing employment with plenty of opportunities to grow and move within the organisation.
- **Supportive Team Environment** You'll be part of a friendly, inclusive team where your work is valued. Generous shift penalties apply for work after hours, weekends and public holidays. This role requires weekend work - 50% penalty rates apply for Saturday, and 100% penalty rates apply for Sunday.
- **Regular salary packaging options** for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice $15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave Entitlements**
- 18 days sick/personal leave per annum, cultural and NAIDOC day leave.
- Paid leave during School Holidays - 4 weeks Annual Leave (to be used in school holiday periods only) PLUS, 6-8 weeks paid Close Down leave during school holiday periods.

Note: staff may be asked to work up to 2 weeks in total during the school holidays to undertake training, relief work, and hostel preparation for new term or hostel closedown.

Duties

Residential Youth Workers (RYW) are key in creating a home away from home environment for students.

You will support students out of school hours, arrange and engage in creative, culturally rich programs and guide the students to build life-long skills and achieve their personal goals. This role supports students with routine activities, including class preparation, provide transport to school/sport/medical appointments, homework and life skills. You will promote and safeguard the safety and welfare of students, always adhering to AHL'S child safeguarding framework

The role will develop cooperative relationships with schoolteachers, parents and community members. You will work alongside your team and with the guidance of the Head of Boarding, resolve complex issues to ensure a positive, culturally appropriate experience and quality stay.

The RYW perform all tasks in a manner which upholds AHL's commitment to safety of its staff and residents by adhering to relevant WHS practices. You will report unsafe, hazardous or emergency situations using AHL's Hazard and Incident reporting procedures.

Eligibility

Prior to engagement, you are required to:

- Provide evidence of Australian Citizenship.
- Undergo, obtain and maintain a Satisfactory National Criminal History Check.
- Meet Fitness for Duty requirements.
- Hold and maintain NSW Working with Children Check.
- Current Drivers Licence
- Hold or ability to obtain the essential qualifications.

Qualifications and Training (or an ability to obtain in the first six months of employment):

- Current First Aid Certificate
- Mental Health First Aid Certificate
- Bronze Medallion
- Certificate 4 in Community Services or equivalent training and/or experience

Notes

How to apply:

1. Complete the Application Form on our website (Work with us | Aboriginal Hostels Limited)
2. Email your current Resume and completed Application Form to jobs@ahl.gov.au by **11:59pm AEST by Sunday, 10 May 2026**. Please include your name and the job reference (VN-0769079) in the subject of your email.
3. For any questions about the role please contact Tayla Smith on 0447 230 109 or email jobs@ahl.gov.au

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Tayla Smith, 0447 230 109
Agency Recruitment Site	

Prime Minister and Cabinet

Vacancy VN-0769098

Aboriginal Hostels Limited

Closing Date:Sunday 10 May 2026

NSW Operations
Grey Street and Kirinari Newcastle Hostel

Job Title	AFFIRMATIVE MEASURES - Residential Youth workers
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Dubbo NSW, Newcastle NSW, Various locations - NSW NSW
Salary	-
Future Merit Locations	Various locations - NSW, Newcastle, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Dubbo
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 3
Position Number	Various
Agency Website	https://www.ahl.gov.au/work

Job Description

This is an Affirmative Measures - First Nations applicants only position.

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Residential Youth Workers to join our team to help create a safe and welcoming environment at Grey St Hostel in Dubbo and Kirinari Hostel in Newcastle . The positions are open to full-time, part-time and casual arrangements.

Our Purpose - to provide safe, culturally appropriate and affordable accommodation for First Nations people who need to be away from home to access medical services, education and economic opportunities. Dedicated Aboriginal Hostels Limited (AHL) staff provide accommodation and meals for residents in a supportive environment, assisted by local First Nations service providers and referral agencies.

Our Secondary Education Hostels - provide a home away from home for Indigenous Australians (aged 12-18 years) attending partner schools (grades 7 - 12). Our commitment in our student hostels is to ensure that we provide a fair, honest and culturally respectful environment that values each student and their connection to country.

What We Offer:

- **Competitive Pay & Benefits**: $70,477 — $76,820 per annum (pro-rated for part-time). You'll receive an above-award salary, 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth**: Enjoy stable, ongoing employment with plenty of opportunities to grow and move within the organisation.
- **Supportive Team Environment** You'll be part of a friendly, inclusive team where your work is valued. Generous shift penalties apply for work after hours, weekends and public holidays. This role requires weekend work - 50% penalty rates apply for Saturday, and 100% penalty rates apply for Sunday.
- **Regular salary packaging options** for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice $15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave Entitlements**
- 18 days sick/personal leave per annum, cultural and NAIDOC day leave. Paid leave during School Holidays - 4 weeks Annual Leave (to be used in school holiday periods only) PLUS, 6-8 weeks paid Close Down leave during school holiday periods.

Note: staff may be asked to work up to 2 weeks in total during the school holidays to undertake training, relief work, and hostel preparation for new term or hostel closedown.

Duties

Residential Youth Workers (RYW) are key in creating a home away from home environment for students. You will support students out of school hours, arrange and engage in creative, culturally rich programs and guide the students to build life-long skills and achieve their personal goals. They support students with routine activities, including class preparation, provide transport to school/sport/medical appointments, homework and life skills. You will promote and safeguard the safety and welfare of students, always adhering to AHL'S child safeguarding framework

The role will develop cooperative relationships with schoolteachers, parents and community members. You will work alongside your team and with the guidance of the Head of Boarding, resolve complex issues to ensure a positive, culturally appropriate experience and quality stay.

The RYW perform all tasks in a manner which upholds AHL's commitment to safety of its staff and residents by adhering to relevant WHS practices. You will report unsafe, hazardous or emergency situations using AHL's Hazard and Incident reporting procedures.

Eligibility

Prior to engagement, you are required to:

- Provide evidence of Australian Citizenship.
- Undergo, obtain and maintain a Satisfactory National Criminal History Check.
- Meet Fitness for Duty requirements.
- Hold and maintain NSW Working with Children Check.
- Current Drivers Licence
- Hold or ability to obtain the essential qualifications.

Qualifications and Training (or ability to obtain in the first six months of employment):

- Current First Aid Certificate
- Mental Health First Aid Certificate
- Bronze Medallion
- Certificate 4 in Community Services or equivalent training or experience

Affirmative Measures

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 Straight people.

Applicants applying under this Affirmative Measures round will need to provide evidence they meet the eligibility for this vacancy. Should applicants progress to interview, confirmation of Aboriginal or Torres Strait Islander heritage will be required.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

Notes

How to apply:

1. Complete the Application Form on our website (Work with us | Aboriginal Hostels Limited)
2. Email your current Resume and completed Application Form to jobs@ahl.gov.au by **11:59pm AEST by Sunday, 10 May 2026**. Please include your name and the job reference (VN-0769098) in the subject of your email.
3. For any questions about the role please contact Tayla Smith on 0447 230 109 or email jobs@ahl.gov.au

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

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To Apply

Position Contact	Tayla Smith, 0447 230 109
Agency Recruitment Site	

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Prime Minister and Cabinet

Vacancy VN-0769100

Aboriginal Hostels Limited

Closing Date:Sunday 10 May 2026

NSW Operations
Grey Street and Kirinari Newcastle Hostel

Job Title	Residential Youth Workers
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Dubbo NSW, Newcastle NSW, Various locations - NSW NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 3
Position Number	Various
Agency Website	https://www.ahl.gov.au/work

Job Description

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Residential Youth Workers to join our team to help create a safe and welcoming environment at our Grey St Hostel in Dubbo and our Kirinari Hostel in Newcastle.

The positions are open to full-time, part-time and casual arrangements.

Our Purpose - to provide safe, culturally appropriate and affordable accommodation for First Nations people who need to be away from home to access medical services, education and economic opportunities. Dedicated Aboriginal Hostels Limited (AHL) staff provide accommodation and meals for residents in a supportive environment, assisted by local First Nations service providers and referral agencies.

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What We Offer:

- **Competitive Pay & Benefits**: $70,477 — $76,820 per annum (pro-rated for part-time). You'll receive an above-award salary, 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth**: Enjoy stable, ongoing employment with plenty of opportunities to grow and move within the organisation.
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- **Generous Leave Entitlement:** 18 days sick/personal leave per annum, cultural and NAIDOC day leave. Paid leave during School Holidays - 4 weeks Annual Leave (to be used in school holiday periods only) PLUS, 6-8 weeks paid Close Down leave during school holiday periods.

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Eligibility

Prior to engagement, you are required to:

- Provide evidence of Australian Citizenship.
- Undergo, obtain and maintain a Satisfactory National Criminal History Check.
- Meet Fitness for Duty requirements.
- Hold and maintain NSW Working with Children Check.
- Current Drivers Licence
- Hold or ability to obtain the essential qualifications.

Qualifications and Training (or an ability to obtain in the first six months of employment):

- Current First Aid Certificate

- Mental Health First Aid Certificate
- Bronze Medallion
- Certificate 4 in Community Services or equivalent training or experience

Notes

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3. For any questions about the role please contact Tayla Smith on 0447 230 109 or email jobs@ahl.gov.au

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To Apply

Position Contact	Tayla Smith, 0447 230 109
Agency Recruitment Site	

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0768907

Services Australia

Closing Date:Monday 11 May 2026

Face to Face Services
Service Zone South and Northern Australia F2F Remote Service Delivery

Job Title	Remote Servicing Trip Leader (Identified) – Alice Springs, NT
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Alice Springs NT
Salary	$88,834 - $96,829
Future Merit Locations	Alice Springs
Office Arrangement	On Site
Office Arrangement Details	This role is expected to be performed on site in the advertised location.
Classification	APS Level 5
Position Number	EXT-APSL-2026-228
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/(

Job Description

https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=228&company=depthsP5

We are seeking motivated, developing leaders to join our team and become the face of Australian Government services within the community.

Remote Servicing Trip Leaders, work under the support and general direction of their leadership groups. They exercise a degree of independent judgement and make decisions within defined parameters that require some reliance on skills and knowledge. They plan their own and team, work goals in the context of competing priorities and contribute to changes in workplace practices and business improvement strategies.

Remote Servicing Trip Leaders lead a small team whilst undertaking remote servicing trips including setting work direction, monitoring and allocating workload to deliver customer outcomes within KPIs, and ensuring the health and wellbeing of self and team.

Remote Servicing Trip Leaders manage relationships with stakeholders to build service delivery capability, deliver services, increase the profile of the agency's services and attend inter-agency meetings and forums to obtain and share information.

These roles have a strong involvement in issues relating to Aboriginal and/or Torres Strait Islander people and will involve direct interaction with Aboriginal and/or Torres Strait Islander communities.

To be considered for these jobs, you will need to have a good understanding of issues and challenges affecting Aboriginal and/or Torres Strait Islander people and be able to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.

On top of your salary, we offer a 15.4% superannuation contribution, annual salary increments, overtime opportunities, and flexible working arrangements, including flex time. You will also have access to a generous suite of leave entitlements, such as cultural and ceremonial leave, as well as study assistance. Plus, if you're working in Alice Springs, you will be eligible for fortnightly district allowance of up to $6,900 per annum with dependents and $3,760 without dependents. Go to our Services Australia Enterprise Agreement 2024-2027 to see all conditions we offer.

We stand for diversity, inclusion and belonging in our teams. We want everyone to feel included, respected, supported, valued and empowered. We embrace the benefits this brings to our work every day.

Working with us, you will lead a team helping your community when they need to access government services. To do this, we will train and support you.

Visit Work with us - Services Australia to see videos about the customer service jobs.

When you apply, we will ask you a few questions to better understand the skills and capabilities you bring to the role.

Our ideal candidate will show their work-related capability/experience undertaking relevant leadership duties.

Duties

- Manage a team while undertaking remote servicing trips, including setting work directions, monitoring and allocating workload, and maintaining service delivery models.

- Manage adherence, for self and team, to the agency's Remote Travel Standard Operating Protocols and work health and safety policies to meet the agency's approach to the health and safety of staff.
- Use endorsed agency tools to create and forward plan remote servicing schedules to support customer and community outcomes, and community engagement.
- Connect customers and community groups to the agency's services, payments and programs.
- Actively promote and demonstrate the agency's self-managed and digital services.
- Identify customers who are experiencing significant vulnerabilities and facilitate their connection with the agency and relevant community services.
- Liaise with stakeholders to resolve complex program and policy issues and improve access to services, payments and programs.
- Report on feedback issues raised by customers and the community to relevant internal stakeholders.

Eligibility

Essential Requirements:

- Current Driver's licence.
- The successful applicant must hold or be willing to obtain current certification in First Aid and CPR.
- The successful applicant must hold or be willing to obtain and maintain a Working with Children or Vulnerable Persons check for Northern Territory and South Australia.

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant's suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia values local community knowledge and diversity. We encourage people from diverse cultural backgrounds, First Nations Australians, people with disability, mature age people and people from the LGBTI+ community to apply. Services Australia accommodates people with disability by making reasonable workplace adjustments.

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

About the Services Australia

We are one of Australia’s largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and a Platinum tier LGBTQIA+ inclusive employer. When you work with us, you will be doing something that matters and be respected for the unique views and skills that you bring. What our people say about working with us: 'It’s rare you find a job that provides such a direct link to the community’ 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Teigan Adams, 08 7970 575
Agency Recruitment Site	https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=2288

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0768910

Services Australia

Closing Date:Monday 11 May 2026

Face to Face Services
Service Zone North West NSW Moree Service Centre

Job Title	Service Officer – Moree, NSW
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Moree NSW
Salary	$71,170 - $87,886
Future Merit Locations	Moree
Office Arrangement	On Site
Office Arrangement Details	This role is expected to be performed on site in the advertised location
Classification	APS Level 3;APS Level 4
Position Number	EXT-M-2026-225
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/c

Job Description

https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=225&company=depthsP5

We are seeking motivated people to join our team and become the face of Australian Government services within the community.

Service Officers assist customers across a range of payments, programs and services via one or more service delivery channels.

We stand for diversity, inclusion and belonging in our teams. We want everyone to feel included, respected, supported, valued and empowered. We embrace the benefits this brings to our work every day.

On top of your salary, we offer a 15.4% superannuation contribution, annual salary increments, overtime opportunities, and flexible working arrangements, including flex time. You will also have access to a generous suite of leave entitlements, such as cultural and ceremonial leave, as well as study assistance. Go to our Services Australia Enterprise Agreement 2024-2027 to see all conditions we offer.

As a new team member, you are not expected to know everything at once. You will learn to understand and explain Centrelink, Medicare or Child Support payments and services to customers when they come into your local Service Centre.

Working with us, you will be helping your community when they need to access government services. To do this, we will train and support you.

When you apply, we will ask you a few questions to better understand the skills and capabilities you bring to the role.

We will be looking for skills and work-related qualities that show your ability to undertake relevant duties.

Duties

- Help someone understand and self-manage their payments and services.
- Use computer systems to find a way to solve a problem for someone.
- Make decisions and tell people about them.
- Tell someone about any complaints or issues.

Eligibility

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant’s suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia values local community knowledge and diversity. We encourage people from diverse cultural backgrounds, First Nations Australians, people with disability, mature age people and people from the LGBTI+ community to apply. Services Australia accommodates people with disability by making reasonable workplace adjustments.

The jobs can be full time or part time with access to flexible working arrangements. We may offer you a permanent or temporary role. You will be paid fortnightly and have access to cultural and ceremonial leave. You will work with others in a comfortable, air-conditioned office and be given a uniform once you have settled in.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Services Australia

We are one of Australia's largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and a Platinum tier LGBTQIA+ inclusive employer. When you work with us, you will be doing something that matters and be respected for the unique views and skills that you bring. What our people say about working with us: 'It's rare you find a job that provides such a direct link to the community' 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Katrina O'Dempsey, 02 7928 0028
Agency Recruitment Site	https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=2258

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0768913

Services Australia

Closing Date:Monday 11 May 2026

Face to Face Services
Service Zone Central & Northern QLD

Job Title	Service Officer – Charters Towers / Cannonvale, QLD
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Charters Towers QLD, Cannonvale QLD
Salary	$71,170 - $87,886
Future Merit Locations	Charters Towers, Cannonvale
Office Arrangement	On Site
Office Arrangement Details	This role is expected to be performed on site in the advertised location/s.
Classification	APS Level 3;APS Level 4
Position Number	EXT-M-2026-227
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/c

Job Description

https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=227&company=depthsP5

We are seeking motivated people to join our team and become the face of Australian Government services within the community.

Service Officers assist customers across a range of payments, programs and services via one or more service delivery channels.

We stand for diversity, inclusion and belonging in our teams. We want everyone to feel included, respected, supported, valued and empowered. We embrace the benefits this brings to our work every day.

On top of your salary, we offer a 15.4% superannuation contribution, annual salary increments, overtime opportunities, and flexible working arrangements, including flex time. You will also have access to a generous suite of leave entitlements, such as cultural and ceremonial leave, as well as study assistance. Plus, if you work in Charters Towers and/or Cannonvale, you may be eligible for fortnightly district allowance. Go to our Services Australia Enterprise Agreement 2024-2027 to see all conditions we offer.

As a new team member, you are not expected to know everything at once. You will learn to understand and explain Centrelink, Medicare or Child Support payments and services to customers when they come into your local Service Centre.

Working with us, you will be helping your community when they need to access government services. To do this, we will train and support you.

When you apply, we will ask you a few questions to better understand the skills and capabilities you bring to the role.

We will be looking for skills and work-related qualities that show your ability to undertake relevant duties.

Duties

- Help someone understand and self-manage their payments and services.
- Use computer systems to find a way to solve a problem for someone.
- Make decisions and tell people about them.
- Tell someone about any complaints or issues.

Eligibility

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant’s suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia values local community knowledge and diversity. We encourage people from diverse cultural backgrounds, First Nations Australians, people with disability, mature age people and people from the LGBTI+ community to apply. Services Australia accommodates people with disability by making reasonable workplace adjustments.

The jobs can be full time or part time with access to flexible working arrangements. We may offer you a permanent or temporary role. You will be paid fortnightly and have access to cultural and ceremonial leave. You will work with others in a comfortable, air-conditioned office and be given a uniform once you have settled in.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Susan Dobelis, 07 2146 6370
Agency Recruitment Site	https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=2278

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Social Services

Vacancy VN-0769184

Department of Social Services

Closing Date:Thursday 14 May 2026

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Greenway ACT
Salary	$92,885 - $99,194
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 5
Position Number	EXT-2026-0160
Agency Website	https://www.dss.gov.au/

Job Description

https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

The Department of Social Services is looking to fill several ongoing APS5 Executive Assistant positions and establish a merit pool of experienced and high performing Executive Assistants to support the Senior Executive Service (SES) Band 2 Officer (Group Manager).

The Executive Assistant to the Group Manager is a position of trust that requires sound judgement, outstanding organisational and communication skills, a ‘can-do’, flexible attitude, and the ability to juggle competing priorities.

The Executive Assistant filters and attends to the day-to-day administrative and coordination functions that support the Group Manager’s role and the broader group, so that the Group Manager can focus on leadership, strategy, stakeholder and management functions.

The Executive Assistant works closely and collaboratively with the Executive Officer to ensure the effective coordination of activities and workflow of the office, and directly with the SES to ensure priorities are met. The APS5 Executive Assistant also provides mentoring and peer support to the branch APS4 Executive Assistants.

We are seeking candidates who are motivated self-starters with strong initiative, organisational skills and exceptional attention to detail. Candidates will have excellent interpersonal skills, with the ability to develop and maintain effective working relationships with a wide cross-section of both internal and external stakeholders.

Duties

- in conjunction with the Executive Officer, provide effective management of the office of the Group Manager including providing a high level of administrative support, to the Group Manager in a timely and professional manner
- efficiently and effectively communicate with a range of internal and external stakeholders including, Minister's Offices, senior executive, Commonwealth officials, state government officials and external stakeholders
- provide complex diary management, screening incoming and outgoing calls, management of incoming and outgoing correspondence, and briefing material for the Group Manager
- management of travel arrangements, events management, financial management and record keeping
- coordination and tasking a range of requests including briefing material, agendas, reporting, ministerial and parliamentary, submissions, briefings and reporting requests
- provide guidance, support and mentoring to Executive Assistants across the Group.

Please review the job pack for the full position description.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Social Services

The Department of Social Services (DSS) develops policies and delivers programs that support the lifetime wellbeing of Australians and their families. Our vision is to achieve the best health, wellbeing and safety of all Australians. Our people are critical in delivering the key priorities of DSS. We are seeking candidates that reflect our cultural values of curious, contestability, courage and collaboration.

To Apply

Position Contact	Laura Bakker, 05 5162 5941
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

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Social Services

Vacancy VN-0769188

Department of Social Services

Closing Date:Thursday 14 May 2026

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Greenway ACT
Salary	$84,576 - $90,908
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
Position Number	EXT-2026-0161
Agency Website	https://www.dss.gov.au/

Job Description

https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

Are you an enthusiastic, professional, high performing and motivated individual? We are looking to fill multiple APS 4 Executive Assistant roles throughout the department.

We have several vacancies in Canberra. We are also looking to establish a merit pool of suitable candidates to fill future Executive Assistant vacancies.

The primary focus of the APS 4 Executive Assistant is to provide high-level support by undertaking administrative activities and tasks for one or more Branch Manager's (SES Band 1).

We are seeking candidates who are motivated self-starters with initiative, organisational skills and attention to detail. Successful candidates will have excellent people skills, with the ability to develop and maintain effective working relationships with a wide cross-section of both internal and external stakeholders.

You will be comfortable operating in a fast-paced environment and can manage multiple competing priorities in a professional manner, with great attention to detail.

Experience as an Executive Assistant is not required, but the role is best suited to candidates who are customer focused, enjoy dealing with people and are good at managing multiple tasks and solving problems.

Duties

- manage the Branch Manager/s diary, phone, in-tray and email
- prepare routine correspondence, briefs and coordination of papers
- provide travel, accommodation and financial acquittal services
- coordinate administrative tasks such as stationery orders, phone lists, property and accommodation related requests
- continuous improvement of the Branch Manager/s office through the use of efficient and practical administration processes and systems
- manage regular branch-wide internal reporting and meetings
- assign and collate briefs such as senate estimates briefings and coordinate document. management via the Parliamentary Document Management System (PDMS)
- provide secretariat duties for branch meetings.

Please review the job pack for the full position description.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Sharna MacKenzie, 02 5162 5026
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

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Social Services

Vacancy VN-0769031

Domestic, Family and Sexual Violence Commission

Closing Date:Tuesday 05 May 2026

Various

Job Title	Strategic Communications and Engagement Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$101,738 - $114,355
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	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	EXT-2026-0151
Agency Website	www.dfsvc.gov.au

Job Description

https://www.dss.gov.au/careers-and-employment/current-vacancies

The Communications and Engagement Officer contribute to the delivery of the Commission's communications and stakeholder engagement activities. Working under the direction of the EL1 and EL2, the role undertakes internal design responsibilities, communications planning, media coordination, and other digital content development as required to support the Commission's public messaging and stakeholder engagement activities.

Operating within the Commission's matrix operating model, the position works collaboratively across teams to ensure communications outputs reflect the Commission's strategic priorities and reform positioning.

Duties

- contribute to the design and delivery of Commission reports, publications, and digital content across platforms including the website and social media
- support development of media releases, speeches, digital communications, and coordinated public messaging aligned with communications strategy
- assist with media engagement activities, including drafting responses, monitoring coverage and coordinating communications outputs
- support strategic stakeholder engagement through briefings, communications materials, event coordination, and maintenance of engagement records
- work collaboratively across teams within the Commission's matrix operating model to ensure communications align with organisational priorities

- model APS values and contribute to a professional, collaborative and high-performing communications team.

Please review the job pack for the full position description.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Domestic, Family and Sexual Violence Commission

The Domestic, Family and Sexual Violence Commission is dedicated to ending gender-based violence in a generation. Our core function is to promote and support the achievement of the National Plan to End Violence Against Women and Children 2022-2032 and hold all governments accountable to its objectives.

To Apply

Position Contact	Luke Ablett, 0455 176 298
Agency Recruitment Site	https://www.dss.gov.au/careers-and-employment/current-vacancies

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Social Services

Vacancy VN-0769033

Domestic, Family and Sexual Violence Commission

Closing Date:Tuesday 05 May 2026

Various

Job Title	Director, Corporate Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$149,408 - $176,152
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	Executive Level 2
Position Number	EXT-2026-0152
Agency Website	www.dfsvc.gov.au

Job Description

https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

The Director, Corporate Services provides strategic leadership over the Commission's corporate governance and organisational management functions, actively shaping enterprise decisions and organisational management priorities, strong risk judgement, critical analysis and clear communication to executive leadership. The role ensures the organisation operates with integrity, strong financial discipline, and full compliance with Commonwealth accountability requirements.

The role oversees governance, risk management, corporate reporting, and corporate service functions that underpin the Commission's operational capability and delivery assurance.

Operating within the Commission's matrix governance model, where stewardship of strategic outcomes is distinct from delivery assurance. The Director works collaboratively across the Operations & Delivery and System Insight & Strategy streams to ensure governance frameworks, reporting mechanisms, and internal processes support disciplined execution and organisational integrity.

Reporting to the Chief Operating Officer, the Director contributes to enterprise-level operational leadership and ensures the Commission maintains robust governance systems, sound financial management, and transparent public accountability

Duties

- lead corporate governance, risk, assurance and accountability frameworks that enable Informed executive decision making and ensure choices are taken with full visibility of risk, compliance and consequence
- oversee statutory and parliamentary reporting obligations, ensuring reporting not only meets requirements but provides clear insight into organisational performance, delivery confidence and emerging risk
- steward enterprise risk, integrity, and internal policy frameworks (including privacy, fraud control and business continuity), using these frameworks to guide executive judgement and organisational priorities
- coordinate shared services and corporate operations supporting workforce, finance, procurement and systems, ensuring corporate capability enables delivery while maintaining financial and governance discipline.

Please review the job pack for the full position description.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Domestic, Family and Sexual Violence Commission

The Domestic, Family and Sexual Violence Commission is dedicated to ending gender-based violence in a generation. Our core function is to promote and support the achievement of the National Plan to End Violence Against Women and Children 2022-2032 and hold all governments accountable to its objectives.

To Apply

Position Contact	Jane Ryan, 02 5162 6154
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

Social Services

Vacancy VN-0769086

National Disability Insurance Agency

Closing Date:Thursday 07 May 2026

VIC TAS Regional Services Division
VIC TAS Regional Services Branch

Job Title	Planner
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC, Various locations - TAS TAS
Salary	$89,569 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible and remote working arrangement may be considered, dependent on business needs
Classification	APS Level 5
Position Number	0415_03/26_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

We have a fantastic opportunity for an APS5 Planner to join our VIC TAS Regional Services Team. The APS5 Planner is a team membership position within the NDIA that provides operational and administrative support.

It is a team membership position that may be required to perform work that involves team leadership responsibilities requiring the setting of priorities and allocating work to other lower-level team members within a team.

The APS5 Planner is accountable under limited direction to undertake moderately complex to complex work. Guided by legislation, policies, procedures, standards, methodologies and precedents. The role involves performing various activities and tasks using different, unrelated, but established processes and methods.

Duties

The APS5 Planner will have a considerable level of contact with internal and external stakeholders and will be required to communicate with and provide advice on a range of service delivery matters to resolve moderately complex to complex enquiries.

Responsibilities may include but are not limited to:

- Contributing to management of workflow in collaboration with team leadership
- Gathering information from participants and their representatives, planning partners and multiple stakeholders, to enable high-quality planning and evidence-based decision-making.
- Determining funded supports to be included in participant plans to complement informal and formal supports.

*Note - the key responsibilities of the role are based on current priorities and may change over time.

Eligibility

What we’re looking for in our ideal candidate:

Ability to gather, assess and interpret complex information from multiple sources.

Experience building rapport with diverse stakeholders, including vulnerable individuals.

Ability to manage competing priorities in a high-volume environment.

Comfortable operating in a dynamic and evolving service delivery environment.

Understanding of the importance of culturally safe and respectful engagement.

While disability and/or allied health experience will be considered favourable, we welcome applications from candidates with transferable skills from a range of sectors.

Notes

This role is ideally performed from the following sites based in Victoria - Ararat, Bairnsdale, Bendigo, Bentleigh, Berwick, Boronia, Box Hill, Broadmeadows, Colac, Dandenong, Echuca, Footscray, Frankston, Geelong, Horsham, Melton, Mildura, Mill Park, Preston, Shepparton, Swan Hill, Traralgon, Warrnambool, Werribee, Wendouree

and the following sites based in Tasmania - Devonport, Hobart, Launceston.

Our front-line planning teams are geographically based and are responsible for delivering end-to-end planning services to participants. Planners provide reasonable and necessary decision-making advice to support plan approvals and perform core operational tasks to enhance the efficiency of service delivery.

We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National 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	VIC TAS SD Workforce, VIC.TAS.SDWORKFORCE@ndis.gov.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0769090

National Disability Insurance Agency

Closing Date:Thursday 07 May 2026

VIC TAS Regional Services Division
VIC TAS Regional Services Branch

Job Title	Planner - Affirmative Measures Disability
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC, Various locations - TAS TAS
Salary	$89,569 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible and remote working arrangements may be considered dependent on business needs.
Classification	APS Level 5
Position Number	0415_03/26_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

We have a fantastic opportunity for an APS5 Planner to join our VIC TAS Regional Services Team. The APS5 Planner is a team membership position within the NDIA that provides operational and administrative support.

It is a team membership position that may be required to perform work that involves team leadership responsibilities requiring the setting of priorities and allocating work to other lower-level team members within a team.

The APS5 Planner is accountable under limited direction to undertake moderately complex to complex work. Guided by legislation, policies, procedures, standards, methodologies and precedents. The role involves performing various activities and tasks using different, unrelated, but established processes and methods.

Duties

The APS5 Planner will have a considerable level of contact with internal and external stakeholders and will be required to communicate with and provide advice on a range of service delivery matters to resolve moderately complex to complex enquiries.

Responsibilities may include but are not limited to:

Contributing to management of workflow in collaboration with team leadership

Gathering information from participants and their representatives, planning partners and multiple stakeholders, to enable high-quality planning and evidence-based decision-making.

Determining funded supports to be included in participant plans to complement informal and formal supports.

*Note - the key responsibilities of the role are based on current priorities and may change over time.

Eligibility

What we're looking for in our ideal candidate:

Ability to gather, assess and interpret complex information from multiple sources.

Experience building rapport with diverse stakeholders, including vulnerable individuals.

Ability to manage competing priorities in a high-volume environment.

Comfortable operating in a dynamic and evolving service delivery environment.

Understanding of the importance of culturally safe and respectful engagement.

While disability and/or allied health experience will be considered favourable, we welcome applications from candidates with transferable skills from a range of sectors.

Notes

This role is ideally performed from the following sites based in Victoria - Ararat, Bairnsdale, Bendigo, Bentleigh, Berwick, Boronia, Box Hill, Broadmeadows, Colac, Dandenong, Echuca, Footscray, Frankston, Geelong, Horsham, Melton, Mildura, Mill Park, Preston, Shepparton, Swan Hill, Traralgon, Warrnambool, Werribee, Wendouree and the following sites based in Tasmania - Devonport, Hobart, Launceston.

Our front-line planning teams are geographically based and are responsible for delivering end-to-end planning services to participants. Planners provide reasonable and necessary decision-making advice to support plan approvals and perform core operational tasks to enhance the efficiency of service delivery.

We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National 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	VIC TAS SD Workforce, VIC.TAS.SDWORKFORCE@ndis.gov.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0769092

National Disability Insurance Agency

Closing Date:Thursday 07 May 2026

VIC TAS Regional Services Division
VIC TAS Regional Services Branch

Job Title	Planner - Affirmative Measures First Nations
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - TAS TAS, Various locations - VIC VIC
Salary	$89,569 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible and remote working arrangements may be considered dependent on business needs
Classification	APS Level 5
Position Number	0415_03/26_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

We have a fantastic opportunity for an APS5 Planner to join our VIC TAS Regional Services Team. The APS5 Planner is a team membership position within the NDIA that provides operational and administrative support.

It is a team membership position that may be required to perform work that involves team leadership responsibilities requiring the setting of priorities and allocating work to other lower-level team members within a team.

The APS5 Planner is accountable under limited direction to undertake moderately complex to complex work. Guided by legislation, policies, procedures, standards, methodologies and precedents. The role involves performing various activities and tasks using different, unrelated, but established processes and methods.

Duties

The APS5 Planner will have a considerable level of contact with internal and external stakeholders and will be required to communicate with and provide advice on a range of service delivery matters to resolve moderately complex to complex enquiries.

Responsibilities may include but are not limited to:

- Contributing to management of workflow in collaboration with team leadership
- Gathering information from participants and their representatives, planning partners and multiple stakeholders, to enable high-quality planning and evidence-based decision-making.
- Determining funded supports to be included in participant plans to complement informal and formal supports.

*Note - the key responsibilities of the role are based on current priorities and may change over time.

Eligibility

What we’re looking for in our ideal candidate:

- Ability to gather, assess and interpret complex information from multiple sources.
- Experience building rapport with diverse stakeholders, including vulnerable individuals.
- Ability to manage competing priorities in a high-volume environment.
- Comfortable operating in a dynamic and evolving service delivery environment.
- Understanding of the importance of culturally safe and respectful engagement.

While disability and/or allied health experience will be considered favourable, we welcome applications from candidates with transferable skills from a range of sectors.

Notes

This role is ideally performed from the following sites based in Victoria - Ararat, Bairnsdale, Bendigo, Bentleigh, Berwick, Boronia, Box Hill, Broadmeadows, Colac, Dandenong, Echuca, Footscray, Frankston, Geelong, Horsham, Melton, Mildura, Mill Park, Preston, Shepparton, Swan Hill, Traralgon, Warrnambool, Werribee, Wendouree and the following sites based in Tasmania - Devonport, Hobart, Launceston.

Our front-line planning teams are geographically based and are responsible for delivering end-to-end planning services to participants. Planners provide reasonable and necessary decision-making advice to support plan approvals and perform core operational tasks to enhance the efficiency of service delivery.

We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the National 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	VIC TAS SD Workforce, VIC.TAS.SDWORKFORCE@ndis.gov.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0769156

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Wednesday 13 May 2026

Commissioner Division
Legal and Assurance

Job Title	Senior Lawyer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW, Perth WA
Salary	$131,102 - $151,441
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	Position may be offered for working from home, spilt offering under hybrid or may be flexible.
Classification	Executive Level 1
Position Number	036_04/26
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

About the NDIS Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (the NDIS Commission) is an independent agency established on 1 July 2018 to improve the quality and safety of NDIS supports and services. The Commission is the dedicated national regulator of NDIS service providers in Australia and a non-corporate entity under the Public Governance, Performance and Accountability Act 2013.

The NDIS Commission works with people with disability, the National Disability Insurance Agency (NDIA), governments and the sector who together deliver the National Disability Insurance Scheme (NDIS)

We strongly and actively encourage applicants from a diverse range of backgrounds and experiences, including people with disability, First Nations peoples, people from culturally and linguistically diverse (CALD) backgrounds and LGBTIQA+. We know a diverse workforce and inclusive workplace drives our success.

About the Role

The Legal Team is looking for an experienced lawyer to lead the delivery of legal services in the areas of employment and workplace relations law. The focus of the role will be primarily workplace law matters, although there is also capacity to engage on administrative law and other matters.

Duties

Under limited supervision, the Senior Lawyer (Employment/Workplace Law), will be responsible for providing legal advice and other legal services of a more complex nature in relation to:

- Workplace Law (including providing advice on Fair Work Act 2009 (Cth), Work Health and Safety Act 2011 (Cth), Public Service Act 1999 (Cth); supporting workplace investigations; interpreting workplace legislation and industrial instruments; and drafting or reviewing workplace policies and procedures.
- Administrative law matters (including advising on the application of legislation administered by the Commission and providing practical, solutions-focused advice on novel and complex issues).
- If required, procuring and managing legal services from external legal providers in accordance with the Legal Services Directions 2025 and other requirements.
- In conjunction with external legal providers, manage workplace matters including dispute resolution and the conduct of litigation to which the Commission is a party.

Eligibility

To be successful in this role, you will be an exceptional communicator with strong judgement and the ability to navigate novel and complex issues. You must thrive under pressure in a fast-paced environment and enjoy juggling multiple competing and constantly evolving priorities. You must be flexible and prepared to work on a variety of different matters. You will be a critical and strategic thinker who brings creativity to problem-solving, remains calm and effective under pressure, and works equally well autonomously and collaboratively. In addition, candidates must demonstrate:

- Demonstrated ability to work well with other professional and non-professional staff, and to maintain and model a collegiate attitude.
- A willingness and capacity to contribute to, and advance, the Commission’s strategic initiatives and objectives.
- High level knowledge of areas of law relevant to the Commission as an employer for the Australian Public Service and the areas of law relevant to the Commissioner’s functions (including administrative law).
- Excellent time management, legal writing skills and attention to detail, and a demonstrated ability to set priorities, meet deadlines and work effectively under pressure.

Notes

For further information please download the candidate information pack.

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Alex Rabinovich, 0415 585 770
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0769173

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Wednesday 13 May 2026

Associate Commissioner and Chief Legal Counsel
Legal and Assurance

Job Title	General Counsel and Deputy Commissioner – Legal and Assurance
Job Type	Full-Time, Ongoing
Location	Parramatta NSW, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Penrith NSW, Hobart TAS
Salary	$303,096 - $353,958
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	Position may be offered for working from home, spilt offering under hybrid or may be flexible.
Classification	Senior Executive Service Band 2
Position Number	039_04/26
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The NDIS Commission was created following the amendment to the National Disability Insurance Scheme Act 2013 (NDIS Act) in 2017 and began operating in 2018. By the end of 2020, we were operating in every state and territory.

Our role is to ensure people with disability get safe, high-quality supports and services through the NDIS. Above all, we protect the rights of people with disability so they can live safely and access quality supports and services.

The General Counsel reports to the Associate Commissioner and Chief Legal Counsel and is a member of in NQSC Executive Management Group. The General Counsel leads the Legal and Assurance Division to provide a full range of in-house legal services to support the regulatory and corporate functions of the NQSC. The appointee will apply expert knowledge of the legislation under which the NQSC performs its' functions, and human rights law, particularly as it relates to people with disability. This will include timely, expert authoritative and strategic advice and counsel to the Commissioner on critical legal and legislative issues, including strategic litigation initiatives.

The appointee will have demonstrated experience at the General Counsel level or equivalent in a government agency or relevant private sector organisation, and extensive professional and technical legal expertise including an understanding of human rights law. Proven capacity to lead senior and experienced legal teams across a diversity of areas, particularly in relation to regulatory activities and litigation will be critical.

Duties

Please contact Future Leadership for position description.

Eligibility
Notes

To apply – please visit www.futureleadership.com.au, where an accessibility menu (powered by UserWay) is available to support diverse user needs. Navigate to the ‘Opportunities’ section to apply for your preferred role. Address your cover letter and resume to Grant Nichol or call 1300 347 437 for further information or assistance. Applications close 13 May

For further information on Future Leadership™ and additional opportunities please visit https://futureleadership.com.au

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Grant Nichol, 1300 347 437
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0769150

Australian Bureau of Statistics

Closing Date:Sunday 10 May 2026

Corporate Services Division
Finance and Procurement Branch

Job Title	Chief Financial Officer (SES Band 1), Finance and Procurement Branch
Job Type	Full-Time, Ongoing
Location	Belconnen ACT
Salary	-
Future Merit Locations	Belconnen
Office Arrangement	Flexible
Office Arrangement Details	Access to flexible working arrangements
Classification	Senior Executive Service Band 1
Position Number	26/CFO_SESB1
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/cp/?audienceypcode=ext+

We are seeking a **Senior Executive Band 1 (Program Manager)** to fill a current vacancy as **Chief Financial Officer** in the Finance and Procurement Branch of our Corporate Services Division.

About the area

The Corporate Services Division (CSD) is responsible for delivering finance, human resources, legal, communication and property services to the ABS. CSD works as part of the Enterprise Services Group (ESG) in supporting the operations of the organisation.

Duties

About the role

As the Program Manager, Finance and Procurement Branch you will act as the Chief Financial Officer for the organisation, supporting the ABS to meet its financial accountability and responsibilities to Government and the Parliament. You are a member of the leadership team contributing towards ABS' strategic priorities and management of the ABS, and lead a professional team responsible for the overall financial and procurement management of the ABS.

The Chief Financial Officer works closely with senior executives as a key advisor and is responsible for developing the ABS' finance strategy and implementing associated practices and procedures to effectively manage the ABS' financial resources.

Responsibilities include:

- developing and implementing accounting policies and processes that guide the ABS' external financial reporting
- the management of financial statements preparation
- monthly financial reporting to the Department of Finance
- tax management
- treasury and cash management; asset management
- accounts processing and financial policy development
- setting and managing the annual operating and capital external budgets process and internal budget allocations including monthly performance and forecast reporting to the senior executives.

What we are looking for (selection criteria)

We are seeking an experienced candidate who can work across the organisation to drive operational and strategic outcomes, engage across the APS, and influence change.

Ideal candidates will have demonstrated experience in the field of financial and procurement management, and possess the following attributes:

- committed to help create a proactive and productive workplace culture and support the delivery of efficient, effective, and productive financial management service
- ability to lead and build constructive relationships with key internal and external stakeholders
- well-developed leadership and communication skills to support teams undertaking challenging and dynamic work programs
- ability to balance delivery of critical business-as-usual services, alongside the development and implementation of finance-related strategies to an organisation undertaking significant modernisation

- resilient and strong leader who can deal with uncertainty and display sound judgement when dealing with complex issues.

Eligibility

To be eligible for these roles you:

- You must be an Australian citizen at the time you apply.
- You may be required to hold or have no impediments towards obtaining a NV1 (Secret) security clearance.
- You will need to undertake pre-employment checks, including national police check and health assessment.
- ABS employees who have access to market sensitive information are restricted in market trading activities. You may not be allowed to trade in financial products while employed. Some roles are restricted in trading.

Notes

How to apply

To apply, complete an online application form on the ABS e-recruitment system.

You will need to upload your current resume, provide referee details, and respond to the following:

*In **no more than 1,000 words** and referring to the qualities, experience, and skills (outlined in section 1 of the Applicant Information Kit) tell us why you are the ideal person for this role and the ABS. Please include specific examples and achievements that demonstrate your ability to perform this role.*

Applications close at 11.30pm AEST on Sunday 10th May 2026. Late applications will not be accepted.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating

data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at https://www.abs.gov.au/careers

To Apply

Position Contact	Lane Masterton, 02 6252 5040
Agency Recruitment Site	https://abs.nga.net.au/cp/?audienceypcode=ext+

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Treasury

Vacancy VN-0769097

Australian Securities and Investments Commission

Closing Date:Thursday 30 April 2026

Job Title	Registry Data Steward
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Canberra ACT, Traralgon VIC
Salary	-
Future Merit Locations	Sydney, Melbourne, Brisbane, Canberra, Traralgon
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 1
Position Number	1918116
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226518982&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Join ASIC as a **Registry Data Steward** and play a key role in protecting the quality and integrity of Australia's critical registry data. Working closely with operational and technical teams, you will look after data that supports informed decisionmaking, strong regulation and public confidence in the Australian economy.

- **Location – Sydney, Melbourne, Brisbane, Canberra or Traralgon**
- **Salary starting from $127,641 (depending on experience) plus 15.4% superannuation**
- **Temporary, 2 year role**
- **Applications close at 11:59pm AEST Thursday, 30 April 2026**

The team

The Registry Operations team helps Australians start, manage and access businesses by supporting some of the country's most important public registers. ASIC administers more than 30 legal registers used daily by businesses, professionals, government and the community. The team ensures registry data is accurate, reliable and accessible - directly contributing to informed decisionmaking, strong regulation and public trust in the Australian economy.

The role

As a **Registry Data Steward**, you'll play a key role in protecting the integrity and quality of ASIC's registry data. Working closely with the Registry Data Lead and partnering across Registry Operations, RegistryConnect and technology teams, you'll ensure data is clearly defined, well governed and fit for purpose. You'll be the goto custodian for data quality, business rules and definitions - helping resolve data issues and driving continuous improvement to support operational needs, legal obligations and enterprise data governance.

You will be accountable for:

- Acting as the business data steward for assigned registry data domains, ensuring data is accurate, complete, timely and consistent.
- Maintaining data definitions, business glossaries, metadata and data quality rules in line with enterprise standards and governance practices.
- Monitoring, identifying and helping resolve data quality issues, including rootcause analysis, risk escalation and reporting.
- Partnering with the Registry Data Lead, Registry Operations, RegistryConnect and technology teams to embed data governance and support datadriven initiatives.
- Supporting appropriate data access, sharing and sensitive data handling, and promote strong data literacy and good data practices across Registry Operations.

Duties

About you

You are a data professional with experience in data governance, stewardship and data quality in a complex environment. You can apply standards and controls to ensure data is accurate and fit for purpose, work effectively with technical and nontechnical stakeholders, and use sound judgement to manage data risks and support continuous improvement.

To succeed in this role, you will bring:

- Demonstrated experience in data governance and management, including data stewardship, standards, metadata, data quality, profiling, catalogue tools and risk management.
- Proven background in datafocused roles (e.g. Data Steward, Data Governance, Data Analysis, Data Quality, Analytics or Business Intelligence), with strong collaboration skills across technical and nontechnical stakeholders.
- Relevant tertiary qualification or equivalent industry experience, with technical capability including SQL and exposure to data analysis, modelling, ETL, architecture, reporting or data visualisation.

View the Position Description for more information or click ‘Apply' to start your application. Applications close at 11:59pm AEST Wednesday, 29 April 2026.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity and people of Aboriginal and Torres Strait Islander decent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an **Australian Citizen** and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Zaynah Dastoor, +61299115804
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0769101

Australian Securities and Investments Commission

Closing Date:Thursday 07 May 2026

Job Title	Senior Analyst
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Canberra ACT, Sydney NSW
Salary	-
Future Merit Locations	Melbourne, Brisbane, Canberra, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	50/50 work from home
Classification	Executive Level 2
Position Number	ASIC/1915335
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226519060&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

As a Senior Analyst (Strategic Initiatives), you will lead and contribute to highimpact work responding to structural change across the Australian financial markets system, aligned with ASIC's strategic objectives. In this role within the Markets Group, you will deliver strategic policy, with a focus on the efficiency and resilience of Australia's financial market structure.

- **Location – Brisbane, Canberra, Sydney or Melbourne**
- **Salary between $152,074 - $168,164**
- **Permanent**
- **Applications close at 11:59pm ADST/AEST, 7 May 2026**

The team

ASIC's Markets Group is responsible for ensuring confidence and integrity across Australia's financial markets and broader financial system. The Group regulates market participants and infrastructure and delivers supervision, licensing and regulatory reform to support market integrity, transparency and resilience.

The Strategic Initiatives team leads crosscutting work across the Markets Group, focusing on emerging risks and structural change affecting markets, coordinating highpriority initiatives (such as digital assets reforms), and driving alignment and impact across ASIC.

Duties

As a **Senior Analyst**, you will be accountable for delivering strategic initiatives and regulatory reform work across Markets Group.

You will be accountable for:

- Leading and contributing to strategic policy, supervision and regulatory reform initiatives across Markets Group's remit within the Australian financial markets system.
- With a focus on market structure in financial markets, undertake research and policy analysis to assess the efficiency, competitive landscape and resilience of Australia's markets.
- Managing complex projects and workstreams, identifying key dependencies, risks, issues and opportunities to maximise regulatory impact.
- Developing and delivering policy, implementation and law reform advice in response to emerging and evolving regulatory and market issues.
- Working collaboratively across ASIC to support coordinated delivery of interconnected initiatives.
- Providing judgement and input on highpriority regulatory matters in consultation with senior leaders and key stakeholders.

Eligibility

You bring strong experience delivering regulatory reform, policy implementation, supervision or licensing work within complex environments. You have sound knowledge of the Australian financial markets system and demonstrate genuine curiosity about emerging issues, market developments and new areas of regulatory focus. You seek to understand how issues connect across the system, are comfortable exploring new problems, testing assumptions and developing practical responses, and can manage multiple priorities while applying critical analysis and judgement. Strong project management capability and experience contributing to strategic initiatives are essential.

You work effectively both independently and collaboratively, maintain a clear focus on delivery and progress, engage constructively on complex or contested matters, and contribute clear, wellreasoned advice. You build credibility through sound judgement, curiosity, collaboration and consistent delivery.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm ADST/AEST, 7 May 2026.

Notes

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicole Moore, nicole.moore@asic.gov.au
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0769129

Australian Securities and Investments Commission

Closing Date:Sunday 03 May 2026

Job Title	Information Management Analyst
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	-
Future Merit Locations	Sydney, Melbourne, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	0000
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226491971

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

As an **Information Management Analyst**, you will provide daytoday support and practical solutions to help teams effectively capture, manage and use business information within the SharePoint environment, contributing to continuous business improvement.

- **Location – Sydney, Melbourne or Brisbane**
- **ASIC 4 (APS6): Salary between $97,401 - $115,820 depending on experience (plus 15.4% superannuation)**

- **Permanent, full-time role**
- **Applications close at 11:59pm AEST Sunday, 3 May 2026**

The team

The Information and Knowledge Resource Centre (IKRC) ensures ASIC teams have access to authoritative information, records, intelligence and knowledge services. The team supports compliance with legislative and regulatory requirements, helping to minimise risk and enable informed decisionmaking.

The role

As an **Information Management Analyst**, you will:

- Support the Team Leader, Business Information Services, by contributing to the development and continuous improvement of SharePoint information and records management practices, procedures and guidelines.
- Provide daytoday enduser support through the configuration and administration of ASIC's SharePoint information management system.
- Analyse business processes and service delivery data to identify improvement opportunities, risks and trends, and support reporting and solution implementation.
- Engage with stakeholders to promote effective information management practices and ensure records management and legislative compliance.
- Identify and assess information and records management risks and implement mitigation strategies.
- Respond to internal and external information requests through research and support activities.
- Develop and deliver enduser training and guidance to support good information and recordkeeping practices.

About you

You will also demonstrate:

- Relevant tertiary qualification in Information or Records Management, Information Technology, or a related discipline, or equivalent experience in a legal, accounting, financial services or government environment.
- Demonstrated experience with enterprise information and records management systems (e.g. EDRMS or ECM), including configuring and administering SharePoint Online and M365, and applying legislative and compliance requirements in a public sector or regulated environment.
- Proven ability to analyse service delivery, operational and information management data to identify trends, risks and improvement opportunities, and support evidencebased reporting and decisionmaking.
- Strong problemsolving skills, with experience resolving system and stakeholder issues and building effective internal relationships in a large organisation.
- Welldeveloped written and verbal communication skills, with experience presenting clear, fitforpurpose information and contributing to training, guidance and business documentation.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEST Sunday, 3 May 2026.

About ASIC

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We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an **Australian Citizen** and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Zaynah Dastoor, 0435 700 074
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_or

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Treasury

Vacancy VN-0769138

Australian Securities and Investments Commission

Closing Date:Friday 08 May 2026

Job Title	Adviser
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	$81,396 - $115,820
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	50/50 Hybrid Model
Classification	APS Level 3;APS Level 4
Position Number	ASIC/1918513
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organId=16529

Duties

Help shape the regulation of Australia's evolving financial and digital assets markets.

ASIC is seeking motivated Advisers at the ASIC3 and ASIC4 level to join our Markets Group FINTECH team. This is an opportunity to work at the forefront of regulatory policy, law reform implementation and supervision in fastmoving and innovative areas of financial services. These roles suit candidates seeking exposure to complex regulatory environments and emerging market issues.

Multiple roles are available across Sydney and Melbourne, with appointments offered on a permanent and/or temporary basis.

A future with ASIC means that your work will contribute to ASIC's vision for a fair, strong and efficient financial system for all Australians. We value what you will bring. We value those with sharp, analytical minds who are open to challenging the way things are done.

Our team

ASIC's Markets Group safeguards trust and confidence in Australia's financial markets by overseeing the full regulatory lifecycle and ensuring market participants operate with integrity, resilience and transparency. Within the Group, the FinTech team leads ASIC's work on crypto and digital assets, tokenisation and decentralised finance, shaping regulatory policy through law reform, guidance development, and close engagement with industry and internal stakeholders.

The role

In this role, you will contribute to ASIC's regulatory policy, law reform and supervisory work, supporting effective regulation of Australia's financial markets and emerging FINTECH sectors.

You will:

- Contribute to regulatory policy and reform, including guidance, licensing frameworks and regulatory instruments
- Help turn regulatory reforms into practice through systems, processes and guidance
- Support supervision and surveillance activities with clear, timely analytical advice
- Research legislation, policy and regulatory issues to inform ASIC's approach
- Contribute to concise, highquality briefings, guidance and committee papers
- Use data and regulatory intelligence to support evidencebased decisions
- Work collaboratively with internal teams and external stakeholders, including Treasury and other agencies
- Apply sound judgement when assessing complex information and managing competing priorities

About you

You have demonstrated experience in fintech, financial services, financial markets, or a regulatory or policy environment, with a developing understanding of technology, policy, risk and compliance issues. This experience may have been gained through a government role, regulatory setting, fintech organisation or legal practice, and enables you to contribute to translating complex reform, innovation or emerging technology developments into practical regulatory outcomes.

You bring:

- A relevant tertiary qualification and an emerging understanding of Australia's financial system and ASIC's regulatory role

- The ability to research and analyse legislation, policy, data and regulatory issues to support wellreasoned advice
- Strong analytical and problemsolving skills, with the ability to draw practical conclusions from qualitative and quantitative information
- Clear written and verbal communication skills, including the ability to draft concise materials for a range of audiences
- The ability to work effectively with guidance, manage competing priorities, and build constructive relationships with colleagues and stakeholders

What we offer you

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

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We offer a range of employee benefits including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Applications for this role will close at 11:59pm (AEST) on Friday 8th May 2026.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Kiani Fields, careers@asic.gov.au
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_org

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Treasury

Vacancy VN-0769139

Australian Securities and Investments Commission

Closing Date:Friday 08 May 2026

Job Title	Adviser
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW
Salary	$127,641 - $149,295
Future Merit Locations	Melbourne, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	50/50 Hybrid Model
Classification	Executive Level 1
Position Number	ASIC/1918514
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organId=16529

Duties

Help shape the regulation of Australia's evolving financial and digital assets markets.

ASIC is seeking motivated Advisers at the EL1 level to join our Markets Group FINTECH team. This is an opportunity to work at the forefront of regulatory policy, law reform implementation and supervision in fast moving and innovative areas of financial services. These roles suit candidates seeking exposure to complex regulatory environments and emerging market issues.

Multiple roles are available across Sydney and Melbourne, with appointments offered on a permanent and/or temporary basis

A future with ASIC means that your work will contribute to ASIC's vision for a fair, strong and efficient financial system for all Australians. We value what you will bring. We value those with sharp, analytical minds who are open to challenging the way things are done.

Our team

ASIC's Markets Group is responsible for maintaining trust and confidence in Australia's financial markets and ensuring market participants, infrastructure providers and gatekeepers operate with integrity, resilience and transparency. The group oversees the full regulatory lifecycle, including supervision, triage, investigation and enforcement, while also providing regulatory advice, assessing applications and engaging with stakeholders.

Within the group, the FINTECH team focuses on emerging digital business models, innovation and competition, helping shape regulatory frameworks that support safe, resilient and transparent markets as they continue to evolve.

The role

In this role, you will contribute to ASIC's regulatory policy, law reform and supervisory work, supporting effective regulation of Australia's financial markets and emerging FINTECH sectors.

You will:

- Contribute to regulatory policy and reform, including guidance, licensing frameworks and regulatory instruments
- Help turn regulatory reforms into practice through systems, processes and guidance
- Support supervision and surveillance activities to deliver effective regulatory outcomes
- Research and analyse legislation, policy and regulatory issues to inform ASIC's approach
- Produce concise, highquality briefings, guidance and committee papers
- Use data and regulatory intelligence to generate insights and drive evidencebased outcomes
- Work collaboratively with internal teams and external stakeholders, including Treasury and other agencies
- Apply sound judgement when assessing complex information and managing competing priorities

About you

You have demonstrated experience in fintech, financial services, financial markets, or a regulatory or policy environment, with an understanding of technology, policy, risk and compliance issues. This experience may have been gained through government, a regulatory setting, a fintech organisation or legal practice, and enables you to lead and support the translation of complex reform, innovation or emerging technology developments into effective and practical regulatory outcomes.

You bring:

- A relevant tertiary qualification and a sound understanding of Australia's financial system and ASIC's regulatory role
- Strong analytical and criticalthinking skills, with the ability to interpret complex policy, legislative and regulatory issues
- Experience assessing information, exercising sound judgement and providing clear, practical advice
- The ability to manage competing priorities and deliver quality outcomes in complex or ambiguous environments
- Welldeveloped written and verbal communication skills, including presenting complex information clearly to varied audiences
- Confidence working independently while building effective relationships with internal and external stakeholders

What we offer you

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We offer a range of employee benefits including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Applications for this role will close at 11:59pm (AEST) on Friday 8th May 2026.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Kiani Fields, careers@asic.gov.au
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_org

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Treasury

Vacancy VN-0769148

Australian Securities and Investments Commission

Closing Date:Tuesday 05 May 2026

Job Title	Data Quality Specialist
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 1
Position Number	1919684
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226521649&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

The Australian Government has announced the stabilisation of existing business registers and their transfer from the Australian Taxation Office (ATO) back to ASIC, under the RegistryConnect (RC) Program. This program aims to deliver reliable, secure, trusted, and efficient registry services to support the economy for the benefit of all Australians.

ASIC's Data, Analytics, and AI Group is currently seeking a talented Data Quality (DQ) Specialist to join their high-performing team to maintain data accuracy, consistency and completeness across ASIC's Registry Connect Program.

- **Sydney or Melbourne location**
- **24 Month Fixed Term Position**
- **Salary from $127,641 up to $144,946 (depending on experience) + 15.4 % superannuation**

- **Applications will close at 11:59pm AEST, Tuesday 5 May 2026**

The team

The Data Governance team works collaboratively with business and technical stakeholders to develop data policies, principles and standards to optimise the capture, share and use of data within ASIC. The team oversees a data governance program to protect ASIC's data assets and manage risk.

The role

The Data Quality Specialist for Registry Connect will be responsible for ensuring the accuracy, integrity, and reliability of ASIC's business and corporate registry data. The role is responsible for implementing a program of data quality management and assurance aligned to the Registries Data Quality Gap Analysis and ASIC's Data Quality Framework. They will also define and apply data quality rules, monitor critical data elements, and drive the resolution of data quality issues to support Registry Connect delivery and ASIC's regulatory outcomes.

More specifically, you will:

- Make a significant contribution to the development and implementation of data quality standards, policies, and processes, ensuring registry compliance with ASIC's data governance and data quality frameworks.
- Develop and maintain the Registries Data Quality roadmap to support the implementation and ongoing uplift of data quality assurance.
- Assess critical data elements within ASIC business registries in alignment with enterprise methodology.
- Contribute to the development, identification and cataloguing of data quality and business rules for ASIC's registry data assets.
- Design and manage a program of system investigations to identify, analyse, and remediate data quality issues.
- Establish and manage a program of data quality audits and control testing to assess data quality risks, including the preparation of reports for governance committees and key stakeholders.

Duties

About you

The ideal candidate for this role is an experienced data quality professional with a strong background in data governance, assurance and continuous improvement within complex data

environments. You bring a practical, deliveryfocused approach to implementing data quality frameworks, defining business and data quality rules, and resolving data issues at scale. With strong stakeholder engagement skills and an understanding of regulatory or enterprise data contexts, you are comfortable translating data quality insights into meaningful outcomes that support the ASIC's Registry Connect program objectives.

In addition, you will have:

- Tertiary qualifications in data science, statistics, information management, economics, data engineering, computer science or a related discipline involving data manipulation and analysis.
- Extensive experience identifying data quality issues and assessing data integrity and validity, with the ability to provide clear recommendations for system and process improvements.
- Demonstrated experience in developing and implementing data quality roadmaps.
- Strong experience in identifying, analysing, managing and reporting on data to support business outcomes.
- Well-developed problemsolving skills with strong analytical and critical thinking capability.
- Strong written and verbal communication skills, with proven experience engaging a diverse range of internal and external stakeholders to achieve shared outcomes.

Click ‘apply' to start your application. Applications will close at 11:59pm AEST, Tuesday 5 May 2026.

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We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model

- Flexible work arrangements
- Assistance for study and professional development

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Simeon Whitelake, +61299112986
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0769151

Australian Securities and Investments Commission

Closing Date:Wednesday 06 May 2026

Job Title	Senior Manager, Talent Acquisition
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Canberra ACT, Perth WA, Traralgon VIC, Darwin NT
Salary	$170,000 - $200,000
Future Merit Locations	Sydney, Melbourne, Brisbane, Canberra, Perth, Traralgon, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office attendance a fortnight
Classification	Executive Level 2
Position Number	ASIC/1919954
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226517721&in_organid=16529&

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

As **Senior Manager, Talent Acquisition**, you will play a key leadership role within People & Culture, driving ASIC's talent acquisition strategy and leading a high performing team to deliver contemporary, data driven and innovative recruitment solutions.

- **Permanent position**
- **All locations considered**
- **Salary from $170,621 + 15.4% superannuation**
- **Applications close at 11:59pm AEST, Wednesday 6 May**

The team

People & Culture delivers people initiatives aligned to ASIC's business strategy, supporting leaders and employees across the employee lifecycle.

Talent Acquisition is responsible for endtoend recruitment for ASIC, partnering closely with senior leaders to deliver workforce outcomes that respond to current needs and future capability requirements.

The role

As **Senior Manager, Talent Acquisition**, you will lead and shape ASIC's talent acquisition function, balancing strategic leadership with operational excellence in a complex and dynamic environment.

You will operate with a high degree of autonomy, influence senior stakeholders and lead a team of up to nine direct reports to deliver best practice recruitment outcomes across the organisation.

You will:

- Lead and deliver ASIC's Talent Acquisition Strategy, aligning workforce outcomes with organisational priorities
- Build, lead and develop a high performing talent acquisition team, driving capability, accountability and continuous improvement
- Deliver contemporary attraction and sourcing strategies informed by labour market intelligence and future capability needs
- Oversee complex, senior level and high volume recruitment activities, including emerging talent programs
- Monitor recruitment performance, providing data driven insights, reporting and advice to senior leaders
- Drive process, systems and technology improvements to enhance efficiency, candidate experience and quality of hire

About you

You are a confident and experienced people leader with deep expertise in talent acquisition. You thrive in complex environments, bring a strategic and data driven mindset, and are comfortable influencing senior stakeholders on workforce and recruitment matters.

You are solutions focused, forward thinking and committed to delivering highquality outcomes aligned to ASIC's purpose and values.

You will also have:

- Relevant tertiary qualifications in a business related discipline such as Human Resources, Commerce or Economics
- Extensive experience leading talent acquisition functions, including exposure to both inhouse and RPO recruitment models
- Experience delivering high volume recruitment campaigns and emerging talent programs
- In depth knowledge of contemporary talent acquisition practices, labour market trends and best practice

- Strong people leadership experience, with a proven ability to coach, develop and motivate teams
- Demonstrated experience managing ATS and HR systems and leveraging technology to improve outcomes
- Excellent written and verbal communication skills, with strong stakeholder and relationship management capability
- Highly developed project management, vendor management and analytical skills

About ASIC

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We offer a range of**employee benefits**including:

- Attractive salaries and superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click hereto view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our websiteor review our Corporate Plan.

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Wednesday 6 May.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Irina Sayer, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn

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Treasury

Vacancy VN-0769182

Australian Securities and Investments Commission

Closing Date:Tuesday 12 May 2026

Job Title	Lawyer - Privacy & Data Law
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Canberra ACT, Darwin NT, Perth WA
Salary	$127,641 - $144,946
Future Merit Locations	Sydney, Melbourne, Brisbane, Canberra, Darwin, Perth
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office attendance a fortnight
Classification	Executive Level 1
Position Number	ASIC/1915581
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226523086&in_organid=16529&

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Be at the forefront of privacy and data law in a leading regulator. This role empowers you to embed bestpractice privacy outcomes across ASIC's data, technology and regulatory activities.

- **Sydney, Melbourne or Brisbane location (other locations to be considered)**
- **Salary between $127,641 - $144,946 (depending on experience), plus 15.4% superannuation**
- **Permanent role**
- **Applications close at 11:59pm AEST, 12 May 2026**

The team

The Information & Data Law team manages ASIC's obligations under the Freedom of Information Act and Privacy Act, supporting the organisation's regulatory and operational objectives. Positioned within Corporate Legal Services in the Legal Services Group, the team provides expert advice on information handling, data sharing and privacy risk across ASIC. It plays a key role in strengthening ASIC's privacy culture and ensuring lawful, responsible use of information in a rapidly evolving regulatory environment.

The role

As a **Lawyer within the Information and Data Law Team**, you will:

- **Deliver trusted privacy and data law advice** on complex regulatory and operational matters, ensuring ASIC meets its legislative obligations with confidence and clarity.
- **Embed privacybydesign** into innovative data, technology and business projects, supporting lawful and responsible use of emerging tools and analytics.
- **Lead privacy risk and incident management**, including Privacy Impact Assessments, breach response and notifiable data breach reporting to the OAIC.
- **Strengthen ASIC's privacy culture**, acting as a Privacy Officer and providing guidance on information protection, data sharing and bestpractice compliance across the organisation

About you

You will be an admitted legal practitioner eligible to hold a current Australian practising certificate, with **2–5 years' postadmission experience** as a lawyer. Your experience may be gained in government, an inhouse legal team or private practice.

You will also demonstrate:

- **strong writing and communication skills**, with the ability to deliver clear, practical legal advice and present complex issues concisely to diverse audiences. Any certifications or programs required
- **sound knowledge of relevant legislation**, particularly the Commonwealth Privacy Act 1988, and the ability to apply it confidently in regulatory and operational contexts.
- **The ability to manage competing priorities effectively**, working independently to deliver highquality outcomes in a fastpaced environment.
- **'The ability build trusted relationships and influence outcomes**, working collaboratively with internal and external stakeholders to support sound decisionmaking.

View the position description for further details or click Apply to submit your application by 11:59pm AEST, 12 May 2026. Please attach a current resume and cover letter. In your cover letter, outline your brief experience in privacy law, including practical application of the Commonwealth Privacy Act 1988, with examples of advice provided, risks managed or issues resolved in those matters.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Neha Narula, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn

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Treasury

Vacancy VN-0769183

Australian Securities and Investments Commission

Closing Date:Wednesday 13 May 2026

Job Title	Analyst
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Canberra ACT
Salary	-
Future Merit Locations	Sydney, Melbourne, Brisbane, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	50/50 work from home
Classification	APS Level 5;APS Level 6
Position Number	ASIC/1915338
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226523069&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

As an Analyst, you will work on regulatory policy projects, collaborate with experienced professionals, and contribute to initiatives that protect investors and promote market integrity, in support of ASIC's strategic objectives.

- **Location Brisbane, Canberra, Sydney or Melbourne**
- **Salary from $97,401 plus 15.4% super**
- **Permanent position**
- **Applications close at 11:59pm AEST, 13 May 2026**

The team

ASIC's Markets Group is responsible for ensuring confidence and integrity across Australia's financial markets and broader financial system. The Group regulates market participants and infrastructure and delivers supervision, licensing and regulatory reform to support market integrity, transparency and resilience.

The Strategic Initiatives team leads crosscutting work across the Markets Group, focusing on emerging risks and structural change affecting markets, coordinating highpriority initiatives (such as digital assets reforms), and driving alignment and impact across ASIC.

Duties

As an Analyst, you will contribute to the delivery of regulatory policy, implementation and reform initiatives across Markets Group.

You will be accountable for:

- Contributing to regulatory policy projects, including providing input to Treasury, regulatory reviews and Government initiatives
- Supporting the implementation of regulatory reforms, including operationalising changes through systems, processes and training
- Undertaking research and technical analysis of legislation, policy and regulatory material to inform decisionmaking
- Assisting with the development of policy positions, regulatory guidance and interpretation of regulatory settings
- Drafting clear and concise written materials such as briefs, papers, regulatory publications and training materials
- Collecting and analysing data and regulatory intelligence to generate insights and support evidencebased policy outcomes

Eligibility

You will bring a developed technical understanding of Australia's financial system, its regulation and current issues. You are able to research, analyse and interpret legislation, policy and data, and provide clear and accurate practical input into legislation, legal and policy issues. You can utilise your strong communication skills to present information and distil clear messages for different audiences.

You are a collaborative, proactive and adaptable team member who values teamwork and constructive participation. You show initiative and curiosity, take responsibility for your work and outcomes, and are confident engaging with others and developing productive relationships. You can work through complex or ambiguous issues calmly and logically, manage competing priorities with attention to detail, and build positive working relationships with colleagues and stakeholders.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEST, 13 May 2026

Notes

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We offer a range of **employee benefits** including:

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- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicole Moore, careers@asic.gov.au
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0769214

Australian Securities and Investments Commission

Closing Date:Wednesday 13 May 2026

Job Title	Senior Manager - Markets Supervision
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	$170,621 - $202,614
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	50/50 Hybrid Model
Classification	Executive Level 2
Position Number	ASIC/1921486
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organId=16529

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Join ASIC's Markets Group and play a critical leadership role in supervising Australia's financial markets and addressing emerging and systemic risks.

- Location – Melbourne, Sydney
- Salary between $170,621 - $202,614 + 15.4% superannuation
- Permanent
- Applications close at 11:59pm ADST/AEST, 13th May, 2026

The team

ASIC's Markets Group safeguards trust and confidence in Australia's financial markets. The Group oversees the full regulatory lifecycle, licensing, supervision, investigation and enforcement - working to detect, prevent and deter market misconduct and promote market integrity and resilience.

The Markets Supervision teams are ASIC's frontline supervisors of market infrastructure and intermediaries, including participants, securities dealers, corporate advisers and over the counter (OTC) market participants. The teams take a proactive, riskbased approach to supervision, identifying emerging risks and driving regulatory responses that protect investors and markets.

The role

As a Senior Manager, you will lead a multidisciplinary supervision team and be accountable for developing and delivering a forwardlooking, riskbased supervision strategy across regulated entities. You will exercise strong regulatory judgement, engage with senior stakeholders, and drive timely identification and escalation of risks to prevent harm and improve compliance.

Key responsibilities include:

- Leading a proactive, judgementled supervision program focused on outcomes and market integrity
- Setting priorities and ensuring highquality supervisory analysis and datadriven regulatory decisionmaking
- Assess compliance with statutory and licence obligations, governance and risk management frameworks
- Identifying and escalating indicators of potential market misconduct and driving effective supervisory interventions
- Act as a senior point of engagement with executives, boards and key domestic and international stakeholders
- Building team capability through coaching, performance management and a strong safety and wellbeing focus

About you

You are a confident and experienced leader with strong regulatory judgement and the ability to operate effectively in complex, highpressure environments. You bring a strategic, riskfocused mindset and can translate analysis into clear expectations and outcomes.

You will also demonstrate:

- Senior leadership experience in a regulatory, financial services, markets or related environment
- Strong analytical, problemsolving and capability and ability to draw on data to make evidence-based decisions
- Excellent written and verbal communication skills, with the ability to influence senior stakeholders
- Experience leading teams, setting direction and building capability in highvolume or complex settings
- Sound understanding of risk management, governance and operational or financial resilience
- Experience supervising or working within financial markets or market regulation

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEST, 13th May, 2026.

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- 50/50 hybrid work-from home model

- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Kiani Fields, careers@asic.gov.au
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_org

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Treasury

Vacancy VN-0769002

Australian Taxation Office

Closing Date:Wednesday 06 May 2026

ATO People
Working Well

Job Title	Human Resource Director (Workers Compensation & Rehabilitation)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Moonee Ponds VIC, Parramatta NSW
Salary	$155,911 - $185,713
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 2
Position Number	EXT_ATOP_307_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=B25F8CDA-2905-E6C2-7225-ECD8D954C695

Duties

We are seeking a dynamic Human Resources Director (Workers Compensation & Rehabilitation) to join our Working Well Health team.

As a Human Resources Director (Workers Compensation & Rehabilitation) in Working Well Branch, ATO People, you'll lead a dedicated team of staff across Australia to manage the ATO's:

- workers compensation claims and liability management; the ATO independently manages our delegated (Comcare) claims management arrangements for workers compensation
- strategic rehabilitation management for compensable matters
- early and primary intervention initiatives and supports.

Core to this role is providing advice and direction on complex and multifaceted and adversarial case management strategies and leading on contemporary policies and procedures to promote a safe and healthy workplace and return to and recovery at work. Regularly exercising judgement and influencing senior leaders, external stakeholders such as regulators, union representatives, and medical professionals.

The role is a critical player in the Working Well leadership team, working in close partnership with colleagues and stakeholders across ATO People (including HR Business Partners) to ensure our efforts are fit for purpose and impactful.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Melinda Bopping, (02) 6216 4857
Agency Recruitment Site	https://ato.nga.net.au/?jati=B25F8CDA-2905-E6C2-7225-ECD8D954C69

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Treasury

Vacancy VN-0769028

Australian Taxation Office

Closing Date:Monday 11 May 2026

Enterprise Solutions and Corporate Operations
SES Services

Job Title	Executive Assistant
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Upper Mount Gravatt QLD, Brisbane QLD
Salary	$84,028 - $91,199
Future Merit Locations	Brisbane, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_EA_316_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=1149A2A4-E2F3-D21D-D6B3-ECDA0374B83C

Duties

We are seeking enthusiastic and proactive individuals to provide executive and administrative support to our senior leaders. If you thrive in a fast-paced environment, excel at problem solving and have experience in administration, customer service and relationship building, an Executive Assistant role could be the perfect fit for you.

As an Executive Assistant, you will be the first point of contact in your senior executive’s office, making your ability to build rapport quickly and deliver a great client experience highly valuable.

While flexible work arrangements may be considered, these roles are primarily office-based to support the dynamic and responsive nature of executive operations.

You will be co-located with your senior executive and undertake a variety of tasks which will include:

- front-of-office duties, such as welcoming visitors, handling incoming phone calls and correspondence, and directing enquiries.
- diary management:
    - providing daily guidance on priority meetings, emails and actions
    - escalating urgent matters for attention and response
    - tracking follow-ups on action items to ensure deadlines are met
    - scheduling meetings and forward planning, including management of meeting conflicts
- coordinating meetings and events (on site or virtual), including preparing electronic and hard copy papers, and setting up meeting rooms
- managing travel arrangements and itineraries, assisting with budget management, credit card acquittals, and handling less complex procurement and financial management tasks
- communicating with business partners and clients
- supporting teams across the business line or branch with administrative tasks, such as ordering stationery, printing, and escorting visitors.

The relationships you build, the experience you gain and the development opportunities you access will pave the way for career growth through:

- support from a dedicated relationship manager
- guidance and support from an experienced buddy or mentor
- networking opportunities to create valuable professional connections
- learning and development through our Executive Assistant capability uplift program
- active participation in workplace initiatives and events, contributing to site engagement.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Claire Alston, (03) 9275 9880
Agency Recruitment Site	https://ato.nga.net.au/?jati=1149A2A4-E2F3-D21D-D6B3-ECDA0374B83

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Treasury

Vacancy VN-0769071

Australian Taxation Office

Closing Date:Monday 11 May 2026

Frontline Resource Management
Frontline Resource Management

Job Title	Planning and Reporting Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Albury NSW, Canberra ACT, Adelaide SA, Box Hill VIC, Brisbane QLD, Dandenong VIC, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Penrith NSW, Parramatta NSW, Sydney NSW
Salary	$155,911 - $185,713
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Newcastle, Penrith, Parramatta, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 2
Position Number	EXT_FO_329_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=353A15EB-942D-4B29-6882-ECDA7A9F85A7

Duties

We are seeking a Planning and Reporting Director to join our Business Insights and Information Services team.

As a Planning and Reporting Director, you will support the agency's strategic and operational goals by providing accurate and timely information and analysis. Effective planning and reporting ensure resources are used efficiently, risks are managed, and informed decisions are made to meet agency objectives.

You will drive strategic planning, performance monitoring, data insights and corporate reporting across the agency. Operating with a high level of autonomy and accountability, you'll lead a team of specialists to deliver high quality planning frameworks, performance insights and reporting products that support executive decision making, align with government priorities and continuously improve planning and reporting practices.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds.

Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Taxation Office

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To Apply

Position Contact	Tania Laycock, 0447 609 012
Agency Recruitment Site	https://ato.nga.net.au/?jati=353A15EB-942D-4B29-6882-ECDA7A9F85A

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Treasury

Vacancy VN-0769087

Australian Taxation Office

Closing Date:Wednesday 13 May 2026

Frontline Operations
Frontline Operations

Job Title	Frontline Operations Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Dandenong VIC, Burnie TAS, Gosford NSW, Geelong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$84,028 - $91,199
Future Merit Locations	Sydney, Adelaide, Albury, Box Hill, Brisbane, Dandenong, Burnie, Gosford, Geelong, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_FO_331_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=384A5C3B-899B-527E-783A-ECDA79F4A4E6

Duties

We are seeking motivated APS4 Frontline Operations Officers to join our Frontline Operations group.

As a member of Frontline Operations, you will support the delivery of high-quality services, ensuring the integrity of Australia’s tax and superannuation systems.

As a **Frontline Operations Officer**, you will provide support to colleagues by sharing knowledge, expertise, offering guidance on more complex or sensitive enquiries, and contributing to capability building to promote consistent and high-quality service delivery. You’ll also deliver client-focused services across a range of Frontline Operations roles, supporting individuals to meet their taxation, superannuation and registration obligations. You’ll manage higher-volume and more complex service activities while ensuring accurate, timely and professional outcomes for clients.

We are looking for passionate individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

As a Service Delivery Officer, you will respond to both staff and client enquiries and provide guidance to support the management of taxation and superannuation obligations. You’ll resolve a range of queries by applying procedures and judgement, while delivering quality service across multiple communication channels. You may review work against quality standards, provide feedback, and support colleagues through day-to-day guidance.

Service Delivery Complaints Officer

As a Service Delivery Complaints Officer, you will be responsible for managing and resolving client complaints to achieve fair and timely outcomes. You’ll analyse complaint information, exercise judgement, and capture insights to help identify recurring issues and improve the client experience. You’ll work collaboratively with internal stakeholders and engage clients across multiple communication channels to support effective resolution and quality service delivery outcomes.

Debt Collection Officer

As a Debt Collection Officer, you will be responsible for working with staff, clients and stakeholders to manage and recover outstanding debts in line with taxation obligations. You’ll resolve complex

debt related enquiries, prepare and process recovery actions, and maintain accurate taxpayer records. You'll support quality outcomes by maintaining quality assurance and providing coaching and technical advice to colleagues on more complex issues, while delivering professional service across multiple communication channels.

Duties for all the above roles may include:

- supporting colleagues by providing guidance on complex or sensitive client matters, including mentoring and knowledge sharing to promote accurate, consistent and high quality outcomes
- responding to client, agent and staff enquiries across multiple channels, including phone, digital platforms and written correspondence, in line with service delivery standards
- managing client interactions relating to lodgement, payment, debt, complaints or general account enquiries, as relevant to the role
- gathering verifying and recording client information to ensure accuracy, integrity and compliance with record keeping requirements
- processing correspondence, forms and transactions in accordance with established procedures, policies and service delivery timeframes
- managing individual workloads effectively to support timely resolution of matters and positive client and staff experiences
- resolving escalated service matters or complaints within defined legislative, policy and operational frameworks
- maintaining accurate, complete and contemporaneous records across ATO systems and tools
- working collaboratively within a frontline team to deliver consistent, professional and high quality services.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

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wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Leona McGrath, (07) 4753 7225
Agency Recruitment Site	https://ato.nga.net.au/?jati=384A5C3B-899B-527E-783A-ECDA79F4A4E

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Treasury

Vacancy VN-0769091

Australian Taxation Office

Closing Date:Wednesday 13 May 2026

Frontline Operations
Frontline Operations

Job Title	Frontline Operations Officer (Affirmative measure - Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Moonee Ponds VIC, Adelaide SA, Albury NSW, Upper Mount Gravatt QLD, Box Hill VIC, Brisbane QLD, Burnie TAS, Perth WA, Dandenong VIC, Gosford NSW, Geelong VIC, Hobart TAS, Melbourne VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Townsville QLD, Wollongong NSW
Salary	$84,028 - $91,199
Future Merit Locations	Sydney, Moonee Ponds, Adelaide, Albury, Upper Mount Gravatt, Box Hill, Brisbane, Burnie, Perth, Dandenong, Gosford, Geelong, Hobart, Melbourne, Newcastle, Parramatta, Penrith, Townsville, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_FO_332_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=17CC1F64-1D98-234F-73B1-ECDA7A0A78E7

This vacancy is only open to Aboriginal and Torres Strait Islander applicants. This initiative helps to increase the number of Aboriginal and Torres Strait Islander people employed in the APS, to better reflect the diversity of the Australian community.

Duties

We are seeking motivated APS4 Frontline Operations Officers to join our Frontline Operations group.

As a member of Frontline Operations, you will support the delivery of high-quality services, ensuring the integrity of Australia’s tax and superannuation systems.

As a **Frontline Operations Officer**, you will provide support to colleagues by sharing knowledge, expertise, offering guidance on more complex or sensitive enquiries, and contributing to capability building to promote consistent and high-quality service delivery. You’ll also deliver client-focused

services across a range of Frontline Operations roles, supporting individuals to meet their taxation, superannuation and registration obligations. You'll manage higher-volume and more complex service activities while ensuring accurate, timely and professional outcomes for clients.

We are looking for passionate individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

As a Service Delivery Officer, you will respond to both staff and client enquiries and provide guidance to support the management of taxation and superannuation obligations. You'll resolve a range of queries by applying procedures and judgement, while delivering quality service across multiple communication channels. You may review work against quality standards, provide feedback, and support colleagues through day-to-day guidance.

Service Delivery Complaints Officer

As a Service Delivery Complaints Officer, you will be responsible for managing and resolving client complaints to achieve fair and timely outcomes. You'll analyse complaint information, exercise judgement, and capture insights to help identify recurring issues and improve the client experience. You'll work collaboratively with internal stakeholders and engage clients across multiple communication channels to support effective resolution and quality service delivery outcomes.

Debt Collection Officer

As a Debt Collection Officer, you will be responsible for working with staff, clients and stakeholders to manage and recover outstanding debts in line with taxation obligations. You'll resolve complex debt related enquiries, prepare and process recovery actions, and maintain accurate taxpayer records. You'll support quality outcomes by maintaining quality assurance and providing coaching and technical advice to colleagues on more complex issues, while delivering professional service across multiple communication channels.

Duties for all the above roles may include:

- supporting colleagues by providing guidance on complex or sensitive client matters, including mentoring and knowledge sharing to promote accurate, consistent and high quality outcomes

- responding to client, agent and staff enquiries across multiple channels, including phone, digital platforms and written correspondence, in line with service delivery standards
- managing client interactions relating to lodgement, payment, debt, complaints or general account enquiries, as relevant to the role
- gathering verifying and recording client information to ensure accuracy, integrity and compliance with record keeping requirements
- processing correspondence, forms and transactions in accordance with established procedures, policies and service delivery timeframes
- managing individual workloads effectively to support timely resolution of matters and positive client and staff experiences
- resolving escalated service matters or complaints within defined legislative, policy and operational frameworks
- maintaining accurate, complete and contemporaneous records across ATO systems and tools
- working collaboratively within a frontline team to deliver consistent, professional and high quality services.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, boriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility

Candidates applying under the affirmative measure provision must provide confirmation of their Aboriginal and/or Torres Strait Islander heritage.

For further information about this requirement and the application process please select the Apply now button.

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions.
Non-ongoing positions may be offered for up to 18 months.

Non-ongoing vacancies have the potential to become ongoing. These non-ongoing positions may become ongoing within the next 12 months. Should a position become ongoing then the merit pool established through this selection process may be used to fill the vacancy.

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Leona McGrath, (07) 4753 7225
Agency Recruitment Site	https://ato.nga.net.au/?jati=17CC1F64-1D98-234F-73B1-ECDA7A0A78E

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Treasury

Vacancy VN-0769072

Royal Australian Mint

Closing Date:Sunday 10 May 2026

Royal Australian Mint
Museum and Public Engagement

Job Title	Museum Host
Job Type	Full-Time;Part-Time, Ongoing
Location	Deakin ACT
Salary	$72,052 - $77,116
Future Merit Locations	Deakin
Office Arrangement	On Site
Office Arrangement Details	This position is required to be onsite.
Classification	APS Level 3
Position Number	Multiple positions
Agency Website	https://www.ramint.gov.au

Job Description

https://www.ramint.gov.au/about-us/work-us

Are you a passionate communicator or presenter who loves sharing informative content and storytelling? The Royal Australian Mint is looking for Museum Hosts to join our busy team. The Royal Australian Mint visitor experience (of Museum, Mint Shop and Café) are open 7 days a week, 8.30am to 5pm weekdays and 10am to 4pm weekends and public holidays. The Museum at the Mint sees an annual visitation of around 350,000 people including visiting school groups of around 60,000.

Our Museum Hosts lead public tours and supervise the busy museum floor, greet our guests and help with wayfinding, and deliver our education programs and school holiday programs.

Are you flexible and prefer non-traditional schedules? We have multiple positions to recruit, both full-time equivalent and part-time shifts, and are keen to hear about your availability and interest.

While we are open 7 days and can offer shifts across this time, our busiest school visit days are Tuesday, Wednesday and Thursday during semester, and so if you’re a parent returning to the workforce and juggling school pickup times, have carer responsibilities or are a university student looking to balance classes, this might be the role for you.

About the Mint

The Royal Australian Mint is a small government agency working within the Commonwealth Government Portfolio of the Treasury. The Mint is a non-corporate Commonwealth Entity and is listed under the *Public Governance Performance and Accountability Act 2013* (PGPA Act). The Mint is also covered by the *Public Service Act 1999* (Cth) (PS Act).

The Royal Australian Mint makes coins and other minted products to serve the needs of the Australian economy, foreign countries, investors and collectors. We are stewards of a thriving national institution that showcases our Nations stories through the National Coin Collection, and a world class museum and gallery experience.

The Royal Australian Mint creates public value through a range of coining and minting-related activities. We play a key role in sharing the stories of Australia by recognising significant anniversaries, events, organisations and cultural perspectives through coins.

The Mint offers some of the most unique career opportunities within the public service, including roles such as:

- Coin making – polishing, laser frosting, 3D engraving, Physical Vapour Deposition hard coating, chrome plating, dies inspection and collars manufacture.
- Machinery – operate and maintain minting critical machines.
- Coin Sculpting – design coins, medals, medallions, and token, etc.
- Graphic Design – design coin packaging materials, exhibition graphics, etc.
- Engineering – technical support and manufacturing operations.

About the Branch

The Museum and Public Engagement Branch (MaPE) is responsible for a broad range of functions that impact Australian citizens, customers, collectors, and visitors to the Mint. The Branch encompasses coin and graphic design, product development, and sales, while also creating experiences for people through the museum, digital platforms and public programs. They help raise awareness of the Mint and the National Coin Collection among everyday Australians, playing a vital role in educating the community about the significance of currency in society, Australian culture, and key moments in our shared history. The work of the Branch also inspires people to engage with the Mint’s collector coins and the stories those coins preserve.

MaPE delivers a significant commercial program for the organisation, including the design and development of numismatic products and driving innovation in product design. The Branch focuses on generating awareness and engagement through the museum and other experiences onsite and offsite. The goal is to convert this into lasting relationships between the public and the Mint.

About the Role

Museum Hosts are the public face of the Mint, responsible for engaging with visitors and sharing stories related to coin history and manufacture. They present public tours and education programs to a variety of audiences, and they also provide front desk and welcoming services to Museum visitors.

Museum Hosts incorporate their understanding of the historical coins in the National Coin Collection, the operations of the Mint factory and coin releases into tours. They contribute to the development of public programs and data entry work for our National Coin Collection.

A Museum Host is a passionate communicator and storyteller, able to deliver our set tour content but also drawing on their own learning and experience to answer the dozens of questions younger family members fire at us mid-tour while delivering an entertaining experience.

We can be a busy space, with our annual visitation of around 350,000 people including visiting school groups of around 60,000, and so there is an element of shepherding of our groups and assisting in keeping our busy Museum floor on its schedule.

The Royal Australian Mint is open 7 days, and our museum operating hours are 8:30am to 5:00pm weekdays and 10:00am to 4:00pm weekends and public holidays. Museum Hosts are required to work set shifts over a 7-day roster, including on weekends, public holidays and during school holiday periods. Our Museum Hosts wear a uniform which we provide. Museum Hosts require a level of physical mobility to walk and stand for extended periods and perform manual handling tasks.

Duties

1. Providing exceptional and memorable customer experiences, including greeting visitors at the Welcome Desk and managing their journey through a busy Museum floor.
2. Presenting education programs and content to audiences of differing ages, levels and abilities; understanding that Australian Curriculum deliverables are met where required and tailoring presentation styles accordingly.
3. Presenting or supervising school holiday and other family-focussed education-led hands-on content.
4. Presenting dynamic and informative tours to a variety of audiences with a degree of professionalism.
5. Investing time in learning about our history, our programs, Australian culture, financial and social history to be able to respond to our visitors’ questions.
6. Assisting in the broader work of the Museum Education and Visitor Services team, including but not limited to, delivering public programs, conducting visitor surveys, and assisting in the work on education and web resources.
7. Maintaining the safety and security of visitors and the Museum.

Eligibility

Requirement

An Australian Capital Territory Working with Vulnerable People (WWVP) registration.

Notes

How to apply

Applications will need to be submitted through our recruitment portal on the Work With Us page of the Mint Website at Work With Us | Royal Australian Mint

Please submit your application by **11:30pm** on **Sunday 10 May 2026**. You will need to upload:

- A current resume
- A one-page pitch that describes how your skills meet the requirements of the role as detailed in the position description.

About the Royal Australian Mint

To Apply

Position Contact	Cris Kennedy, 02 6202 8771
Agency Recruitment Site	https://www.ramint.gov.au/about-us/work-us

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Treasury

Vacancy VN-0769177

Royal Australian Mint

Closing Date:Sunday 17 May 2026

Royal Australian Mint
Human Resources

Job Title	Assistant Director, Human Resources
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Deakin ACT
Salary	$125,182 - $139,549
Future Merit Locations	Deakin
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated
Classification	Executive Level 1
Position Number	1224
Agency Website	https://www.ramint.gov.au

Job Description

https://www.ramint.gov.au/about-us/work-us

About the Mint

The Royal Australian Mint is a small government agency working within the Commonwealth Government Portfolio of the Treasury. The Mint is a non-corporate Commonwealth Entity and is listed under the *Public Governance Performance and Accountability Act 2013* (PGPA Act). The Mint is also covered by the *Public Service Act 1999* (Cth) (PS Act).

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The Mint offers some of the most unique career opportunities within the public service, including roles such as:

- Coin making – polishing, laser frosting, 3D engraving, Physical Vapour Deposition hard coating, chrome plating, dies inspection and collars manufacture.
- Machinery – operate and maintain minting critical machines.
- Coin Sculpting – design coins, medals, medallions, and token, etc.
- Graphic Design – design coin packaging materials, exhibition graphics, etc.
- Engineering – technical support and manufacturing operations.

About the Branch

The Human Resources Branch delivers high quality operational and strategic HR services that support the Royal Australian Mint to achieve its strategic objectives, through its most valuable asset, its People. We ensure that the Mint attracts, develops, and retains a skilled, diverse and engaged workforce. Our services include payroll, recruitment, workforce planning, employee relations, performance management, complaints and resolution and HR policy development and implementation.

We are a small dynamic team where members have the opportunity to work across a broad range of HR functions, contributing wherever needed to support the Mint in achieving its goals. Our team is actively involved in the full employee lifecycle—from attraction and recruitment through to development, engagement, and separation. This is an ideal opportunity for someone who enjoys rolling up their sleeves, thrives in a collaborative environment, and is excited by the chance to build capability across all aspects of HR function, while making a meaningful impact in a small agency.

About the Role

The role reports to the Director, Human Resources and is part of a small dynamic HR team within the Mint, who provide specialist HR advice, services and support to the Mint while working collaboratively with a range of internal and external stakeholders.

This role will support the Mint’s upcoming enterprise agreement bargaining process; working closely with the Australian Public Service Commission (APSC), Fair Work, Unions and the Mint Consultative Committee to progress APS wide bargaining, ensuring alignment with the Government’s workplace relations policy and the Mint’s operational and workforce priorities.

In this role, you will also be involved in coordinating, updating and providing advice about Mint employment terms and conditions, management of staff consultative committees, HR delegations, secondments, workplace grievances and conduct matters as well as pay related matters. Workplace relations experience is highly desirable.

Duties

1. Managing enterprise bargaining processes, including the review of employee representative proposals and participation in high-level negotiations consistent with the Public Sector Workplace Relations Policy and the Fair Work Act.
2. Developing and providing expert advice to employees and stakeholders on enterprise bargaining matters, while managing and coordinating communications and engagement with senior managers, employees, workplace delegates, relevant unions and other stakeholders.
3. Preparing relevant correspondence, documentation and communications including applications for approval of the Enterprise Agreement in accordance with the Fair Work Act.
4. Creating and maintaining close relationships with the Australian Public Service Commission, Fair Work Commission, unions and professional legal counsels. This includes consulting with legal counsel on selected/relevant industrial matters.
5. Liaising with the Mint's consultative forums and unions on matters relating to the development and implementation of new and amended policies, strategies or programs, ensuring the organisation responds to current and emerging industrial relations issues.
6. In addition to managing the enterprise bargaining process, the role will also be responsible for:
7. Leading end-to-end Code of Conduct processes, including investigations, preparation of breach decision documentation, and provision of advice and briefings to sanction decision-makers.
8. Providing accurate, practical and timely HR advice in accordance with legislation, APS frameworks and agency policies.
9. Managing evidence, record keeping, HR risk and case governance in a sensitive and complex environment.
10. rovide support to the Assistant Director, Performance and Wellbeing and the Assistant Director, Payroll and Recruitment on a range of HR matters.

Eligibility

Qualification

A tertiary qualification in Employee or Industrial Relations, Human Resource Management, Business Management, Law or a related field would be desirable.

Security

This position requires a Negative Vetting Level 1 security clearance. The successful applicant will be required to obtain and maintain a clearance at this level.

Notes

How to apply

Applications will need to be submitted through our recruitment portal on the Work With Us page of the Mint Website at **Work With Us | Royal Australian Mint**

Please submit your application by **11:30pm** on **Sunday 17 May 2026**. You will need to upload:

- A current resume
- A one-page-pitch that describes how your skills meet the requirements of the role as detailed in the position description

About the Royal Australian Mint

To Apply

Position Contact	Kerrie Donnellan, 02 6202 8732
Agency Recruitment Site	https://www.ramint.gov.au/about-us/work-us

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0769144

Department of Veterans' Affairs

Closing Date:Thursday 14 May 2026

Client Benefits
Pensions and Payments Income Support

Job Title	Client Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA
Salary	$75,809 - $81,436
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	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 3
Position Number	EXT-2026-0046
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

You will join a service delivery team within the Department of Veterans' Affairs that supports veterans and their families by providing timely, practical and accurate assistance across a range of services.

Our teams manage high-volume work in a structured environment, where consistency, accuracy and teamwork are essential. You will work closely with colleagues and Team Leaders to respond to client enquiries, complete administrative processing and support the delivery of government services.

This role offers an opportunity to build strong foundational skills in service delivery, administration and stakeholder engagement. You will receive on-the-job training, coaching and support to develop your capability and contribute to team outcomes.

Duties

- Respond to client enquiries via phone, email and written correspondence
- Provide accurate information using established procedures and guidance
- Process routine administrative and client service tasks
- Update and maintain client records and documentation
- Request and record information required to progress matters
- Liaise with internal teams to resolve client issues
- Identify and escalate complex matters where required

- Contribute to team activities, training and continuous improvement
- Manage own workload to meet service standards and timeframes

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).
- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

Successful applicants engaged into the APS will be subject to a probation period.

We welcome people with diverse skills, experiences and perspectives. DVA is committed to building a workforce that reflects the community we serve and encourages applications from:

- Veterans and former Australian Defence Force members, whose skills and experience are highly valued across the APS
- Aboriginal and Torres Strait Islander peoples
- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

We are a Veteran Employer of Choice! This means you benefit from a workplace actively supporting veterans and families of veterans – one that understands and values military experience. You’re joining an organisation publicly recognised for its commitment to fostering veteran-friendly employment pathways and long-term career success.

The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer support. More information can be found on the DVA Website.

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

requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Jane Bellingham, (07) 2149 5636
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0769149

Department of Veterans' Affairs

Closing Date:Thursday 14 May 2026

Open Arms
Clinical Operations

Job Title	Community and Peer Worker
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Maroochydore QLD
Salary	$95,440 - $99,461
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	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 5
Position Number	EXT-2026-0045
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

Open Arms is Australia's leading provider of mental health services for Australian current and former serving military members and their families. Open Arms are focused on meeting client needs through a combination of proven clinical practices and new and emerging evidence-based approaches. Open Arms is committed to embedding Lived Experience Peer work as an integral part of our service delivery environment. It recognises the importance of a culture where Lived Experience Peer work is supported and respected as a part of the way all mental health services are delivered. This role will work in a multidisciplinary team alongside clinical teams in delivering an efficacious service and will report to the Lived Experience Peer Team Leader.

Under the Open Arms Model of Care Community and Peer Workers utilise their Lived Experience to work within a multidisciplinary environment to respectfully support, promote hope and educate clients and stakeholders about strengths-based, recovery-oriented practices and community services to support early engagement, and trauma-informed mental health support. They will utilise their personal experience of military service or military family life, and of a mental health journey, which may include as a relative/carer of an ex Australian Defence Force (ADF) member who has experienced a mental health journey to inform best practice. Communication and interpersonal skills are paramount, and Community and Peer Workers must demonstrate high levels of integrity and emotional intelligence.

Community and Peer Workers provide goal focused and recovery oriented individual support to increase a client's confidence and participation in the community, and with consent, liaise with

clients' family members, treatment providers, local support services and key stakeholders to ensure a holistic and therapeutic experience. Lived Experience Peer Workers provide co-facilitation for group programs in collaboration with Open Arms colleagues or external providers and play an active role in promoting Open Arms' services in the community.

There is a current vacancy in South Queensland (North).

Duties

- Provide services under the Open Arms Model of Care for personalised peer support to current and former ADF members and their families who are experiencing, challenges or issues across their lifespan. Collaboratively identify client goals for their personal recovery, identify needs (eg. housing, counselling) and develop an individualised Action Plan to identify strengths and measure progress.
- Apply Lived Experience and knowledge of veterans' and families' to foster and sustain strong rapport with clients, acknowledging the expertise a client has and the guidance they can bring to their own life and mental wellbeing.
- Work within a multidisciplinary team, including working collaboratively and collaborating with team members in case review meetings, facilitate and co-facilitate relevant group programs, to influence a recovery approach to service delivery for veterans, current ADF members, and their families.
- Promote and represent Open Arms, Department of Veterans' Affairs in the veteran community, build and maintain meaningful networks by working with key internal and external stakeholders including ADF, veteran and family specific community services, organisations and networks to break down barriers to care and increase awareness and visibility of Open Arms services.
- Exhibit behaviours that align with the APS values, Code of Conduct, Open Arms Model of Care and promote mental health recovery, hope, respect, empathy and wellness, role modelling resilience, emotional intelligence, and adaptability for our clients, and veteran community including stakeholder education and engagement.
- Undertake and maintain accurate and timely, records documentation, reporting and other administration requirements including confidentiality requirements, as per management systems, communication pathways, and relevant policies and procedures.
- Maintain Lived Experience led evidence-based processes through engagement in ongoing professional development, including Peer networks and supervision.

Key Skills required as an APS 5 Community and Peer Worker

- Lived Experience (see mandatory requirements) with specific Lived Experience training eg. Certificate IV Mental Health Peer Work, or willingness to undertake further training and development.
- Skills and knowledge to utilise Lived Experience to respectfully support and educate clients – drawing from a variety of lived experience backgrounds (for example employment, navigation of services, family and self-recovery)
- Strong skills in communication (written and verbal) including promoting Lived Experience values, principles and theories that underpin practice, advocate for the importance of recovery and engaging in trauma-informed mental health support to colleagues, community and stakeholders.

- High levels of integrity and emotional intelligence and an ability to abide and be accountable by confidentiality and privacy principles.

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).
- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Mandatory Requirements

- Working with Children (WWC) and/or Vulnerable People Checks/Clearance must be obtained prior to commencing in the position.
- Lived Experience, including personal lived experience of military service or military family life, and of a mental health journey, which may include as a relative/carer of an ex-ADF member who has experienced a mental health journey.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

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- People with disability
- People who identify as LGBTQIA+
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We are a Veteran Employer of Choice! This means you benefit from a workplace actively supporting veterans and families of veterans – one that understands and values military experience. You’re joining an organisation publicly recognised for its commitment to fostering veteran-friendly employment pathways and long-term career success.

The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer support. More information can be found on the DVA Website.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	David Lauw, David.Lauw@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Parliamentary Department

Vacancy VN-0769105

Department of Parliamentary Services

Closing Date:Thursday 14 May 2026

Information Services
Digital Recording Services Parliamentary Broadcasting Services

Job Title	Auspic Photographer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$92,450 - $99,185
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This position requires onsite work at one of the DPS office locations in Canberra
Classification	APS Level 5
Position Number	JR33324
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

https://jobs.dps.gov.au/

The Department of Parliamentary Services (DPS) is recruiting for a Parliamentary Service Level 5 Auspic Photographer within Digital Recording Services.

Auspic sits within the Digital Recording Services Branch of the Department of Parliamentary Services (DPS) and provides official photography services to the Australian Parliament. The branch plays a critical role in documenting parliamentary proceedings, significant national events and visits by Guests of Government, ensuring Australia’s parliamentary history is captured accurately and professionally.

As an Auspic Photographer, you will work as part of a small, highly skilled team delivering highquality photography across portraits, studio work, events and locations for parliamentarians, parliamentary services and other Commonwealth agencies. The role operates under limited to general supervision and contributes directly to the visual record of Australia’s democracy.

Why this role is unique

This is a rare opportunity to work at the heart of Australian parliamentary life, capturing events of national significance while also delivering contemporary photography services in a highprofile, professional environment. Few roles offer the chance to combine technical excellence, public service and creative practice in such a unique institutional setting.

The ideal candidate

We are seeking a professional photographer who:

- Demonstrates strong interpersonal and communication skills and works effectively in a collaborative team environment
- Builds productive relationships with a broad range of internal and external stakeholders
- Manages competing priorities, solves problems and meets deadlines under limited supervision
- Shows initiative, sound judgement and knows when to seek advice from senior staff
- Demonstrates attention to detail, accuracy and professionalism in all aspects of their work

You will bring:

- Proven professional expertise in contemporary digital photography, with a minimum of five years' experience in a large public, institutional or comparable environment
- Demonstrated experience using and managing a digital asset management system within a photographic or imaging workflow
- Sound knowledge of current digital photography technologies, processes and industry standards
- A high level of expertise in Adobe Photoshop
- A basic understanding and appreciation of the role and operations of the Australian Parliament

Qualifications:

- Demonstrated experience as a professional photographer is essential
- Professional photography qualifications are desirable
- Experience in the Australian Parliament House Press Gallery, photojournalism or media environments will be well regarded but is not essential

- Portfolio requirement

Applicants must submit a portfolio of 3 to 6 photographs of recent work:

- Images must have been taken within the last 12 months
- Each image must include a short photographer statement
- No more than six images are to be submitted

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

• The successful applicant will be required to obtain and maintain a Baseline Vetting (Protected/Restricted) security clearance.

Notes

At DPS, we are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We encourage applications from Aboriginal and Torres Strait Islander people, people with disability, people with caring responsibilities, people who identify as LGBTQIA+, people from cultural and linguistically diverse backgrounds, people who identify as neurodivergent, and mature aged people.

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports Australia's Parliament and parliamentarians through innovative, unified and client focused services. DPS is proud to be the custodian for Australian Parliament House (APH) as the working symbol of Australian democracy and as a significant destination for our citizens and international visitors alike. It is a place where more than 3,500 people work on sitting days and which nearly one million people visit each year.

To Apply

Position Contact	Belle Hogg, 0448 150 841
Agency Recruitment Site	https://jobs.dps.gov.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769034

Australian Renewable Energy Agency

Closing Date:Tuesday 12 May 2026

People Group

Job Title	People Consultant - Operations
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Onsite minimum of 3 days per week
Classification	
Position Number	0002
Agency Website	https://arena.gov.au/

Job Description

https://careers.arena.gov.au/jobs/people-consultant-operations-canberra-act-australia

About ARENA

ARENA is at the forefront of Australia’s renewable energy transition, funding and supporting innovative solutions that make real impact. By investing in cutting edge technologies, sharing insights with the market and collaborating with industry leaders, we’re accelerating progress towards a cleaner, more sustainable future. Every role here contributes to meaningful change and shapes Australia’s transition to renewable energy.

Join our purpose-driven team where innovation thrives and your work matters. With a values-driven culture built on knowledge sharing and impact, we offer an advancing environment

where you can grow your skills, expand your expertise in the renewable energy sector and make a lasting positive impact.

About the team

The People Group is responsible for building a capable, supported and high-performing workforce that enables ARENA's mission. Led by the Chief People Officer, the team oversees the full suite of people functions, performance and development, workforce capability, wellbeing and safety, workforce planning, recruitment, and people systems and analytics, ensuring that ARENA has the talent, culture and frameworks needed to deliver its strategic priorities.

We're seeking a People Consultant – Operations to play a pivotal role in ensuring ARENA has fit-for-purpose HR systems and processes, and the right advice, data and support to make great people decisions.

Duties

About the role

This is a strategic, handson people role focused on designing and improving people systems, processes and policies that support the organisation now and into the future.

You will work closely with senior leaders and the People Group's leadership team, providing insight into current and emerging workforce risks and helping to drive proactive, evidencebased workforce decisions that support ARENA's strategic direction.

What you'll be responsible for

- Building strong relationships with employees and leaders to become a trusted advisor on complex people matters.
- Leading the development and interpretation of HR reporting and dashboards that provide insight into current and future workforce risks.
- Assisting with the architecture, optimisation and ongoing management of ARENA's HRMIS environment.
- Maturing workforce planning across the organisation and driving agreed workforce plan actions.
- Developing and reviewing people policies and processes to drive efficiency, effectiveness and continuous improvement.
- Working collaboratively across the People Group to deliver integrated, innovative people solutions aligned to ARENA's values and strategy.

What you'll bring

- Comprehensive HR and legislative knowledge across the employee lifecycle.

- Demonstrated experience delivering highquality HR advisory and workforce support in complex, fastpaced environments. Experience building and sustaining effective business partnerships that foster trust, collaboration and confidence among leaders and teams.
- Strong planning, coordination and organisational skills, with the ability to anticipate future workforce needs and manage competing priorities.
- The capability to translate business priorities into meaningful workforce actions, advice and outcomes.
- An indepth understanding of key people metrics, strong analytical skills, and the ability to derive meaningful insights from workforce data to inform decisionmaking.
- Preferably, tertiary qualifications in Human Resources, Industrial Relations, Business Administration or a related discipline.

Eligibility

To be eligible to apply for this position you must meet the below eligibility criteria.

- Be an Australian Citizen
- The successful applicant must be able to obtain, hold and maintain a baseline security clearance
- Commencement of employment is subject to the successful applicant undergoing and satisfying pre-employment screening, which includes a police history check.

Notes

Employment framework and classification

ARENA employees are engaged under the ***Australian Renewable Energy Agency Act 2011.*** They are not the same as Australian Public Service (APS) employees, who are employed under the *Public Service Act 1999.* ARENA's employment conditions and classifications may differ from those of APS departments and agencies.

Positions are classified based on the nature and scope of the duties required to be performed. Job level and remuneration are determined with regard to:

- the complexity of the role
- the level of responsibility
- the skills and capabilities required.

This position is a 12-month fixed term contract.

How to apply

Download and read the Position Description: Position Description_ People Consultant - Operations.pdf

You may include a short (no more than one page) cover letter addressing your suitability for the role.

Please apply by Tuesday 12 May 5:00PM AEST.

About the Australian Renewable Energy Agency

ARENA is at the forefront of Australia's renewable energy transition, funding and supporting innovative solutions that make real impact. By investing in cutting edge technologies, sharing insights with the market and collaborating with industry leaders, we're accelerating progress towards a cleaner, more sustainable future. Every role here contributes to meaningful change and shapes Australia's transition to renewable energy. Join our purpose-driven team where innovation thrives and your work matters. With a values driven culture built on knowledge sharing and impact, we offer an advancing environment where you can grow your skills, expand your expertise in the renewable energy sector and make a lasting positive impact. The Australian Renewable Energy Agency (ARENA) is a corporate Commonwealth entity. ARENA was established on 1 July 2012 under the Australian Renewable Energy Agency Act 2011 (the ARENA Act). ARENA has offices based in Canberra, Sydney and Melbourne and we promote a hybrid flexible working environment where we can.

To Apply

Position Contact	Lily Vonk, lily.vonk@arena.gov.au
Agency Recruitment Site	https://careers.arena.gov.au/jobs/people-consultant-operations-canberra-

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Climate Change, Energy, the Environment and Water

Vacancy VN-0768986

Bureau of Meteorology

Closing Date:Sunday 10 May 2026

Data & Digital
Observing Systems & Operations

Job Title	Field Services Technician – Radar and RF Systems
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$88,834 - $96,829
Future Merit Locations	Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 5
Position Number	60014507
Agency Website	

Job Description

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

We are seeking two enthusiastic and qualified Electronics, Electrical or Instrumentation Technician or Engineer, ideally with previous field experience. All our technicians are trained across multiple instrumentation networks; however, an immediate focus is to build additional capability to support our RF and radar operational infrastructure.

Who are you?

You have an appetite for working in remote locations, so a willingness to travel is essential.

You are a suitably qualified team player who likes to get hands-on in the field, and the prospect of seeing many parts of Australia excites you.

Who are we?

The Brisbane Observing Operations Hub are part of eight Bureau of Meteorology's premier technical Operations centres.

Staff based at the Brisbane Observing Operations Hub travel far and wide and into remote areas, utilising 4WD's, planes, boats, and helicopters to maintain service delivery within the various instrumentation networks. This includes:

• Rain Radars

• Automatic Weather Stations (AWS)

• Upper-Air monitoring systems (Sounding Balloons)

• Sea Level Monitoring Stations

• Wave and Wave height buoys

• Satellite ground reception and space weather instruments

• Flood warning/rainfall monitoring systems

• Cooperative observers, volunteer rainfall stations

• Communications, telemetry, and instrumentation systems

We are part of a national maintenance workforce and there is every likelihood of travel to other parts of Australia on occasion to support the other seven Hubs around the country.

We offer specialised, in-house competency-based training on all our equipment and will ensure you have the necessary tools and skills to undertake this work.

We strive to deliver exceptional customer service, as we engage with stakeholders, contractors, support staff and the Australian public.

We promote a diverse and inclusive workplace culture that prioritises the health, safety, and wellbeing of all our staff.

You will report to and be mentored by a Team Lead in the Observing Operations Hub.

Duties

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

• Maintenance & Operations: Undertake routine and detailed operational diagnostics, fault finding, repair and return to service of moderate to complex field equipment. Verify the performance of meteorological instruments against calibrated reference standards. At a medium level of difficulty, take, record and report observations from meteorological systems. Undertake site inspections and document the meteorological exposure and maintain associated records.

• Asset and Service Management: Support a strong asset management culture and consistent usage of enterprise asset management system (Maximo) to accurately record asset information, asset performance and issue stakeholder communication. Adhere to service management processes based on the ITIL framework and work to meet service level targets for maintenance completion and outage restoration response times.

• Documentation & Record Keeping: Prepare operational and technical maintenance reports and associated documentation. Undertake administrative tasks such as finance reconciliations, procurement, inventory records, stores, and stock control.

• Travel & Incident Response: Regular travel away from your home base by air, sea and road is an essential part of this role. Field work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances are payable.

• Supervision: Mentor, manage, supervise, and develop junior staff.

• Data Quality: Manage Observation network data quality through remote monitoring. Diagnose and triage faults within the Observations networks as they arise.

• Liaison and Representation: Liaise with various internal and external stakeholders at the appropriate level and represent the Bureau in a professional manner in accordance with Australian Public Service values and Code of Conduct. Respond to queries on observing assets in your area of responsibility and provision of asset information and data.

• Quality Management: Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation, and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.

• Other Relevant Duties: Undertake other relevant Hub, station, field, and business duties as required, such as new site selection, installations, decommissioning of assets, project support and work package delivery.

• Compliance: Comply with all relevant legislation, policies, procedures, and guidance in the course of your work.

• Diversity & Inclusion: Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.

• WHSE: Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors, and visitors who may be affected by your conduct.

Eligibility

• A Certificate III (AQF Level 3 or above) electronics or electrical preferred from an Australian educational institution, OR

• A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Successful applicants will be required to:

• Hold a current Australian Drivers Licence

• Eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Frank Mangeruca, 0477 610 783
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769007

Bureau of Meteorology

Closing Date:Sunday 10 May 2026

Science and Innovation
Research

Job Title	Precipitation Nowcasting Scientist
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Darwin NT, Sydney NSW
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60015578
Agency Website	

Job Description

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

The successful applicant will join a dynamic team of scientists, post-docs and engineers in the Radar Science team of the Observations and Data Science Section within the Bureau's Research Program.

As part of the Next Generation Rainfall Standardization (NextGen Rainfall) project, a major objective of the Radar Science team is to enhance observed and nowcast rainfall services for Australia. Major steps are to develop a national blended gauges, radar and satellite rainfall analysis technique (BRAIN) using advanced machine learning and statistical blending techniques, and to enhance the Bureau of Meteorology's Short-Term Ensemble Prediction System (STEPS), a scale-dependent approach to nowcasting rainfall in real time, using the new blended rainfall product and additional scientific improvements. The occupant of this position will join the Radar Science Team to support the scientific development of these NextGen Rainfall products by conducting state-of-the-art research on the space/time structure of rainfall, on characterisation of observed and forecast rainfall errors from multiple sources of rainfall data, on rainfall nowcast and multi-source blending formulations, on smart usage of opportunistic sensing, and assisting with the development of operational systems to meet end-users requirements such as operational flood and weather forecasters.

The successful applicant will have expert knowledge in estimation of rainfall from multiple traditional sources and opportunistic sensing and rainfall nowcasting, with strong programming skills.

Duties

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

1. Undertake research on statistical structure of rainfall and rainfall forecast errors.

2. Undertake research on blending radar, rain gauge and satellite rainfall observations and opportunistic sensing data techniques.

3. Undertake research on real-time rainfall nowcasting ensemble techniques.

4. Communicate results through internal reports, journal articles and presentations.

5. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

6. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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To Apply

Position Contact	Carlos Velasco, 3 9669 4620
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769077

Bureau of Meteorology

Closing Date:Friday 08 May 2026

Data and Digital
Observing Systems and Operations

Job Title	Facilities Lead
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Hobart TAS
Salary	$99,734 - $111,701
Future Merit Locations	Hobart
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60019663
Agency Website	

Job Description

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

We are seeking an enthusiastic Facilities Lead, with organisational expertise in managing infrastructure in a technical environment.

Who are you?

You have effective communication skills to support your field team, negotiate and manage stakeholder relationships, and leverage emotional intelligence.

You take pride in developing and mentoring staff. Your strong teamwork abilities ensure you can empower and inspire the field teams you are responsible for managing.

Who are we?

The Observing Operations Hubs are the Bureau of Meteorology's Technical Operations centres comprising of 8 Hubs, one in each capital city and Cairns.

Staff based at the Observing Operations Hub travel far and wide and into remote areas, utilising 4WD's, planes, boats, and helicopters to maintain service delivery within the various instrumentation networks. This includes:

- Rain Radars
- Automatic Weather Stations (AWS)
- Upper-Air monitoring systems (sounding balloons)
- Sea Level Monitoring Stations
- Wave and Wave height buoys
- Satellite ground reception and space weather instruments
- Flood warning/rainfall monitoring systems
- Cooperative observers, volunteer rainfall stations
- Communications, telemetry, and instrumentation systems

We are part of a national maintenance workforce and there is the opportunity to travel to other parts of Australia.

We offer specialised, in-house competency-based training on all our equipment and will ensure you have the necessary tools and skills to undertake this work.

We strive to deliver exceptional customer service, as we engage with stakeholders, contractors, support staff and the Australian public.

We promote a diverse and inclusive workplace culture that prioritises the health, safety, and wellbeing of all our staff.

Staff in our Hubs are mentored and supported by a Hub Manager and various Team leads.

Duties

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

- **Infrastructure Management**: Manage hub and field facilities including backup power, air conditioning, testing & tagging, First Aid kits, CCTV monitoring, vehicle management, warehousing, key registers & cyberlocks, chemical management, plant/equipment compliance and consumables.
- **Stakeholder Liaison and Engagement**: Liaise with internal and external stakeholders including staff from various Bureau programs, Contractors, Government agencies, Service Providers and project partners, always representing the Bureau in a professional manner in accordance with APS Values and Code of Conduct.
- **Planning and Logistics**: Support field technicians and scheduler with trip organisation and logistics
- **Compliance**: Comply with all relevant legislation, policies, procedures, and guidance in the course of your work.

- **Maintenance & Operations**: Undertake occasional site inspections and maintenance of field equipment with training provided.
- **Supervision**: Mentor, manage, supervise, and develop staff.
- **Quality Management**: Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation, and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 Quality Management Standard.
- **Travel & Incident Response**: Occasional travel away from your home base is a part of this role. Occasional work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances may be payable.
- **WHSE and Risk Management**: Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors, and visitors who may be affected by your conduct.
- **Diversity & Inclusion**: Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.
- **Other relevant duties** as required, within the scope of the employee's training, capability, and role expectations.

Lead Specialisation Responsibilities: Facilities

This lead role is responsible for coordinating activities associated with all building assets and ancillary services within the Hub's geographic area of responsibility, including:

- Management of hub facility, including security, vehicles, consumables, incoming/outgoing freight, warehousing, and general housekeeping.
- Field Facilities and Infrastructure management. This includes maintenance services and routine works, Test and Tag compliance, CyberKeys, and first aid kits.
- Liaising with Property Services department regarding site access, contractors, and maintenance of generators, air-conditioners, and hub facility.

The role supports all Observing Operations and may be required to gain other technical competencies, thereby providing career diversity and operational flexibility. They will liaise with customer and stakeholder groups, providing technical expertise on all Hub observing networks and may be tasked with additional relevant duties at the appropriate level.

Eligibility

Mandatory qualifications

- A degree or diploma of an Australian educational institution, OR
- A comparable overseas qualification, which is appropriate to the duties; OR
- Relevant experience and training, which enables the employee to competently perform the duties at this level; OR
- Other comparable qualifications and experience, which are appropriate to the duties.
- Successful applicants will be required to:
- Hold a Current Australian Drivers Licence
- Undertake and pass a medical assessment.

- Be eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, and traversing uneven terrain including steep riverbanks. Long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment may also be required. A medical assessment will be required prior to your employment.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Bureau of Meteorology

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To Apply

Position Contact	Steve Jensen, 0491314981
Agency Recruitment Site	https://bomcareers.nga.net.au/

Climate Change, Energy, the Environment and Water

Vacancy VN-0769104

Bureau of Meteorology

Closing Date:Tuesday 12 May 2026

Data and Digital
Application Services

Job Title	Senior DevSecOps Engineer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Hobart TAS, Brisbane QLD, Adelaide SA, Perth WA, Darwin NT
Salary	$121,755 - $132,713
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019661
Agency Website	

Job Description

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

The role is part of the DevSecOps team within the Application Services Program of the Data and Digital Group. This team supports the Bureau throughout the entire software development lifecycle, ensuring the consistent release of quality products that align with the Bureau's strategy. The DevSecOps team is responsible for defining, supporting, and delivering the Bureau's software development lifecycle framework, standard DevSecOps processes and practices, and automation tooling to ensure efficient, modern, high-quality, and secure software development and deployment.

As a Senior DevSecOps Engineer, you will leverage your skills and experience to deploy, maintain, integrate and support secure DevOps tooling, across multiple networks, supporting diverse development teams building and deploying applications to various enterprise environments and networks, including High-Performance Computing (HPC) and cloud. A

high-level capability in collaborative software development, particularly with CI/CD YAML and Python, including the use of third-party and open-source packages, is essential. Practical application of sound software architecture and design principles is required to ensure the delivery of robust, documented pipeline configurations, supporting Python libraries, and hardened container images suitable for supporting deployment of 24x7 operational systems.

You must demonstrate high-level expertise in Linux systems, web services, APIs, Python, and BASH scripting, along with CI/CD YAML. Skills in using and training in modern collaborative software development practices, including automated testing and deployment, version control, code reviews, agile methodologies and use of AI to unlock increased efficiencies, are also essential. The ideal candidate will have demonstrated high-level experience configuring continuous integration platforms (GitLab-CI) and integration with off-the-shelf applications for testing and release management. This individual will require a drive to develop and maintain operational excellence with governance and processes within secure and mission critical environments.

To excel in this role, you should have exceptional communication skills, both technical and non-technical, be highly motivated, self-driven, and demonstrate strong analytical and problem-solving abilities. Experience in software development, operational support, testing, and implementing new services, whether on-premises, HPC or cloud environments like AWS, along with familiarity with ITIL frameworks, will be highly advantageous. You will be joining a highly innovative and talented section that contains both DevSecOps and Software Engineers, working on a wide range of projects supporting Bureau development and operational teams.

The successful candidate will be required to obtain, and maintain, a Negative Vetting 1 security clearance from the Australian Government Security Vetting Agency. The successful candidate will report to the DevOps Tooling Lead.

Duties

The responsibilities of the role (under broad direction) include but are not limited to:

1. **Plan, Develop, Test, and Deploy**: Contribute to the planning, building, implementation, integration, testing and support of secure DevOps tooling infrastructure and software configuration to enable efficient and secure development and release activities across multiple networks.
2. **Resolve Complex Issues**: Diagnose, debug, and resolve issues with DevOps Tooling and its integration layers in various enterprise environments including HPC. Work closely with architects and DevSecOps Engineers to support the investigation and analysis of new development environments and technologies.
3. **Project Support**: Contribute to various projects from initiation through to in-flight and operational transition stages. Engage with DevSecOps and software engineers, system administrators, scientific programmers, researchers, project managers, general users, and operators to deliver successful project outcomes.

4. **Workload Management**: Plan, prioritise, and manage work backlogs in work management systems such as Jira and ITSM tooling, ensuring adherence to support SLAs and agreed timelines.
5. **Continuous Improvement**: Drive continuous improvement initiatives for systems, standards, and processes, ensuring adherence to best practices.
6. **ITIL Service Management**: Promote and instil ITIL Service Management principles, ensuring compliance with Technology Policies and Procedures, including Incident, Problem, and Change Management.
7. **Technical Escalation**: Act as a key escalation point for technical issues within the DevSecOps domain, liaising with the IT Command Centre, resolver groups, Bureau software partners, project managers, and application owners to ensure prompt issue resolution.
8. **Incident Management**: Manage end-to-end production outages and escalations, involving appropriate stakeholders to drive resolution, communicating with impacted business units, gathering data on system and business impacts, and reporting to leadership teams.
9. **Documentation and education**: Play a key role in educating and training team members and other stakeholders. This includes preparing and presenting training materials, such as slide decks, tutorials, and hands-on workshops, to help others understand and adopt modern software development practices.
10. **After-Hours Availability**: Be available for after-hours roster restrictions as required.
11. **Compliance and Safety**: Adhere to the Bureau’s Social Justice Strategy, APS Values, and Code of Conduct, and ensure compliance with Bureau work health and safety policies, taking reasonable care for your own and others' safety in the workplace.
12. **Other Duties**: Perform additional duties as required.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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To Apply

Position Contact	Damian Agius, -
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769137

Bureau of Meteorology

Closing Date:Sunday 24 May 2026

Business Solutions
Aviation, Land & Maritime Transport

Job Title	Senior Aviation Meteorologist
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $132,713
Future Merit Locations	Melbourne
Office Arrangement	On Site
Office Arrangement Details	The position is a 24/7 shift work position and operational shifts are worked on-site within the NOMC, based at Melbourne Airport
Classification	Executive Level 1
Position Number	60008107
Agency Website	

Job Description

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

The Aviation, Land and Maritime Transport Program provides specialised, high value meteorological services that contribute to the efficient and effective operation of aviation activities within the Australian Flight Information Region and the Asia-Pacific Region.

The Aviation Operations team within ALMT maintains delivery and ongoing monitoring of key Aviation products and forecasts.

The National Operations Management Centre (NOMC) Meteorologist team works in partnership with Airservices Australia network and airport traffic managers, major airline meteorologists and operational staff in the Airservices NOMC. The NOMC Meteorologist provides continuous national meteorological situational awareness within the NOMC and is a focal point for enhancing operational situational awareness between the Bureau, Airservices and the broader aviation industry. The NOMC Meteorologist provides meteorological services, including the Meteorological Collaborative Decision Making (MET-CDM), a process of considering aviation-related weather criteria in forecasts to assess the potential impact on airport capacity and its consequences for Air Traffic Flow Management. The position is a 24/7 shift work position and operational shifts are worked on-site within the NOMC, based at Melbourne Airport.

The role requires deep experience in operational meteorology and understanding of the Aviation industries dependencies on meteorological data. This role requires a close working relationship with the operational teams based in the Bureau's Aviation Forecasting Centres (AFCs). Specific training to enable certification will be provided to successful applicants if required.

The role also requires strong leadership skills. NOMC Meteorologists represent the Bureau of Meteorology in a professional context with one of the Bureau's major customers. The NOMC Meteorologist is the subject matter expert in the room, providing timely technical advice and guidance on weather conditions across Australia with a focus on commercial aviation. The work involves delivering high-quality, responsive decision support services and output that meets legislative requirements and customer expectations.

The role will routinely integrate meteorological intelligence from the responsible forecaster and determine weather scenarios to support Airservices in their planning for major commercial airports in Australia and at times, provide support during events involving crisis management.

Duties

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

1. Manage, lead and formulate operational service delivery in collaboration with the Aviation Operations delivery team and meteorologists from other sections of the Bureau in line with relevant protocols and within a quality management framework.

2. Coordinate with AFCs and key stakeholders to ensure consistency across the forecast service suite. Maintain appropriate staffing resources and raise issues to the Operations Manager as required. Facilitate a proactive approach between stakeholders and Bureau personnel including delivering teleconferences and briefings during high-impact events.

3. Provide comprehensive, timely, proactive specialist weather intelligence and decision support services. Exercise professional judgment in the preparation of consultancy and advisory services and ensure they are of a consistently high standard.

4. Provide insight, feedback and recommendations relating to the operations and effectiveness of Aviation Meteorological Services and be a major contributor to, or leader of, aviation continuous improvement through planning, projects and initiatives.

5. Maintain close relationships with the meteorological community and the aviation industry, as well as a knowledge of techniques and developments in meteorology.

6. Contribute to an excellent working culture, by providing feedback to enable continuous improvement and fulfilling a mentoring role towards team members and peers. Ensure a good work atmosphere, workload balance during shifts and continuous personal development through proactive liaison, education and training.

7. Commitment to APS Values and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

8. Promote and comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties

Notes

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To Apply

Position Contact	Tristan King, 03 9669 4146
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769166

Bureau of Meteorology

Closing Date:Wednesday 13 May 2026

Community Services Group
National Production Services

Job Title	Quality, Process & Integration Lead
Job Type	Full-Time, Ongoing
Location	Perth WA, Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	$140,675 - $157,243
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60011263
Agency Website	

Job Description

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

The Quality, Process and Integration Lead sits within the Bureau's Services Development and Integration (SDI) section – part of the Community Services Group (CSG) and is the Team Lead of the Operations Support Team (OST).

The SDI Teams provide operations support services for the whole of CSG. These support services include rostering, resource coordination, quality management, process management, integration with other areas of the Bureau, and project delivery.

The Team Lead will lead a multidisciplinary team of specialists providing those quality management, performance management, lessons management and integration support functions across the critical service delivery areas in CSG. This enables weather and warning services to be provided in the most efficient and effective manner to the Australian Community and other customers, as well as being continuously benchmarked and improved over time.

The role will report to the Manager, Services Development and Integration, and will work with them to oversee and coordinate:

• Implementation, support, maintenance and improvement of Quality Management initiatives in CSG (including but not limited to performance verification/reporting and lessons management/debriefing).

• Contribute to process improvement initiatives in CSG.

• Product consolidation and business simplification initiatives.

• Operational integration between CSG and other Groups in the Bureau.

• Business alignment and change aspects associated with new or updated software applications in CSG

The successful candidate will:

• exemplify customer focus as the heart of everything that we do.

• practice inclusive leadership and relentless enterprise collaboration in support of delivering outcomes against the Bureau's strategic pillars of Impact and Value, Operational Excellence, Innovation and Insight, the Bureau Way.

• demonstrate sound judgement and capitalise on innovative alternatives to resolve complex problems.

• challenge the status quo when required and demonstrate resilience and personal accountability for the quality of advice and delivery of results.

To be a strong contender for the role you will need to have a strong understanding of operational service delivery environments, including experience in an organisation delivering scientific or environmental services. You will have a track record of achievement in embedding transformation outcomes and continuous improvement initiatives in scientific or highly technically based organisations.

As an outstanding people leader in complex and dynamic operating environments, you will have a demonstrated capacity to work with geographically distributed multidisciplinary teams within an operational customer centric environment. You will be able to point to significant success in leadership, including developing high performing teams and working successfully with peers. These qualities will also allow you to work seamlessly with the Bureau’s customers, partners and stakeholders, with the objective of understanding and articulating complex business needs and delivering relevant and high-value products and services.

You will also clearly demonstrate that you can positively contribute to the overall leadership of the Community Services Group, supporting the Manager, Services Development and Integration, and the CSG Leadership Team.

Duties

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

1. Building a high performing team and leading, managing and motivating the team to provide services that connect seamlessly and coherently within the Bureau's national footprint.

2. Providing a strategic focus for the Operational Support Team (OST) by creating a shared sense of purpose. This includes the ability and expertise in working with multidisciplinary and geographically dispersed teams. Provide high level leadership capability (including intellectual leadership) and superior people management skills.

3. Under the guidance of Manager, SDI, and within the scope of the National Production Services Program Plan and other relevant documents, ensure the effective planning, coordination, implementation and execution of quality management, process management and business integration tasks and initiatives associated with CSG Operations.

4. Championing new ways of working in communicating and engaging with internal and external stakeholders, building, nurturing and growing relationships. Your leadership style will reflect a pragmatic response to ensure operations are collaborative, responsive and built on the principles of innovation and continuous improvement. This includes the implementation of lessons learned from post event reviews.

5. Represent the Bureau with distinction to customers, partners, collaborators and key stakeholders internationally, nationally and senior internal stakeholders, in government, industry and the wider scientific community.

6. Enable regular and deep collaboration and a high level of cooperation with other Managers, particularly in CSG, in support of executing under the Bureau's four strategic pillars of Impact and Value, Operational Excellence, Insight and Innovation, and the Bureau Way.

7. Support the Bureau's agenda to strategically partner locally, nationally and globally to bring the greatest possible impact and value to our customer.

8. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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To Apply

Position Contact	Cameron Lethlean, 03 9669 4000
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769179

Bureau of Meteorology

Closing Date:Thursday 14 May 2026

Community Services
Environmental Prediction Services

Job Title	Hydrology Specialist
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60017183
Agency Website	

Job Description

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

We are seeking a Hydrology Specialist to support operational climate and hydrological services. Based in the Bureau’s Melbourne or Canberra Office, this position will report to the Team Lead of Operational Climate and Hydrological Services.

The role will support extended hydrological prediction, hydrological monitoring, situational awareness and water reporting services. Products and services are delivered to the general public and the Bureau’s internal partners in Decision Support Services, Business Solutions Group and Enterprise Services Group.

This is primarily a service delivery role requiring skills in hydrological analysis, and/or working with large, complex datasets, coupled with a mindset of delivering the best science-based hydro-climate intelligence and information in operational timeframes.

A strong understanding of water resource management within the Australian context and water accounting, in particularly the National Water Account (NWA) and the Urban National Performance Report (NPR), as well as knowledge of water reform in Australia, is critical to the role. Experience with gridded water balance modelling and water information is highly desirable.

To be successful in this role you will be highly engaged in understanding the real-world impacts of our changing weather and climate, with a desire to constantly improve and communicate the Bureau's hydro-climate services in line with the agile needs of consumers and stakeholders.

The role will also have the opportunity to contribute to strategic uplift activities across the Bureau’s water information program, including collaboration with BSG on enhancements to the NWA and strengthened engagement with key partners such as the Murray–Darling Basin Authority (MDBA) and the Australian Bureau of Statistics (ABS).

Duties

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

• Work collaboratively across the Bureau to develop reporting products that meet customer needs and Bureau standards (including the National Water Account and Urban National Performance Report).

• Supporting hydro-climate data analysis and working with historical observations and projections (including water entitlement, water use, and urban water data).

• Supporting hydro-climate monitoring, reporting and long-range forecast products and services.

• Supporting hydrological and climate hazard risk and impact information for the Bureau's internal customers and partners.

• Supporting the continuous improvement of products, processes and tools, through increased efficiency and effectiveness, of Bureau hydro-climate services.

• Prepare technical and scientific documentation of operational methods, products and services.

• Communicate effectively with our internal and external customers to deliver highest quality climate information and listen for their current and future service needs.

• Respond to media requests (written, radio and possibly television).

• Have situational awareness of critical weather and climate events, and be prepared to adjust and adapt work roles when it is required to protect the community.

• Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

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To Apply

Position Contact	Andrew Terracini, 02 6232 3513
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769190

Bureau of Meteorology

Closing Date:Thursday 14 May 2026

Community Services
Environmental Prediction Services

Job Title	Team Lead Flood & Water
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC
Salary	$140,675 - $157,243
Future Merit Locations	Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60017167
Agency Website	

Job Description

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

Australia is regularly affected by severe weather events. These events are growing in frequency and severity, leading to increased impacts on the economy, infrastructure, property, and wellbeing.

To address this, the Bureau of Meteorology has undertaken significant steps to deliver a more customer focussed, integrated and resilient national operation through the Community Services Group (CSG).

CSG is comprised of Environmental Prediction Services (EPS), Decision Support Services (DSS) and National Production Services (NPS) which have been configured to enable scalable, national and resilient services. Operating with a national capability, this program will establish a world class centre of scientific expertise and practice. To achieve this, EPS has been configured into four predictive service units: Severe Weather, Marine and Antarctic, Flood & Water, and Climate, each of which play a key role in the value chain of the Bureau's capability to deliver a suite of valuable products and services to the Australian community.

All Teams in EPS Flood & Water work together in an integrated manner to ensure the Bureau continues to develop its foundational flood forecasting and warning capabilities, and seamlessly delivers Water Services that ensure public safety, and meet our obligations under the Water Act.

Responsibilities of EPS Flood & Water include leading the Bureau's rostered National Water Operations Team (NWOT) which delivers flood and 7-day streamflow forecasting services, 365 days a year, adopting a national risk-based approach; applying best practice approaches in water forecasting; enhancing our flood forecasting systems and tools and as well as establishing CSG's Rainfall Intelligence capability. All functions have a strong focus on continuous improvement of all our products, processes and tools underpinned by a learning and development culture to ensure continued delivery of high-quality forecast, warning and information services for our customers.

The primary responsibility of this role is focussed on year-round operational flood forecasting and warning as part of a planned National Water Operations Team (NWOT) roster. This roster will be extended to provide 24/7 coverage as required during enhanced flood operations. Outside of NWOT duties, this role will lead projects that drive continuous improvement of flood warning services aligned with a key national capability area. This may include the development and improvement of flood forecasting systems, forecasting techniques, processes, training and documentation that support the national Flood Warning Service. There will be an expectation that suitable candidates will be able to work across a number of the teams in EPS Flood & Water to develop operational resilience and to ensure diversity of work. The Team Lead reports to the Manager, Flood & Water and works closely within their team as well as across teams in EPS Water and within the Community Services Group. The successful candidate will have a unique opportunity to establish and grow the Bureau’s services in EPS.

The Team Lead is a people centric leader responsible for ensuring the Team deliver on the Bureau's strategy and will ensure continuous improvement of flood services aligned with a key national capability area.

To be successful in this role, you will have a solid understanding of operational flood forecasting and an excellent understanding of the total flood warning system. The role will require the occupant to lead national flood operations on a planned roster as a National Water Operations Manager alongside other senior leaders and work seamlessly with colleagues in NPS and DSS to deliver an unrivalled flood and water operations service. During periods of enhanced flood risk and severe weather events, you will be committed to supporting the Bureau and our customers outside the scope of standard working hours.

You will also display a curiosity on the evolving Bureau landscape for how we deliver, develop and evolve our weather, ocean, water and climate services. As an adaptive change leader you will help shape, design and implement the future ways of working and develop a high performing team culture.

You will possess a sound ability to excel in high pressure, complex and dynamic operating environments such a during severe weather events and be comfortable representing the Bureau when required. During periods of enhanced flood risk and severe weather events, you will be committed to supporting the Bureau and our customers outside the scope of standard working hours. Employing personal drive and integrity, and communicating with influence, you will empower a high-performing team through promoting a positive culture of teamwork and

continuous improvement. You will be able to demonstrate a proven commitment to excellence in collaboration, negotiation and building partnerships and relationships with both internal and external customers and stakeholders.

Duties

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

1. Connecting seamlessly and coherently within the Bureau's national footprint, the Team Lead will build, lead and manage a high performing team that delivers outstanding products and services to emergency managers and first responders.
2. Ensuring the Bureau's flood products and processes consistently deliver impact and value for our customers, partners and government stakeholders. This role includes the management and lifecycle ownership of all products and processes for flood services.
3. Through the development and maintenance of strong relationships across the organisation, you will prioritise innovations and improvements that offer the greatest benefits for public safety, economic prosperity, and the environment.
4. Overseeing the delivery of flood services, including monitoring, forecasting and performance reporting, while driving continuous improvement of all products and processes.
5. Ability to manage within high pressure, complex and dynamic operating environments, supporting the Bureau, our customers and partners during significant weather events outside the scope of standard working hours. You will lead flood operations at a national level. At the request of the DSS teams, your team will provide specialist advice to our customers or Bureau staff as it relates to flood forecasting and warning services and products.
6. Maintaining an awareness of the flood status and / or unfolding flood events that might cause impacts and oversee the delivery of monitoring, analysis and performance reporting.
7. Your leadership style will reflect a pragmatic response to ensure operations are collaborative, responsive, and built on the principles of innovation and continuous improvement. Where necessary, this includes leading customer-driven strategically innovative product and process management and embraces the implementation of lessons learnt from post event reviews.
8. Demonstrating your strategic and tactical thinking to create a shared sense of team purpose by demonstrating how elements fit together and contribute to the higher level goals as defined by Group Plans and the Bureau Strategy 2022-27. You will maintain consistent collaboration with your peers whilst cooperating and innovating across CSG and the wider Bureau to contribute to the ongoing delivery of the Bureau's strategic direction.
9. Confidently lead a geographically distributed team across Brisbane, Melbourne, and Sydney and a commitment to cross team collaboration and national ways of working.
10. Leading the capability uplift of the Team and responsibility for their ongoing professional development as a people centred change leader and agile communicator whilst demonstrating a thorough understanding of all key domains in Flood & Water Environmental Prediction Services.
11. The role will be required to support our routine national flood operations which includes a planned roster involving out of hours restriction with extended hours particularly during flood events for which relevant compensation will be offered.
12. Commitment to APS Values and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.
13. Complying with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct

Eligibility

A degree or diploma from an Australian educational institution or a comparable overseas qualification; or other comparable qualifications, which are appropriate to the duties.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Victoria Dodds, -
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769048

Climate Change Authority

Closing Date:Sunday 10 May 2026

Job Title	Business Support Advisor and Senior Business Support Advisor
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 5;APS Level 6
Position Number	TBC
Agency Website	https://www.climatechangeauthority.gov.au/about-cca

Job Description

recruitment@cca.gov.au

Please read the full APSJobs ad and 'how to apply' instructions below.

About this role

The Climate Change Authority (the Authority) is an independent statutory body established under the *Climate Change Authority Act 2011* to to provide expert advice to the Australian Government on climate change policy and how Australia is progressing towards a prosperous and resilient economic transition to net zero emissions.

The Business Support Unit manages the operations on behalf of the Chair and Authority members, the Chief Executive Officer, Deputy Chief Executive Officer and Senior Executives, through provision of logistical support for Authority meetings and stakeholder engagements, coordination of briefings and other papers, secretariat duties including minute taking for various committees and other activities to support organisational operations and performance.

Duties

Key duties for both the Business Support Advisor and Senior Business Support Advisor include:

- Liaising with the Chair and Authority members, in consultation with the Authority's Senior Executives, to organise Authority meetings, including coordinating meeting papers and preparing meeting minutes and outcomes summaries in a timely manner.
- Providing secretariat duties for the fortnightly Executive Committee and Project Steering Committee meetings, including coordinating and distributing meeting papers and preparing meeting minutes and outcomes summaries.
- Providing secretariat duties for the fortnightly All Staff meetings including coordinating Agenda, Chair and presenters.
- Preparing meeting minutes for the Authority's Audit Committee, Consultative Committee and Security Committee meetings.
- Coordinating updates to Senate Estimates briefs and preparing consolidated electronic packs for Senior Executives.
- Coordinating and preparing responses to Questions on Notice.
- Providing administrative support for the Authority's Freedom of Information (FOI) function, including drafting correspondence and preparing schedules of documents.
- Preparing high quality responses to general enquiries and coordinating requests.
- Providing project management (PM) support across the Authority, including maintaining standard operating procedures, accurate templates and managing the completion of PM evaluation.
- Assisting with managing the Authority's Key Performance Indicators, including tracking and reporting against relevant criteria.
- Assisting with the Authority's internal communications, including maintaining the intranet.
- Ability to appropriately manage confidential and sensitive information.

Our ideal candidates will:

- Drive and maintain effective working relationships, build professional networks, foster rapport and trust and take a client-centred approach.
- Possess well-developed organisational skills, including the ability to manage competing priorities and deliver a high standard of work.
- Demonstrate strong teamwork and interpersonal skills.
- Possess excellent written and oral communication skills.
- Exercise sound judgement and show a high degree of initiative, professionalism, integrity and discretion.
- Possess good time management skills and strong attention to detail.
- Be able to work in a fluid environment, remaining flexible, agile and adaptable and supporting colleagues at short notice.
- Demonstrate strong problem-solving skills and contribute to continuous business improvement.
- Be able to quickly obtain an understanding of Authority processes, governance and policies.
- Be proficient in the use of Microsoft Office applications (e.g. Word, Excel, Outlook and PowerPoint).

At the APS5 level, we are looking for motivated and skilled candidates who can:

- Work independently under broad supervision within established procedures and operational guidance.
- Demonstrate Microsoft Excel skills at an intermediate level (highly desirable) – although training can be provided.

At the APS6 level, in addition to the above capabilities, we are seeking candidates who can:

- Independently undertake investigative work and make decisions, under general guidance.
- Prepare standard operating procedures, based on research and evidence, to support decision making.
- Lead projects, such as the preparation of the Authority's annual Corporate Plan.
- Guide and mentor junior staff within the Business Support Unit.
- Demonstrate Microsoft Excel skills at an intermediate level (highly desirable) – although training can be provided.

Eligibility

- **Citizenship:** to be eligible for employment with the Authority you must be an Australian citizen.
- **Security Clearance:** this position requires an Australian Government Security Vetting Agency (AGSVA) Baseline security clearance. You will be required to obtain and maintain a clearance at this level.
- **Pre-employment checks:** your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, identity checks and referee checks.

Notes

How to apply

You are required to submit a 500-word pitch explaining how your skills, knowledge and experience will be relevant to the role and why you are the best candidate for the position.

Your application should specify the role/s you are applying for, either Business Support Advisor, the Senior Business Support Advisor, or both, **and** your current CV, including the names and contact details for two referees (CVs must be in .doc, .docx, or .pdf format).

Applications close **Sunday, 10 May, 11:59pm AEST** and must be submitted to recruitment@cca.gov.au. Late applications after this closing date will not be accepted. Note, clicking 'apply now' will automatically populate an email to the recruitment mailbox.

About the Climate Change Authority

To Apply

Position Contact	Jessica Keenan, 0479 182 746
Agency Recruitment Site	recruitment@cca.gov.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0768976

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 13 May 2026

Parks Australia
Science & Australian National Botanic Gardens Living Collections & Assets

Job Title	Horticulture Coordinator
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,829
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in the location/any of the locations specified.
Classification	APS Level 5
Position Number	2026/802
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=82EA8390-DAA1-B26F-39EA-ECD918793E7B

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on

earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them.

The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Science and Australian National Botanic Gardens Branch leads science and conservation planning and policy for Parks Australia and conducts research in conservation and biodiversity management through a range of programs. We engage in and coordinate diverse research partnerships and ensure First Nations knowledge and innovative solutions are core to our work, enabling us to enhance engagement and embed science into decision-making at all levels.

Our work includes:

- Strategic science planning and prioritisation and shaping research partnerships for Parks Australia.
- Leading cross-cutting research to support Parks Australia – in areas such as climate change adaptation, nature positive and knowledge weaving.
- Providing scientific support for Protected Areas policy and Park Management Plans.
- Managing the Australian National Botanic Gardens, home to our Branch and the nation’s largest
- living collection of native plants.
- Innovation in the cross-cutting application of new technologies and data analytics to meet science and application outcomes.
- Facilitating research and science capacity building and education.
- Curating national collections of biological data and conserving and protecting plants through
- systematics research, seed banking and ex situ conservation.

The Living Collections and Asset section at the Australian National Botanic Gardens (ANBG) is responsible

for the maintenance and development of the outdoor Living Collection and landscape and capital works

and repairs and maintenance programs for all built assets.

Duties

Under limited supervision and in collaboration with the Horticulture Manager the Horticulture Coordinator

will:

- Assist with the management and maintenance of the ANBG living collections including trees, landscape and plant and equipment.
- Undertaking management and daily maintenance of an area of the ANBG including the living collections and landscape.
- Coordination and supervision of daily operations.
- Assist with collaborative activities across all sectors of the ANBG.
- Assist with overseeing external contractors undertaking works in horticulture maintenance and development including tree surgery, irrigation and landscape works.
- Assist with administration tasks, documentation and record keeping associated with outdoor horticulture operations.
- Supporting staff to ensure a collaborative and positive working environment, and to identify training and development opportunities.
- Collaborate with other functional units and contribute to the development and implementation of integrated ANBG programs in conservation, education, interpretation, research and infrastructure.
- Participate and contribute to ANBG WHS and emergency management activities, policies, procedures and capital works programs. This includes coordinating and conducting hazard and risk assessments, including for trees and working to deliver capital works programs.
- Perform other duties as required.

Eligibility

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

Additional requirements

- Hold and maintain a valid Australian motor vehicle drivers’ licence.
- You may be required to perform occasional out-of-hours and weekend work.

The successful candidate must:

- Meet physical fitness minimum standards to undertake work within the role including firefighting as needed.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department’s uniform policy.

- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Craig Cosgrove, 0407 292 628
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=82EA8390-DAA1-B26F-39EA-ECD91

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Climate Change, Energy, the Environment and Water

Vacancy VN-0768987

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 07 May 2026

Parks Australia
Strategy and Indigenous Protected Areas Legislation Policy & Regulatory Support

Job Title	Assistant Director - Regulatory Support
Job Type	Full-Time, Ongoing
Location	Various locations - TAS TAS, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - SA SA, Various locations - WA WA, Various locations - VIC VIC, Various locations - NT NT, Various locations - QLD QLD
Salary	$129,106 - $138,861
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	A mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working remotely.
Classification	Executive Level 1
Position Number	2026/764
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=8BDB7C36-E363-327F-ECCD-ECDA01FF9925

Who we are

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them.

The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Strategy and Indigenous Protected Areas Branch provides strategic oversight and policy support for managing Australia's Commonwealth parks and reserves and Indigenous Protected Areas, with a strong focus on supporting Indigenous land management and protection of cultural heritage. It works to improve legislative and regulatory frameworks, support cultural and environmental stewardship, and foster partnerships with Indigenous communities to ensure sustainable and transparent outcomes across Commonwealth protected areas.

The Legislation Policy and Regulatory Support Section is responsible for leading Parks Australia legislation and joint management reform and providing regulation and compliance support for terrestrial and island parks, to support regulatory maturity and best practice. The section is comprised of three teams that work collaboratively to provide strategic oversight, policy development and capability support for the management of Australia's Commonwealth Reserves.

- The legislation policy team leads the development of the policy settings to support the expectations of Traditional Owners and stakeholders in legislation and joint management reform, in association with the broader reform agenda for the Environment Protection and Biodiversity Conservation Act 1999.
- The compliance support team leads the development of park-specific compliance plans and risk assessments, policies and procedures for best practice compliance approaches, and delivers on-park training to wardens and rangers.
- The regulatory support team supports the development of consistent and best practice regulatory approaches to authorisations and permits across terrestrial, and island parks and supports the development of systems and policies to support effective regulatory practices.

The section also administers, on behalf of the Department, the permitting regime for access to biological resources in Commonwealth areas.

Our team has a strong focus on enabling the achievement of shared goals through collaboration, relationship building and a strong commitment to continual improvement. As a geographically hybrid team we prioritise maintaining strong team cohesion and accountability while supporting individual preferences and needs.

Duties

Under broad direction from the Director (Legislation Policy and Regulatory Support), lead a small team to contribute to supporting regulatory maturity and best practice approaches to regulation with Parks Australia. This will include establishing and driving a work program that provides policy advice on the Director's regulatory responsibilities to multiple audiences, deliver support to meet regulatory best practice, and develop consistent policy, procedures, systems and processes for regulatory practices.

Your responsibilities will include:

- Research and analysis, and development of policy advice, on matters related to legislation and environmental regulation.
- Building strong partnerships and coordinating with internal and external stakeholders to support policy development and support systems.
- Collaborating with Traditional Owners and Parks Australia staff on regulatory improvement.
- Developing and implementing policies, guidelines, systems and procedures that support regulatory best practice.
- Developing documents such as reports, briefs, ministerial correspondence and talking points to provide high quality advice to the Senior Executive and the Minister.
- Assessment of applications for permits and other approvals under the Environment Protection and Biodiversity Conservation Act 1999 and regulations.
- Preparation and monitoring of project documentation.
- Contributing to a respectful, open and high-performing team culture.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Megan Cooper, 0459 809 040
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=8BDB7C36-E363-327F-ECCD-ECDA

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769063

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Sunday 10 May 2026

Parks Australia
Chief Financial Officer & Corporate Services Property & Security

Job Title	Business Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	A mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working remotely.
Classification	APS Level 5
Position Number	2026/780
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=8BE3CC9A-C27A-2EDA-370D-ECDA79F86FB4

Who we are

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The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Chief Financial Officer & Corporate Services Branch provides the operational, financial, and strategic support to ensure the Division meets its corporate plan and park management objectives. Our primary role is to manage the business enabling services that allow policy, program and park operations to function efficiently, ensuring compliance with public sector governance frameworks.

The Property and Security Section is responsible for:

- Establishing a whole-of-division approach to asset planning, acquisition, maintenance and disposal that is consistent, fit-for-purpose and in line with the target of Net Zero.
- Planning and delivering robust protective security and emergency response measures on Park that mitigate risk to property, staff and visitors and conform to the Protective Security Policy Framework (PSPF).
- Working closely with our ICT team to coordinate the planning, delivery and management of fit-for-purpose ICT services across our Parks and within the corporate offices.

The Section works closely with the broader Departmental teams in the delivery of these functions.

Duties

The Section is commencing work with Parks stakeholders to review current approaches to managing assets and operations on park and design and implement a consistent whole-of-division approach that better enables each Park to deliver their core business.

You will be responsible for working under limited supervision to manage a range of activities, including but not limited to:

- Facilitate the requirements gathering workshops for a digital asset management system with a wide range of stakeholders.
- Develop process maps, business requirements, and use cases that clearly articulate the division's needs and address any current limitations in our asset management processes.
- Supporting the delivery and piloting of a digital asset management system, including actively participating in evaluating the system's feasibility and effectiveness for enabling a consistent approach across all Parks.
- Design and deliver training products, instructional materials, and other change management activities that will help drive effective adoption of new ICT solutions within the organisation.
- Provide ongoing system support and executive reporting for the asset management system once delivered.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Heather Peachey, 0492 293 278
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=8BE3CC9A-C27A-2EDA-370D-ECDA

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769103

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 07 May 2026

Parks Australia
Marine & Island Parks Christmas Island National Park

Job Title	Invasive Species Field Supervisor
Job Type	Full-Time;Part-Time, Ongoing
Location	Christmas Island WA
Salary	$80,371 - $87,496
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	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 4
Position Number	2026/603
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=5B8414B0-DEDC-60AC-7E6F-ECDAB560C0C3

Who we are

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The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

Australia has one of the largest networks of marine parks in the world. Marine parks protect the diversity of life in our oceans–from astonishing coral reefs in our tropical seas to deep ocean canyons and undersea mountains in temperate marine regions. This branch oversees the ongoing management of each of the six Marine Park Networks, Policy and Programs Coordination, Science and Management Effectiveness and Authorisations and Compliance.

Christmas Island National Park is located in the Indian Ocean 1500km from the WA coast. It is home to a number of endemic and threatened species that rely on the effective management of the local environment to protect their home.

Duties

Under the broad direction and guidance of senior staff and in accordance with the Environment Protection and Biodiversity Conservation Act 1999 (EPBC ACT); Christmas Island National Park Management Plan; EPBC recovery plans; and other relevant management and research plans, you will be required to:

- Lead and assist in implementation of field operations to eradicate feral and unowned cats from Christmas Island.
- Lead and assist in implementation of monitoring and research field operations, providing advice for eradication field operations, including rigorously managing data.
- Supervise and train a small team of field staff, ensuring compliance with Parks Safety protocols, rostering, work allocation and staff administrative requirements.
- Prepare reports and maps, assist with data analysis, and contribute to team briefings.
- Effectively contribute as a member of a team in a cross-cultural environment, and implement Departmental policies, including Occupational Health and Safety.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

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.

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian manual motor vehicle driver licence.
- The ability to perform shift work is a requirement when applying for this position(s).
- The position may require them to participate in an on-call roster (for which an appropriate restriction allowance will be paid) and be available to perform duty outside standard hours.
- You will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- You will be required, from time to time, to work in difficult, remote and harsh environments and in poor weather (possibly for extended periods) under limited supervision or in teams.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Ben Hanrahan, 0491 221 157
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=5B8414B0-DEDC-60AC-7E6F-ECDA

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769108

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Monday 25 May 2026

Parks Australia
Booderee and Uluru-Kata Tjuta National Park Booderee National Park

Job Title	Training Team Leader - Affirmative measure (Indigenous)
Job Type	Full-Time, Ongoing
Location	Jervis Bay ACT
Salary	$99,734 - $112,044
Future Merit Locations	Jervis Bay
Office Arrangement	On Site
Office Arrangement Details	employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/852
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=EA79E16B-7DF5-A96F-9E22-ECDAB6284286

Affirmative measure employment

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 Islander people.

If you are found suitable and offered a position, you will need to provide evidence of your eligibility for affirmative measure employment when the formal written offer is made.

For more information about affirmative measure employment, see Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants | Australian Public Service Commission.

Who we are

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

Booderee National Park, with its coastal habitats is one of three national parks, leased to the Director of National Parks by the Wreck Bay Aboriginal Community Council (WBACC) under a legislated lease agreement, embodying a collaborative partnership that honours the cultural and spiritual significance of the land to the Traditional Owners. In addition to ongoing management of the park's natural and cultural heritage, this branch also looks after Uluru-Kata Tjuta National Park, and the Mutitjulu township support. Parks Australia assists with ongoing management of the park's natural and cultural heritage.

For more information about us please visit our website.

Duties

- Lead, People management, and mentoring APS staff, fostering a positive, inclusive, and culturally respectful workplace.
- Build team capacity and capability through performance management, coaching, and professional development.
- Promote an inclusive team philosophy, encouraging collaboration across all park units, Traditional Owner Engagement & Joint Management.
- Work closely with WBACC and WBACC Registered Members (Traditional Owners) to embed their vision and cultural values into park management and planning.
- Partner with the Wreck Bay Aboriginal Community Council (WBACC) to deliver Plan of Management priorities, including:
    - Training & Employment pathways (e.g. Junior Ranger, school-based apprenticeships, traineeships).
    - Training delivery as stipulated within the Booderee National Park Lease and Management Plan.
- Governance & Stakeholder Engagement
    - Build and maintain effective relationships with WBACC, community stakeholders, government partners, and external organisations.
    - Report quarterly to the Joint Board of Management on training program.

- Program, Project & Contract Management
  - Oversee budgets, contracts, procurement, and projects relating to the training program for the park.
  - Work closely with registered training organisations and maintain a workforce training scheduling.
  - Develop and delivering training programs for a wide range of sectors, which may include primary school students, high school students and the wider staff base.
  - Monitor and report on operational and strategic work plans, ensuring alignment with park priorities, the Park Lease and Management Plan.
  - Maintain a Training Needs Analysis for staff and schedule training in preparation for peak periods and events to ensure all staff hold relevant and current qualifications.
- Ensure compliance with APS Code of Conduct, Parks Australia governance requirements, PGPA Act and WH&S obligations.
- Co-ordinate Training subcommittee
- Operational & Ranger Support
- Contribute to environmental management, emergency response (including fire and evacuation), compliance, and law enforcement operations.
- Provide support to visitor management and campground operations during peak seasons.
- Undertake ranger duties such as visitor education, compliance, minor maintenance, traffic and incident management.
- Fulfil Duty Manager responsibilities on a rostered basis, including after-hours emergency coordination.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

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.

Mandatory qualifications

- Qualifications or experience in adult training and employment pathways
- The ability to obtain and maintain a working with children and vulnerable people check.

Additional requirements

- hold a current Apply First Aid Certificate or have the ability to obtain this qualification,
- hold and maintain a current manual driver’s licence and ability to drive a 4WD vehicle,

- note that the position may require them to participate in an on-call roster (for which an appropriate restriction allowance will be paid) and be available to perform duty outside standard hours,
- participate in the Park's Duty Officer Roster involving after hours monitoring of emergency alarms and phones,
- wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy

Notes

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait people. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification, please contact the advertising agency.

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Markeeta Freeman, 0421 811 914
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=EA79E16B-7DF5-A96F-9E22-ECDAI

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769125

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Sunday 03 May 2026

Environment Regulation
Several Several

Job Title	APS4 Regulatory and Policy Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Perth WA, Canberra ACT, Brisbane QLD, Sydney NSW, Darwin NT, Adelaide SA, Melbourne VIC, Hobart TAS
Salary	$80,371 - $87,496
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 work arrangements may be considered based on operational requirements
Classification	APS Level 4
Position Number	2026/724
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=123F2DAB-C68E-59B8-F86F-ECDAB9035AD4

The Environment Regulation Division within the Department of Climate Change, Energy, the Environment and Water is a dynamic, exciting place to work. As the key regulator for matters protected under the Environment Protection and Biodiversity Conservation Act 1999, the division holds a central place in the Department and works closely with state and territory governments to ensure development is sustainable and achieves the best protection for the environment.

Following the passing of the Australian Government's Environment Protection Reform Bills in November 2025, the Environment Regulation Division will transition into the National Environmental Protection Agency (National EPA) in July 2026. The National EPA will be a strong, independent regulator. It will have a clear focus on ensuring better compliance with and stronger enforcement of Australia's new environmental laws.

The National EPA will be responsible for:

- education, compliance, and enforcement
- issuing permits and licences
- assessing projects and setting approval conditions.

For more information on the reforms please visit Environment protection reforms - DCCEEW.

The merit pool created from this recruitment process will be used to fill positions within the National EPA.

The Environment Regulation Division directly supports Australia's need to develop and grow to maintain our quality of life, while ensuring nature and the ecological processes that we rely on are maintained and protected. This safeguards Australia's future prosperity, and the quality of life for future generations.

Our activities include:

- Engaging with the regulated community so they understand legal obligations and can reduce environmental impacts of proposed development to the greatest extent possible
- Reviewing environmental impact assessments, providing robust and informed regulatory advice and ensuring all key decisions are completed effectively and within statutory timeframes
- Supporting regulatory functions through the provision of high-quality governance, policy advice, guidance, training, business systems process improvement.
- Promoting constructive and collaborative relationships with developers, other areas of the department, Commonwealth agencies, ministers' offices and other key stakeholders.
- Upholding a culture that is supportive, collaborative, diverse and resilient.

We are looking to fill multiple positions to work within teams responsible for regulation and policy development across our five branches:

1. Environment Assessments (Queensland)
2. Environment Assessments (New South Wales, Australian Capital Territory)
3. Environment Assessments (Western Australia, South Australia and Northern Territory)
4. Environment Assessments (Victoria, Tasmania) and Post Approvals
5. EPBC Regulatory Support (Policy, stakeholder engagement, training and referrals gateway)

These positions include in teams who actively assess proposed developments by providing recommendations to decision makers, as well as teams who provide and develop guidance material, data analysis, system development and other support functions.

For more information about us please visit our website.

Duties

We are a modern regulator that works to a high professional standard to deliver better practice regulation. We use the best scientific evidence and sound judgement, and work with a wide range of stakeholders, to solve complex environmental challenges on a daily basis. Our work is engaging

and meaningful and contributes to maintaining a resilient and healthy environment for all Australians.

In this role you will:

- Review development proposals and research their environmental impacts in accordance with legislation, associated policies, and procedures.
- Prepare recommendation briefs for decision makers, using guidelines to analyse and present what information is important.
- Develop and apply a sound understanding of the context and operation of relevant Commonwealth and State legislation and policy frameworks.
- Undertake analysis and evaluation of a range of information to support the preparation of briefing material to inform supervisors and decision-makers on the environmental impacts of development proposals.
- Participate in stakeholder engagement through written, online and face-to-face activities.
- Undertake other activities, including data entry and analysis, drafting correspondence, and performing administrative tasks.
- Contribute to policy development, project management, stakeholder engagement and business improvement activities

For detailed information about the job-specific capabilities for this role, please view the **Job Description** which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Zoe Reynolds, 0434 469 068
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=123F2DAB-C68E-59B8-F86F-ECDAI

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769126

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Sunday 03 May 2026

Environment Regulation
Several Several

Job Title	APS5 Regulatory and Policy Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Hobart TAS, Perth WA, Sydney NSW
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements may be considered based on operational requirements
Classification	APS Level 5
Position Number	2026/725
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=97CD1156-C9D8-53D2-4606-ECDAB909B5C3

The Environment Regulation Division within the Department of Climate Change, Energy, the Environment and Water is a dynamic, exciting place to work. As the key regulator for matters protected under the Environment Protection and Biodiversity Conservation Act 1999, the division holds a central place in the Department and works closely with state and territory governments to ensure development is sustainable and achieves the best protection for the environment.

Following the passing of the Australian Government's Environment Protection Reform Bills in November 2025, the Environment Regulation Division will transition into the National Environmental Protection Agency (National EPA) in July 2026. The National EPA will be a strong, independent regulator. It will have a clear focus on ensuring better compliance with and stronger enforcement of Australia's new environmental laws.

The National EPA will be responsible for:

- education, compliance, and enforcement
- issuing permits and licences
- assessing projects and setting approval conditions.

For more information on the reforms please visit Environment protection reforms - DCCEEW.

The merit pool created from this recruitment process will be used to fill positions within the National EPA.

The Environment Regulation Division directly supports Australia's need to develop and grow to maintain our quality of life, while ensuring nature and the ecological processes that we rely on are maintained and protected. This safeguards Australia's future prosperity, and the quality of life for future generations.

Our activities include:

- Engaging with the regulated community so they understand legal obligations and can reduce environmental impacts of proposed development to the greatest extent possible
- Reviewing environmental impact assessments, providing robust and informed regulatory advice and ensuring all key decisions are completed effectively and within statutory timeframes
- Supporting regulatory functions through the provision of high-quality governance, policy advice, guidance, training, business systems process improvement.
- Promoting constructive and collaborative relationships with developers, other areas of the department, Commonwealth agencies, ministers' offices and other key stakeholders.
- Upholding a culture that is supportive, collaborative, diverse and resilient.

We are looking to fill multiple positions to work within teams responsible for regulation and policy development across our five branches:

1. Environment Assessments (Queensland)
2. Environment Assessments (New South Wales, Australian Capital Territory)
3. Environment Assessments (Western Australia, South Australia and Northern Territory)
4. Environment Assessments (Victoria, Tasmania) and Post Approvals
5. EPBC Regulatory Support (Policy, stakeholder engagement, training and referrals gateway)

These positions include in teams who actively assess proposed developments by providing recommendations to decision makers, as well as teams who provide and develop guidance material, data analysis, system development and other support functions.

For more information about us please visit our website.

Duties

We are a modern regulator that works to a high professional standard to deliver better practice regulation. We use the best scientific evidence and sound judgement, and work with a wide range of stakeholders, to solve complex environmental challenges on a daily basis. Our work is engaging

and meaningful and contributes to maintaining a resilient and healthy environment for all Australians.

In this role you will:

- Review development proposals and research their environmental impacts in accordance with legislation, associated policies, and procedures.
- Apply a sound understanding of the context and operation of relevant Commonwealth and State legislation and policy frameworks.
- Undertake analysis and evaluation of a range of information to support the preparation of briefing material to inform supervisors and decision-makers on the environmental impacts of development proposals.
- Participate, and at times lead, stakeholder engagement through written, online and face-to-face activities.
- Undertake other activities, including data entry and analysis, drafting correspondence, and performing administrative tasks.
- Contribute to policy development, project management, stakeholder engagement and business improvement activities.

For detailed information about the job-specific capabilities for this role, please view the **Job Description** which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Zoe Reynolds, 0434 469 068
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=97CD1156-C9D8-53D2-4606-ECDAE

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769128

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Sunday 03 May 2026

Environment Regulation
Several Several

Job Title	APS6 Regulatory and Policy Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Perth WA, Sydney NSW
Salary	$99,734 - $112,044
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 work arrangements may be considered based on operational requirements.
Classification	APS Level 6
Position Number	2026/726
Agency Website	https://www.dcceew.gov.au/

Job Description *https://dcceewjobs.nga.net.au/?jati=E9B5DF87-7D87-8198-B9FF-ECDAB90CA260*

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The National EPA will be responsible for:

- education, compliance, and enforcement
- issuing permits and licences
- assessing projects and setting approval conditions.

For more information on the reforms please visit Environment protection reforms - DCCEEW.

The merit pool created from this recruitment process will be used to fill positions within the National EPA.

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Our activities include:

- Engaging with the regulated community so they understand legal obligations and can reduce environmental impacts of proposed development to the greatest extent possible
- Reviewing environmental impact assessments, providing robust and informed regulatory advice and ensuring all key decisions are completed effectively and within statutory timeframes
- Supporting regulatory functions through the provision of high-quality governance, policy advice, guidance, training, business systems process improvement.
- Promoting constructive and collaborative relationships with developers, other areas of the department, Commonwealth agencies, ministers' offices and other key stakeholders.
- Upholding a culture that is supportive, collaborative, diverse and resilient.

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2. Environment Assessments (New South Wales, Australian Capital Territory)
3. Environment Assessments (Western Australia, South Australia and Northern Territory)
4. Environment Assessments (Victoria, Tasmania) and Post Approvals
5. EPBC Regulatory Support (Policy, stakeholder engagement, training and referrals gateway)

These positions include in teams who actively assess proposed developments by providing recommendations to decision makers, as well as teams who provide and develop guidance material, data analysis, system development and other support functions.

For more information about us please visit our website.

Duties

We are a modern regulator that works to a high professional standard to deliver better practice regulation. We use the best scientific evidence and sound judgement, and work with a wide range of stakeholders, to solve complex environmental challenges on a daily basis. Our work is engaging and meaningful and contributes to maintaining a resilient and healthy environment for all Australians.

In this role you will:

- Manage development proposals and research their environmental impacts in accordance with legislation, associated policies, and procedures.
- Prepare recommendation briefs for decision makers, using guidelines to analyse and present what information is important.
- Apply a sound understanding of the context and operation of relevant Commonwealth and State legislation and policy frameworks.
- Undertake analysis and evaluation of a range of information to draft briefing material to inform supervisors and decision-makers on the environmental impacts of development proposals.
- Lead stakeholder engagement through written, online and face-to-face activities.
- Identify broader factors, trends and influences that may impact on the work of the division.
- Contribute to policy development, project management, stakeholder engagement and business improvement activities

For detailed information about the job-specific capabilities for this role, please view the **Job Description** which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Zoe Reynolds, 0434 469 068
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=E9B5DF87-7D87-8198-B9FF-ECDAE

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Climate Change, Energy, the Environment and Water

Vacancy VN-0769153

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 13 May 2026

Clean Energy Investment and Facilitation
CIS Delivery and Governance Payment Validation and Modelling

Job Title	Director CIS Payments Validation and Modelling
Job Type	Full-Time, Ongoing
Location	Cairns QLD, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$151,938 - $176,530
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Cairns, Perth, Sydney, Darwin, Melbourne, Brisbane, Adelaide, Hobart
Office Arrangement	Hybrid
Office Arrangement Details	a mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working remotely.
Classification	Executive Level 2
Position Number	2026/692
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=C693E97A-0BCD-622A-4AAE-ECDBA5A1596F

The Clean Energy Investment and Facilitation Division is responsible for delivering on the Australian Government's commitment to deliver more reliable, affordable and low-emissions energy for all Australians. Australia's electricity system is going through unprecedented change, with the transition to net zero by 2050 requiring new ways of managing systems and markets. This is an exciting opportunity to make a difference by working on the Capacity Investment Scheme (CIS), which provides a national framework to encourage new investment in renewable capacity, such as wind and solar, as well as clean dispatchable capacity, such as battery storage. The CIS aims to support 9GW of clean dispatchable capacity and 23 GW of variable renewable capacity by 2030 – equivalent to about half the current capacity of the National Electricity Market (NEM). The CIS is a key policy lever for delivering the Australian Government's ambitious 82% renewable energy target. This role will feature a dynamic working environment, a high level of senior executive attention and engagement, opportunities for development and leadership, and most of all, the opportunity to have a significant positive impact.

The CIS Delivery and Governance Branch aims to ensure all operational aspects of the CIS and being delivered in an efficient and effective manner. The Branch works collaboratively across Government and with service delivery partners and advisors to ensure scheme settings are robust and commercially effective.

The CIS Payments Validation & Modelling Team is responsible for managing the validation and processing of support payments for CIS-awarded energy projects, as well as to provide analytical and modelling services / advice to other CIS teams relating to complex electricity derivatives. This is a multifunctional team that will require capabilities and expertise in electricity markets, finance, data science / modelling, contract management and communications in order to manage an increasing volume of CIS payments to/from energy projects, along with other contractual matters, from the date these projects become operational. The team works collaboratively across Government and service delivery partners and advisors to ensure scheme settings are robust and commercially effective.

For more information about us please visit our website.

Duties

The role will involve:

- Analysis and modelling of electricity derivatives (including CIS Agreements and other bespoke OTC electricity instruments).
- Independent estimation of settlement amounts for validation of CIS invoices submitted for payment, including bottom-up replication of electricity pool revenues, ancillary services, third party contracts (e.g. PPAs, offtake agreements), etc.
- Adhering to and assisting with the management of strict protocols for the validation of payments and the provision of internal and external advice on technical matters relating to settlements, including direct communication with Projects.
- Writing and reviewing clear and accurate guidance for external publication and contributing to the interpretation of complex energy market and contractual matters in collaboration with other CIS teams.

This recruitment process may be used to fill future vacancies in the Clean Energy Investment and Facilitation Division where duties are of a similar nature.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a

National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Tien Phan, 0478 264 664
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=C693E97A-0BCD-622A-4AAE-ECDB

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Employment and Workplace Relations

Vacancy VN-0768959

Asbestos and Silica Safety and Eradication Agency

Closing Date:Sunday 10 May 2026

Job Title	Director Coordination - Strategy, Policy and International
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$148,618 - $178,396
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 2
Position Number	24035
Agency Website	https://www.asbestossafety.gov.au/about-us/about-agency

Job Description

https://www.asbestossafety.gov.au/about-us/about-agency/work-us

- The Director reports to the Chief Executive Officer (CEO) alongside other leaders, providing strategic oversight and leadership of ASSEA's national coordination function including developing and monitoring national strategic plans, while informing and influencing asbestos and silica related policy and international leadership initiatives.
- Leading the delivery of complex programs of work aligned to National Strategic Plans, in consultation with diverse stakeholder groups and committees, is key to the role. The Director will represent ASSEA in various senior level engagements, influencing the strategic direction of critical cross agency, stakeholder and community meetings and forums, securing ASSEA's reputation for providing credible, transparent, and quality outcomes.
- Relevant tertiary qualifications, and/or demonstrated experience aligned to these functions is highly desirable along with knowledge and familiarity of relevant legislation and standards, and government policy requirements to support the preparation of strategic policy advice, complex reports and briefs.

Duties

- Monitor the implementation of the National Strategic Plans, engage effectively with stakeholders to influence strategic action and coordination under the National Strategic Plans and identify areas of collaboration.
- Lead the review and revision of the National Strategic Plans (NSPs).
- Prepare annual progress reports against the NSPs including leading initiatives to improve the efficiency and effectiveness of the reporting process and opportunities to leverage information captured in different contexts.
- Manage ASSEA's strategic forward policy recommendations in consultation with other leaders, identifying key policy issues aligned to ASSEA's mandated functions for consideration by the ASSEA Executive Committee and/or the Asbestos and Silica Safety and Eradication Council.
- Chair internal governance committees including the Project Steering Committee, ensuring a clear alignment from the intent of ASSEA NPSs led actions, through project conception and execution, and progress reporting.
- Apply relevant knowledge and expertise to assist internal teams, external stakeholders and governance committees and to inform business cases, Ministerial and parliamentary briefs and other corporate documents.

- Represent ASSEA on relevant external committees, forums, conferences and events.
- Support the development of evidence-based and up-to-date asbestos and silica guidance in consultation with ASSEA's advisory committees and other relevant stakeholders.
- Identify emerging issues and opportunities through environmental monitoring and analysis and external relationships, providing expert advice to the ASSEA's leadership team on responding to those issues.
- Develop and manage key relationships with a broad range of stakeholders, working towards mutually shared outcomes, promoting the agency's objectives and strategic direction.
- Identify innovative solutions to address barriers and challenges, while implementing and promoting continuous improvement to support efficient and effective outcomes.
- Contribute to ASSEA's operational plans, lead the development and monitoring of aligned team plans, project plans and individual performance and development plans, ensuring a line of sight for all agency staff.
- Lead a diverse functional team of high performing professionals, promoting a healthy, safe, and inclusive environment while prioritising the combined commitments of the executive team, for the benefit of the entire agency.
- Manage governance responsibilities aligned to agency delegations and public sector requirements, including the management of team budgets, procurement, resources, risks, people wellbeing and performance, and information security.
- Demonstrate organisational flexibility and cohesion by undertaking other duties as directed.

Eligibility

- To be eligible for employment with ASSEA, you must be an Australian citizen and you will be required to successfully undergo a police record check.
- The successful applicant must be able to obtain and maintain a minimum of a Baseline level security 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.
- Recruit Ability applies to this vacancy. Under the Recruit Ability 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

Notes

- Expert knowledge of relevant legislation and risk management principles, aligned to asbestos and respirable crystalline silica risks and control measures, with the ability to interpret, prepare and present strategy and policy information in multiple formats.
- Ability to lead coordination activities across multiple stakeholder groups for the purposes of monitoring, evaluating and reporting on progress of strategic plans and/or documents.
- Ability to develop knowledge and capabilities on international policies and practices aligned to the international aims of the national strategic plans, including advising on international conventions and engaging with stakeholders on improving safety outcomes in underdeveloped countries.
- High level communication and decision-making capabilities that are based on professional judgement, evaluating risks and in the context of a complex and changing environment.
- Ability to develop and manage key strategic relationships with a broad range of stakeholders, working towards mutually shared outcomes, promoting the agency's business objectives, and strategic direction of the agency.
- Demonstrated experience in anticipating and establishing priorities, monitoring progress and delivering organisational functions and programs.
- Demonstrated ability to operate under broad direction while exercising a significant degree of independence, working with a high level of complexity, discretion, and sensitivity requiring negotiation and influence within these contexts.
- Demonstrated ability to identify and lead innovative solutions to perceived barriers and challenges, while implementing and promoting change and continuous improvement that enhance the agency's success.
- Experience in developing, coaching and/or mentoring employees, performance management, conflict resolution, and identification of development needs.
- Understanding of government financial, legislative and administrative frameworks, and government decision making and well-developed verbal and written communication skills.

About the Asbestos and Silica Safety and Eradication Agency

The Asbestos and Silica Safety and Eradication Agency (ASSEA) oversees national efforts to prevent exposure to asbestos fibres and respirable crystalline silica in order to eliminate asbestos and silica related disease in Australia through coordinating the Asbestos National Strategic Plan and the Silica National Strategic Plan.

To Apply

Position Contact	Sophie Banks, (02) 6240 8438
Agency Recruitment Site	https://www.asbestossafety.gov.au/about-us/about-agency/work-us

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Employment and Workplace Relations

Vacancy VN-0769038

Department of Employment and Workplace Relations (DEWR)

Closing Date:Wednesday 13 May 2026

Legal and Assurance
Enterprise Risk, Assurance and Investigations Audit and Assurance

Job Title	Director, Audit and Assurance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Adelaide SA, Hobart TAS
Salary	$152,362 - $182,891
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne, Adelaide, Hobart
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	Executive Level 2
Position Number	26/0357
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/cp/

Reporting to the Chief Internal Auditor (CIA), the Director, Audit and Assurance is responsible for supporting the CIA to provide independent assurance to the Secretary, the Executive and the Audit Committee on the efficiency and the effectiveness of the department’s work. This role facilitates and strengthens accountability and promotes good governance through independent and objective advice.

Audit and Assurance assist the department to be effective in its work, strengthen accountability and promote good governance and transparency through the provision of independent and objective assurance to add value and improve the department’s operations.

Demonstrating excellent stakeholder management and communication skills, the Director, Audit and Assurance works with all areas of the Department, to embed the principles of better practice and continuous improvement while ensuring adherence to legal and financial accountability requirements.

Duties

As the Director, Audit and Assurance you will:

- Lead a dynamic, highly driven team to deliver highquality outcomes in a fastpaced environment
- Play a central role within the branch and actively contribute as a member of the management team, including the delivery of the team's extensive workplan
- Ensure the department has appropriate policies, practices, and processes in place to meet governance, audit, and assurance obligations
- Translate strategic priorities into clear operational goals, standards, and deliverables
- Provide expert advice and exercise sound professional judgement to inform decisionmaking
- Demonstrate strong experience in achieving results and driving continuous business process improvement
- Maintain significant engagement across the department's policy and program areas
- Build and sustain effective relationships with external stakeholders
- Provide strong leadership, with demonstrated managerial capability and motivation
- Apply relevant qualifications and comprehensive experience in internal audit and assurance at both strategic and operational levels

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

Notes

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department 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. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Kathy Dennis, 0434606216
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0769096

Safe Work Australia

Closing Date:Sunday 10 May 2026

Office of the Chief Executive Officer
Strategic Operations

Job Title	Director, Strategic Operations
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	$153,296 - $183,755
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	Hybrid working arrangements may be negotiated.
Classification	Executive Level 2
Position Number	59244
Agency Website	https://www.safeworkaustralia.gov.au//

Job Description

https://swacareers.nga.net.au/?jati=3B2CBCE8-B387-1859-4AB4-ECDA7CFC5F28

The Director, Strategic Operations provides high level strategic support to the Chief Executive Officer (CEO) and leadership and management of the Executive Assistant to the CEO.

The role provides insight, advice and judgement across Agency wide initiatives including delivery of the CEO vision and strategic plans and develops and implements initiatives to address current and future agency requirements. The role is the CEO’s key liaison point for internal and external stakeholders and fosters a culture of cross-functional collaboration and efficiency within the Agency.

The Director, Strategic Operations supports the strategic, compliance and administrative functions of the CEO of Safe Work Australia. The role also assists in prioritising and achieving the successful implementation of Agency initiatives/projects and contributes to the identification of current and emerging challenges.

Duties

Key responsibilities of the role include:

• Build and sustain relationships within the Agency and across a diverse range of the Agency’s external stakeholders.

• Collaborate closely with the CEO to execute strategic initiatives and drive organisational effectiveness.

• Work closely and effectively with the Executive Leadership Group to manage key projects and ensure seamless implementation of high-priority initiatives, including collaborating with subject matter experts, liaising with relevant stakeholders and keeping parties informed of key priorities.

• Oversee internal and external CEO communications.

• Ensure the efficient management of the Office of the CEO to ensure compliance with relevant statutory duties, legislation, policies and procedures.

• Coordinate, prepare and/or review correspondence and papers, including undertaking quality assurance, and providing feedback to Senior Executives and Directors.

• Ensure policy and corporate activities align with strategic priorities.

• Manage CEO specific projects

• Lead and manage the Executive Assistant to the CEO.

Key attributes of the role include:

• Excellent ability to consider multiple perspectives when assessing the ramifications of issues.

• Highly developed policy, strategic and analytical skills.

• Excellent interpersonal skills and the ability to formulat and maintain collaborative working relationships.

• Exceptional written and verbal communication skills.

• Ability to work independently under limited direction and demonstrate initiative and drive.

• Strong resilience, emotional-intelligence, time management and common-sense.

• Excellent judgement and ability to handle sensitive matters with discretion.

• Ability to navigate complexity and ambiguity in a rapidly changing environment.

• Highly developed organisational skills and attention to detail to ensure quality output.

Eligibility

To be eligible for employment with Safe Work Australia (SWA), you must be an Australian citizen, and you will be required to successfully undergo a police record check.

The successful applicant must be able to obtain and maintain a minimum of a Baseline level security 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.

You application will be assessed against the Australian Public Service work level standards. Prior to preparing your response it is recommended you review the relevant work level standards and Integrated Leadership System (ILS) Profile relevant to the classification you are applying to.

Following the selection process, suitable applicants may be placed in a merit pool which can be used to fill similar roles within 18 months of the vacancy being notified in the APS Gazette.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Safe Work Australia

Safe Work Australia (SWA) is a leading national policy body for work health and safety (WHS) and workers' compensation. We are a small Agency of around 100 people yet our work plays a significant role in the lives of 13.5 million working Australians and their

families through the provision of guidance to create safer and more productive workplaces, and the prevention of work-related death, injury and illness. We provide generous terms and conditions and flexible working arrangements. We are committed to professional development, health and wellbeing, as well as maintaining an engaged and enthusiastic workforce. Our Agency has an active Workplace Inclusion Network and social club, and we participate in a range of corporate and charitable activities. We pride ourselves on being an inclusive workplace. People from a culturally and linguistically diverse background, LGBTIQ+ people, Aboriginal and Torres Strait Islander people, people with disability and people with parenting or caring responsibilities are strongly encouraged to apply. Centrally located in the Nishi Building in Canberra, our office has easy access to a variety of cafés and restaurants. We are also close to Lake Burley Griffin which provides excellent views as well as walking and cycle paths.

To Apply

Position Contact	Marie Boland (through Executive Assistant, Sharon Gray), 02 6240 6932
Agency Recruitment Site	https://swacareers.nga.net.au/?jati=3B2CBCE8-B387-1859-4AB4-ECDA7

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