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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 PS2 Weekly Gazette Thursday (Vacancy Notices) - 15 January 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-0766182

Australian Children's Education and Care Quality Authority

Closing Date:Sunday 25 January 2026

Policy and Regulatory Systems
Policy Child Safety Projects

Job Title	Officer Child Safety Projects
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Perth WA, Sydney NSW, Melbourne VIC, Adelaide SA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	$88,932 - $99,174
Future Merit Locations	Canberra, Perth, Sydney, Melbourne, Adelaide, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	528
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx

Officer Child Safety Projects

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

About ACECQA

We want children in Australia to have the best start in life through quality education and care.

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

· implement changes that benefit children birth to 13 years-of-age and their families

· monitor and promote the consistent application of the Education and Care Services National Law across all states and territories

· support the early childhood education and care sector to improve quality outcomes for children

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

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

The Role

The Officer, Child Safety Projects assists with providing operational guidance and policy support for the early childhood education and care sector. The role involves working with policy and regulatory systems teams to help with policy analysis and advice, including responding to phone and email enquiries accurately and promptly, as well as developing operational practice guidance.

This position contributes to the work of the Child Safety Projects team by coordinating tasks and supporting work streams related to child safety, and by ensuring clear communication about processes and workflows.

There are two roles available, both roles are full time and fixed-term (minimum 6 months with the possibility of extension) at ACECQA Band 4 ($88,932 - $99,174).

Duties

Key Accountabilities

· Deliver moderately complex operational policy advice and information to stakeholders via phone and email ensuring clarity, accuracy and alignment with early childhood legislative and regulatory frameworks.

· Interpret and communicate legislative requirements in plain English to diverse audiences to support compliance and decision-making.

· Support and coordinate the development, preparation and maintenance of operational policy guidance and materials, ensuring accuracy and consistency with organisational standards and legislative obligations.

· Ability to prioritise and manage tasks efficiently and meet deadlines.

· Proactively manage time to deliver accurate information in a professional manner.

· Build trusting relationships with internal and external stakeholders to support an environment of knowledge sharing.

· Support and contribute to organisational projects and initiatives as required.

· Other duties as required.

Eligibility

Key Selection Criteria

· Demonstrated ability to deliver high quality customer service over the phone and via email.

· Demonstrated ability to prioritise tasks and meet established deadlines.

· Effective relationship building and stakeholder management skills.

· Well-developed written and verbal communication skills, including the use of plain English.

· Demonstrated ability to support productive working relationships within a team and wider business groups.

· Ability to develop and provide advice on operational procedures and requirements; and/or administer relevant records and documentation according to their requirements.

· Tertiary Qualifications in a relevant discipline or equivalent work experience.

Notes

How to apply

The closing date for applications is **25 January 2026** at **11.59pm**.

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

To apply, please register with the ACECQA Recruitment Candidate Portal, navigate **to Officer Child Safety Projects** vacancy and click **Apply for Job**. The application process will require you to:

· Attach a CV of no more than 5 pages which demonstrates your ability to meet the criteria contained in the position description.

· Provide the details of at least two referees who have directly supervised you within the last five years of employment.

· Attach a written response to the targeted questions below of no more than 2 pages

Targeted Questions

1. How would you explain a complex legislative requirement in plain English to an education and care provider over the phone and via email?

2. How do you approach coordinating tasks under tight deadlines?

3. Share an example of contributing to a collaborative project and your role in its success.

All complete applications will be acknowledged.

More information

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

Notice to agencies

ACECQA will not accept applications from any source other than directly from a candidate for this vacancy. Recruitment agencies must have received instructions from ACECQA in relation to a specific vacancy in order to submit applications on behalf of candidates.

ACECQA is collecting the information requested in the advertisement for the purpose of selection, recruitment and engagement of staff. ACECQA is authorised to do so by the Education and Care Services National Law. Please refer to our Privacy Policy which can be accessed at http://www.acecqa.gov.au/privacy-policy.

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, 0282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx

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- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Vacancy VN-0766248

Australian Children's Education and Care Quality Authority

Closing Date:Sunday 01 February 2026

National Projects
Community Child Care Fund Restricted Project

Job Title	Lead Priority Support Facilitator
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Tasmania TAS, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD
Salary	$126,436 - $140,976
Future Merit Locations	Canberra, Sydney, Melbourne, Tasmania, Adelaide, Perth, Darwin, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	529
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description *https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=529*

Lead Priority Support Facilitator

· **Join a strengths-based expert team supporting nearly 150 children's education and care services across all state and territories, many of which operate in regional and remote Aboriginal and Torres Strait Islander communities.**

· **Opportunity under our hybrid working arrangements policy to work remotely, and/or from our office located on Gadigal Land in Sydney CBD.**

· **Work life balance | Great work culture.**

· **Working across and with governments at the national level.**

About You

To apply for and be successful in this role you must have:

· Demonstrated leadership and management skills and the capacity to lead and mentor staff to deliver on business and/or project expectations and outcomes.

· Capacity and willingness to travel for site visits to around 20 CCCFR services, primarily located in Northern Territory, as well as workshops for those services.

· Demonstrated experience in the development of resources, training and/or other services for quality improvement in children's education and care programs, particularly Aboriginal and Torres Strait Islander services.

· Demonstrated knowledge of the children's education and care sector practices and programs (particularly in regional and remote Aboriginal and Torres Strait Islander communities) and demonstrated familiarity with the NQF including related legislation, learning frameworks and sector resources.

· Demonstrated capacity to form genuine and culturally appropriate relationships to enable a high level of engagement and buy-in to enable the intended outcomes for quality improvement programs.

· Proven capacity to communicate persuasively and deliver informative, engaging and culturally appropriate workshops and presentations to the CCCFR services and other key stakeholders.

· Demonstrated ability to use a range of technology and learn new systems quickly to ensure ongoing service delivery.

· A tertiary or vocational qualification in early childhood and or adult learning.

If this is you, we are keen to have you apply. More information about ACECQA, the role and how to apply is below.

Duties

About ACECQA

We want children in Australia to have the best start in life through quality education and care.

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

· implement changes that benefit children birth to 13 years of age and their families

· monitor and promote the consistent application of the Education and Care Services National Law across all states and territories

· support the children's education and care sector to improve quality outcomes for children.

ACECQA is a values-based organisation and seek staff that align to our values of: Integrity, Commitment, Respect and Collaboration.

The Role

The Community Child Care Fund Restricted (CCCFR) project is a professional development program focused on quality improvement and building capability in key areas of quality, safety and supervision in CCCFR services. There are approximately 150 CCCFR services which predominantly operate in regional and remote Aboriginal and Torres Strait Islander communities in all states and territories. Some CCCFR services are regulated under Australian Government Minister's Rules, with over two-thirds regulated under the National Quality Framework (NQF) or residual state/territory legislation.

Stage 4 of the Training Package builds on the successful outcomes of previous stages, and involves developing and delivering eLearning modules, online communities of practice, a series of workshops and webinars, along with a range of other quality, safety and supervision related resources for CCFR services. More intensive facilitated one on one support is provided to the CCFR services regulated under Australian Government Minister's Rules.

The role is full time and fixed-term (until 30 June 2027) at ACECQA Band 6 ($126,436 - $140,976).

Eligibility

Responsibilities include:

· Lead, manage and mentor direct reports, the CCCFR Priority Support Facilitators (Identified).

· Work in partnership with the project Cultural Facilitator Lead (Identified) to ensure project delivery is culturally appropriate, relevant and safe.

· Develop content to contribute to project strategic planning, program and project management.

· Assist the Senior Manager, in the development and monitoring of project plans, milestones and deliverables, to ensure time, cost and quality indicators align with the agreed and contracted project plan.

· Build and maintain effective and genuine relationships with CCCFR service providers and leaders, and educators, as well as related stakeholders such as Aboriginal and Torres Strait Islander Elders and government partners to gain the integral buy-in and commitment to achieve the best results.

· Develop interactive, engaging and culturally appropriate training materials for webinars, workshops and meetings for participating services to support the project objectives and outcomes.

· Provide advice and support, and deliver services which improve the quality, safety and supervision of CCCFR services.

· Conduct and lead delivery of workshops, online support, webinars, communities of practice as required by the project deliverables and schedules.

· Schedule, conduct and report on CCCFR site visits, as well as supporting the site visits of the Priority Support Facilitators.

· Work co-operatively and collaboratively across ACECQA to achieve the intended results.

· Prepare progress updates, briefs, reports, advice and respond to regular and urgent requests for information and status updates, as required. Provide specialised advice to internal stakeholders, including senior leaders.

· Provide specialised advice to internal stakeholders, including senior leaders.

· Ensure facilitator team project related documentation is developed, timely, accurate, managed and appropriately stored to comply with all ACECQA policies and procedures and stakeholder expectations.

· Act ethically and professionally in accordance with ACECQA's values of Integrity, Commitment, Respect and Collaboration.

· Demonstrate a willingness to seek opportunities to build and share knowledge and skills.

· Other duties as required, including travel to rural and remote communities.

Notes

How to apply

The closing date for applications is **1 February 2026** at 11.59pm.

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

To apply, please register with the ACECQA Recruitment Candidate Portal, navigate to Lead Priority Support Facilitator vacancy and click **Apply for Job**. The application process will require you to:

· Complete and attach your Key Selection Criteria response form of no more than 4 pages.

· Attach a CV of no more than 3 pages.

· Provide the details of at least two referees from your last three years of employment that can attest to your capacity for this role.

All complete applications will be acknowledged, applications which do not include the Key Selection Criteria response form and a CV will not be considered.

More information

If you are interested in this role and would like to find out more, please contact Perry Campbell, Senior Manager Priority Support, at Perry.Campbell@acecqa.gov.au or on 02 8240 4265.

Notice to agencies

ACECQA will not accept contact or applications from any source other than directly from a candidate for this vacancy. Recruitment agencies must have received instructions from ACECQA in relation to a specific vacancy in order to submit applications on behalf of candidates.

ACECQA is collecting the information requested in the advertisement for the purpose of selection, recruitment and engagement of staff. ACECQA is authorised to do so by the Education and Care Services National Law. Please refer to our Privacy Policy which can be accessed at http://www.acecqa.gov.au/privacy-policy.

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Hannah Cahill, +61 2 8240 4290
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=5

Vacancy VN-0766141

Australian Competition and Consumer Commission

Closing Date:Sunday 25 January 2026

AER - Network Regulation
Network Pricing

Job Title	Analyst
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$80,643 - $95,374
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	Members are required to work 2 days minimum in office
Classification	APS Level 4;APS Level 5
Position Number	EA2026/5
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 be part of a team that has a key responsibility in delivering the AER's objective: Deliver efficient regulation of monopoly infrastructure while providing networks with incentives to become platforms for energy services.**

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 an Analyst

Analysts in this team report to an Assistant Director and undertake analytical activities that contribute to the AER's purpose to make all energy consumers better off. You will be working in a team that undertakes the financial modelling requirements for the AER's network regulatory determinations. This will involve reviewing the regulatory asset base, depreciation, corporate income tax and total revenues of regulated energy infrastructure operators.

Eligibility

About you

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

- A broad understanding, or ability to quickly acquire this understanding, of Australian energy sector and the role, purpose and objectives of the AER.
- Tertiary qualifications in economics, commerce, corporate finance, engineering, mathematics, actuarial studies or related fields.
- Knowledge and experience of MS Excel, and data manipulation techniques.
- Ability to research, investigate and analyse complex issues, to identify industry trends, contribute to regulatory decisions and/or analyse policy issues.
- Work collaboratively with other people, help build and sustain positive relationships with internal and external stakeholder

As an APS5 Analyst, you will demonstrate a higher degree of technical expertise for each of the key deliverables listed above. In addition to the above criteria, the APS5 role requires an ability to:

- Develop and maintain knowledge of facts, information and evidence, and being able to quickly locate information and respond to inquiries.
- Train, coach and guide junior staff members where opportunities arise.

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 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	Riya Goyal, 02 9230 9140
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0766145

Australian Competition and Consumer Commission

Closing Date:Sunday 25 January 2026

ACCC
Competition Division

Job Title	Investigator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$89,946 - $95,374
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	members are required to work a minimum of 2 days in office
Classification	APS Level 5
Position Number	EA2026/2
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 closely with Senior Investigators and Assistant Directors on investigations, competition analysis and assistance with conducting litigation?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. At the ACCC, we believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, and all roles can be performed from any capital city in a state or territory or Townsville and are available on a full-time, part-time or job-share basis.

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

Duties

What you will do as an Investigator

- Working individually, or with others, to identify and analyse relevant information to draw evidence-based conclusions on competition issues including making appropriate recommendations about next steps.
- Preparing voluntary and compulsory information requests.
- Interviewing witnesses, complainants and/or market participants both in the office and in the field.
- Marshalling relevant expertise from lawyers, experts, and other ACCC branches to develop analysis.
- Finalising and presenting recommendations to ACCC Commissioners.
- Preparing for litigation in the Federal Court including to draft briefs to lawyers and counsel and obtain witness statements.

Eligibility

About you

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

- A good understanding of the ACCC’s role, purpose and objectives, together with knowledge (or the ability to attain such knowledge quickly) of the competition provisions of the Competition and Consumer Act 2010 and related legislation.
- Tertiary qualifications in investigations, law, economics, accounting, or similar fields.
- Experience working on investigations and/or competition law issues.
- Ability to work flexibly and effectively in a team during times of uncertainty and high pressure.
- Conduct primary review and analysis of evidence or information, including preparation of accurate and targeted summaries or evidence matrices.
- Undertake research to assess the competitive effects of particular conduct.
- Assist with the drafting of accurate, concise and persuasive papers, presentations, correspondence and information requests.
- Draft accurate file notes in a timely manner.
- Develop and maintain knowledge of facts, information and evidence, and being able to quickly locate information and respond to inquiries.
- Present information clearly, using suitable language for the audience. Demonstrate an ability to respond effectively to questions from managers/stakeholders about facts and evidence.
- Proofread written work before providing to supervisors and demonstrate attention to detail, so that work requires minimal revision.
- Assist or supervise graduates, interns, and new staff with a view to building skills and capacity, including by ensuring they have access to relevant information and resources.
- Demonstrate effective time management including managing own workload priorities and proactively identify and communicate when deadlines are unable to be met.

The following job specific criteria are also highly desirable:

- Certificate IV in Government Investigations. Successful candidates will be supported to obtain this qualification within 6 months of commencing an investigation role.

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 agency.

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To Apply

Position Contact	Lloyd Hutson, (03) 99109430
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0766172

Australian Competition and Consumer Commission

Closing Date:Sunday 25 January 2026

Consumer Data Right Division
Solution Delivery & Operations Branch

Job Title	Analyst/Officer/Senior Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA, Townsville QLD
Salary	$89,946 - $111,590
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	members are required to work a minimum of 2 days in office
Classification	APS Level 5;APS Level 6
Position Number	EA2026/1
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 with one of the Australian Government's key digital policy initiatives.**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. At the ACCC, we believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, and all roles can be performed from any capital city in a state or territory or Townsville and are available on a full-time, part-time or job-share basis.

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

Duties

What you will do as the APS5/6 Participant Engagement Officer and APS5 Technology Operations Analyst:

As an APS5 Participant Engagement Officer, you will:

- Work collaboratively within a team of analysts and assistant directors.
- Assist and support CDR participants to understand the CDR on-boarding process, so they can adequately plan, prepare, and execute on-boarding and related activities to meet legislative obligations.
- Manage own workload to effectively handle peak periods to ensure quality and efficiency targets are maintained.
- Manage, track and analyse onboarding information and communicate it to key stakeholders in the ACCC and externally. Work with stakeholders to address any blockers to participant progress.
- Assist and support a range of stakeholders ensuring a high level of service delivery in line with ACCC standards
- Prepare written reports, correspondence, and oral presentations, including material for consideration by Commissioners and the Executive.
- Support strategic initiatives by identifying operational risks, inefficiencies, and opportunities for improvement. Work with other CDR teams in implementing business enhancement features & process improvements.

In addition to the above, the APS6 Senior Participant Engagement Officer will:

- Lead and have greater responsibility for own workstreams, as well as managing more complex tasks.
- Supervise and support staff members.

We are also looking for 2 APS5 Technology Operations Analysts to join the Technical Operations team. The successful applicants will support and enhance the technical systems and applications that drive the growing CDR Ecosystem and its users. In this support focused role, you will have the ability to ensure the smooth functioning of critical systems through monitoring and optimisation, manage incidents as they arise and analyse technical data to translate technical insights into actionable business recommendations. The ability to communicate complex technical issues in a clear, concise, and professional manner is essential to success in this role.

As an APS5 Technology Operations Analyst, you will:

- Monitor, maintain, and support core operational systems and infrastructure by building a deep knowledge of our technical applications and service offerings.
- Support the Technology Operations Team to coordinate, track, and manage to resolution, incidents as they arise while communicating incident status, impact, and resolution plans to senior stakeholders in a clear, business-oriented manner.
- Analyse complex technical data across Microsoft products including Dynamics 365, Azure, Dev Ops to ensure timely investigation, diagnosis and resolution of incidents and problems.
- Engage and support relationships with senior stakeholders and our end users across different market sectors to ensure a high level of service delivery in line with ACCC standards.

- Translate technical issues and system performance metrics into business-friendly insights and communications.
- Support strategic initiatives by identifying operational risks, inefficiencies, and opportunities for improvement.
- Improve our internal knowledge base and supporting documentation by contributing knowledge articles and standard operating procedures.

Eligibility

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

The APS5 Participant Engagement Officer role requires:

- Demonstrated experience in service management and process improvement.
- Excellent and adaptable communication skills, with the ability to engage senior stakeholders and non-technical audiences.
- Strong analytical skills, problem-solving abilities, and attention to detail.
- Foster process improvement through identification of improvement opportunities and promotion of innovation and change.
- Strong interpersonal skills to work collaboratively with and engage effectively with a wide range of stakeholders.
- Proven ability to work under pressure and handle multiple priorities in an evolving policy environment.
- Knowledge the ACCC’s role and functions and objectives of competition and consumer policy, including in relation to the Consumer Data Right.
- Tertiary qualifications in a relevant field will be highly regarded.

In addition to the above, the APS6 Senior Participant Engagement Officer role also requires:

- A self-motivated, cooperative team-player with integrity, drive and resilience.
- Demonstrated ability to coach, manage and mentor staff in the context of competing priorities and strategic directions.

The APS5 Technology Operations Analyst role requires:

- Demonstrated experience in service management, operations analysis and process improvement.
- Proficiency in utilising service management frameworks (e.g., ITIL) and related tools (e.g. Jira, Confluence).
- Excellent analytical skills, problem-solving abilities and attention to detail.
- Adaptable communication skills, with the ability to engage senior stakeholders and non-technical audiences.
- Strong troubleshooting skills across Microsoft cloud platforms and enterprise applications.
- Effective communication and collaboration abilities, capable of working independently or in a team-oriented environment and engaging with a wide range of stakeholders.
- Proven ability to work under pressure, handle multiple priorities and resolve technical issues promptly.

The following job specific criteria are also highly desirable:

- Tertiary qualifications in a relevant field will be highly regarded.
- Certification in relevant areas such as ITIL and Microsoft.

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 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	Christine Batterson, (07) 3835 4654
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0766179

Australian Competition and Consumer Commission

Closing Date:Sunday 25 January 2026

AER - Legal, Corporate & Information Services
Information Services

Job Title	General Manager – AER Information Services
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD, Adelaide SA
Salary	-
Future Merit Locations	Melbourne, Sydney, Canberra, Brisbane, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Members are required to work a minimum of 3 days in the office
Classification	Senior Executive Service Band 1
Position Number	EA2026/8
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?**
- **Perform a critical role in providing vision and strategic leadership to enable the technological transformational changes!**

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 General Manager - Information Services (CIO):

- Oversee and lead the AER's Information Services Branch, including the direct supervision of an Executive Director and Directors, and the associated staffing and contractor/consultancy budget.
    - Set the vision and priorities for the branch. This includes:developing the strategic direction and creating a shared sense of purpose through encouraging others' input and communicating required actions and expected outcomes.
    - setting expectations, nurturing talent and building capability to develop and maintain an effective, innovative, resilient, responsive and customer-oriented branch.
- Build and maintain constructive working relationships and managing expectations of Senior Responsible Officers (SROs), staff, AER Board members, senior managers, external advisors, and other stakeholders to achieve the AER's purpose, vision and objectives. A key part of this role will be to provide transparent information regarding scope, delivery and budget and to work collaboratively with SROs in relation to this.
- Develop, review and present a range of clear and concise written material for a wide audience including correspondence, briefings, guidelines, advices, and submissions on ICT and digital information, and Board and governance committee papers.
- Establish and oversee a scalable program management function to deliver prioritised, high-impact digital and data projects.

Eligibility

About you

In addition to meeting the Secretaries Charter of Leadership Behaviours and the APS Integrated Leadership Profile (ILS) for the SES Band 1 level, the successful applicant will have:

- High-level strategic approach, with proven experience in delivering complex IT projects and managing a portfolio of internal technology systems so that services are delivered in the most effective, efficient, timely and contemporary way.
- Demonstrated experience in data strategy leadership roles that have provided broad experience in data management, governance, programming, reporting and analytical services to an organisation.
- Highly developed communication and relationship building skills with an ability to present and influence to a high level, including to senior managers and CEO/ board members.
- Experience in managing multiple, diverse, geographically dispersed teams, and ability to coordinate multiple priorities to achieve results (often within short timeframes).
- Tertiary qualifications in a relevant discipline or a minimum of 5 years' experience in senior ICT, digital government or service delivery roles are preferred.
- and maintain a baseline security clearance or be able to obtain and maintain a security clearance.

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

Notes

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To Apply

Position Contact	Geoff Purvis-Smith, 07 3811 9271
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0765796

Australian Electoral Commission

Closing Date:Sunday 25 January 2026

Service Delivery
Roll Management and Industrial Events Branch Roll Operations and Silent Cell

Job Title	Team Leader, Silent Elector Processing Cell
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$94,603 - $106,034
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 supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2025-206 15145
Agency Website	https://www.aec.gov.au/

Job Description

https://candidate.aurion.cloud/aec/production/vacancies/2912464587702498~1/edit

The Silent Elector Processing Cell is a team within the Roll Management and Industrial Elections Branch. This section is responsible for the day-to-day management of all enrolment-based activities for silent electors and providing virtual support to relevant business areas within the organisation where required.

Duties

The Team Leader is responsible for the management of the daily operations, ensuring the quality of outputs for the work area, and providing leadership of the Silent Elector Processing Cell. You will supervise and manage a team through agile leadership, create and implement work plans, set team priorities, provide technical advice and facilitate innovative initiatives to support business improvement.

In the lead up to and during an electoral event, the Team Leader will temporarily redeploy to lead the temporary election surge workforce allocated to the processing cell.

To excel you'll have:

- Demonstrated ability to lead, motivate, and empower staff to achieve results by providing clear direction, recognition, constructive feedback, and delegating work appropriately to meet customer expectations.
- Demonstrated ability to make sound decisions under limited supervision exercising judgement, expertise, and knowledge, governed by the application of regulations, and best practice.

- The ability to provide accurate and timely information in a logical manner, and produce high-quality documents, project artefacts, plans, reports, and executive briefings.
- Proven ability to remain positive and respond to pressure in a calm manner, while committing energy and drive to see that goals are achieved.
- Demonstrated personal integrity and a willingness to work within a high performing team that achieves results within strict legislative and organisational policy and procedural parameters.
- The ability to effectively communicate and engage with a diverse range of electors using language that provides clarity, resolves issues promptly tailoring the communication style.

Desirable

- Knowledge of, or ability to quickly gain knowledge of, Australian electoral law and practice.
- Analytical abilities with the ability to obtain accurate conclusions and apply innovative initiatives while contributing to change and business improvement strategies.
- Computer literacy with experience using Microsoft Office Suite and other computer software; any Microsoft Excel proficiency will be highly regarded.

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 agency.

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To Apply

Position Contact	Yvonne Lea, Yvonne.lea@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912464587702

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Vacancy VN-0766080

Australian Electoral Commission

Closing Date:Thursday 29 January 2026

Electoral Commissioner's Office

Job Title	Deputy Electoral Commissioner
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Brisbane QLD, Sydney NSW, Darwin NT, Perth WA, Adelaide SA, Melbourne VIC
Salary	-
Future Merit Locations	Melbourne, Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Adelaide, Perth, Brisbane, Sydney, Darwin
Office Arrangement	On Site
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Senior Executive Service Band 3
Position Number	2026-001 10002 SES
Agency Website	https://www.aec.gov.au/

Job Description

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

The Deputy Electoral Commissioner is a statutory appointment under subsection 19(1) of the Commonwealth Electoral Act 1918 (Cth) and a member of the AEC’s Senior Executive Committee

(SEC). The Deputy Electoral Commissioner is accountable for delivering on strategic outcomes for the AEC, including overseeing complex and highly sensitive projects and broader governance for the agency.

The Deputy Electoral Commissioner is also our National Election Manager (NEM). The NEM role is responsible for the efficient and effective planning, preparation and delivery of electoral events under immense public and political scrutiny and within immutable, legislated deadlines. This encompasses all facets of electoral delivery including enrolment, education and awareness programs, polling and counting services, as well as the engagement of a temporary election workforce of over 100,000 positions.

The role also sets and oversees the direction of one of the AEC's flagship modernisation programs – the Tier 1 Indigo Program. A significant and complex organisational transformation program, the role ensures activities are delivered to schedule, within budget parameters approved by Government, and in a way that minimises risk to electoral delivery.

Together, these two major activities require significant and careful planning, risk management, and involve budget oversight of approximately $1 billion.

With the Electoral Commissioner (EC), the Deputy Electoral Commissioner plays a principal role in representing and providing evidence on behalf of the AEC at parliamentary hearings and enquiries, including Senate Estimates and the Joint Standing Committee on Electoral Matters (JSCEM).

On behalf of the EC, the Deputy Electoral Commissioner also leads the AEC's international engagement efforts. This includes leading engagements with senior-level officials internationally, including Ministers of other nations, to share best practice in electoral management. The role also oversees the AEC's efforts in supporting democracy within the Indo-Pacific region by building the technical capacity of electoral management bodies (EMBs). The Deputy Electoral Commissioner also leads the AEC's engagement with equivalent staff in EMBs across Australia to lead best practice in electoral delivery and operations.

The role has five direct reports, leading over 2000 staff across multi-disciplinary teams, located across Australia.

As required under subsection 26 of the Commonwealth Electoral Act 1918 (Cth), the Deputy Electoral Commissioner performs the role of EC anytime the EC is absent from duty or otherwise unable to perform the functions of the office, or the appointment is vacant.

Duties

Primary Accountabilities

The responsibilities of the Deputy Electoral Commissioner include, but are not limited to, the following:

- Lead and oversee the delivery of complex, interdependent and time critical operational projects and outcomes, which are subject to high levels of public and political scrutiny and assurance.
- Perform the role of the AEC's NEM, which is accountable for ensuring the AEC's election management capability meets the directed level of election readiness (DLER) and setting plans across all aspects of service delivery to maintain trust and integrity of the electoral system.
- Actively govern, direct and oversee the delivery of federal electoral events over a three-year period, under a significant degree of public and political scrutiny and within an increasingly complex operating environment.
- Drive trust and proactively enhance the reputation of the AEC as an impartial and independent EMB by leading programs that target dis and mis- information and uphold the highest standards of electoral integrity.
- Direct the AEC's Australian Electoral Officers (AEOs), who are statutory appointments under the Commonwealth Electoral Act 1918 responsible for discharging relevant State and Territory operations.
- Perform the role of Chair of the Electoral Integrity Assurance Taskforce (EIAT), comprised of senior-level officials across the Commonwealth public sector and national intelligence community, to develop strategies and processes that ensure cohesive and effective management of risks to, and matters or incidents, impacting electoral integrity.
- Direct and oversee broader service delivery operations for the AEC, including public engagement and education, electoral roll management, and industrial elections and ballots.
- Develop and maintain strong relationships with senior-level stakeholders across Government, including (but not limited to) the Minister, the Department of Finance, the Department of Foreign Affairs and Trade, and State/Territory EMBs.
- Drive the investigation and identification of opportunities for change or enhancement of internal policies, processes, services, structures or procedures.
- Actively represent the AEC on high-level cross agency working groups, committees and international fora, as well as within parliamentary committees including the JSCEM.
- Maintain and seek to enhance the AEC's international engagement efforts by sharing best practice and supporting democracy within the Indo-Pacific region by building the technical capacity of EMBs and leading engagements with senior-level officials internationally, including Ministers of other nations.
- Contribute to the development of the strategic directions and priorities for the agency and deliver business outcomes and priorities to a very high standard, including influencing and contributing to the delivery of major public facing projects and initiatives.
- Further enhance the AEC's positive culture and foster a working environment that enables excellence and timely delivery, often to immutable legislated deadlines.
- Work closely and collaboratively with the EC and the Chief Operating Officer (COO) to manage strategic, enterprise and operational risks; further enhance trust in the AEC; maintain the AEC's outstanding reputation as a high reliability organisation that delivers electoral events and associated services with the highest level of service standards and integrity.
- Perform additional duties or assume responsibility of functions as directed by the EC from time to time.

Job Requirements and Qualifications

The Deputy Electoral Commissioner will be expected to demonstrate the following skills and experience:

- Demonstrated senior executive experience and a proven track record of leadership within a dynamic, complex and multifaceted public sector or regulatory environment.
- Extensive experience in developing and leading a national capability, or a highly dispersed workforce, that successfully delivers highly complex and large-scale operations in a challenging operational environment under significant scrutiny.
- Proven ability to lead multi-million-dollar projects, ensuring key deliverables are achieved within immutable deadlines, budget, and under significant scrutiny.
- Demonstrated ability to create and maintain a high-performance culture that delivers high quality, timely results, particularly to immutable legislated deadlines.
- Exceptional capability in successfully engaging with very senior stakeholders in a complex legislative and operational environment, both nationally and internationally.
- Ability to communicate persuasively under pressure, and with influence, often with very senior stakeholders at equivalent or higher levels within Government.
- Highly developed planning, complex problem-solving, decision-making and risk management skills.
- Knowledge of, or ability to, quickly gain knowledge of Australian electoral law and practice.
- Significant experience in a senior executive capacity in the planning, preparation and delivery of electoral events, large-scale national events or operations, or equivalent experience in a similar context.

Key Competencies

- A highly capable and inclusive senior leader who delivers high quality, timely results by working well with people.
- An effective decision maker who can synthesise complex information to prioritise what is most critical.
- A skilled negotiator and communicator who initiates and maintains effective lines of communication in diverse forums and holds the trust and respect of stakeholders.
- An accountable leader who leads by example and upholds and models the APS and AEC’s values.
- A strategic thinker who anticipates emerging issues, looks beyond short-term time horizons, and thinks through options and consequences from different angles and perspectives.
- A senior leader who actively builds organisational capability and upholds performance standards.
- A Senior leader who displays integrity, tenacity, resilience and courage.
- A senior leader that can work effectively with the Electoral Commissioner and the Chief Operating Officer to create a unified senior leadership platform.

Eligibility

To be eligible for this position, you must be an Australian citizen. Exemptions may apply in certain circumstances, such as if you are expecting to gain citizenship. In addition, there may be an exclusion period if you have received a redundancy benefit from a previous APS employer.

This position is a position of trust. The occupants must be able to obtain and maintain a security clearance to the level of Negative Vetting Level 2 or hold a current security clearance of appropriate level.

Any person who is, and is seen to be, active in political affairs may compromise the strict neutrality of the AEC and cannot be considered. Candidates will be required to provide assurances regarding potential conflicts of interest (political, financial and personal) and their personal financial affairs.

The AEC observes strict impartiality and independence in all electoral processes, and any person in this role must be, and be seen to be, neutral. Sensitivity to the needs of a diverse client base is essential.

vidya.vasudevan@aec.gov.au

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 agency.

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To Apply

Position Contact	Vidya Vasudevan, vidya.vasudevan@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

Vacancy VN-0766120

Australian Electoral Commission

Closing Date:Sunday 25 January 2026

Corporate Services and Governance Division
Corporate Services and Governance Division Corporate Governance Section

Job Title	Assistant Director, Risk Manager, Corporate Governance Section
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$118,146 - $133,138
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Executive Level 1
Position Number	2026-002 10316
Agency Website	https://www.aec.gov.au/

Job Description

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

The Corporate Governance Section within the Corporate Services and Governance Division is responsible for enterprise risk management, business continuity, governance, doctrine, sustainability, planning, performance reporting, ministerial and parliamentary. The risk management function comprises a small team responsible for enterprise risk management.

Duties

To ensure the agency satisfies its legislative obligations under the Public Governance, Performance and Accountability Act 2013 and the Commonwealth Risk Management Policy, the Assistant Director undertakes a range of activities to support the effective and efficient functioning of enterprise risk management practices across the AEC.

The Assistant Director will lead a small team and will report to the Director Corporate Governance.

This role will manage and implement the AEC's Risk Management Framework which includes supporting the Chief Risk Officer and regularly drafting briefings on enterprise risk management to the agency's senior executives.

The Assistant Director will maintain the enterprise risk register, perform a stewardship role supporting the agency in effective risk management practices, and undertake risk analysis on complex and interdependent risks.

The Assistant Director will establish and maintain key stakeholder relationships with senior executives and provide specialist advice to risk owners to support them in meeting their obligations.

In this role you will have understanding or be able to quickly obtain knowledge of the AEC and its operations to support risk management practices in election preparation activities.

To excel you'll have:

- Demonstrated knowledge and application of the Commonwealth Risk Management Policy and the Public Governance, Performance and Accountability Act 2013.
- Excellent written and verbal communication skills, with the ability to effectively communicate information to a range of audiences, including routine written reporting to senior executives and committees.
- Proven ability to undertake critical analysis and support risk management practices in a complex operating environment across a wide range of business functions.
- Proven ability to negotiate outcomes and manage complex stakeholder relationships, including across a geographically dispersed network.
- Experience effectively managing competing priorities and strategic direction, with an ability to remain calm under pressure and respond productively to change.

Desirable

- Tertiary (or equivalent) qualifications in risk management or related field.

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.

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To Apply

Position Contact	Nicolle Slaven, Nicolle.Slaven@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0766198

Australian Fisheries Management Authority

Closing Date:Sunday 08 February 2026

Corporate Services People, Capability and Engagement

Job Title	Senior Manager - People, Capability and Engagement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Majura ACT
Salary	$145,318 - $169,418
Future Merit Locations	Majura, Thursday Island, Lakes Entrance, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Requests for hybrid working arrangements (WFH) are considered on a case-by-case basis, up to 2 days per week.
Classification	Executive Level 2
Position Number	002_01/26 (10008)
Agency Website	

Job Description

https://afmacareers.nga.net.au/?jati=744EE927-53D2-C039-1D33-EC916052B883

About the branch

The Corporate Services Branch supports our people through a wide range of enabling services and systems to support our operations, including HR management, financial management, security & risk, corporate governance, legal services, ICT & communications.

About the team

The People, Capability & Engagement Section provides integrated corporate services that enable AFMA to deliver on its strategic and operational workforce priorities. The section brings together key enabling functions of human resources, internal and external communications, property & security, working closely with the senior executive, managers and external providers to deliver high-quality, future-focussed services that support a responsive, inclusive and well-governed workplace.

Our ideal candidate

Our ideal candidate will:

- Demonstrate your experience leading teams to successfully deliver outcomes across one or more of the following corporate functions: human resources, strategic policy and governance.
- Communicate clearly and concisely, translate complex information, and tailor your style and message to suit a range of different audiences and encourage the support of relevant stakeholders.
- Work collaboratively across Corporate Services and the organisation, recognising shared agendas, and finding opportunities to share information and foster teamwork to achieve mutually beneficial outcomes.
- Display excellent verbal and written communication skills, including the ability to engage credibly with senior executives, stakeholders and staff to drive and influence outcomes.
- Demonstrate strong managerial and supervisory skills, with a proven ability to build and sustain high-performing, inclusive teams.
- Demonstrate knowledge and experience working within the Australian Public Service (APS) and Government legislative frameworks, such as the PGPA Act and WHS Act.
- Model integrity, ethical leadership and a commitment to the APS Values and Behaviours.

Essential requirements

- Ability to obtain and maintain a Negative Vetting 1 security clearance.
- Ability to undertake travel as required specifically to other AFMA office locations (Lakes Entrance, Darwin and Thursday Island).

Desirable

- Qualifications and equivalent experience in field(s) related to the role’s functional responsibilities will be highly regarded.
- An understanding of AFMA’s purpose, and a commitment to both diversity and work, health and safety principles.

Duties

The Senior Manager, People, Capability and Engagement provides professional advice and services strategic leadership across a diverse portfolio of corporate functions, including human resources, payroll, and internal and external communications functions. This role leads key strategic initiatives to build organisational capability, improve performance and ensure AFMA meets its corporate obligations.

Reporting to the Chief Operating Officer and a trusted advisor to AFMA's senior executives, the occupant of this role will drive integrated solutions that support AFMA's people and workforce operations. They will manage a team of specialists to oversee projects to modernize AFMA's policies and procedures, lead governance improvements, and provide timely strategic advice to the business to support and influence efficient and effective operations.

In addition to meeting the work level standards of the position classification, as the Senior Manager, People Capability and Engagement, you will:

- Lead and manage a multi-disciplinary team delivering corporate services across HR, communications and property & security services.
- Provide professional advice and services to support key strategic initiatives and wider operations and projects, including:
    - End-to-end people services regarding diversity, people strategy, payroll, remuneration and employment conditions, case management and rehabilitation, recruitment, onboarding and separations, workforce planning and reporting;
    - Ensuring the agency's actions are compliant with the Public Service Act and Regulations, Fair Work Act, APS Code of Conduct, legislation administered by Comcare, and other HR related legislation and standards set out in the AFMA Enterprise Agreement;
    - Building, maintaining and influencing effective strategic partnerships with a broad range of stakeholders, as well as overseeing agency-wide internal and external communications to connect people to purpose, ensuring alignment with the organisation's strategic goals.
    - Developing people and property strategies and compliance with PSPF requirements.
- Ensure that AFMA meets its responsibilities under relevant government legislation and undertakes its functions in accordance with government policy and/or initiatives.
- Promote a positive, inclusive and high-performance culture within the section and across AFMA.

Eligibility

To be eligible for this role applicants must:

- be an Australian citizen
- have the ability to obtain, and maintain, a Negative Vetting 1 security clearance
- satisfy the requirements of an Australian Federal Police Check.

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Natalie Mogridge, 02 6225 5317
Agency Recruitment Site	https://afmacareers.nga.net.au/?jati=744EE927-53D2-C039-1D33-EC916

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Vacancy VN-0766208

Australian Government Solicitor

Closing Date:Wednesday 28 January 2026

Australian Government Solicitor
Client Services

Job Title	Visual Marketing Producer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Canberra, Melbourne, Sydney
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 6
Position Number	TBC
Agency Website	

Job Description

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

Duties

- Ongoing/Non-ongoing (12-month contract)
- Full time Canberra, Sydney or Melbourne based role
- Collaborative team and varied work

Australian Government Solicitor (AGS) is seeking a skilled and creative Visual Marketing Producer (APS 6) to lead the design and production of high quality visual materials that support AGS's brand and the delivery of our services across the Commonwealth.

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 576 lawyers, we work in more than 40 different areas of law related to government.

About the role

This is a specialist role requiring strong technical expertise in graphic design and visual communication. Working under limited direction, you will undertake work that is complex in nature, set your own priorities, exercise sound judgement and provide accurate specialist advice on design, branding and visual strategy.

The role will include:

- producing a wide range of materials including social media, newsletters, publications, presentations and other ad hoc materials
- be an AGS brand custodian, ensuring all material is on brand and of high quality
- organising and maintaining design files, master files and templates as needed, ensuring accessibility and consistency
- collaborate with various key stakeholders to produce high-quality design in a fast-paced environment
- apply contemporary design practices, tools and technologies — including responsible use of AI-enabled design tools.

The position is located within the AGS Client Services team and can be based in Canberra, Sydney or Melbourne. The successful candidate must have a tertiary qualification in graphic

design (or equivalent), a high attention to detail, excellent project management skills and communication skills.

For further information about the requirements of this position, please refer to the role description available on our recruitment portal.

About you

We are looking for someone with:

- Tertiary qualifications in graphic design, visual communication or a related field
- Demonstrated experience (generally between 2-6 years) producing high quality design work across print and digital formats
- The ability to work under limited direction, handle complex tasks and exercise judgement when advising on brand and design matters
- Strong project management skills, including the ability to set priorities and manage competing deadlines
- Excellent attention to detail, creativity and a proactive, solutions focused mindset
- Strong stakeholder engagement skills and a collaborative approach to working with colleagues across diverse work areas.

You will ideally have experience with the Adobe Creative suite and Canva and will have a portfolio showcasing examples of recent design work.

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

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

How to apply

To apply, please click the ‘Apply’ button. Please provide a covering letter (no more than 2 pages), addressing the requirements of the job and your relevant experience, and your CV.

Applications close at 5:00pm (AEDT) on Wednesday, 28 January 2026.

Further enquiries

Further information can be obtained by contacting Bianca Locandro, Director Marketing on 03 9242 1283 or Natalie Lightfoot, HR Business Partner 02 6253 7529.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the Baseline 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 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	Natalie Lightfoot, 02 6253 7529
Agency Recruitment Site	http://www.ags.gov.au/employment/current-vacancies.html

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Vacancy VN-0766082

Australian Signals Directorate

Closing Date:Sunday 01 February 2026

Cyber Security Resilience

Job Title	ASD EL1 & EL2 Technical Directors, Lead Technical Specialists, and Assistant Technical Directors
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Adelaide SA
Salary	$126,857 - $176,792
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	On-Site, Flexible
Classification	Executive Level 1;Executive Level 2
Position Number	ASD/10029/25
Agency Website	https://www.asd.gov.au/careers

Job Description

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

About the Team

Cyber Security Resilience Division is part of ASD's Australian Cyber Security Centre. Cyber Security Resilience Division works in collaboration with Australian Government and industry partners to improve Australia's cyber defence. This is a dynamic, positive and supportive team, dedicated to strengthening Australia's national security.

There are expected vacancies in the following sections:

Government Uplift – responsible for uplifting the cyber security of government through technical assessments, remediation programs, strategies and advice to build cyber security capability.

Critical Infrastructure Operational Technology Environments – responsible for enhancing the cyber security resilience of critical infrastructure around Australia, with a strong focus on operational technology.

Secure Design & Architecture – promotes and encourages cyber security best practice through thoughtful design and architecture processes and provides tailored advice on priority ICT projects with a focus on security architecture and threat modelling.

About the Role

ASD is seeking Technical Directors, Lead Technical Specialists and Assistant Technical Directors in the Cyber Security Resilience Division to lead the Australian Government's efforts to improve cyber security, and ASD’s role to help make Australia the safest place to connect online.

As a technical leader, you will draw upon your significant knowledge and experience in your relevant discipline to design and lead technology capabilities, guide government decisions on technical matters, and build technical expertise in our people. You will have in-depth knowledge of cyber security, and will be responsible for the development, implementation, compliance and review of policies and procedures relevant to your work within your technical specialisation.

You will be responsible for working closely with external stakeholders, translating complex and technical information in a way that persuades stakeholders to take action to improve their cyber security posture.

We are recruiting multiple positions in various teams (see below).

Applicants are asked to select their preferred stream in the application form. This will not preclude from roles in other teams.

Each role may also require completion of technical testing unique to that role.

Travel may be required for some roles.

Key Duties could include:

Technical Director, Government Uplift (Executive Level 2)

- Use your strong technical knowledge of system vulnerabilities and defensive techniques to enhance the cyber security posture of all government entities.

- Work closely with team leads to help shape the technical direction of the section and ensure outputs align to strategic objectives.
- Ensure the team's projects and initiatives make an impact and improve the cyber security resilience of Government systems.
- Lead cyber security assessment methodology, tools development and direction of measurement programs.
- Perform research and testing of security controls, products and systems to help inform the measurement program and broader ACSC initiatives, such as the Essential Eight and other security guidance.
- Effectively communicate technical information, in both verbal and written formats.
- Mentor and develop technical staff and be responsible for the technical health of the Government Uplift section.
- Provide authoritative guidance to entities and other whole of government programs to improve cyber security posture.
- Work across ASD's technical community, international partners and industry, and whole of Australian government to achieve cyber security outcomes across Government.

Technical Director, Critical Infrastructure and Operational Technology Environments (Executive Level 2)

- Provide technical leadership for ASD's initiatives to improve the cyber security resilience of Australia's critical infrastructure.
- Work as part of the leadership team to help shape the technical direction of the section and ensure outputs align to strategic objectives.
- Lead a highly technical team, providing guidance in both Information and Operational Technology contexts.
- Mentor and develop technical staff and be responsible for the technical health of the section.
- Effectively communicate technical information, in both verbal and written formats, to a broad range of stakeholders.
- Ensure the team's projects and initiatives make an impact and improve the cyber security resiliency of critical infrastructure.
- Apply your technical knowledge to provide pragmatic and actionable cyber security recommendations for Australia's most essential critical infrastructure operators.
- Collaborate closely with industry partners to understand their cyber security and operating conditions, using these insights to ensure team outputs are aligned to industry requirements and the cyber threat environment.
- Work across ASD's technical community, international partners and industry, and whole of Australian government to achieve cyber security outcomes across Australian critical infrastructure.

Strong technical knowledge in Operational Technology domains such as Industrial Control Systems (ICS) and Supervisory Control and Data Acquisition (SCADA) systems is required.

Technical Specialist, Critical Infrastructure and Operational Technology Environments (Executive Level 2)

- Apply expert knowledge of Operational Technology domains such as Industrial Control Systems (ICS) and Supervisory Control and Data Acquisition (SCADA) systems to lead complex cyber uplift activities withy priority Australian critical infrastructure.
- Lead small, highly technical teams of ASD staff and contractors to provide expert cyber security guidance in both Information and Operational Technology contexts.
- Mentor and develop technical staff.
- Effectively communicate technical information, in both verbal and written formats, to a broad range of stakeholders in a persuasive and clear manner.
- Apply your expert technical knowledge to provide pragmatic and actionable cyber security recommendations to Australia’s most essential critical infrastructure operators.
- Work across ASD’s technical community, international partners and industry, and whole of Australian government to achieve cyber security outcomes across Australian critical infrastructure.

Strong technical knowledge in Operational Technology domains such as Industrial Control Systems (ICS) and Supervisory Control and Data Acquisition (SCADA) systems is required.

Technical Director, Secure Design and Architecture (Executive Level 2)

- Apply expert technical knowledge to promote the benefits of security architecture in cyber security regulation, policies, standards and practices.
- Lead a multidisciplinary technical team to deliver ASD’s Blueprint for Secure Cloud publication.
- Lead small and expert technical teams on technical engagements for priority ICT projects across the Australian Government and critical infrastructure, to deliver expert security architecture technical advice.
- Develop threat-informed security patterns and advice on emerging technologies and modern architecture approaches (including both secure-by-design and zero trust).
- Effectively communicate technical information, in both verbal and written formats, to a broad range of stakeholders in a persuasive and clear manner, including the development of technical advice and guidance publications.
- Design, review, and test technical security patterns and blueprints in accordance with current and emerging security best practice.
- Mentor and develop junior staff.
- Work across ASD’s technical community, international partners and industry, and whole of Australian government to achieve whole of economy cyber security outcomes utilising secure design and architecture.

Assistant Technical Director – Government Uplift (Executive Level 1)

- Provide tailored technical advice and recommendations to a diverse range of technical and non-technical stakeholders, including Government entities.
- Lead a team of technical staff to use red team techniques to advise on, and assess, a variety of technical systems.

- Lead a team of technical staff to use blue team knowledge to provide entities with effective defensive recommendations.
- Use a combination of custom and open-source tools to perform assessments.
- Contribute to building new and improving existing tools.
- Support Directors and Technical Directors to achieve technical objectives and assist them in briefing senior leaders on priorities.
- Supervise and develop technical staff within the team.
- Shape and drive organisational priorities and contribute to strategic planning.

Assistant Technical Director - Critical Infrastructure and Operational Technology Environments (Executive Level 1)

- Assess and advise critical infrastructure entities on their security posture across both their corporate and engineering environments.
- Provide tailored technical advice and recommendations suitable to different stakeholders.
- Supervise and develop technical staff.
- Lead a team of technical staff to use a mixture of red and blue team techniques to assess a variety of technical systems and provide entities with effective defensive recommendations.
- Use a combination of custom and open-source tools to perform assessments.
- Contribute to building new and improving existing assessment tools.
- Effectively communicate technical concepts to both technical and non-technical stakeholders.
- Shape and drive organisational priorities and contribute to strategic planning.

Systems Security Architect - Secure Design and Architecture (Executive Level 1)

- Develop and deliver tailored technical advice for priority ICT projects across the Australian Government, including threat modelling.
- Promote the benefits of architecture in cyber security regulation, policies, standards and practices.
- Provide technical advice and guidance to government entities, including those that perform cyber security policy and regulatory functions.
- Develop threat-informed security patterns and advice on emerging technologies and modern architecture approaches (including both secure-by-design and zero trust).

Microsoft 365 Cloud Architect - Secure Design and Architecture (Executive Level 1)

- Research contemporary systems design and operation.
- Lead the development of ASD’s Blueprint for Secure Cloud publication.
- Design, review, and test technical security patterns and blueprints in accordance with current and emerging security best practice.
- Develop threat-informed security patterns and advice on emerging technologies and modern architecture approaches (including both secure-by-design and zero trust).

Duties

The ideal candidate will have experience in the following areas:

- A commitment to leading and fostering a positive and inclusive workplace culture and ASD values.
- Very strong technical expertise in their relevant field.
- Ability to lead, motivate and mentor technical staff.
- Shape strategic direction and program delivery to meet national security outcomes.
- Accountability for delivery of work within timeframes and quality requirements.
- Strong communication skills, both written and verbal, for use in person and across a geographically dispersed workforce.
- Strong stakeholder engagement skills and ability to motivate action across a wide range of partners.
- Understanding of cyber security policies, standards and guidelines used by the Australian Government and critical infrastructure.
- A desire to support Australia's national interest.

Some of the advertised roles will require the ability to undertake domestic travel on a regular basis.

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

Eligibility
Notes

Desirable Qualifications, Experience or Training

Our cyber security specialists have a mix of specialist skills and abilities. Candidates with experience or qualifications in any of the skills, disciplines or platforms listed below are encouraged to apply.

- Cloud security design and implementation
- Network design and implementation
- Penetration testing and/or red teaming
- Programming/scripting/software development
- Cyber Security assessments and auditing
- Threat intelligence and modelling
- Cyber security architecture
- Critical Infrastructure Operational Technology (e.g. ICS/SCADA)
- Operational technology security and Industrial Control Systems
- Network engineering

- Technology research and prototyping
- Emerging or Dual Use Technologies (e.g. 5G, AI/ML, IoT)
- ICT system and software security design, development and implementation
- Systems administration
- Web-based platforms
- Mobile technologies
- Vulnerability research and discovery
- Development and promotion of enterprise architecture, cyber security frameworks, cyber security strategies and policies

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 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-0766200

Australian Sports Commission

Closing Date:Thursday 29 January 2026

AIS Performance
Executive Support Team

Job Title	Executive Assistant to the AIS Director
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$88,555 - $102,276
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	EXT/26-002
Agency Website	https://www.sportaus.gov.au/

Job Description

https://ausport.nga.net.au/?jati=39C5529C-6B83-E463-A489-EC9160A5F988

Duties

Applications close at **11:30pm** AEDT **Thursday, 29 January 2026** (late applications will not be accepted).

The Australian Sports Commission is embarking on the Green and Gold decade. An exciting time filled with international sporting competitions on home soil, including the Men's and Women's Rugby World Cup, and culminating in the Brisbane 2032 Olympic and Paralympic Games. We have an ambitious new Strategic Vision and we need the best players on our team to help us deliver real results for the sporting sector and all Australians.

Are you up for the challenge?

About the team –

The AIS Performance Group leads the design and delivery of innovative evidence-based systems, programs, services, and support that unites and enables the HP sport system to support athletes to Win Well.

About the role –

As a key member of the EGM Support Team, the Executive Assistant provides high-level coordination, organisation, and communication support to enable the AIS Director to deliver on strategic priorities. The role requires exceptional attention to detail, discretion, and the ability to manage competing priorities in a fast-paced environment. The Executive Assistant operates with a high level of autonomy and is expected to exercise sound judgement in the coordination of executive functions. The role involves resolving moderately complex issues, managing sensitive information, and ensuring alignment with organisational strategies and priorities.

About you –

The successful candidate will have the following essential criteria:

- Demonstrated experience and expertise in providing high-level executive and administrative support in a dynamic and complex environment, including the ability to manage competing demands and multiple stakeholders.
- Strong organisational and problem-solving skills, with the ability to prioritise tasks, manage time
- effectively, and independently resolve moderately complex issues.
- Excellent written and verbal communication skills, with the ability to prepare clear and concise
- correspondence, briefing materials, and presentations.
- Sound judgement, discretion, and integrity, including the ability to work with minimal supervision and maintain confidentiality and privacy in handling sensitive information.
- High attention to detail and a commitment to delivering accurate and high-quality work.
- Demonstrated ability to contribute to a positive team culture and, where required, provide guidance to other administrative staff

This position is offered as a ***FIXED TERM*** position until October 2026 *with the possibility of being extended or made ongoing.*

Why work with us?

We have offices located in Canberra, Melbourne and Sydney. Across all locations, we offer:

- Options for flexible working arrangements.
- Annual allowances towards training based on individualised career goals.
- Access to a customised ASC L&D calendar for ongoing professional and career development.
- Generous superannuation scheme with up to 15.4% employer contributions.
- Corporate discount on AIS Shop merchandise.
- Access to Clearinghouse for Sport, an information sharing platform for Sporting professionals.

Additionally, our Canberra campus offers:

- Free onsite parking
- Onsite facilities including café, dining hall, gym, and swimming pool.
- Priority placement for your children to access the award winning, onsite AIS Caretaker's Cottage Childcare Centre.

Eligibility

- To be eligible for this position applicants are required to be Australian citizens only and must be able to obtain and maintain an AGSVA Security Clearance.
- As part of the Commonwealth Child Safety Framework the ASC is committed to being a Child Safe Organisation and leading the way in Child Safety across the sports sector. This position requires a Working with Vulnerable/Children People check to obtain employment.

Notes

- The ASC is committed to protecting children from harm. We require all applicants that will work with children to undergo screening processes prior to appointment.
- Should a merit pool be established for this position, it may be used to fill ongoing or fixed term opportunities as they arise within 18 months from the date advertised.
- The ASC operates under the Australian Sports Commission Act 1989 and is separate to the Public Service Act 1999. The ASC accepts most leave liability and recognition of prior service if you are currently employed at a Commonwealth agency.
- If you are experiencing issues or have any questions with the e-recruitment system, please contact the People & Culture Hub via email people@ausport.gov.au or phone (02) 6214 1328.

About the Australian Sports Commission

At the Australian Sports Commission (ASC), we champion the value of sport. We encourage and help Australians of all backgrounds, ages and abilities to get involved in sport and enjoy the many benefits. We play a central leadership role across the broader sport sector through collaboration and direction. The ASC delivers a variety of grants through investment in high performance and national sport participation programs, performance pathways, people development and wellbeing, and research and innovation. We manage high performance operations at the AIS Campus in Canberra, supporting seven National Training Centres of Excellence, and a European Training Centre in Italy. Further, we individually support thousands of athletes and dozens of Australian sports through guidance and collaboration.

To Apply

Position Contact	Amy Norrish, (02) 6214 1063
Agency Recruitment Site	https://ausport.nga.net.au/?jati=39C5529C-6B83-E463-A489-EC9160A5F

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Vacancy VN-0766207

Australian Sports Commission

Closing Date:Friday 23 January 2026

Diversity, People and Culture
Professional Development and Culture

Job Title	Professional Development and Culture Coordinator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$88,555 - $102,276
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	EXT/26-001
Agency Website	https://www.sportaus.gov.au/

Job Description

https://ausport.nga.net.au/?jati=0452AEB4-FE73-2C6A-95BE-EC916197EB98

Duties

Applications close at **11:30pm** AEST **Friday, 23 January 2026** (late applications will not be accepted).

The Australian Sports Commission is embarking on the Green and Gold decade. An exciting time filled with international sporting competitions on home soil, including the Men's and Women's Rugby World Cup, and culminating in the Brisbane 2032 Olympic and Paralympic Games. We have an ambitious new Strategic Vision and we need the best players on our team to help us deliver real results for the sporting sector and all Australians.

Are you up for the challenge?

About the team –

The Professional Development and Culture team drives learning and culture initiatives across the Australian Sports Commission (ASC). Our team works closely with stakeholders across the whole

organisation to promote enterprise learning opportunities and support targeted, role specific learning for staff. Our team is passionate and dedicated to empowering people to learn, grow and build a strong culture at the ASC.

About the role –

The Professional Development and Culture Coordinator will play a critical role in the delivery of learning initiatives at the ASC and providing a great customer experience. This includes:

- Navigation and use of our Learning Management System (LMS)
- Forging great relationships across all levels at the ASC
- Planning and coordinating a range of learning activities
- Promoting learning opportunities across a range of communication channels
- Partnering with key vendors to deliver learning across the ASC.

About you –

The successful candidate will have the following essential criteria:

- Excellent stakeholder and engagement skills.
- Sound experience in working with Learning Management Systems (LMS).
- Experience working in the field of HR, especially in the areas of learning and development and workforce engagement.
- Strong knowledge and experience in communicating learning needs to stakeholders.
- Great attention to detail and organisational skills.
- A willingness to learn, share and adapt.

This position is offered as a ***FIXED TERM*** position *until* ***5 January 2027*** *with the possibility of being extended or made ongoing.*

Why work with us?

We have offices located in Canberra, Melbourne and Sydney. Across all locations, we offer:

- Options for flexible working arrangements.
- Annual allowances towards training based on individualised career goals.
- Access to a customised ASC L&D calendar for ongoing professional and career development.
- Generous superannuation scheme with up to 15.4% employer contributions.
- Corporate discount on AIS Shop merchandise.
- Access to Clearinghouse for Sport, an information sharing platform for Sporting professionals.

Additionally, our Canberra campus offers:

- Free onsite parking
- Onsite facilities including café, dining hall, gym, and swimming pool.
- Priority placement for your children to access the award winning, onsite AIS Caretaker's Cottage Childcare Centre.

Eligibility

- To be eligible for this position applicants are required to be Australian citizens only and must be able to obtain and maintain an AGSVA Security Clearance.
- As part of the Commonwealth Child Safety Framework the ASC is committed to being a Child Safe Organisation and leading the way in Child Safety across the sports sector. This position requires a Working with Vulnerable/Children People check to obtain employment.

Notes

- The ASC is committed to protecting children from harm. We require all applicants that will work with children to undergo screening processes prior to appointment.
- Should a merit pool be established for this position, it may be used to fill ongoing or fixed term opportunities as they arise within 18 months from the date advertised.
- The ASC operates under the Australian Sports Commission Act 1989 and is separate to the Public Service Act 1999. The ASC accepts most leave liability and recognition of prior service if you are currently employed at a Commonwealth agency.
- If you are experiencing issues or have any questions with the e-recruitment system, please contact the People & Culture Hub via email people@ausport.gov.au or phone (02) 6214 1328.

About the Australian Sports Commission

At the Australian Sports Commission (ASC), we champion the value of sport. We encourage and help Australians of all backgrounds, ages and abilities to get involved in sport and enjoy the many benefits. We play a central leadership role across the

broader sport sector through collaboration and direction. The ASC delivers a variety of grants through investment in high performance and national sport participation programs, performance pathways, people development and wellbeing, and research and innovation. We manage high performance operations at the AIS Campus in Canberra, supporting seven National Training Centres of Excellence, and a European Training Centre in Italy. Further, we individually support thousands of athletes and dozens of Australian sports through guidance and collaboration.

To Apply

Position Contact	Mark Chin, 0262141345
Agency Recruitment Site	https://ausport.nga.net.au/?jati=0452AEB4-FE73-2C6A-95BE-EC916197

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Vacancy VN-0765731

Australian Submarine Agency

Closing Date:Thursday 31 December 2026

Australian Submarine Agency

Job Title	APS Section 26 Mobility Register - Permanent
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - WA WA, Various locations - SA SA, Various locations - QLD QLD
Salary	$79,176 - $167,659
Future Merit Locations	Various locations - QLD, Various locations - NSW, Various locations - TAS, Various locations - VIC, Various locations - WA, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Australian Submarine Agency is committed to assisting its employees with flexible office arrangements.
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	ASA/S26/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=1373FAF2-1476-E52B-87E2-E46615406437

Duties

Your Role

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

We are seeking the sharpest and brightest minds to implement this whole-of-nation effort. We are looking for applicants who are flexible and agile with the ability to work across a multitude of areas. This is a unique opportunity to directly contribute your expertise to work that will impact Australia’s strategic and Australian Submarine Agency outcomes, and will contribute to the delivery of a capability that will play a key role in the defence of our country in the decades to come.

- We are seeking professionals with the following skills:
- Project and program management
- Commercial, contracting and contract management
- Science, engineering and technology
- Information, computing, technology and data analytics

- Strategic policy and law
- Human resources and workforce planning and analysis
- Parliamentary, governance and business support
- Security policy, analysis and operations
- Regulators

We are looking for existing ongoing APS employees who are interested in a temporary or permanent transfer to fill numerous roles from the APS4 to EL2 (or equivalent) levels. No matter your role, you will have the opportunity to apply your skills and experience to unique and meaningful work.

Our Ideal Candidate

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

- Strong written, interpersonal and verbal communication skills;
- Desire to be accountable for their actions, advice and decisions;
- Ability to work effectively both independently and as part of multi-disciplinary teams;
- Strong stakeholder engagement skills and an ability to contest views whilst maintaining
- relationships;
- Outcome-focused mindset with an ability to get practical results;
- Technical excellence in professional area of expertise;
- Adaptability, resilience and flexibility;
- An unwavering commitment to safety and security; and
- A commitment to Australia’s national security.

Our Organisation

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.

Nuclear Mindset

Management and operation of nuclear-propulsion technology requires exceptionally high standards, an absolute focus on safety to avoid incidents and commitment to security to avoid its misuse. Australia’s acquisition of conventionally-armed, nuclear-powered submarines will require the attainment of a nuclear mindset for the safe, secure and effective cradle-to-grave management of this capability. The nuclear mindset is the foundation for every action, decision, policy and behaviour to ensure we keep our communities, personnel and environment safe and secure. The adoption of a nuclear mindset demands precision, excellence, attention to detail and an inherent curiosity, and each member is responsible and accountable for exhibiting and ensuring the appropriate mindset thrives.

This is an exciting, unique and once-in-a-lifetime opportunity to work on a program of national and international significance. The Taskforce is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

Our Team

As part of the Australian Submarine Agency (ASA) 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.

Eligibility

Security Clearance

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

Mandatory Qualifications

Some roles will require mandatory qualifications. This will be discussed further based on the roles available:

- Engineering positions require 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. Engineering positions may also 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.
- Technical positions require the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 5 or 6 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.
- Science and Technology positions require academic qualifications in a relevant technical domain, or relevant skills and work experience.

Notes

Office Arrangement

Australian Submarine Agency is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within the agency; this can be discussed further at 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 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	ASA Candidate Care, N/A
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1373FAF2-1476-E52B-87E2-E46

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Vacancy VN-0766246

Defence Housing Australia

Closing Date:Wednesday 28 January 2026

Customer Experience
Service Delivery Customer Service Centre

Job Title	Customer Service Centre & Customer Service Centre Complex Task Consultants (Shiftwork)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Carrington NSW
Salary	$74,907 - $90,998
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 3;APS Level 4
Position Number	493803
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking motivated Customer Service Centre and Customer Service Centre Complex Task Consultants to join the Customer Service Centre on a rotating shiftwork roster. 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 DHA.gov.au or read our latest Annual Report

About your team

The Customer Experience branch is located within the Service Delivery Group of DHA. The Service Delivery Group is responsible for providing all housing and customer services to Defence members and their families. This includes managing DHA's housing portfolio, administering housing benefits in accordance with Defence policy and providing property care services to landlords.

The Customer Experience branch provides high-level housing and accommodation customer services to Defence, property investors, ADF members and their families. The branch is comprised of a dedicated Customer Service Centre (CSC) which delivers high quality service outcomes to all stakeholders and a Customer Experience team which is responsible for capturing customer insights through a range of channels, distilling core themes and using human-centred design principles to inform enterprise transformation initiatives and process design.

The CSC delivers Housing, Maintenance and Living in Accommodation customer services in an omni-channel environment and operates across sites in Adelaide, Townsville and Newcastle

Duties

About the role

DHA's Customer Service Centre provides a range of services to Defence members, landlords and third parties including the establishment of benefits, property care and lease advice. DHA's Customer Service Centre provides a service for members 24 hours a day, 7 days a week.

This position is a Shiftwork position which means shifts may be allocated within, and outside the span of ordinary business hours. This may include early mornings, evenings/night, and weekends. For calls received after shift hours, all staff are required to perform on-call duties as required by the business. When working after business hours or on-call, an additional allowance will be paid in line with DHA's Enterprise Agreement.

As a Customer Service Centre Consultant (shiftwork), you will work under general supervision and be responsible for the administration of entitlements for Defence members, coordination of tenancy services and management of lessor enquiries governed by the parameters outlined in DHA's Services Agreement. In the course of your duties, you will communicate with a range of internal and external stakeholders to provide comprehensive advice, support, and resolution of issues.

As a Customer Service Centre Complex Task Consultant (shiftwork), you will work under general supervision and be responsible for the administration of complex entitlements for Defence members, coordination of tenancy services and management of lessor enquiries governed by the parameters outlined in DHA's Services Agreement. In the course of your duties, you will communicate with a range of internal and external stakeholders to provide comprehensive advice, support, and resolution of issues.

These roles are Non-ongoing Engagements for a period of up to 12 months with possibility of extension or permanency.

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 year
- 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 via our online careers site with your current resume and a 300-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 AEDST Wednesday 28 January 2026.

Any questions? Please contact Katherine Rush, a/g Head of Customer Experience

T: 08 8245 7881 E: Katherine.Rush@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 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	Katherine Rush, 08 8245 7881
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0766180

Department of Finance

Closing Date:Sunday 08 February 2026

Procurement
Procurement Policy and Systems Information Capability Enhancement

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$98,022 - $119,634
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Finance supports flexible workplace arrangements as per operational requirements
Classification	APS Level 6
Position Number	2026/003
Agency Website	www.finance.gov.au

Job Description

https://financejobs.nga.net.au/?jati=4BD45342-47D5-F03B-418D-EC912269241B

ABOUT THE TEAM & BRANCH

The Procurement Policy and Systems Branch (PPSB) will drive effective, efficient, economic and ethical procurement across the Australian Government by focusing on providing targeted advice, improving the policy framework, enhancing transparency and implementing systems to support streamlined procurement.

The Branch:

- Supports Commonwealth entities to undertake effective procurements and deliver their objectives through the procurement framework
- Ensures the Commonwealth Procurement Framework appropriately captures Australia’s international government procurement obligations

- Supports public transparency of grants and procurement information and provides stakeholders with meaningful data to drive behaviour change
- Drives improved procurement processes, information and reporting through the development of and enhancement of ICT systems and tools
- Engages with suppliers, state and territory, Commonwealth and International entities to maintain a best practice Commonwealth Procurement Framework

Duties

ABOUT THE OPPORTUNITY

The position is a lead role responsible for driving project initiatives to support the Project Manager and Project Director to deliver whole of Australian Government ICT solutions.

The role will be responsible for working with internal business areas, subject matter experts and external ICT professionals to scope, design and implement complex business requirements into technical solutions that supports the Government’s achievement of strategic procurement policy objectives. The position is responsible for the identification of policy requirements, business problems, gaps and interdependencies between competing business requirements and directly working with ICT professionals to design and implement innovative human centred ICT processes to provide an enhanced information capability to Government on policy driven initiatives.

The Project Officer (Technical) is a multidisciplinary role that requires an ability to interpret emerging government issues, policy and process constrains and WoAG procurement and contract management practises and systems to understand business operating environments and identify opportunities for business optimisation through ICT transformation. The Project Officer (Technical) is a critical and logical thinker, who works as the steward between business areas and ICT professionals to provide advice on opportunities to improve the operating status quo and identify requirements from these opportunities to design ICT solutions that align to the achievement of business objectives and emerging WoAG procurement 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 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 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	Sabrina Way, 02 6215 2307
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=4BD45342-47D5-F03B-418D-EC912

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Vacancy VN-0766189

Department of Finance

Closing Date:Sunday 01 February 2026

Corporate
Legal and Assurance Assurance and Risk

Job Title	Project Management Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$89,098 - $99,973
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 5
Position Number	2026/005
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE TEAM & BRANCH

Legal & Assurance Branch (LAB) partners with business areas in the Department of Finance to provide high quality legal, governance and assurance services.

LAB comprises four core teams:

- **Assurance & Risk** is responsible for enterprise risk management, internal and external audit liaison, assurance monitoring and business continuity. The team supports the Performance and Risk Committee of Executive Board and the independent Audit and Risk Committee.
- **Public Law** is responsible for providing strategic legal advice on statutory interpretation; administrative law; employment law matters; FOI; strategic legal advice on information requests (including responding to third-party information requests and Royal Commissions); coordinating the privacy function; and legislation liaison.
- **Commercial Law** is responsible for providing strategic commercial and corporate legal advice, drafting negotiating, dispute resolution across a wide range of activities of the department, including procurement, contracts (and memoranda of understanding), real property, intellectual property, and management of some commercial litigation.
- **Integrity** is responsible for integrity framework and reporting, enterprise fraud and corruption control policies, public interest disclosures, conflict of interest management, and the Insider Threat Program.

Duties

THE OPPORTUNITY

The Project Management Officer works with Assurance and Risk leaders and subject matter experts to formulate, plan, and deliver a range of projects across relevant disciplines – assurance, internal and external audit, enterprise risk management, and business continuity, among others.

The Project Management Officer is responsible for planning, prioritising, and delivering a range of competing priorities across numerous concurrent projects. The role is a key enabler of continuous improvements being realised, efficiency-creating initiatives, improving shared ways of working, and enabling the wider team and Branch to adopt and utilise the best available technology to deliver Assurance and Risk functions.

The role enables the effective operation of our Enterprise Risk Management Framework, Assurance Framework, and high-quality advice to senior leaders and decision makers across Finance.

In consultation with the Director, the Project Management Officer will –

- Provide advice on continuously improving frameworks, processes, products, and tools in use, ensuring they meet Department needs and reflect better practice.
- Develop and deliver a work program covering all Assurance and Risk functions, with a high degree of autonomy in scoping and delivering projects.
- Establish a reputation as a credible, trusted advisor, maintaining a responsive service that meets the needs of a range of stakeholders.
- Initiate and maintain partnerships with internal and external stakeholders.
- Build a positive risk management and assurance culture through the delivery of key initiatives and building of collaborative partnerships.
- Consolidating a project management body of knowledge and resources.
- Undertake analysis to produce business insights for a range of settings.
- As needed, supervise junior staff to deliver routine and emergent priorities, building capability through coaching and mentoring.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.

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 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	Stacey Coe, (02) 6215 3749
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0766201

Department of Finance

Closing Date:Monday 26 January 2026

Risk, Claims and Regulatory Reform
Regulatory Foundations Practice and Performance, Regulatory Law Reform,
Strategic Policy and Insights

Job Title	Assistant Directors
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$126,885 - $153,655
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	Executive Level 1
Position Number	2026/007
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE DIVISION

The Risk, Claims and Regulatory Reform Division (RCRRD) supports the Minister for Finance to drive a whole-of-government approach to modernising regulation through innovation, stewardship and targeted reforms to ensure it is fit-for-purpose for Australia and its people.

We are responsible for the Government's regulatory reform agenda and whole-of-government regulatory policy, practice and performance. We work with Commonwealth and State and Territory agencies, academia, the business community and other stakeholders to explore common challenges and design solutions that support economic growth and national wellbeing. You can read more about our work at https://www.finance.gov.au/government/regulatory-reform.

RCRRD has an inclusive culture that promotes and celebrates diversity. RCRRD provides a collaborative, flexible and multi-disciplinary work environment that values personal and professional growth. Staff are encouraged to contribute to Finance's many employee networks and supported in their career development, including by working with senior leaders to help identify opportunities to develop skills and plan for future goals.

Duties

THE OPPORTUNITIES

Exciting opportunities exist across Regulatory Foundations Branch (RFB) and Regulatory Modernisation Branch (RMB) for talented and energetic Assistant Directors to lead whole-of-system reform and drive cross-portfolio initiatives.

RFB provides advice to Government and APS agencies on effective regulatory design and delivery, including through the Regulatory Policy, Practice and Performance Framework, Resource Management Guide 128 on Regulator Performance, and the Regulator Leadership Cohort. RFB is also responsible for Regulatory Law Reform, including the recently passed Regulatory Reform Omnibus Bill 2025.

RMB takes an agile approach to regulatory policy projects of high priority, including whole-of-government regulation of emerging technologies, building regulatory data and digital capability, and adopting a ‘tell us once’ approach to regulatory delivery to reduce the burden on individuals and businesses engaging with the Government.

Both branches are looking for team players who come from a range of disciplines, including policy, economics, law, digital and artificial intelligence, program delivery, human-centred-design and stakeholder engagement.

Assistant Directors in Regulatory Reform are often asked to supervise APS-level officers, responsible for their day-to-day management as well as their long-term development. Occasionally, Assistant Directors may be asked to support other Regulatory Reform teams or to act as Director.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.

- This role is being advertised as both ongoing and non-ongoing. Roles may be offered as either ongoing or non-ongoing subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months. Specified term vacancies may be extended up to a maximum period of 18 months.
- 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

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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	David Sheridan, (02) 6215 1782
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0765797

Department of Home Affairs

Closing Date:Monday 26 January 2026

Job Title	First Assistant Secretary, Legal Group
Job Type	Full-Time, Ongoing
Location	Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - WA WA, Various locations - TAS TAS, Various locations - SA SA, Various locations - NT NT
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 may be made with the successful candidate in consultation with management
Classification	Senior Executive Service Band 2
Position Number	TBA
Agency Website	www.homeaffairs.gov.au

Job Description

mailto:ses.recruitment@homeaffairs.gov.au

About the Department of Home Affairs

The Department of Home Affairs supports a prosperous, secure and united Australia through the management of a range of functions including responsibility for Australia's migration and citizenship programs, cyber security policy, the protection of critical infrastructure, countering terrorism, and countering foreign interference and espionage. In addition, it is responsible for strengthening multiculturalism and democratic resilience, and facilitating legitimate trade and travel while maintaining the integrity of the Australian border.

Home Affairs seeks to create an environment to ensure our staff can perform to their full potential. As a department we are focused on demonstrating exemplary leadership, progressing our game-changing agenda and ensuring collaboration is at the core of what we do. Our leaders must epitomise excellence, set high standards and inspire and invest in our people to ensure that we are well positioned to continue delivering for the community into the future.

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Our Senior Executive Service

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Legal Group

Legal Group enables the department to lawfully achieve a broad range of strategic objectives by identifying and managing legal risk and partnering with client areas to build lawful, strategic and responsive solutions. Legal Group is a trusted, influential, professional and independent advisor to the Executive, staff across the department and ABF, and Portfolio Ministers.

The Group engages closely with client policy and program areas to manage and shape legislation, manage claims, manage litigation and dispute resolution. It provides independent and impartial legal advice across areas of law such as employment, commercial, migration, citizenship, customs, trade, national security, emergency management and other operational matters. The practice includes specialist business support services, including a practice management and training function which develops capability within the Group and across the department.

Legal Group also includes a Freedom of Information (FOI) and records management function that works to ensure departmental information is handled in accordance with legislative and business requirements.

About the Role

The First Assistant Secretary (FAS) Legal Group, assists the General Counsel in providing a cross-cutting function that identifies and supports the effective management of issues from across the department. This includes assisting the General Counsel to

support the Secretary and the Deputy Secretaries to manage emerging issues that will affect multiple groups, such as the development of case law on the role of the executive vis-à-vis the judiciary.

The scope of work is highly sensitive and complex, with a high level of judgement and discretion required. The position is expected to provide independent, impartial and sometimes unpopular legal advice to the General Counsel, Ministers and the Secretary in relation to matters affecting the department. The ability and confidence to do this, while establishing and maintaining relationships, is essential to the successful delivery of legal services in the department and the department's lawful operations.

The position engages in the development of legislation, supports policy areas to understand legal risk and nuance, provides legal advice on migration, citizenship, national security & international law matters, and manages the department's broader legal strategy and coordination functions.

The FAS will play a critical role in providing strong leadership and guidance across Legal Group to both SES and APS staff alike. The FAS is also expected to foster and promote a supportive, proactive and accountable workplace, encouraging innovation and a culture of continuous improvement.

Duties

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

- Providing legal services to the Minister, the Executive and officers within the department, in accordance with the Legal Services Directions including:
  - Preparation / provision of high-quality legal advice on migration, citizenship and international law.
  - Effective delivery of the department's comprehensive legislative agenda on migration, citizenship, customs and national security; and
  - Effective and efficient management of complex litigation matters involving the department, portfolio Ministers and the Commonwealth.
- Exercising sound judgement to escalate significant developments to the attention of the General Counsel in a timely manner and working with the General Counsel to escalate matters to the Secretary, the department's Senior Leadership Team, the Ministers' Offices and the Minister/s as appropriate.
- Delivering a strong practice management function for the department's in-house legal work including managing the Legal Group's budget, developing and providing training to in-house lawyers, maintaining practice instructions and standards, and managing the practice's relationships with external legal providers.
- Developing and delivering effective legal training for non-lawyers across the department to achieve significant uplift in legal acumen across the organisation.

In addition to the above, SES Band 2 Officers within Legal Group will work together with the General Counsel to:

- Ensure Legal Group is appropriately connected with portfolio legal colleagues and other key stakeholders (such as the Office of Legal Services Coordination within the Attorney-General's Department) and contributes to Whole of Australian Government legal fora (such as the Australian Government Legal Service).

- Ensure cohesive leadership of Legal Group through maintaining a positive and inclusive culture and supporting a proactive and practical approach to Legal Group's work with client areas across the department.
- Build and maintain strong collaboration with departmental client areas to ensure responses on legal, policy and operational issues are representative of Legal Group as a whole.

For general responsibilities, core capabilities and further information about the role please refer to the Candidate Information Pack.

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

Eligibility

The successful candidate must:

- be an Australian Citizen.
- obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2.
- obtain and maintain departmental Onboarding Checks.
- hold a Law Degree from a University
- be admitted to practice as a solicitor in a Supreme Court of a State or Territory, or on the register of practitioners of the High Court of Australia

Notes

This process is being advertised to fill the immediate vacancy of FAS Legal Group and will also be used to establish a merit list for future vacancies within the Group.

How to Apply

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

As part of your application, you will need to provide:

- A completed application form.
- A resume that outlines your career history, qualifications and achievements.
- 1,000 words outlining your background, skills and experience and how they relate to the requirements of the role.
- Details of two referees.

All application requirements are to be emailed to ses.recruitment@homeaffairs.gov.au by **no later than 11:59 PM AEST Monday 26 January 2026**.

If you have any queries or need assistance with the application process, or if you would like to discuss your application, please contact Brooke Hartigan on 0497 076 809. Please note enquiries will be kept in strict confidence.

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 agency.

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To Apply

Position Contact	Brooke Hartigan, 0497 076 809
Agency Recruitment Site	mailto:ses.recruitment@homeaffairs.gov.au

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Vacancy VN-0766032

Department of Home Affairs

Closing Date:Monday 26 January 2026

Job Title	Assistant Secretary Civil, Employment and Community Safety
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - NT NT, Various locations - SA SA, Various locations - TAS TAS
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 may be made with the successful candidate in consultation with management
Classification	Senior Executive Service Band 1
Position Number	60182600
Agency Website	www.homeaffairs.gov.au

Job Description

mailto:ses.recruitment@homeaffairs.gov.au

About the Department of Home Affairs

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Our Senior Executive Service

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About the Role

As part of Legal Group's leadership team, the Assistant Secretary Civil, Employment and Community Safety Branch is responsible for a broad range of civil litigation functions spanning the breadth of the Department. They provide legal services to the Minister, the Executive and officers within the Department, in accordance with the Legal Services Directions.

The Assistant Secretary leads a Branch to provide diverse legal services, including advisory and litigation services; and assists the Department to manage its legal risk. These services are provided across a broad range of areas, including but not limited to:

- **Community Safety** – in close partnership with both internal and external national security and immigration stakeholders, the Assistant Secretary manages the legal work and governance associated with the High Risk Terrorist Offender (HRTO) and Community Safety Order (CSO) schemes established in the *Criminal Code Act 1995*.
- **Civil Litigation** – managing litigation involving claims for compensation and immigration civil penalty matters.
- **Employment Law and Litigation** – providing advice across the Department in relation to workforce conditions/industrial relations, work health and safety and integrity matters.

Duties

As the Assistant Secretary Civil, Employment and Community Safety you will:

- Lead a team to provide the Department with legal and administrative services in relation to community safety, civil litigation and employment law areas.
- Effectively manage the day-to-day running of your Branch, which comprises both legal officers and APS employees, and includes managing staffing matters, budgets and setting strategic priorities.
- Play an important role in Legal Group's leadership team that focusses on exemplary collaboration with colleagues.
    - You will build strong relationships within Legal Group, across the Department and its portfolio agencies, with other Commonwealth agencies and with State and Territory counterparts to ensure responses on legal, policy and operational issues are representative of Legal Group's overall strategic objectives.
- Regularly brief the General Counsel, Secretary, Minister's Office and Minister on emerging legal risks, issues and mitigation strategies.

For general responsibilities, core capabilities and further information about the role please refer to the Candidate Information Pack.

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

Eligibility

The successful candidate must:

- hold a tertiary qualification in law and be admitted as a legal practitioner of the High Court or a Supreme Court of a State or Territory.
- hold, or be eligible to hold, a current unrestricted practising certificate for government lawyers.
- be an Australian Citizen.
- obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2.
- obtain and maintain departmental Onboarding Checks.

Notes

How to Apply

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As part of your application, you will need to provide:

- A completed application form.
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- Details of two referees.

All application requirements are to be emailed to ses.recruitment@homeaffairs.gov.au by **no later than 11:59 PM AEST Monday 26 January 2026**.

If you have any queries or need assistance with the application process, or if you would like to discuss your application, please contact Brooke Hartigan, General Counsel, at Brooke.Hartigan@homeaffairs.gov.au or on 0497 076 809. Enquiries will be kept in strict confidence.

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To Apply

Position Contact	Brooke Hartigan, 0497 076 809
Agency Recruitment Site	mailto:ses.recruitment@homeaffairs.gov.au

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Vacancy VN-0766078

Department of Home Affairs

Closing Date:Tuesday 27 January 2026

Chief Medical Officer

Job Title	Chief Medical Officer
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT, Various locations - SA SA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Please refer to information in Position Notes.
Classification	Medical Officer Class 6
Position Number	60225429
Agency Website	www.homeaffairs.gov.au

Job Description

mailto:ses.recruitment@homeaffairs.gov.au

About the Department of Home Affairs

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About the Role

The Chief Medical Officer (CMO) is the Department's principal health authority, setting strategic direction and providing expert clinical leadership to enable operational excellence. Reporting to the Chief Operating Officer, the CMO leads at the intersection of migration, security and public health, embedding health considerations into policy, programs, and decision-making.

As the chief steward of health matters, the CMO shapes national health policy in the migration and border context, leads clinical governance and assurance, and positions the organisation to respond proactively to emerging global health risks. The role drives procurement and contract management of health services, fosters strategic partnerships, and champions evidence-based, ethical, and best-practice health standards across the domains of immigration health, detention health and staff health.

The CMO ensures the Department fulfils its mission while safeguarding the health and wellbeing of the Australian community and those in its care.

Duties

Reporting to the Chief Operating Officer, you will be required to:

- Act as the chief steward of health policy and practice across the portfolio, embedding health considerations in operational decision-making.
- Maintain alignment with Commonwealth health policy and emerging global health priorities.
- Collaborate with Commonwealth and jurisdictional agencies and international counterparts to achieve positive health outcomes.
- Design and lead governance activities that drive accountability, transparency, and continuous improvement in health service delivery.
- Ensure all health policies, programs, and services meet legal, contractual, and clinical best practice standards through robust assurance systems.
- Deliver authoritative and contextual clinical and scientific advice to inform policy, programs, and operational decisions across the Home Affairs portfolio.
- Build and lead a skilled, agile, and diverse workforce, integrating health professionals within the broader APS capability to deliver multidisciplinary solutions.
- Oversee procurement and contract management of health services, ensuring integrity, probity, and value for money.
- Foster collaborative relationships with service providers and strategic partnerships with domestic and international stakeholders to optimise health outcomes.
- Champion a culture of continuous improvement, innovation, and ethical behaviour across all health-related activities.
- Promote collaboration and knowledge-sharing to strengthen organisational resilience and capability.

For general responsibilities, core capabilities and further information about the role please refer to the Candidate Information Pack.

Eligibility

The successful candidate must:

· hold full and unconditional registration as a medical practitioner with the Australian Health Practitioner Regulation Agency.

· be an Australian citizen.

· obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2.

· obtain and maintain departmental Onboarding Checks.

Desirable Requirements

· Additional relevant health qualifications (e.g. post-graduate qualifications, Fellowship with a recognised Australian medical college, etc).

· Experience as a senior health leader within a large non-health organisation.

Notes

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

As part of your application, you will need to provide:

- A completed application form.
- A resume that outlines your career history, qualifications and achievements.
- 1,000 words outlining your background, skills and experience and how they relate to the requirements of the role.
- Details of two referees.

All application requirements are to be emailed to ses.recruitment@homeaffairs.gov.au by no later than **11:59 PM AEST Tuesday 27 January 2026**.

The Department supports and promotes flexible working arrangements, which can be negotiated between the successful candidate and manager with consideration to the role's operational requirements.

While this role is currently based in the ACT the Department has offices located in major capital cities and alternate locations may be considered.

If you have any queries or need assistance with the application process, or if you would like to discuss your application, please contact Charlotte Tressler, Chief Operating Officer, at Charlotte.Tressler@homeaffairs.gov.au. Enquiries will be kept in strict confidence.

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To Apply

Position Contact	Charlotte Tressler, Chief Operating Officer, charlotte.tressler@homeaffairs.gov.au
Agency Recruitment Site	mailto:ses.recruitment@homeaffairs.gov.au

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Vacancy VN-0766283

Department of Home Affairs

Closing Date:Wednesday 28 January 2026

Job Title	Deputy Secretary, Technology, Data and AI
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - TAS TAS, Various locations - NT NT, Various locations - SA SA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The Department supports and promotes flexible working arrangements, which can be negotiated between the successful candidate and manager.
Classification	Senior Executive Service Band 3
Position Number	N/A
Agency Website	www.homeaffairs.gov.au

Job Description

mailto:ses.recruitment@homeaffairs.gov.au

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infrastructure, countering terrorism, and countering foreign interference and espionage. In addition, it is responsible for strengthening multiculturalism and democratic resilience and facilitating legitimate trade and travel while maintaining the integrity of the Australian border.

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About the role

The Department is establishing a Technology, Data and AI Group to shape and deliver technology strategies and systems in support of Australia's border protection, national security, immigration, cyber and critical infrastructure responsibilities.

The new Group will have four First Assistant Secretaries reporting directly to the Deputy Secretary:

- Strategy, Digital and Data Division - responsible for technology strategy, data, user research, planning, and investment

- Digital Services Division - responsible for the delivery and sustainment of digital platforms and products
- Enterprise Technology Services Division - responsible for ICT service management, technology infrastructure operations, cyber security operations, cyber advice, shared services for the Australian Secret Network and delivering complex operational technology capabilities for the ABF.
- Data & Artificial Intelligence Division (Chief Data Officer) – responsible for delivering data and AI solutions across the Home Affairs Portfolio, and for helping staff to make insightful and evidence-based decisions on policy, operations and resource allocation.

As Deputy Secretary – Technology, Data and AI you will provide visionary leadership to position the Department at the forefront of digital transformation, data, and artificial intelligence. You will also be responsible for driving whole-of-organisation digital and data capability, championing innovation, and leading large-scale transformation programs. The role requires anticipating and capitalising on emerging technologies, fostering partnerships with industry, academia, and research organisations, and ensuring the Department harnesses technological advancements to deliver better outcomes for government and the community.

The position demands strong strategic and organisational leadership, commercial acumen, and experience in delivering enterprise technology projects in complex environments. It involves oversight of ICT governance, cybersecurity, and ethical AI frameworks, as well as engagement with domestic and international stakeholders to influence policy and build collaborative capability.

Duties

Reporting to the Secretary, you will be required to:

- Set and lead the enterprise strategy for technology, data and AI, aligning capability to national security, border, immigration and cyber priorities and whole-of-government digital reform agendas.
- Oversee delivery and modernisation of major systems and platforms, including identity, intelligence, border processing and mission-critical ICT.
- Integrate digital, data and intelligence functions into a unified operating environment that supports interoperability across the APS, enabling secure information sharing, coordinated operational responses and consistent technology standards across agencies and to the public.
- Drive major transformation programs, ensuring operational continuity, scalable architecture and uplift in mission capability.
- Lead responsible AI and data governance, including ethical, security privacy and legislative compliance frameworks.
- Strengthen cyber resilience and technology risk management, particularly across critical systems, frontline environments and threat exposed domains.
- Build workforce and cultural capability, empowering teams, driving innovation and developing future focused digital and data talent pipelines.
- Provide authoritative advice to the Secretary, Commissioner and Ministers on emerging technologies, risks, intelligence implications and strategic opportunities.
- Champion a culture of innovation, collaboration, and continuous improvement, empowering teams and inspiring trust and confidence.

For general responsibilities, core capabilities and further information about the role please refer to the Candidate Information Pack.

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

Eligibility

The successful candidate must:

- be an Australian Citizen.

- obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2.
- obtain and maintain departmental Onboarding Checks.

Notes

Please email ses.recruitment@homeaffairs.gov.au to request a copy of the Application Form, Privacy Notice and Candidate Information Pack.

How to Apply

As part of your application you will need to provide:

- A completed application form – Attachment B
- A resume that outlines your career history, qualifications and achievements
- 1,000 words outlining your background, skills and experience and how they relate to the requirements of the role
- Details of two referees.

All application requirements are to be emailed to SES.Recruitment@homeaffairs.gov.au by **no later than 11:59 PM 28 January 2026.**

If you have any queries or need assistance with the application process, or if you would like to discuss your application, please contact Charlotte Tressler, Chief Operating Officer on 02 6264 1986 or charlotte.tressler@homeaffairs.gov.au. Enquiries will be kept in strict confidence.

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 agency.

About the Department of Home Affairs

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

To Apply

Position Contact	Charlotte Tressler, Chief Operating Officer, 02 6264 1986
Agency Recruitment Site	mailto:ses.recruitment@homeaffairs.gov.au

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Vacancy VN-0766254

Department of the Treasury

Closing Date:Sunday 01 February 2026

Corporate Division
Communications Branch

Job Title	EL2 Campaign Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$162,193 - $186,140
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 2
Position Number	02-2026
Agency Website	www.treasury.gov.au

Job Description

https://treasury.gov.au/the-department/recruitment-and-careers

About the role

The Treasury is seeking an accomplished and energetic EL2 Campaign Director within the Communications Branch.

In this role, you will lead Treasury's campaigns team and guide major government advertising campaigns from start to finish. You will work closely with ministerial offices, Treasury executive, policy teams and partner agencies to deliver clear, timely and highquality communication products.

As an EL2 Campaign Director, your responsibilities will include managing budgets, contracts and procurement for campaigns, using data and evaluation tools to track results and improve how campaigns perform over time.

You will use your deep knowledge of government processes to give strong, practical advice. This includes solving problems quickly and turning complex ideas into simple, useful recommendations. You will present updates and advice to senior forums, including Government committees and crossagency groups.

You will guide a highperforming team across different locations and build a positive, inclusive culture. This includes supporting each team member's growth and create strong working habits. You will work with creative, PR, First Nations, CALD and digital experts to deliver quality work for both mass and targeted media.

You will build strong relationships across Treasury and with partner agencies. The role requires sound judgment, strategic thinking and resilience to fastmoving priorities. You will act as a trusted source of communications advice and help shape wholeofGovernment work.

Duties

Desirable Skills / Experience

- Expert knowledge of Australian Government advertising and information campaign processes.
- Demonstrated success in delivering and managing Australian Government campaigns, including skilled navigation of complex approval processes.
- Proven leadership of small, high-performing teams.
- Extensive experience in government communications.
- Experience managing campaign budgets, contracts and procurement.
- Experience using data, insights or evaluation to improve campaign outcomes.
- Strong stakeholder engagement skills across senior levels and multiple agencies.

Eligibility

Under Section 22(8) of the *Public Service Act 1999*, employees of the Treasury are required to be Australian Citizens.

Successful candidates will be required to obtain and maintain, at a minimum, a Baseline security clearance, and will be subject to pre-employment screening checks.

Some positions may require a higher level of clearance, as specified in the position description.

Notes

This recruitment process is being used to fill an ongoing position. A merit pool may be established to fill future ongoing or non-ongoing vacancies, should they become available within 18 months from the date advertised.

About the Department of the Treasury

The Treasury is a respected and influential central economic agency. We provide authoritative advice and analysis to the Australian Government on a broad range of economic, fiscal, structural, financial and tax policy issues. We also monitor global economic conditions to make sure Australia is well placed to respond to emerging trends. Treasury provides some of the best opportunities in the public service. Treasury presents a challenging and rewarding career with the opportunity to contribute substantially to Government policy that affects all Australians. The Treasury's staff are drawn from many professions representing diversity in experience and skills. We seek passionate staff who will work collaboratively to deliver the ideas and advice that will help Australia meet the challenges of the coming years. Treasury offers attractive salaries and employer superannuation as well as a range of other benefits, including generous leave entitlements, salary packaging and a closedown period over the Christmas holiday. The Treasury is a flexible, dynamic and diverse workplace with offices in Canberra, Sydney, Melbourne and Perth.

To Apply

Position Contact	Angela Mason, 02 6263 2621
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

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Vacancy VN-0766183

Director of Public Prosecutions

Closing Date:Monday 26 January 2026

Enabling Services

Job Title	WHS & Wellbeing Assistant Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	$116,497 - $127,140
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 including work from home arrangements may be considered on a case-by case-basis.
Classification	Executive Level 1
Position Number	26_02
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (CDPP) is seeking a passionate and experienced Work Health and Safety (WHS) and Wellbeing Assistant Manager (EL1) to join our People Branch.

We’re looking for a professional who can bring their expertise, initiative, and collaborative mindset to supporting WHS, Early intervention and Case management across the CDPP.

You’ll manage sensitive and complex cases and WHS safety matters with confidence, providing tailored advice and support to managers and staff, while ensuring compliance with policy and legislation.

As an Assistant Manager, you’ll be part of a supportive and high-performing team, where your contributions directly influence workplace culture, employee engagement, and organisational outcomes. You will actively contribute to the achievement of the People Branch deliverables in line with organisational priorities.

Duties

In addition to meeting the Integrated Leadership System profile of the Executive Level 1 classification, primary outcomes and accountabilities will/may involve:

1. Lead the development, implementation and continuous improvement of the CDPP WHS management system, rehabilitation management system and wellbeing programs ensure legislative and regulatory compliance;
2. Lead and manage work health and safety matters, including coordinating responses to workplace incidents, conducting preliminary investigations, maintaining incident records, and ensuring timely reporting;
3. Manage rehabilitation and early intervention cases, in accordance with relevant legislation (e.g. SRC Act, WHS Act), liaising with Comcare and other stakeholders to support employee well-being and successful return-to-work outcomes;
4. Develop case management strategies that support early intervention and sustainable outcomes to improve return to work outcomes;
5. Manage and deliver HR and wellbeing programs to promote a positive, healthy workplace culture and improve staff engagement across the organisation;
6. Drive risk management activities, including monitoring and analysing WHS data to identify trends, emerging risks and improvement opportunities. Contribute to the development, review and implementation of relevant policies and procedures under the work health and safety management system and frameworks ensuring legislative and regulatory compliance;
7. Provide in-depth consistent, accurate, and timely advice on the practical interpretation and application of relevant legislation, Codes of Practice, industry standards and internal guidelines;
8. Establish and maintain effective networks and relationships at all levels across the CDPP and with external partners to facilitate collaboration and share best practices in HR;
9. Lead or contribute to the design and delivery of HR projects, ensuring initiatives are well-planned, delivered on time, and aligned with organisational priorities;
10. Collect, analyse and report on WHS performance and Wellbeing programs including EAP, Wellbeing checks, Comcare premium and injury trends;
11. Facilitation of the National Health and Safety Committee and provide coaching and mentoring to employees in workplace responsibility roles (for example, First Aid Officers, Health and Safety Representatives, Workplace Contact Officers) ensuring they uphold their responsibilities and obligations;
12. Lead with professionalism, integrity and respect a small team providing guidance, feedback, and support to build team capability and ensure high-quality service delivery; and
13. Management of budget and external provider relationships, ensuring value for money and alignment with the CDPP’s objectives.

Eligibility

- The ability to obtain and maintain **AGSVA Baseline security clearance** is required.
- **Australian Citizenship**.
- Certificate IV in WHS or higher (mandatory).
- Comcare certification and qualifications (highly desirable).

Notes

No matter where you work with us, you’ll have access to:

- unique and challenging work;

- professional development opportunities;
- generous leave entitlements;
- clear and transparent salary progression, and scheduled salary increases;
- 15.4% superannuation;
- a $295 annual wellbeing allowance;
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members; and
- flexible working arrangements considered in accordance with our Enterprise Agreement and the operational needs of the role.

**Please refer to the Candidate Information Pack for details.*

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 agency.

About the Director of Public Prosecutions

To Apply

Position Contact	Sandra Reay, 02 6206 5632
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0766278

Federal Circuit and Family Court of Australia

Closing Date:Wednesday 21 January 2026

Federal Circuit and Family Court of Australia (FCFCOA Div 2)
Office of the Chief Executive Officer and Principal Registrar

Job Title	Indigenous Family Liaison Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$84,228 - $91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	(Hybrid) - flexible working arrangements may be considered in line with operational requirements
Classification	APS Level 5
Position Number	0004-01-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=758DD2F2-B873-3895-E632-EC9250B3691C

The Opportunity

We are seeking highly capable candidates who are enthusiastic, driven and motivated to assist in achieving the Courts' objectives and perform the key functions of an Indigenous Family Liaison Officer.

Indigenous Family Liaison Officers provide in-Court support to Aboriginal and Torres Strait Islander Peoples faced with family breakdown and/or who are accessing various services provided by the Courts. Indigenous Family Liaison Officers are also responsible for representing the Courts to the community. They are responsible for explaining the needs of Aboriginal and Torres Strait Islander Peoples to the Courts and to other service providers.

This an exciting opportunity to aid the Courts in ensuring improved safety outcomes and access to justice for Aboriginal and Torres Strait Islander litigants and families.

Duties

Our Ideal Candidate

The ideal candidate will need to have:

- the ability to provide information to the Aboriginal and Torres Strait Islanders communities about how the Courts work and how to access their services.
- an understanding of the family law system.
- experience providing support to highly vulnerable parties and children.
- an understanding of the impartiality of the Courts and the ability to provide support to litigants with that in mind.
- proven ability to work effectively and autonomously with guidance from more senior members of the Courts.
- Court experience preferred but not essential.

Eligibility

Selection Criteria

The successful applicants will need to have:

1. an understanding of Aboriginal and Torres Strait Islander Court-user needs especially with respect to family conflict.
2. demonstrated ability to work in a positive, effective and culturally appropriate manner with Aboriginal and Torres Strait Islander Peoples, and a positive and effective way with all key stakeholders internally within the Courts (such as Judges and Court staff) and externally (such as key organisations).
3. demonstrated ability to be able to learn about the Courts and to be able to pass on this information to Aboriginal and Torres Strait Islander Peoples effectively.
4. ability to work with Judges and Court staff including Judicial Registrars, lawyers, Court Child Experts, and administrative staff in assisting Aboriginal and Torres Strait Islander Peoples to fully access all the services provided by the Courts.
5. demonstrated experience in the engagement with, and strong links to, Aboriginal and Torres Strait Islander communities, such as experience with not for profit organisations, Aboriginal Controlled Community Organisations (ACCOs), or service delivery of Commonwealth and/or State Government initiatives relevant to improving outcomes for Aboriginal and Torres Strait Islander peoples, with the ability to provide information about the Courts, which will allow the Courts and the community to work together.
6. demonstrated ability to make recommendations about the changes needed to procedures and policies to ensure Aboriginal and Torres Strait Islanders Peoples can access the Court and use their services effectively.
7. have appropriate oral and written communication skills and a willingness to participate collaboratively and positively in further education.
8. have an understanding of language and cultural needs of Aboriginal and Torres Strait Islander Peoples and an ability to access and use interpreter services.

Successful applicants are required to have knowledge and understanding of the issues affecting Aboriginal and/or Torres Strait Islander Peoples and the ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander Peoples (criteria 1 & 2 above).

How to apply

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

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

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

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.

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 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 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	Daryl Hayes, (07) 3052 4918
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=758DD2F2-B873-3895-E632-EC9250B36

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Vacancy VN-0766288

Indigenous Business Australia

Closing Date:Sunday 01 February 2026

IT
IT IT

Job Title	SharePoint Administrator
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Brisbane QLD
Salary	$157,690 - $184,761
Future Merit Locations	Sydney, Canberra, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	7928
Agency Website	www.iba.gov.au

Job Description

https://iba.gov.au/job/sharepoint-administrator/

About IBA

Indigenous Business Australia, partners and invests with Aboriginal and Torres Strait Islander people who want to own their future. We go further than provide money; we invest in people, places and ideas that are ready. We help make them real. We're deeply invested in the financial success and economic independence of Indigenous Australians. It's why we exist.

We provide a range of services for Indigenous Australians to create wealth and accumulate assets, take up investment opportunities, create business enterprises that provide additional employment opportunities, and to purchase homes. We achieve these outcomes by applying a commercial focus, and by building mutually respectful and productive partnerships with Indigenous Australians, government, non-government and private sector organisations.

Our staff are invested, informed, responsive, respectful and connected.

About the Team

The Information & Technology section is responsible for the ongoing operations of IBA's ICT services, including strategy and innovation, delivery and management of Cloud, infrastructure and network services and end user services. We have a strong commitment to customer service and

are committed to continuously improving IBA's customers' online experience, ensure the IT systems, applications and infrastructure are secure and fit for purpose and to provide all staff with a suite of tools to deliver products and services more efficiently.

About the Role:

SharePoint Administrator role will report into the ICT Operations and work closely to support IBA customers in achieving our SharePoint needs.

Duties

Duties:

This role will be fundamental in uplifting the design and implementation of IBA Information Asset Management Program. Duties are included but not limited to:

- Translating business requirements into User Stories and develop SharePoint Solutions Accordingly.
- Performance SharePoint administrative tasks including user management, permissions management and content management.
- Monitoring and troubleshooting SharePoint Issues, resolving any technical problems or system performance issues.
- Supporting the security, availability and integrity of the SharePoint environment by regular maintenance and updates.
- Providing technical and training users on SharePoint and supporting the site owners.
- Developing and maintaining the SharePoint Application Support Handbook, SharePoint User Access Management Guides.
- Staying updated with the latest MS SharePoint and Power Automate updates and continuous improvements.
- Collaborating with the Information Management Project team to update the current SharePoint information architecture, supporting the Manage In-place strategy for information and records management.
- Providing continuous support to the Information Management Project team to implement backlog items.
- Developing reporting tools to offer insights into site usage, productivity, and adoption across the organization.
- Periodically conducting site audits and content reviews.
- Creating or maintaining custom solutions, using PowerShell and Microsoft Power Automate for workflow approvals and teams archiving.
- Other duties as required

Eligibility

Required capabilities:

These are essential unless otherwise indicated.

- 3+ years' experience as a SharePoint Developer, with a strong focus on SharePoint development and administration.
- Understanding of SharePoint and M365 architecture, features and capabilities.

- Experience in designing and developing SharePoint sites, web parts, workflows and customer applications.
- Experience in SharePoint Administrative tasks including user management and permissions management.
- Strong organisation, attention to detail, analytical, problem-solving, interpersonal, and communication skills
- Some Experience with Power Platform is beneficial but not required.
- Ability to work independently, but also a strong team player who works well with others.
- Able to pick up new concepts swiftly and hit the ground running, manage your time effectively and produce high quality outcomes efficiently.
- At least a baseline clearance (preferred), or the ability to obtain and maintain a baseline clearance.
- The candidate must be able to attend onsite at any of the IBA offices at least 2 days per week (hybrid).

Notes

Reference documentation: www.iba.gov.au

- About Us – Our Values
- About Us – Working at IBA
- About Us – News and Publications – Annual Reports

Further enquiries: Michael Andrew-Copsy, email: Michael.andrew-copsy@iba.gov.au

Applications: Online via Jobs - Indigenous Business Australia (iba.gov.au) or mail to: IBA Recruitment, PO Box 650, Fyshwick ACT 2609

- Resume
- 500-word pitch

Closing date: 1 February 2026

Please note: Emailed applications will not be accepted, nor will applications from recruitment agencies

About the Indigenous Business Australia

About Us Our vision is for a nation in which Aboriginal and Torres Strait Islander people are economically independent and an integral part of the economy. IBA was created to assist and enhance the economic development opportunities of Aboriginal and Torres Strait Islander people across Australia. IBA serves, partners and invests with Aboriginal and Torres Strait Islander people who want to own their future. We go further than provide money; we invest in people, places and ideas that can’t wait. We help make them real. We’re deeply invested in the financial success and economic independence of Indigenous Australians. It’s why we exist. We can Help you own your own home. Loans and financial services – affordable, simple and personalised. So you can take ownership of your home and your future. Help you start or grow a business. Business Finance and partnerships – from big ideas through to making them happen, we can provide the right mix of products, services, advice, networks and capability. Help you invest in your future. Focused on making a strong, positive impact with a portfolio that provides responsible financial returns and a whole lot more for communities and our partners.

To Apply

Position Contact	Michael Andrew-Copsy, +61 2 6600 1110
Agency Recruitment Site	https://iba.gov.au/job/sharepoint-administrator/

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Vacancy VN-0766234

Indigenous Land and Sea Corporation

Closing Date:Friday 23 January 2026

Information Communication and Technology

Job Title	Systems Administrator
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$92,816 - $98,420
Future Merit Locations	Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 5;APS Level 6
Position Number	0000
Agency Website	

Job Description

https://www.ilsc.gov.au/about/careers/systems-administrator/

- **Full time ongoing role based in Adelaide, Kaurna Country.**
- **Flexible Hybrid Work Environment / Opportunity to make a difference**

- **Salary range $92,816 to $98,420 (plus 15.4% super)**

We have an exciting opportunity for a Systems Administrator to join our dedicated Information Communication and Technology (ICT) team at the Indigenous Land and Sea Corporation (ILSC).

Who are we

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the *Aboriginal and Torres Strait Islander 2005 Act (Cth) (*'the Act') and subject to the *Public Governance, Performance and Accountability Act 2013*. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and fresh water country.

Section/Division:

The Information Communication and Technology (ICT) Section is responsible for implementing and managing the systems and services required to meet the ILSC's information management and communications requirements including the management and maintenance of the hardware, software, information systems, application services and the governance and security required to deliver these services to provide a high standard of information security and business continuity.

Duties

Key Responsibilities & Outcomes:

Endpoint management

- Administer end-user device configuration, patching, and software deployment using Microsoft Intune, SCCM, MEM.
- Develop and manage machine imaging processes and standard operating environments.
- Oversee operating system (OS) and application patching to maintain compatibility and security compliance.

Infrastructure & Virtualisation Management

- Administer and maintain virtual infrastructure, specifically VMware vSphere and vSAN clusters
- Coordinate hardware procurement and physical configuration
- Administer on-premise business system hosting, hybrid Active Directory environment, and MS SQL Server
- Provide Business Continuity Planning (BCP) administration and testing, ensure availability and reliable backups.

Azure and Microsoft 365 Administration

- Administer and troubleshoot Azure Virtual Desktop, Azure VMs, Azure networking, and other Azure subscription resources
- Maintain and troubleshoot hybrid identity environment via Azure AD Connect

- Administer and maintain Azure AD ecosystem, including user management tasks, licensing, and Microsoft Exchange hybrid ecosystem.

Team collaboration and support

- Work effectively within a small highly technical infrastructure team, supporting the ILSC Enterprise Architect and other members of the ICT section
- Promote knowledge sharing across the organisation and support the effective secure use of ICT
- Provide Level 2/3 support to the Helpdesk, addressing complex system issues and user escalations
- Engage continuous professional development to grow technical and professional skillsets.

At the ILSC we offer:

More than just a job. We offer you the opportunity to make a real, positive difference to the lives of First Nations peoples. When we return land and water Country to Indigenous ownership, or fund a new Indigenous enterprise or management project, we strengthen and deepen Indigenous connection to Country and advance progress towards self-determination.

Generous leave entitlements and work conditions, including:

- 15.4% superannuation on top of your salary
- Flexible hybrid work environment (2 days WFH)
- Not-For-Profit salary packaging
- Paid leave over the Christmas and New Year’s period
- Access to generous parental leave
- Training and development opportunities
- Generous Studies Assistance program

Health and wellbeing programs:

- Healthy Employment Scheme (HES) – An annual allowance towards your wellbeing
- Screen Based Equipment Scheme – Includes eye testing and an allowance towards spectacles
- Free Skin Checks

Eligibility

If you have a passion to drive change and want your work to align with your values to make a real difference, we invite you to apply now and start the conversation.

The preferred applicant will be engaged under the provisions of the ILC Enterprise Agreement.

TARGETED VACANCY *– This role is open to <u>all</u> applicants, however those who identify as Aboriginal and/or Torres Strait Islander and meet the requirements and are ranked suitable for the role will be given priority consideration in this recruitment process.*

Applications are to include a current CV and covering letter (covering letter to be maximum 2 pages detailing how your skills and experience align with the position profile). Further information may be requested if you are selected for interview. You must be an Australian resident to apply for this role.

If you'd like to find out more, please contact **Joel Dillon – A/Manager ICT on 08 7325 2413.**

For the position profile and to apply please visit the ILSC Careers page at: https://www.ilsc.gov.au/careers/

Applications close on Friday 23 January 2026.

At the ILSC we're committed to building a diverse and inclusive workplace to ensure our workforce is representative of the communities we support.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply

Notes

About the Indigenous Land and Sea Corporation

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the ATSI Act and subject to the PGPA Act. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and freshwater country.

To Apply

Position Contact	Joel Dillon, 08 7325 2413
Agency Recruitment Site	https://www.ilsc.gov.au/about/careers/systems-administrator/

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Vacancy VN-0766245

Indigenous Land and Sea Corporation

Closing Date:Friday 23 January 2026

Information Communication and Technology

Job Title	Enterprise Architect
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$130,536 - $144,920
Future Merit Locations	Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	0000
Agency Website	

Job Description

https://www.ilsc.gov.au/about/careers/enterprise-architect/

- **Full time ongoing role based in Adelaide, Kaurna Country**
- **Flexible Hybrid Work Environment / Opportunity to make a difference**
- **Salary range $130,536 to $144,920 (plus 15.4% super)**

We have an exciting opportunity for an Enterprise Architect to join our dedicated Information Communication and Technology (ICT) Team to provide technical leadership, strategic architecture, and operational management of the organisation's ICT infrastructure. This role governs the architecture, security, and service delivery functions, ensuring infrastructure is secure and aligned with business needs.

Who are we?

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the *Aboriginal and Torres Strait Islander 2005 Act (Cth) (*'the Act') and subject to the *Public Governance, Performance and Accountability Act 2013*. The ILSC assists Aboriginal and Torres Strait Islander people to

realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and fresh water country.

Duties

Key Responsibilities & Outcomes:

Strategy and team leadership

- Lead and mentor a small team of technical specialists
- Develop and maintain enterprise architecture frameworks and roadmaps
- Collaborate with stakeholders to align ICT architecture with business strategy providing strategic advice and technical leadership
- Oversee helpdesk, infrastructure, and cybersecurity operations.
- Promote knowledge sharing across the organisation and support the effective, secure use of ICT.

Enterprise network architecture

- Design and oversee the implementation of scalable, secure, and resilient enterprise networks.
- Manage enterprise networking and firewall configurations
- Evaluate emerging technologies and recommend adoption strategies
- Work with business units and system owners to ensure interoperability across platforms and systems.

Information Systems and Integration

- Oversee lifecycle management of enterprise applications
- Architect integrated solutions across business systems
- Provide a lead role in the Business Continuity Program
- Oversee software deployment and patch management.

Cybersecurity and compliance

- Champion transparent data management practices, with a strong focus on robust metadata management, and clear, accessible process documentation
- Implement and monitor endpoint protection and firewall policies
- Ensure systems comply with internal policies and external standards including the ACSC Essential Eight
- Oversee audits and vulnerability assessments.

Eligibility

At the ILSC we offer:

More than just a job. We offer you the opportunity to make a real, positive difference to the lives of First Nations peoples. When we return land and water Country to Indigenous ownership, or fund a new Indigenous enterprise or management project, we strengthen and deepen Indigenous connection to Country and advance progress towards self-determination.

Generous leave entitlements and work conditions, including:

- 15.4% superannuation on top of your salary
- Flexible hybrid work environment (2 days WFH)
- Not-For-Profit salary packaging
- Paid leave over the Christmas and New Year's period
- Access to generous parental leave
- Training and development opportunities
- Generous Studies Assistance program

Health and wellbeing programs:

- Healthy Employment Scheme (HES) – An annual allowance towards your wellbeing
- Screen Based Equipment Scheme – Includes eye testing and an allowance towards spectacles
- Free Skin Checks

If you have a passion to drive change and want your work to align with your values to make a real difference, we invite you to apply now and start the conversation.

The preferred applicant will be engaged under the provisions of the ILSC Enterprise Agreement.

TARGETED VACANCY *– This role is open to all applicants, however those who identify as Aboriginal and/or Torres Strait Islander and meet the requirements and are ranked suitable for the role will be given priority consideration in this recruitment process.*

Applications are to include a current CV and covering letter (covering letter to be maximum 2 pages detailing how your skills and experience align with the position profile). Further information may be requested if you are selected for interview. You must be an Australian resident to apply for this role.

If you'd like to find out more, please contact **Joel Dillon – A/Manager ICT on 08 7325 2413.**

For the position profile and to apply please visit the ILSC Careers page at:
https://www.ilsc.gov.au/careers/

Applications close Friday 23 January 2026.

At the ILSC we're committed to building a diverse and inclusive workplace to ensure our workforce is representative of the communities we support.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply

Notes

About the Indigenous Land and Sea Corporation

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the ATSI Act and subject to the PGPA Act. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and freshwater country.

To Apply

Position Contact	Joel Dillon, 08 7325 2413
Agency Recruitment Site	https://www.ilsc.gov.au/about/careers/enterprise-architect/

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Vacancy VN-0766318

Indigenous Land and Sea Corporation

Closing Date:Wednesday 28 January 2026

Legal

Job Title	Legal Counsel
Job Type	Full-Time, Non-Ongoing
Location	Brisbane QLD, Perth WA, Adelaide SA
Salary	$157,688 - $169,245
Future Merit Locations	Brisbane, Perth, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	0000
Agency Website	

Job Description

https://www.ilsc.gov.au/our-opportunities/careers/legal-counsel-12-month-contract

- **Full time non ongoing 12 month role based in Adelaide, Brisbane or Perth**
- **Flexible Hybrid Work Environment / Opportunity to make a difference**
- **Salary range $157,688 to $169,245 (plus 15.4% super)**

Are you ready for a rewarding role that contributes to the self-determination of First Nations peoples?

We have an exciting opportunity for a Legal Counsel to join our dedicated ILSC Legal Team.

Who are we?

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the *Aboriginal and Torres Strait Islander 2005 Act (Cth) (*'the Act') and subject to the *Public Governance, Performance and Accountability Act 2013*. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and fresh water country.

Duties

What is the role?

The ILSC Legal Team provides legal services to all areas of the ILSC in the performance of its functions and the exercise of its powers under the Aboriginal and Torres Strait Islander Act 2005 (Cth).

Under the direction of the Legal Practice Manager, you will provide a wide range of legal services to the ILSC at solicitor level and assist with the coordination and delivery of complementary support services undertaken by the administrative staff.

The occupant of this position will be able to demonstrate the possession of the following criteria:

· Ability to communicate effectively with Aboriginal and Torres Strait Islander peoples, with an understanding of their cultures, perspectives, and the issues affecting First Nations communities.

· Admission as a legal practitioner with a minimum of 4 years post admission experience.

· Sound knowledge of and experience in one or more of property law, commercial law, administrative law, corporate law and Native Title law.

·Highly developed drafting, research, analysis and report writing skills to inform, advise and effectively deal with complex legal matters, complex research, adapting legal reasoning to novel questions of law within required timeframe.

· Make recommendations in regard to critical issues.

· Experience in briefing Counsel.

· Highly developed communication skills to effectively facilitate and negotiate significant outcomes with a wide range of people.

· Ability to work cooperatively with a wide range of people, to facilitate the ILSC achieving its commercial objectives and ensuring legal compliance.

· Experience in engaging and managing external legal service providers.

· Ability to work both independently and collaboratively in a team environment.

· Ability to effectively facilitate and negotiate significant outcomes.

Qualifications:

· Formal degree qualifications in Law.

· Admission as a legal practitioner with a minimum of 4 years post admission experience.

· Worked in one or more fields of law relevant to the work of the ILSC Legal Team (such as property, Native Title, contract, commercial, administrative).

Eligibility

The preferred applicant will be engaged under the provisions of the ILSC Enterprise Agreement.

TARGETED VACANCY *– This role is open to all applicants, however those who identify as Aboriginal and/or Torres Strait Islander and meet the requirements and are ranked suitable for the role will be given priority consideration in this recruitment process.*

Applications are to include a current CV and covering letter (covering letter to be maximum 2 pages detailing how your skills and experience align with the position profile). Further information may be requested if you are selected for interview. You must be an Australian resident to apply for this role.

If you'd like to find out more, please contact **Caitlin Richards – General Counsel on 0400 901 497.**

For the position profile and to apply please visit the ILSC Careers page at: https://www.ilsc.gov.au/careers/

Applications close Wednesday 28 January 2026.

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Notes

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- Paid leave over the Christmas and New Year's period
- Access to generous parental leave
- Training and development opportunities
- Generous Studies Assistance program

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To Apply

Position Contact	Caitlin Richards, 0400 901 497
Agency Recruitment Site	https://www.ilsc.gov.au/our-opportunities/careers/legal-counsel-12-month

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Vacancy VN-0766191

National Library of Australia

Closing Date:Tuesday 27 January 2026

Digital Technical Operations

Job Title	APS5 - Coordinator, Service Desk
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	$84,500 - $91,809
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	Candidate required to work on site
Classification	APS Level 5
Position Number	105063
Agency Website	

Job Description

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

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

Duties

The Library is seeking to fill an ongoing **Coordinator, Service Desk APS5** role in the Technology Operations Section of the Digital Branch.

As the Coordinator, Service desk you will manage and coordinate service desk processes through the resolution of day-to-day service desk enquiries. You will apply your knowledge of a range of applications, cloud platforms and services, computer and mobile device operating systems, specialist equipment, printers, and IT infrastructure.

This is a great opportunity to provide your technical expertise to support the National Library's service desk. As well as showcasing your ability to develop, manage and maintain a range of internal and external stakeholder relationships as well as collaborating with external networks.

Using your IT knowledge and advice, you will:

Respond in a concise and timely manner to service issues and requests.

- Ensure that IT Security and Change Management Policies are followed.
- Keep abreast of new and emerging IT security issues and IT trends.
- Support specialist digital equipment and systems including microscopes and digital scanning equipment.

You will be responsible for preparing documentation, correspondence and reports that conform to legal and procedural aspects of their functional responsibilities and build high level expertise with Library's information technology stack and infrastructure.

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.

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.

About the National Library of Australia

To Apply

Position Contact	Dan Le Lievre, 02 6262 1633
Agency Recruitment Site	https://nla.nga.net.au/cp

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Vacancy VN-0766184

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date:Tuesday 27 January 2026

Corporate and Business Transformation
Perth Finance and Procurement

Job Title	Procurement Adviser
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	$98,899 - $113,027
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 5
Position Number	13361
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.

We are seeking a skilled procurement professional to join our Perth Office on a full-time basis.

Role:

NOPSEMA is recruiting an experienced **Procurement Adviser** to join its Finance and Procurement Team to guide and coordinate the purchasing and procurement activities for NOPSEMA.

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 and leadership the decisions we make and the actions we take affect individuals, businesses, communities and the environment. Our people can make a difference. Grow your career in the offshore energy sector. Be a part of Australia’s future and apply today.

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

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 procurement 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 Assistant Director – Finance and Procurement, the core responsibilities of the role encompasses:

• Providing overall purchasing and procurement support to NOPSEMA, including review and validation of new vendor requests, co-ordination of tenders/ and related documentation.

• Providing advice on the Commonwealth Procurement Rules (CPRs) and NOPSEMA's Contracts and Procurement policies and procedures and the Public Governance Performance and Accountability Act 2013 (PGPA Act).

• Overseeing the procurement contract management function and assisting in preparing contract documentation.

• Undertaking comparative analysis of spend on goods and services and preparing procurement related reports.

• Researching and advising on government contracts and other buying arrangements.

• Developing and implementing procurement policies, procedures and managing the AusTender Contract Process.

About you:

We are looking for an experienced Procurement Adviser with a demonstrated background in procurement and purchasing goods and services within a public sector or similar environment.

You must be able to demonstrate:

• Working knowledge of legislative frameworks for the governance, performance and accountability of Commonwealth entities, preferably The Public Governance Performance and Accountability Act 2013 and the Commonwealth Procurement Rules.

• Highly developed organisational skills, including time management and prioritisation of tasks to meet competing deadlines.

• Strong attention to detail together with good research, analytical and problem-solving skills.

• Highly developed interpersonal, communication, negotiation and influencing skills, including ability to build positive working relationships with stakeholders and work collaboratively.

• Demonstrated experience of finance ERP and electronic document records management systems together with Microsoft Office, including Word and Excel.

• Substantial working experience in a similar role and/or a relevant tertiary qualification or Certificate or Diploma.

Eligibility

You will be required to pass a pre-employment medical assessment 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 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 Adviser, (08) 6188 8778
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

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Vacancy VN-0766233

Office of National Intelligence

Closing Date:Wednesday 28 January 2026

Chief Operating Officer
Workforce Branch

Job Title	APS5 HR Advisor - Payroll, Conditions and Reporting
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$93,275 - $101,334
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	Various
Agency Website	

Job Description *https://www.oni.gov.au/vacancies*

ONI is seeking a motivated and detail-oriented HR professional with experience in one or more of the following areas: HR generalist work, payroll coordination, workplace relations, or HR systems support.

In this role, you will work closely with managers, employees, and external stakeholders to deliver high-quality HR and payroll services. You will contribute to payroll services (we use an external provider for payroll processing), assist with HR policy development, support enterprise bargaining activities, implement WHS policies, and help coordinate diversity programs. Success in this role requires the ability to manage multiple priorities in a fast-paced environment, work independently and take ownership of tasks, and adapt quickly to changing circumstances and pivot between competing demands.

This is a dynamic position where you'll expand and grow your HR skills across a range of functions while being part of a workplace that values innovation, celebrates success, and enjoys working together.

Duties

- Responding to HR and payroll enquiries, providing accurate advice on pay, entitlements, leave, superannuation, and related matters in line with legislation and ONI policies.
- Coordinating payroll processes with external providers, including quality assurance checks and resolving discrepancies.
- Assisting with the development, implementation, and review of HR policies and procedures, and supporting initiatives such as WHS and diversity programs.
- Supporting HR systems (Aurion) by preparing user guides, troubleshooting issues, and participating in system enhancements and user acceptance testing (UAT).
- Monitoring changes in employment legislation, HR policy, and payroll systems, and recommending compliance measures to mitigate risk.
- Preparing and delivering clear communications to employees and managers on payroll, workplace relations, WHS, and diversity initiatives.
- Building and maintaining effective relationships with internal and external stakeholders to deliver HR and payroll services.
- Maintaining accurate records in the electronic records management system and handling sensitive information with integrity and discretion.

Key Attributes

Our ideal candidate will have:

- Proven experience as an HR Generalist, Payroll or Workplace Relations Advisor (or similar role), preferably within the Commonwealth sector, demonstrating the ability to manage competing priorities in a fast-paced environment.

- Sound knowledge of payroll systems, HR policy frameworks, industrial relations legislation, policies, and procedures.
- General knowledge of, or interest in, enterprise bargaining, WHS legislation and/or diversity and inclusion initiatives.
- Strong analytical and problem-solving skills, with the ability to provide practical and solutions-based advice on payroll and HR matters, often under tight timeframes.
- Well-developed communication and interpersonal skills, with the ability to build effective relationships and adapt your approach to different stakeholders and changing circumstances.

Eligibility

You must be an Australian citizen.

Note: if you do not have a birth certificate issued by an Australian State or Territory Government, you must submit a copy of your Australian Citizenship Certificate with your job application.

You must have a checkable background.

Note: we must be able to practically verify, from independent and reliable sources, [cumulative] periods of 12 months or more spent outside Australia.

You must be willing to undergo an organisational pre-employment assessment

Note: to be eligible for employment with ONI, the preferred applicant(s) will be required to undergo a pre-employment screening assessment (see Pre-employment Screening Assessment).

You must be willing to undergo a comprehensive security clearance suitability assessment.

Note: ‘willing to undergo’ means fully cooperating in the assessment process, including the timely provision of information and documentary evidence.

Notes

About the Office of National Intelligence

To Apply

Position Contact	ONI Recruitment, recruit@oni.gov.au
Agency Recruitment Site	https://www.oni.gov.au/vacancies

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Vacancy VN-0766241

Productivity Commission

Closing Date:Sunday 01 February 2026

Job Title	Finance Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$75,022 - $91,080
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 4
Position Number	PC-2602
Agency Website	

Job Description

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

The Finance and Office Services Team support the achievement of the Productivity Commission's (PC) objectives by:

- providing timely and accurate financial and procurement information and advice which supports sound decision making and ensures the ongoing financial sustainability of the PC.

- ensuring the PC complies with all relevant legislative and policy/procedural requirements including those relating to financial management, administration and reporting.

Duties

The successful candidate for this position will be an organised, adaptive and highly motivated person who works well in a small team who also possess the following skills or knowledge:

- have a strong understanding of the Accounts Payable and Accounts Receivable function including asset register functions, travel and ensuring accurate and timely entries to TechOne and CBMS.
- well-developed skills and knowledge of relevant Financial Management Information Systems and Microsoft Excel.
- sound knowledge of and relevant legislation, policies and procedures and internal controls associated with financial management, administration, reporting and compliance.
- well-developed analytical, research and problem-solving skills and the ability to consistently produce work which is timely, accurate and displays a high level of attention to detail.
- strong communication skills (written and verbal) and influencing skills.
- capacity to work manage multiple priorities to meet deadlines and adapting positively to change.

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

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 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	Lisa Geier, lisa.geier@pc.gov.au
Agency Recruitment Site	https://www.pc.gov.au/careers

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Agriculture, Water and the Environment

Vacancy VN-0766192

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 26 January 2026

Biosecurity Plant and Science Services
Plant Systems & Strategies Content Change Team

Job Title	BICON Content Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,438 - $108,360
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2025/4092
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 Biosecurity Plant and Science Services Division and the departments' goal.

We protect Australia's plant health to support trade, the economy, and the environment. Our division provides scientific advice, diagnostics, biosecurity training, and risk assessments. We enable safe plant imports, strengthen systems, and engage stakeholders. Surveillance and

response are conducted at national entry points and approved sites, including northern Australia. We work closely with communities and Indigenous rangers to manage biosecurity risks, including in the Torres Strait.

Our branch ensures Australian plant products can reach global markets by developing access strategies and working closely with stakeholders. We connect across government and industry, support effective engagement, and manage the vital Biosecurity Import Conditions (BICON) database so trade runs smoothly and risks stay low.

As a BICON Content Manager, you will contribute towards ensuring Australia's people, environment and economy are protected through critical review and quality assurance of changes to the biosecurity import conditions and food safety requirements in BICON. These conditions address risks pre-border and at-border, providing support for a multitude of stakeholders.

Duties

This is where you play an important role.

As a BICON Content Manager, you will be responsible for working within a collaborative team environment. Your key duties will include:

• working with biosecurity import conditions and food safety requirements to quality assure changes to import and permit conditions in alignment with service standards

• ensuring compliance with BICON system rules and conventions

• providing leadership and accurate technical advice on the most appropriate means of authoring content in BICON to achieve stakeholder objectives

• managing work on hand to ensure allocation, completion and publication are in alignment with team service level agreements

• leading projects to progress continuous content improvement initiatives and deliver content outcomes

• leading and managing team members, including ongoing performance management and capability development

• ensuring onshore management content for imported goods aligns with business processes and systems

• enhancing the quality of BICON cases for border operations staff

• performing a range of tasks including system reporting, data analysis and scoping for the team's work program

• developing, leading and maintaining effective working relationships with internal and external stakeholders

• preparing for, participating in and chairing meetings as required.

Please note that this recruitment process will **initially be used to fill three ongoing vacancies in the section**. 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 vacancies in the branch where the duties are of a similar nature.

Eligibility

Our ideal candidates will have:

• highly refined written and verbal communication skills

• strong attention to detail

• a demonstrated ability to critically review and quality assure work

• experience in leading within a team environment as well as managing staff and stakeholders

• initiative, flexibility, personal motivation and the ability to prioritise work and deliver multiple tasks within tight deadlines

• logical thinking and effective problem solving

• knowledge of and/or experience managing biosecurity import conditions and onshore activities

• experience working with the BICON maintenance tool (preferred but not mandatory)

• experience working with IT systems or the ability to quickly obtain the required level of proficiency.

Notes

On 12 March 2026 the salary range for these positions will increase to $99,734 - $112,044.

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 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/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Two contact officers - see Job Description for details, See Job Description.
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0766202

Administrative Review Tribunal

Closing Date:Tuesday 20 January 2026

User & Member Services User Services

Job Title	Senior Tribunal Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	$85,755 - $91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	This position has access to flexible working arrangements, subject to operational requirements
Classification	APS Level 5
Position Number	42990
Agency Website	https://www.art.gov.au/

Job Description

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

The Administrative Review Tribunal (ART) is currently seeking applications for a **Senior Tribunal Officers** to join our User Services Team.

This is an excellent opportunity for candidates who thrive on being subject matter experts and can effectively share their knowledge to build team capability and achieve results.

This position has access to flexible working arrangements, subject to operational requirements, located in Brisbane.

Senior Tribunal Officers are subject-matter experts in ART jurisdictions, procedures and case management. They play a critical role in providing leadership, guidance, training, coaching and support to more inexperienced staff and undertake quality assurance, workload allocation and team administration functions.

Remuneration: The annual salary range for the position is APS5 - $85,755 - $91,809 p.a., plus a generous employer superannuation contribution of 15.4%.

About the opportunity

Senior Tribunal Officers are subject-matter experts in ART jurisdictions, procedures and case management. They play a critical role in providing leadership, guidance, training, coaching and support to more inexperienced staff and undertake quality assurance, workload allocation and team administration functions.

The User Services directorate is responsible for delivering initial contact services to the Tribunal’s users.

This includes managing incoming emails, mail correspondence, telephone calls, responding to in-person enquiries at the Tribunal’s registries and providing event day support for hearings.

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
- 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

- **Complex case management and hearing support:** Manage a caseload, which can include significant and/or complex matters, and/or provide leadership and subject matter expertise to ensure high level administrative and hearing support.
- **Management support**: Work collaboratively with the Team Leader to ensure the team delivers high quality services to users of the Tribunal's services, and internal stakeholders. Provide guidance, coaching, subject matter expertise and training as needed. Assist in allocating work and monitoring workloads within the team and undertake administrative tasks to support effective registry operations. Model adherence to the APS Code of Conduct and other workplace policies to support a positive, high-performance culture within the team.
- **Stakeholder management and services**: Develop and maintain strong, productive relationships with key stakeholders, providing expert advice, administrative assistance and support to members, conference registrars and staff. This includes providing advice to both internal and external stakeholders in relation to more complex procedural matters. Maintain an advanced working knowledge of the practices and procedures of the jurisdictions and contribute to continuous improvement of registry processes.

About you:

We are seeking candidates who are highly motivated with a strong customer service. You will be experienced at delivering high-quality service to both internal and external stakeholders.

To be successful you will have:

- Advanced working knowledge, or the ability to rapidly acquire knowledge of applicable legislation, policies and procedures, and have the ability to exercise sound judgement in applying this knowledge.
- Demonstrated ability to provide training, guidance, and quality assurance practices to support staff development in the delivery of high-quality services to internal and external stakeholders.
- Well-developed ability to plan, organise and monitor individual and teamwork priorities, meet deadlines, and to keep and maintain accurate records.
- Well-developed written and verbal communication skills, including the ability to deal effectively with a diverse client base and complex client situations.
- Demonstrated ability to work both independently and collaboratively with other leaders to support effective leadership of a team to achieve results, embrace change, and work in alignment with Australian Public Service and ART Values and standards.

Eligibility

Essential:

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

Desirable:

- Tertiary qualifications in a field of study that might demonstrate some or all the required capabilities, OR relevant experience in a similar work environment, OR subject-matter expertise related to one or more of the ART’s jurisdictions.

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 all of the required Capabilities and Experience as detailed in Position Description.

Notes

NO AGENCIES PLEASE

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

Please note that merit pools established by any of the panels may be utilised to fill future like vacancies across any work area. Suitable candidates on this merit 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, LGBTQI+ community and mature age people. If you have any support or access requirements, we encourage you to advise us if invited to interview.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. 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 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	Danny Williams, (07) 3052 3224
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0766041

Australian Financial Security Authority

Closing Date:Tuesday 27 January 2026

Regulatory Operations Group
AFSA Service Centre

Job Title	Service Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	$70,888 - $76,507
Future Merit Locations	Adelaide, Brisbane, Melbourne, Perth, Sydney
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Onsite and Hybrid arrangements available.
Classification	APS Level 3
Position Number	NA
Agency Website	

Job Description

https://www.afsa.gov.au/about-us/careers/current-vacancies

The **AFSA Service Centre (ASC)** supports Australians by providing information and guidance on personal insolvency and property securities. ASC professionals assist clients with sensitivity and professionalism, helping them make informed financial decisions.

Service Officers are the ASC's frontline professionals, operating with sensitivity to aid individuals navigating bankruptcy administration and debt agreements. They provide guidance and support, and address enquiries regarding AFSA's full suite of services – offering appropriate referrals when necessary. Their expertise spans ROG's breadth of activities, enabling comprehensive assistance to our clients

Duties

Guided by a Team Leader, our ideal candidate will be responsible for the following tasks:

- Respond to client enquiries received via our service delivery channels, providing relevant, accurate and timely information.
- Respond to client needs in a professional manner, whilst maintaining the highest level of customer satisfaction by seeking first contact resolution.
- Assess client applications and/or process documents lodged by the client in accordance with relevant policies, legislation and guidelines.
- Achieve individual Key Performance Indicators (KPIs) and work collaboratively in a team environment to achieve team goals.
- Contribute to achieving a positive and innovative organisational culture.

Qualifications and experience

- Ability to interpret legislation is highly desirable.

All duties will be performed in accordance with:

- the APS Values, Code of Conduct and Employment Principles
- WHS obligations, taking responsibility for own health and safety and that of others
- AFSA’s risk management framework and relevant legislation, including guiding others to identify and mitigate foreseeable risks.

Why AFSA?

You will enjoy excellent conditions including:

- Generous superannuation (15.4%)
- A modern work environment
- Access to Employee Assistance Provider
- Flexibility to balance work and personal life (working from home arrangements)

We are a workplace committed to providing an environment that values diversity and supports staff to reach their full potential. We encourage applications from Indigenous Australians, people from culturally diverse backgrounds and people with disability. At AFSA we encourage every employee balance their family commitments and personal interests with flexible working options.

Eligibility

Please note that this opportunity is open only to Australian Citizens. The successful applicant must have or be willing to undergo a security clearance to the level of **Baseline** as a condition of employment. To satisfy character requirements all AFSA employees must undergo a police records check.

Where a person has received a redundancy benefit from APS agency employment and their corresponding redundancy benefit period has not expired, they may be ineligible for employment. We encourage applications from peoples from culturally diverse backgrounds and people with disability.

Notes

How to apply

Applications close **Tuesday 27 January 2026 at 11:59 PM AEDT.**

Applications for this vacancy are submitted online through the AFSA careers portal. Further instructions on how to apply can be found on the advertisement webpage.

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 agency.

About the Australian Financial Security Authority

To Apply

Position Contact	Recruitment, NA
Agency Recruitment Site	https://www.afsa.gov.au/about-us/careers/current-vacancies

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Attorney-General's

Vacancy VN-0766281

Australian Financial Security Authority

Closing Date:Sunday 01 February 2026

Technology Services Division

Job Title	Assistant Director Data Centre & Network
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$116,203 - $136,790
Future Merit Locations	Canberra
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Onsite, Flexible and Hybrid arrangements available.
Classification	Executive Level 1
Position Number	30904
Agency Website	

Job Description

https://www.afsa.gov.au/about-us/careers/current-vacancies

As the **Assistant Director of Data Centre & Network Operations**, you will lead a team responsible for managing and optimising our organisation's critical IT infrastructure, including Data Centre, Network Systems, Site Facilities, & Disaster Recovery. Your leadership will be instrumental in ensuring the reliability, security, and performance of our digital infrastructure to support business operations and strategic initiatives.

Duties

- Provide strategic direction and leadership to the Data Centre & Network team, fostering a culture of collaboration and accountability.
- Oversee the management and maintenance of data centre facilities to ensure optimal performance and security.
- Lead the design, deployment, and management of the organisation's network infrastructure.
- Monitor and analyse data centre and network performance metrics, identifying opportunities for optimization.
- Collaborate with cybersecurity teams to implement and maintain robust security measures.
- Develop and maintain disaster recovery and business continuity plans for data centre and network operations.
- Manage vendor relationships and service level agreements to ensure quality and cost-effective delivery of services.
- Communicate regularly with senior leadership and stakeholders to provide updates on data centre and network operations.

The salary range for this role is $116,203 – $136,790. We are committed to attracting the right talent and are open to discussing remuneration based on your skills and experience, subject to approval.

Qualifications and experience

Desirable Experience:

- Tertiary qualifications in Information Technology or relevant industry experience
- 5+ years in a leadership role managing an Information Technology team or in a senior network engineer or data centre role
- Knowledge of industry standards and best practices in data centre and network operations.
- Certifications in network computing and experience in supporting HPE Aruba, F5 are highly desirable

All duties will be performed in accordance with:

- the APS Values, Code of Conduct and Employment Principles
- WHS obligations, taking responsibility for own health and safety and that of others
- AFSA's risk management framework and relevant legislation, including guiding others to identify and mitigate foreseeable risks.

Why AFSA?

You will enjoy excellent conditions including:

- Generous superannuation (15.4%)
- A modern work environment
- Access to Employee Assistance Provider
- Flexibility to balance work and personal life (working from home arrangements)

We are a workplace committed to providing an environment that values diversity and supports staff to reach their full potential. We encourage applications from Indigenous Australians, people from culturally diverse backgrounds and people with disability. At AFSA we encourage every employee balance their family commitments and personal interests with flexible working options.

Eligibility

Please note that this opportunity is open only to Australian Citizens. The successful applicant must have or be willing to undergo a security clearance to the level of **NV1, or the ability to obtain one**, as a condition of employment. To satisfy character requirements all AFSA employees must undergo a police records check.

Where a person has received a redundancy benefit from APS agency employment and their corresponding redundancy benefit period has not expired, they may be ineligible for employment. We encourage applications from peoples from culturally diverse backgrounds and people with disability.

Notes

Applications close **Sunday 1 February 2026 at 11:59 PM AEDT.**

Applications for this vacancy are submitted online through the **AFSA careers portal.** Further instructions on how to apply can be found on the advertisement webpage.

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 agency.

About the Australian Financial Security Authority

To Apply

Position Contact	Recruitment, NA
Agency Recruitment Site	https://www.afsa.gov.au/about-us/careers/current-vacancies

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Attorney-General's

Vacancy VN-0766306

Office of Parliamentary Counsel

Closing Date:Sunday 31 January 2027

Various Various

Job Title	Temporary Employment Register
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT
Salary	$55,901 - $170,260
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	Several
Agency Website	https://www.opc.gov.au

Job Description

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

Our Temporary Employment Register is open to all eligible members of the community who would like to express interest in **nonongoing (temporary)** roles across a wide range of classifications and business areas. Opportunities may vary in duration and nature and may arise in one of OPC's Corporate, Drafting or Publications groups.

We are committed to being a diverse and inclusive workplace that reflects and serves the Australian community. We strongly encourage applications from Aboriginal and/or Torres Strait Islander peoples, those from culturally or linguistically diverse backgrounds, people who identify as nonbinary, and people with disability.

OPC participates in the **APS RecruitAbility scheme**. If you have a disability, meet the minimum requirements for a role, and opt into the scheme, you will be advanced to the next stage of assessment. Simply indicate in your application if you wish to participate. We also provide reasonable adjustments—including access, equipment, or other practical support—at any stage of the recruitment process.

At OPC, you'll join a friendly, supportive team dedicated to drafting and publishing legislation at the heart of Australia's democracy. You'll be supported to **master your craft** through tailored induction, onthejob learning, and access to broader professional development.

You'll also **see the impact of your work**—from helping implement the Government's legislative program to ensuring Commonwealth laws remain accessible to all Australians. Our small, collaborative environment means you can genuinely influence how work is done and contribute expertise that makes a real difference.

We offer a **supportive culture**, flexible working options, wellbeing benefits, and excellent facilities in our centrally located Forrest, ACT office. With modern workspaces, hybrid arrangements, subsidised parking, bike storage, and an active social club, OPC is a workplace where people feel valued and supported.

Duties

Position duties will vary in line with the classification, work group and role available.

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 Baseline 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	Recruitment team, jobs@opc.gov.au
Agency Recruitment Site	https://www.opc.gov.au/careers

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Defence

Vacancy VN-0764261

Department of Defence

Closing Date:Sunday 25 January 2026

Defence People Group
Joint Support Services

Job Title	Family Liaison Officer Brisbane
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	$79,176 - $86,438
Future Merit Locations	Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DPG/08317/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0FA0AB9D-7430-1CD6-AB89-E44D67322C7B

Duties

The Role

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

The Family Liaison Officer role includes:

- Engaging with Defence families, key stakeholders and the wider community.

- Organising and facilitating social functions to promote networking amongst Defence families and the wider community.
- Using innovation and creative ways to promote and deliver DMFS programs and events.
- Providing information and advice about local community resources and services.
- Participating in Command and Unit facilitated events and functions for families.
- Building knowledge of community services and engaging with service providers to inform them of the needs of Defence families.
- Working as part of a dynamic and multidisciplinary team.

About our Team

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

The Family Liaison Officer Brisbane position will form part of the South QLD team that consists of Defence Social Workers, Military Support Officers, an Educational Liaison Officer and Business Support Officer. DMFS South QLD covers Amberley, Brisbane, Canungra and the Darling Downs. We work collaboratively to provide crisis support, advice to Commanders, information regarding DMFS programs and services, referrals to external agencies, information on local services, education advice and general information on Defence matters.

The workplace environment requirements for this role include computer use, generic screen based, sitting at a desk, working in a customer service environment, assisting to facilitate events including set up and pack up of information stands at a range of different venues in the local community and on Base and travel across the South QLD region.

Our Ideal Candidate

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

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance 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 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	Julie Penman, 07 3457 3019
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0FA0AB9D-7430-1CD6-AB89-E4

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Defence

Vacancy VN-0765470

Department of Defence

Closing Date:Thursday 29 January 2026

Joint Capabilities Group
Joint Logistics Command

Job Title	Technical Integrity Manager
Job Type	Full-Time, Ongoing
Location	Townsville QLD
Salary	$95,187 - $108,734
Future Merit Locations	Townsville
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/09505/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6ADB70AB-51E0-EC87-E9EE-E46651D82C7C

Duties

The Role

The Technical Integrity Manager (TIM) is a technical appointment which provides governance and audit functions over Defence activities such as Maintenance and Warehousing. You will provide assurance that Defence assets and inventory at JLU-NQ, including items undergoing maintenance, are compliant with all Defence technical and logistic legislation, policies and procedures. Furthermore, investigate, report and perform technical assessments that support Defence materiel capability life cycle.

Under limited direction, you will undertake complex technical logistics compliance and assurance activities within an integrated workforce. You will undertake technical research and analysis, assess and review technical packages; perform procedures and administrative work to achieve results.

Excellent communication skills are essential, as you will interpret technical and logistic policy, processes and procedures to enable you to provide advice and guidance to internal and external stakeholders to achieve Defence outcomes.

You will be accountable to set work priorities, allocate work and manage performance and financial responsibilities to achieve work unit outcomes. As the TIM you will have considerable level of stakeholder engagement and will liaise with stakeholders in relation to complex or difficult issues. You will be required to identify, anticipate and respond to stakeholders' needs and expectations to achieve Defence outcomes.

About our Team

Joint Logistic Unit (North Queensland) is an enthusiastic and professional mix of military and civilian employees who are passionate about supporting soldiers, sailors and aviators across North Queensland. The team is comprises of people with a range of backgrounds, skillsets and experiences, all drawn together by the desire to support the work of the ADF.

The unit is dedicated to delivering essential logistics services including warehousing, distribution, equipment maintenance and clothing store support to enable military operations. It does this from modern facilities on Lavarack Barracks in Townsville.

Joint Logistics Unit (North Queensland)'s span of responsibility stretches from Rockhampton in the South, to Thursday Island in the North. The unit utilises a broad range of internal skills, together with close relationships with local industry suppliers, to provide excellent logistics support to a wide range of military units across North Queensland.

We provide a working environment that offers you a diverse range of work, flexibility to be innovative, talented colleagues; and guidance, support and training to ensure that you succeed in the role.

Our Ideal Candidate

Our ideal candidate nurtures a reputation for the pursuit of excellence and a passion for the technical compliance and logistic assurance of complex inventory.

The successful candidate will:

- Be capable of interpreting legislative frameworks, government decision-making, Defence mission and policy requirements to apply processes and procedures.
- Be skilled and experienced in providing detailed materiel logistics, technical and professional advice in relation to complex work and developing strategies to identify and manage technical risk.
- Have experience in contributing to planning, program and project management and policy development and demonstrated organisational skills with the proven ability to set priorities and meet deadlines.

- Be capable to exercise financial and contract responsibilities to achieve outcomes for Defence.
- Have the ability to devise and enact a technical auditing schedule to ensure technical integrity compliance and experience in preforming complex technical compliance verification and corrective action activities.
- Be experienced in stakeholder engagement in relation to complex issues and able to identify, anticipate and respond to stakeholders' needs and manage their expectations to achieve results.

Whilst having excellent verbal and written communication skills, especially in preparing briefs and reports for management. We are looking for someone with a strong commitment to the provision of innovative and workable solutions in the promotion of technical logistics best practice.

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 6 qualification (Advanced Diploma / Associate Degree) 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 agency.

About the Department of Defence

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To Apply

Position Contact	Robert Pontifex, 07 4446 2595
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6ADB70AB-51E0-EC87-E9EE-E4

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Defence

Vacancy VN-0765482

Department of Defence

Closing Date:Thursday 31 December 2026

Various
Various

Job Title	Veterans Temporary Employment Register
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Various locations - VIC VIC, Various locations - TAS TAS, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - QLD QLD, Various locations - NT NT, Various locations - WA WA, Various locations - SA SA
Salary	$54,516 - $167,659
Future Merit Locations	Various locations - VIC, Various locations - TAS, Various locations - NSW, Various locations - ACT, Various locations - QLD, Various locations - NT, Various locations - WA, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	D/VET/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=2BC69059-361F-80C7-36AB-E464B0E7E0B6

Duties

Are you a veteran or transitioning ADF member eager to prepare for a new chapter in your career while continuing to make a meaningful contribution in support of Defence's mission?

Have you considered a career path in Defence Australian Public Service (APS), where you can utilise your invaluable expertise and skills and further develop your career?

While ongoing employment is the primary way Defence APS fills vacancies, we are seeking to build a register of veterans and transitioning ADF members interested in temporary (non-ongoing) employment opportunities in various roles, levels and locations across Australia. This can be a great opportunity to try a career in Defence APS and hone your public service skills in preparation for applying for ongoing positions.

Defence APS offers interesting, challenging, and unique work ranging from intelligence and strategic policy right through to human resources, infrastructure, engineering, and information technology.

For any professional background or future career goals, there's a role in Defence APS to match

If you are interested in a temporary (non-ongoing) employment opportunity within Defence APS, register your interest on our Veterans Temporary Employment Register. These opportunities will provide you with valuable skills, and give you a taste of a career in the Defence APS. Please note – registering does not automatically guarantee you a non-ongoing job.

Positions may become available in a range of occupations including:

- Accounting and Finance
- Administration and Customer Service
- Audit, Assurance and Fraud Control
- Engineering and Technical
- Health
- Human Resources
- Information and Communications Technology
- Information and Knowledge Management
- Infrastructure
- Intelligence
- Legal
- Logistics
- Media and Communication
- Procurement and Contracting
- Project and Program Management
- Science and Technology
- Security
- Specialist
- Strategic and International Policy
- Trades and Labour

Eligibility

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

Notes

Employment as a non-ongoing APS employee can be for a:

- **Specified term** – Allows the engagement of a non-ongoing APS employee for an initial period of up to 18 months but can be extended up to a maximum period of three years (36 months). The employment will not be ongoing after this period.
- **Specified task** – Allows the engagement of a non-ongoing APS employee for the duration of a specified task up to a maximum period of three years (36 months). The employment will not be ongoing after this period.

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 agency.

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To Apply

Position Contact	APS Recruitment, aps.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2BC69059-361F-80C7-36AB-E46

Defence

Vacancy VN-0765486

Department of Defence

Closing Date:Thursday 31 December 2026

Various
Various

Job Title	Temporary Employment Register
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Various locations - TAS TAS, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - NT NT, Various locations - WA WA, Various locations - SA SA
Salary	$54,516 - $167,659
Future Merit Locations	Various locations - TAS, Various locations - VIC, Various locations - ACT, Various locations - NSW, Various locations - QLD, Various locations - NT, Various locations - WA, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	D/TER/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E659C4B8-5953-0370-46D5-E464B127A9DB

Duties

Are you looking to expand your career with a challenging, dynamic experience in Defence? We have roles that can heighten your personal profile and provide significant experience that will contribute towards your career path.

Defence is seeking highly motivated professionals to fill upcoming temporary (non-ongoing) roles. Defence’s mission is to defend Australia and its national interests. Defence APS employees are employed in a range of interesting roles across Australia. If you think you've got what it takes to work with a leading Government Agency, register your interest on our Temporary Employment Register.

We are seeking to build a register of people interested in temporary (non-ongoing) employment opportunities in various roles, levels and locations across Australia. We anticipate that a range of vacancies at the APS 1-6 Levels and Executive Levels 1-2 will become available over the next 12 months.

Roles may become available in a range of disciplines including:

- Accounting and Finance
- Administration and Customer Service
- Audit, Assurance and Fraud Control
- Engineering and Technical
- Health
- Human Resources
- Information and Communications Technology
- Information and Knowledge Management
- Infrastructure
- Intelligence
- Legal
- Logistics
- Media and Communication
- Procurement and Contracting
- Project and Program Management
- Science and Technology
- Security
- Specialist
- Strategic and International Policy
- Technical
- Trades and Labour

This register is intended for external candidates seeking temporary employment opportunities within Defence. Ongoing Defence APS employees seeking internal temporary employment opportunities or a permanent transfer at level are encouraged to view Expression of Interest (EOI) vacancies on the Defence Careers website.

Note: The temporary employment register may also be accessed by the Australian Submarine Agency (ASA), Australian Naval Nuclear Powered Safety Regulator (ANNPSR), Australian Signals Directorate (ASD), for temporary (non-ongoing) vacancies.

Registering your interest does not guarantee that Defence will offer you temporary employment. Suitable candidates may be contacted as employment opportunities arise.

Eligibility

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

Notes

Employment as a non-ongoing APS employee can be for a:

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To Apply

Position Contact	APS Recruitment, aps.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E659C4B8-5953-0370-46D5-E46

Defence

Vacancy VN-0765487

Department of Defence

Closing Date:Thursday 31 December 2026

Various
Various

Job Title	ASA Temporary Employment Register
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Various locations - TAS TAS, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - NT NT, Various locations - WA WA, Various locations - SA SA
Salary	$54,516 - $167,659
Future Merit Locations	Various locations - TAS, Various locations - VIC, Various locations - ACT, Various locations - NSW, Various locations - QLD, Various locations - NT, Various locations - WA, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	ASA/TER/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=44C74E2B-7DBC-B913-3FD7-E465DAAD71C5

Duties

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

We are a dynamic organization seeking employees who are agile, innovative and energised by high-paced work.

We are seeking to build a register of people interested in temporary (non-ongoing) employment opportunities in various roles, levels and locations across Australia. We anticipate that a range of vacancies at the APS 1-6 Levels and Executive Levels 1-2 will become available over the next 12 months.

Roles may become available in a range of disciplines including:

- Accounting and Finance
- Administration and Customer Service
- Audit, Assurance and Fraud Control
- Engineering and Technical
- Health
- Human Resources
- Information and Communications Technology
- Information and Knowledge Management
- Infrastructure
- Intelligence
- Legal
- Logistics
- Media and Communication
- Procurement and Contracting
- Project and Program Management
- Science and Technology
- Security
- Specialist
- Strategic and International Policy
- Technical
- Trades and Labour

Note: Registering your interest does not guarantee that the Australian Submarine Agency will offer you temporary employment. Suitable candidates may be contacted as employment opportunities arise.

Eligibility

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

Notes

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To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=44C74E2B-7DBC-B913-3FD7-E4

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Defence

Vacancy VN-0765528

Department of Defence

Closing Date:Wednesday 28 January 2026

Guided Weapons and Explosive Ordnance
GWEO Capability Development Division

Job Title	Staff Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$95,187 - $108,734
Future Merit Locations	Canberra, Melbourne
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	GWEO/09491/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=44B888B5-248F-D1E5-E4BA-E4778A6F846C

Duties

The Role

The duties of an APS 6 Executive Assistant occupation in Defence include the following (note: not all duties are required to be performed during a 12 month performance cycle):

- Manage a Senior Executive Service office including, but not limited to diary management, meeting arrangements, liaison with internal and external stakeholders, responding to correspondence, coordination and prioritisation of documentation and collation of material in a timely manner.
- Perform procurement, reconciliation and acquittal of the Senior Executive Office budget and financial delegate functions.
- Identify risks and uncertainties and takes account of these in planning, decision making and priority setting.
- Implement and provide advice on Defence administration policy and procedures.
- Build and sustain relationships to work collaboratively with internal and external stakeholders to achieve goals and objectives.
- Tailor communication style and language according to the audience's level of knowledge, skill and experience.
- Prioritise and make recommendations to provide high level administrative assistance to the Senior Executive Service.
- Resolve problems using expertise, taking the initiative to identify alternative courses of action.
- Manage workflows and resources, prepare work area and team plans detailing measurable milestones and expected outcomes.

About our Team

The Factories Operations Branch within the Guided Weapons and Explosive Ordnance Group is a newly created branch that focuses on the management, operation and development of Defence's Government Owned, Contractor Operated manufacturing facilities at Mulwala, NSW, and Benalla, VIC.

The new branch has been created to provide detailed oversight and management of these key Defence strategic assets in support of ADF capability.

You will have direct management responsibility for one staff member, the Executive Assistant to Assistant Secretary Factories Operations.

Our Ideal Candidate

We are looking for an individual that has strong coordination skills, an ability to prioritise complex and detailed tasks, builds relationships quickly and effectively, and enjoys thinking strategically to achieve broader Defence and Australian Government priorities.

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 agency.

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To Apply

Position Contact	Joseph Byrnes, 02 5108 4713
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=44B888B5-248F-D1E5-E4BA-E4

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Defence

Vacancy VN-0765620

Department of Defence

Closing Date:Sunday 25 January 2026

Associate Secretary Group
Business Transformation

Job Title	Collaboration Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$120,303 - $135,701
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	ASG/08829/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C65D1854-8B9B-DB21-C187-E47802CF6D97

Duties

The Role

This role calls for a dynamic facilitator to lead high-impact co-design engagements that deliver strategic outcomes for Defence. You'll manage end-to-end delivery—from scoping and planning to facilitation and follow-up—ensuring engagements are outcomes-focused, well-structured, and aligned with priorities.

As a team leader, you'll foster trust, creativity, and continuous improvement while guiding a skilled team. You'll collaborate with senior executives and cross-functional groups to turn complex challenges into co-design opportunities, building strong relationships and driving enterprise-level change. Beyond facilitation, you'll contribute strategically by shaping the Centre's pipeline, sharing insights, and supporting its evolution.

Your inclusive, adaptive style—grounded in emotional intelligence—will create safe spaces for collaboration, critical thinking, and innovation. This is an exciting opportunity to influence a transformative program and shape how Defence works together to achieve strategic outcomes.

About our Team

Based in Canberra, as part of the ERP Transformation Program, the Department of Defence is launching a Co-Design Centre (CDC) to strengthen stakeholder engagement and deliver user-focused outcomes that unlock ERP benefits. Working with the Business Operations Centre and Value Chain Integration Office, the CDC drives an integrated approach aligning strategy, systems, and people.

This role is integral to the CDC's success and to building Defence's co-design capability. You will lead a small team to deliver high-quality engagements, foster collaboration, and embed best-practice approaches. Join our team to shape the future of Defence through collaboration, inclusivity, and innovation.

Our Ideal Candidate

We're looking for a person who is curious and collaborative, and thrives on design and innovation to create meaningful impact for the public good.

You will bring:

- Proven leadership experience driving teams and delivering collaborative design or innovation initiatives in complex environments.
- Exceptional facilitation skills with expertise in structured engagements using design thinking and/or MG Taylor methodology.
- Knowledge of agile practices, organisational change, systems thinking, and lean process design.
- The confidence to challenge ideas constructively to achieve strategic outcomes.

- Outstanding stakeholder engagement, communication, and prioritisation skills.
- A strategic, evidence-informed mindset focused on delivering public value.
- A collaborative approach and experience in customer-facing environments.
- Adaptability and resilience in dynamic, ambiguous contexts.
- A strong commitment to integrity and excellence in service delivery.

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	Audrey Gilrain, 0423 889 473
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C65D1854-8B9B-DB21-C187-E4

Defence

Vacancy VN-0765740

Department of Defence

Closing Date:Sunday 15 February 2026

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	Logistics Assurance Team Leader
Job Type	Full-Time, Ongoing
Location	Garden Island WA
Salary	$95,187 - $108,734
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/09728/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B78B63C4-5452-F310-7B2B-E4792D5572B9

Duties

The Role

Join the Collins Submarine Program as a Logistics Assurance Team Leader and play a vital role in ensuring compliance and governance for Australia’s submarine capability. In this APS 6 position, you will lead a team to deliver high-quality logistics assurance outcomes that support Defence’s mission and policy requirements. You will be accountable under limited direction to perform and achieve complex logistics compliance and assurance tasks within an integrated workforce.

A successful candidate will demonstrate that they have experience and knowledge in the following areas:

- Compliance with legislative frameworks.
- Government decision-making.
- Defence’s mission and policy requirements.

As the team leader of the Logistics Governance section, you will be responsible to provide direction, set work priorities, and manage workflow and resources. You will build the team capacity through coaching and feedback and will review and develop the quality of work undertaken by others within a work unit. You will exercise the associated people and financial responsibilities to achieve work unit outcomes.

About our Team

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

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

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

Our Ideal Candidate

Our ideal candidate is a motivated team leader, who ideally has experience in Defence assurance activities.

Key experience and skills include:

- Experience in interpreting and providing advice on Logistics legislative frameworks and Defence's mission and policy requirements.
- Lead a team, allocate work, develop strategies and evaluate business outcomes.
- Be accountable for organising workflow and making independent decisions to work through tasks and meet deadlines.
- Ability to build and sustain positive working relationships with a wide variety on internal and external stakeholders.
- Experience with S/4HANA SAP or similar Logistics Inventory systems.
- Demonstrate strong verbal and written communication skills.
- Have exceptional attention to detail and high level of accuracy.
- Demonstrate commitment to the Defence Behaviours.

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 agency.

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To Apply

Position Contact	NSSG Submarines Workforce Management, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B78B63C4-5452-F310-7B2B-E47

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Defence

Vacancy VN-0765876

Department of Defence

Closing Date:Monday 02 February 2026

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Engineering Professional - Explosive Ordnance
Job Type	Full-Time, Ongoing
Location	Penrith NSW
Salary	$95,187 - $108,734
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 6
Position Number	GWEO/09606/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=DBC874B4-C1AB-C120-764D-E479E290AD0F

Duties

The Role

Imagine being at the forefront of Australia's defence capability, where your engineering skills directly shape the future of air combat. As an APS 6 Engineering Professional – Explosive Ordnance, you'll take on a mission-critical role in acquiring advanced air-to-surface weapons that deliver precision and impact.

In this dynamic position within the GWEO Systems Division, Air Branch, you won't just solve problems, you'll lead complex engineering challenges, provide expert technical advice, and ensure safety and compliance across the Defence materiel lifecycle.

You'll collaborate with stakeholders, drive investigations, influence strategic planning, and mentor the next generation of engineers. This is your chance to work within a professional team, make decisions that matter, and contribute to projects that safeguard national security. If you thrive on innovation, precision, and purpose, we want you on our team. Apply now and help us engineer capability that counts!

About our Team

The Department of Defence Guided Weapons and Explosive Ordnance (GWEO) Group is 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 several 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

We’re looking for an experienced engineering professional who thrives in complex technical environments and enjoys solving challenging problems.

The ideal candidate will have:

- A degree in Engineering (Mechanical, Aerospace, Electrical, or related discipline), with additional certifications or postgraduate studies in explosive ordnance, weapons systems, or safety engineering highly regarded.
- Strong technical expertise in systems engineering, risk analysis, and compliance with safety and regulatory frameworks.
- Experience managing complex projects, assessing technical designs, and delivering practical solutions.

- Excellent communication skills, with the ability to tailor technical advice for diverse stakeholders and build strong collaborative relationships.
- Leadership capability—able to mentor, coach, and develop team members while managing priorities and workflows.
- A proactive mindset, exercising initiative and sound judgment to achieve outcomes in dynamic environments.
- Commitment to innovation, continuous improvement, and maintaining the highest standards of safety and quality.

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 agency.

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To Apply

Position Contact	Tina Jovanovska, 02 5133 3057
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DBC874B4-C1AB-C120-764D-E4

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Defence

Vacancy VN-0765905

Department of Defence

Closing Date:Monday 26 January 2026

ARMY
2nd Division

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Ballarat VIC
Salary	$86,887 - $93,066
Future Merit Locations	Ballarat
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/09677/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=2B0F7743-35B3-CBA4-3B1A-E47A938E688C

Duties

The Role

The APS 5 Logistics Officer plays a critical role in supporting the operational readiness of an infantry battalion by managing and coordinating logistics functions. This includes overseeing the receipt, storage, distribution, and accounting of equipment, weapons, ammunition, and other materiel in accordance with Defence policies and safety standards. The position requires strong organisational skills, attention to detail, and the ability to work in a dynamic, high-tempo environment.

Key attributes include effective communication, problem-solving, and stakeholder engagement skills. Proficiency in logistics systems (e.g. ERP), compliance with security protocols, and knowledge of WHS principles are essential. The role demands adaptability, integrity, and a commitment to continuous improvement.

Typical tasks may include:

- Maintain accurate records of stock holdings and assets in accordance with organisational policies.
- Conduct regular stocktakes and audits to ensure compliance and accountability.
- Monitor and manage the movement of goods and materials to meet operational requirements.
- Liaise with suppliers, transport providers, and internal stakeholders to ensure timely delivery.
- Assist with procurement activities, including raising purchase orders and tracking deliveries.
- Support contract management processes and ensure compliance with procurement guidelines.
- Operate and maintain logistics information systems (e.g. ERP systems).
- Generate reports and analyse data to support decision-making and performance monitoring.
- Oversee the receipt, storage, issue, and accounting of weapons and ammunition in accordance with Defence regulations.
- Ensure compliance with security protocols and safety standards for handling and transporting weapons and ammunition.
- Maintain accurate records and conduct audits to ensure accountability and traceability.
- Ensure adherence to Work Health and Safety (WHS) standards and relevant legislation.
- Manage hazardous materials and dangerous goods in line with regulatory requirements.
- Identify opportunities to improve logistics processes and contribute to efficiency initiatives.
- Support implementation of best practices and innovation in logistics operations.

The role requires strong organisational skills, attention to detail, and the ability to work under pressure in a dynamic environment. Applicants should demonstrate effective communication and stakeholder engagement skills. The position may involve occasional travel and working in secure environments. Successful applicants will be required to obtain and maintain an appropriate security clearance.

About our Team

Our team provides critical logistics support to an infantry battalion, ensuring operational readiness through effective management of equipment, weapons, ammunition, and materiel. We coordinate supply chain activities, maintain accurate asset records, and deliver timely solutions to meet the battalion’s dynamic requirements.

The team is a blend of SERCAT 5 and SERCAT 7 personnel, working collaboratively to achieve objectives from depots across Victoria. This structure enables flexibility and resilience, combining permanent staff expertise with the operational experience of Reserve members.

Our work aligns with the organisation’s commitment to capability, preparedness, and compliance with Defence standards, ensuring that soldiers have the resources they need to train, deploy, and succeed.

Our Ideal Candidate

We are seeking a highly motivated and detail-oriented individual with a strong background in logistics and supply chain management. The ideal candidate will have experience in managing complex inventories, including weapons and ammunition, and demonstrate a thorough understanding of compliance, safety, and security requirements.

They will possess excellent organisational skills, the ability to prioritise tasks in a high-tempo environment, and strong problem-solving capabilities. Effective communication and stakeholder engagement are essential, as the role involves working closely with both SERCAT 5 and SERCAT 7 personnel within an infantry battalion.

Proficiency in logistics systems such as ERP, and familiarity with WHS principles are highly desirable. Above all, the candidate should be adaptable, reliable, and committed to supporting operational readiness through efficient and accurate logistics management.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	WO2 Stephanie Moncur, 0417 140 107
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2B0F7743-35B3-CBA4-3B1A-E4

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Defence

Vacancy VN-0765953

Department of Defence

Closing Date:Sunday 25 January 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Assistant Project Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$95,187 - $108,734
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/08465/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=33454910-A277-E104-CED2-E47AD033EAF4

Duties

The Role

The Electromagnetic Warfare Intelligence Systems (EWIS), Joint and Air Systems Program Office (J&A SPO) is seeking a highly professional, motivated and experienced APS 6 Assistant Project Manager to join the team.

Working in the Joint Electronic Warfare Survivability Program (JEWSP), you will be responsible for providing support to the EL 1 Project Manager in all aspects of the Capability Life Cycle.

This will entail:

- Provide support to project management and facilitate administrative, procurement, contract management and coordination requirements.
- Accountable to lead the development and maintenance of project planning and processes in accordance with agreed procedures and performance standards.
- Use experience to apply project management methodologies to administrative and technical activities.
- Research, draft and prepare briefs, complex correspondence and reports including submissions for committee consideration.
- Work collaboratively, operate as an effective team member and provide constructive feedback.
- Engage with relevant stakeholders and understand their expectations and concerns.
- Assess and adjust project management methodologies to comply with legislative, policy and regulatory frameworks.
- Resolve problems using expertise, taking the initiative to identify alternative courses of action.

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 EWIS J&A SPO undertakes the acquisition and through-life-support of assigned Joint and Air Electronic Warfare Capabilities used by the Australian Defence Force. It delivers countermeasures development and validation services and supports a number of projects being delivered to the Intelligence and Security Group.

The EWIS J&A SPO are comprised of members of diverse skills and disciplines who work together to provide a wide variety of activities undertaken by EWIS. It has a high performing culture and the successful candidates can expect to be challenged in their role and supported by an inclusive and considerate team and leadership group.

You will be part of a newly established Land 156 project and your project management knowledge will support the team to ensure quality, and compliance with appropriate delegations commensurate with relevant legislative, policy and regulatory frameworks.

Our Ideal Candidate

Our ideal candidate would have a strong commitment to working with the team and a broad range of stakeholders to meet our legal and other regulatory requirements in the acquisition of EW capabilities.

The right person for this role will be an individual with initiative who can perform under broad direction and in accordance with established priorities, principles, methodology and work practices and is able to collaborate effectively in the team.

In addition, they will be able to optimise internal and external stakeholder relationships, in order to develop and maintain a detailed and logical plan to support the delivery of the required capability portfolio.

The successful candidate will have:

- Project Management skills and experience, ideally with insight into electronic warfare.
- Understanding of procurement and contract management principles.
- Innovator and be prepared to look at ways in which we can do our work more effectively.
- Effective problem solving and deductive reasoning.
- An ability to manage a diverse team on complex.
- The capacity to think strategically and develop plans and processes to enhance the achievement of business.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Melissa Avalon, 02 5108 9049
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=33454910-A277-E104-CED2-E47

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Defence

Vacancy VN-0765966

Department of Defence

Closing Date:Thursday 22 January 2026

Guided Weapons and Explosive Ordnance
GWEO Capability Development Division

Job Title	Integrated Operations Manager
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$120,303 - $135,701
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	GWEO/09892/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C5268E8E-6613-2D95-4563-E47B09082635

Duties

The Role

As the Integrated Operations Manager, you will oversee Foreign Military Sales, project budgets, contracts, and governance to ensure full compliance. Your responsibilities will include managing complex budgets, establishing and maintaining cross-project communication frameworks, and leading a small, integrated team of APS staff and contractors.

A key aspect of this role is building and sustaining strong relationships with industry partners. You will proactively seek knowledge and develop well-researched solutions to support informed decision-making. Clear, persuasive communication with stakeholders and senior leadership will be essential to achieving objectives and driving successful outcomes.

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 Guided Weapons and Explosive Ordnance (GWEO) Group is a top priority for the Australian Government and plays a critical role in ensuring the future security and stability of the nation. We welcome individuals who are passionate about shaping Defence capability.

GWEO is committed to providing our people with a diverse, inclusive, and supportive workplace that promotes work-life balance. We invest in training and development to ensure your career with us is both professionally and personally rewarding.

Our team sits within the Guided Weapons Production Capability (GWPC) Branch, working closely with industry partners to establish advanced manufacturing initiatives in Australia. The GWPC Operations team provides critical insights into current activities while driving capability development of work packages that shape future GWEO manufacturing pathways.

We are a multidisciplinary and diverse team, combining technical, strategic, and operational expertise. Our focus is on delivering practical, outcome driven solutions that enhance Defence capability and support long-term security objectives.

Our Ideal Candidate

The ideal candidate will demonstrate:

- Lead with confidence, driving the development and delivery of project requirements while mentoring and empowering a small team to achieve results.
- Excel in complex environments, demonstrating adaptability and sound judgment when faced with uncertainty or rapid change.
- Deliver impactful outcomes, ensuring initiatives progress efficiently and achieve meaningful results.
- Act with foresight, identifying opportunities early and implementing practical, innovative solutions with initiative and decisiveness.
- Bring strong governance expertise, effectively managing complexity, contracts, and stakeholder relationships to ensure compliance and success.

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 agency.

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To Apply

Position Contact	Rebecca Byers, 02 5109 5948
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C5268E8E-6613-2D95-4563-E47

Defence

Vacancy VN-0765989

Department of Defence

Closing Date:Thursday 29 January 2026

Defence Digital Group
Architecture & Strategy

Job Title	Enterprise Architect
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$120,303 - $135,701
Future Merit Locations	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	DDG/08692/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6C372B11-BFA9-9DC7-EC2D-E47B0B756EE1

Duties

The Role

As an Enterprise Architect in the Digital Strategy & Roadmaps Directorate, you'll help define the long-term direction of Defence's digital capabilities, ensuring they are secure, interoperable, and future-ready. Your work will directly influence how Defence invests in, develops, and deploys digital capabilities across the next decade. You'll partner with capability leads, program teams, and technical specialists to translate strategic vision into clear, achievable roadmaps.

Key Responsibilities:

- Lead the sustainment of the digital strategy and technology roadmaps.
- Align technology solutions with business needs through strategic planning and consolidation of the technology estate.
- Leverage Application Portfolio Management and taxonomy to optimise the technology landscape in support of business capabilities.
- Analyse complex enterprise environments to identify technology gaps, overlaps, risks, and opportunities.
- Promote innovative thinking while ensuring compliance with Defence ICT frameworks and governance processes.

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 Defence Digital Group (DDG) operates to generate and sustain digital capabilities and effects in order to defend Australia and its national interests. Its vision is a secure, integrated and scalable information and communications environment able to fight and win in the digital age.

Architecture and Strategy Branch is responsible for promulgating ICT architecture blueprints and delivering the Defence Digital Strategy and Roadmaps as the accountable authority leading the Defence ICT technology landscape.

Our Ideal Candidate

We welcome applicants from diverse professional backgrounds. If you have strong analytical skills, strategic thinking ability, and a track record of influencing complex decisions, we’d like to hear from you — even if your experience hasn’t been in a traditional enterprise architecture role.

You will bring:

- Experience in enterprise architecture, ICT strategy, business analysis, policy, data analytics, or similar complex environments.
- The ability to translate big-picture thinking into actionable plans.
- Proven ability to communicate with, and influence, diverse stakeholders at all levels.
- A collaborative, inclusive approach to working with stakeholders.
- A willingness to learn new tools, frameworks, and methods.
- Flexibility and adaptability in a fast-moving, dynamic environment.
- Highly motivated with a proactive approach to problem solving and delivering results.

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	Holly Russell, 02 5130 8355
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6C372B11-BFA9-9DC7-EC2D-E4

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Defence

Vacancy VN-0766018

Department of Defence

Closing Date:Thursday 29 January 2026

Capability Acquisition and Sustainment Group
Engineering, Technology and Materiel Logistics

Job Title	Business Operations Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$120,303 - $135,701
Future Merit Locations	Russell
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/09897/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6B2E984D-A881-9749-6758-E47B0BFE195C

Duties

The Role

The Engineering, Technology and Materiel Logistics (ETML) Division is looking to fill an EL1 level vacancies in the Business Operations Directorate. We are looking for enthusiastic, high performers who want to develop and improve processes in a newly established division that include financial support, procurement and contracting support, governance, knowledge management and divisional level support.

These roles will offer a strategic view of divisional obligations and establish frameworks in finance, contract management, procurement, HR and governance around these frameworks to support the division.

About our Team

ETML is a newly established division which is responsible for better harnessing engineering, technology and materiel logistics expertise to transform the way in which Defence designs, develops, and sustains equipment for the Australian Defence Force.

The Business Operations Directorate is responsible for enabling and coordinating the strategic, operational and business functions that support the successful integration and long term effectiveness of the division. We work to ensure ETML is aligned with broader Defence objectives by developing policy, processes and procedures that optimise business operations. The Business Operations Directorate provides integral enabling support to FAS ETML.

Our Ideal Candidate

Our ideal candidate will be curious and interested in driving change across the division to create and improve processes. Defence has recently undergone a significant process change in our resource management functions and processes and Business Operations are seeking staff to assist upskilling the division. We are looking for people who will enjoy building and maintaining relationships with a range of stakeholders at all levels and a geographically dispersed workforce to achieve positive outcomes. You will have an ability to communicate effectively to align, educate and establish divisional processes to ensure strong governance foundations. You will have resilience with working in uncertain environments, enjoy working on a broad range of tasks and be curious to problem solve and seek answers to questions around processes.

We are seeking an EL 1 Business Operations Manager who will be accountable under broad direction to ensure procurement, contracting and knowledge management is being effectively implemented across the division and provide oversight and governance with our integrated workforce. You will be accountable to establish and maintain financial processes, governance, human resource management and incorporate process improvement across all aspects of your work.

Key attributes:

- A learning mindset - you are curious, eager to learn and willing to be challenged.
- Ability to communicate effectively with various audiences to achieve positive outcomes.
- Ability to lead a diverse team in an ambiguous and high tempo environments.
- Ability to challenge processes, improve outcomes and to achieve best outcomes for the division
- Takes initiative and challenges traditional ways of doing business
- High level of attention to detail
- Strong communication, interpersonal skills and the ability to drive performance through collaborative relationships and strategic planning

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Michael Buldo, 02 5108 1054
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6B2E984D-A881-9749-6758-E47

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Defence

Vacancy VN-0766024

Department of Defence

Closing Date:Monday 26 January 2026

Air Force
Air Command Australia

Job Title	Clinical Health Clerk
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	$86,887 - $93,066
Future Merit Locations	Edinburgh
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	AF/09932/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E4D54CF5-4EA2-5DDD-A83E-E47B482BDACC

Duties

The Role

The role of the APS 5 Health Clerk is to provide administrative support to the Institute of Aviation Medicine Senior Aviation Medical Officers in the processing and dissemination of specialist medical advice regarding Australian Defence Force aviation recruits and current members of Australian Defence Force Aviation. The APS5 Clinical Health Clerk is accountable for prioritising and organising section workflow, making decisions within their defined parameters relating to area of responsibility and provide leadership to a small team within Clinical Flight.

About our Team

The role of Clinical Flight at the Royal Australian Air Force, Institute of Aviation Medicine is to assist in optimising aviation health and performance across the Australian Defence Force. This includes assessing medical conditions in recruits and determining fitness to join in an aviation related occupation; and assessing medical conditions that arise amongst aviation members, and providing specialist advice on the impact this has to the member’s ability to perform and execute aviation related duties. Clinical Flight determine medical and specialist employment category classifications relating to members employed in aviation related occupations and also provide input into aviation medical reviews.

Our Ideal Candidate

Our Ideal candidate has:

- Demonstrated ability to manage and prioritise a high volume of requests and meet time sensitive deadlines.
- Demonstrated ability to prioritise workloads, manage competing demands and monitor task progress.
- Demonstrated ability to review work quality with attention to detail and accuracy.
- Demonstrated excellent communication skills, both written and verbal.
- Ability to work in and oversee a professional team environment.
- Ability to prepare statistical reporting data.
- Demonstrated ability to interpret policy and procedures in order to provide accurate advice in a professional manner.
- Ability and eagerness to learn processes quickly in a fast-paced environment.
- Ability to work autonomously in an effective and efficient manner.
- Competent IT skills.

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 agency.

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To Apply

Position Contact	Dr Collette Richards, 08 7374 0228
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E4D54CF5-4EA2-5DDD-A83E-E

- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Defence

Vacancy VN-0766037

Department of Defence

Closing Date:Monday 26 January 2026

ARMY
2nd Division

Job Title	Business Intelligence Officer (BIO)
Job Type	Full-Time, Ongoing
Location	Larrakeyah NT
Salary	$95,187 - $108,734
Future Merit Locations	Larrakeyah
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/09930/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=3AB17DCA-BA8E-96D5-776B-E47B7FB5677A

Duties

The Role

Opportunity exists for a highly motivated individual to fulfil the APS 6 Business Intelligence Officer role within the Regional Force Surveillance Group (RFSG). Business Intelligence Officers are accountable under broad direction to perform and achieve moderate to complex business intelligence work in direct support to operational capability of the 2nd (Australian) Division.

Our mission is to plan, synchronise, resource and execute training and force generation activities in support of Army’s strategic outcomes. The position is required to work with some autonomy and

requires an in-depth knowledge of and compliance with legislative frameworks, government decision-making and Defence’s mission and policy requirements.

The responsibilities include, but are not limited to, the management and co-ordination of all business and governance functions and the daily management of resources within RFSG, including reporting and management of advice to senior leadership in accordance with Commonwealth legislation and Departmental policy.

Additionally, the position is required to provide technical advisory functions, financial management and reporting capability to Joint Task Force 629 (JTF629), an ‘always on’ and multi-faceted organisation consigned to the Division. Some technical tasks relating to procurement and contracting, cost modelling, forward estimates and cost recovery will be necessary.

Business Intelligence Officers are accountable to perform and achieve effective financial and resource management functions within an integrated workforce. They will plan, manage and analyse their respective Formation's fiscal (various operating budgets) and organic resources (ammunition and rations) in order to inform senior leadership decision making.

They provide technical control, administration and mentorship of junior ADF and APS officers in the governance and finance areas, monitor the span of budget management for milestone governance and assurance activities and report direct to commanders at all levels.

Importantly, Army commenced introduction-into-service of Enterprise Resource Planning (ERP), a Defence-wide transition from numerous reporting and management systems (including finance and resource management platforms) into a single SAP platform, which is being released incrementally from 2024 until 2029. The Business Intelligence Officer will be integral to achieving ERP integration.

About our Team

Our Division has a high performing culture and an evolving role in Army and Defence, directly enabling Army to resource and execute the recruitment, training, and sustainment of land forces. The successful candidate can expect a stimulating and rewarding role, whilst being supported by an inclusive team and leadership group.

Located in tropical Darwin, Headquarters Regional Force Surveillance Group generates and employs remote-area, land and littoral surveillance and reconnaissance capability in Australia's North and North-West in order to support Whole-of-Government efforts to maintain national sovereignty and border security.

The Group is people-focussed, and consists of approximately 1500 soldiers and officers. The Headquarters' primary responsibility is to plan and co-ordinate surveillance effects across Northern Australia.

The Group is highly visible within Army, and attracts positive attention routinely for both our contribution to border protection operations, and for the commitment and participation through Closing the Gap initiatives.

The operations team consists of approximately eight staff who are broadly focussed on planning and co-ordinating the three subordinate Regiments to achieve capability outcomes. The Business Intelligence Officer has a close working relationship with the Operations Officer, Group Major and is accountable to the Chief of Staff and Group Commander.

Our Ideal Candidate

The role will ideally suit a driven and experienced professional with a background in business analytics and resource management.

We seek an individual who is able to plan, manage and coordinate Business Intelligence functions while fostering good working relationships with personnel at all levels across different functional areas.

You will:

- Have well-developed communication skills, both written and verbal, and be comfortable collaborating with multiple stakeholders.
- Be required to prepare instructions, reports and presentations, as well as provide advice to commanders and principle staff to support decision-making.
- Be adaptable in meeting the needs of a changeable work environment.
- Embrace the requirement for necessary change, identify improvement opportunities and coordinate directed business and resource policy improvements.
- Our ideal candidate will also have experience in technical reporting utilising spreadsheets and data inputs, and have an understanding of contemporary corporate governance/compliance.
- The duties of an APS 6 Business Intelligence Officer in Defence include the following (note: not all duties are required to be performed during a 12-month performance cycle):
- Accountable for providing accurate, consistent, timely and appropriate advice in relation to business intelligence activities; working individually or collaboratively to develop and maintain strong stakeholder relationships.
- Contribute to strategic planning, program and project management or policy development for the work unit, providing advice on innovation and business improvement.
- Apply knowledge of relevant legislation and Defence policies and procedures to ensure analysis is relevant to the business context.

- Undertake research and analysis to discover patterns, anomalies and trends in data, advising on data quality, using relevant business systems or applications.
- Effectively communicate insight derived from analysis to support decision making.
- Build and sustain effective relationships with team members and actively participate in team work and group activities.
- Work collaboratively with stakeholders and subject matter experts to clarify requirements, elicit advice and provide relevant information.
- Design and implement methods to assess confidence of data quality impacting on the achievement of desired outcomes.
- Resolve problems using expertise, taking the initiative to identify alternative courses of action.

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 agency.

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To Apply

Position Contact	Navika Sewsunker, 02 8340 5584
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3AB17DCA-BA8E-96D5-776B-E4

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Defence

Vacancy VN-0766048

Department of Defence

Closing Date:Monday 26 January 2026

ARMY
Aviation Command

Job Title	Technical Airworthiness Compliance Manager
Job Type	Full-Time, Ongoing
Location	Oakey QLD
Salary	$95,187 - $108,734
Future Merit Locations	Oakey
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/09972/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=9254B257-1561-CCDE-4BBE-E47B834AB6D3

Duties

The Role

The Technical Airworthiness Compliance Manager (TACM) manages a small team, undertaking direct Quality System auditing and assurance activities on behalf of the Maintenance Organisation (MO) Quality Manager. This work supports the ongoing certification of the MO under Defence Aviation Safety Regulations Part 145 requirements and provides assurance to the Army Continuing Airworthiness Manager that the MO conforms to Continuing Airworthiness procedures and process.

Primary tasks include, but are not limited to:

- Coordination and conduct of scheduled and random audits and sampling to assure conformance,
- Military Aviation Maintenance Licence administration and authorisation of certifying staff on behalf of the QM, and

Knowledge requirements include:

- Quality System principles, as related to aviation maintenance regulation,
- DASR 145, M and 66 compliance requirements,
- Understanding of Maintenance Organisation Exposition and associated instructions.

About our Team

The successful applicant will experience the satisfaction of working within a professional, dynamic and safety focused organisation, including exposure to highly technical aviation assets and interaction with highly trained maintenance and operational staff. The successful applicant will be working as part of the integrated aviation team, helping to assure ongoing airworthiness, compliance and safety within the aviation maintenance environment.

Our Ideal Candidate

The ideal candidate will be an individual with the following experience, training and attributes:

- Holding relevant aviation trade qualifications and technical experience in the aviation maintenance environment or similar discipline.
- Understanding and working knowledge of Defence Aviation Safety Regulations.
- Relevant qualifications and understanding relating to Quality System requirements and principles.
- An ability to communicate effectively and provide guidance and advice to workforce and key staff as may be required and as appropriate.

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 agency.

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To Apply

Position Contact	Mr Adam Florence, 02 8108 0276
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9254B257-1561-CCDE-4BBE-E4

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Defence

Vacancy VN-0766058

Department of Defence

Closing Date:Monday 26 January 2026

ARMY
Aviation Command

Job Title	Assistant Technical Airworthiness Compliance Manager
Job Type	Full-Time, Non-Ongoing
Location	Holsworthy NSW
Salary	$86,887 - $93,066
Future Merit Locations	Holsworthy
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ARMY/09973/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=1C194CD9-D655-92B9-A314-E47C339AA7B7

Duties

The Role

The Assistant Technical Airworthiness Compliance Manager (ATACM) works within a small team to provide direct auditing and quality system support to the HQ 16 Avn Bde Technical Airworthiness Compliance Managers (TACM). Work undertaken by the ATACM, assures the ongoing sustainability of the 16th Aviation Brigade Maintenance Organisation certification under Defence Aviation Safety Regulations (DASR) Part 145. Primary tasks include, but are not limited to:

- Planning and conduct of scheduled and random audits and sampling to assure conformance
- General and ongoing surveillance of the maintenance venue to further assure conformance to procedures and safety requirements
- Assisting key maintenance staff regarding the development and continual improvement of internal procedures/processes.
- Knowledge requirements include: Quality System principles, as related to aviation maintenance regulation, DASR 145, M and 66 compliance requirements, understanding of the Maintenance Organisation and exposition and associated instructions.

About our Team

The successful applicant will experience the satisfaction of working within a professional, dynamic and safety focused organisation, including exposure to highly technical aviation assets and interaction with highly trained maintenance and operational staff. The successful applicant will be working as part of the integrated aviation team, helping to assure ongoing airworthiness, compliance and safety within the aviation maintenance environment.

Our Ideal Candidate

The ideal candidate will be an individual with the following experience, training and attributes:

- Possessing relevant aviation technical experience in the aviation maintenance environment or similar discipline.
- Relevant qualifications and understanding relating to Quality System auditing requirements and principles.
- An ability to communicate effectively and interact with the internal workforce and key staff as may be required and as appropriate.

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 agency.

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To Apply

Position Contact	Mr Parag Ranade, 02 9537 1056
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1C194CD9-D655-92B9-A314-E4

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Defence

Vacancy VN-0766115

Department of Defence

Closing Date:Sunday 08 February 2026

Defence Finance Group
Budgets & Financial Services

Job Title	Technical Officer - Financial Operations
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Puckapunyal VIC
Salary	$69,898 - $77,016
Future Merit Locations	Edinburgh, Puckapunyal
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 3
Position Number	DFG/09889/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=9DAA673A-92E4-E76B-57F5-EC90728DA16F

Duties

The Role

Financial Systems and Operations Branch within Defence Finance Group is calling for applications from individuals to provide exceptional customer service and assist in resolving internal and external stakeholder issues and process financial data.

In this role, you will:

- Deliver high quality customer service to achieve business outcomes
- Respond to queries or escalated customer enquiries via telephone and email in a professional and timely manner
- Follow procedures to accurately process invoice data verification to facilitate invoice payments
- Demonstrate commitment to on-the-job training and participate in activities to build and maintain customer service skills, system knowledge and understanding
- Work collaboratively and contribute to team goals and objectives, establish rapport and maintain internal and external relationships
- Actively participate in business improvement and change management with a customer / client focus
- Have a strong attention to detail
- Actively listen, support colleagues and share information with your team
- Respond to other duties as required and take directions from Team Leaders in a positive and proactive manner

Financial Systems and Operations provides support to the whole of Defence. This may necessitate variable start and finish times to meet business outcomes within our bandwidth. On-the-job training will be provided to successful applicants.

About our Team

Accounts Payable is a critical function within the finance department responsible for managing Defence invoices. The team plays a vital role in ensuring supplier invoices are processed accurately and paid on time, while ensuring adherence to government policies, contract terms and helping maintain strong supplier relationships. We provide a working environment that offers a diverse range of work, flexibility to be innovative, work with talented colleagues, and be guided and supported to ensure you always have everything needed to succeed.

Specific advantages include:

- The flexibility to work in a range of locations across Australia.
- A career pathway with comprehensive professionalisation and skilling programs to support your development.
- Opportunities to work with visionary and experienced Financial processing specialists
- A generous remuneration package, including 15.4% employer superannuation contributions, conditions of service, leave provisions and flexible work options.
- The opportunity may arise to travel to other sites.

The successful applicants will be required to work during standard business hours, within the bandwidth 7.00am to 17.00pm (can be up to 19.00pm) Monday to Friday, excluding public holidays.

Our Ideal Candidate

The ideal candidate for the Technical Officer position will possess skills to work under general direction; you will have demonstrated customer service experience and the ability to work collaboratively with your peers for a positive and productive work environment. The role requires you to follow procedures, ensuring positive outcomes in a fast-paced team environment.

Our Ideal candidates for Financial Systems and Operations will:

- Have a strong client focus with previous customer service experience and a flexible and positive “can do” attitude
- Respond to other duties as required and take directions from Team Leaders in a positive and proactive manner
- Understand and support the organisations vision and business objectives
- Understand and follow procedure, policies and processes to complete a range of tasks
- Build and sustain positive relationships with team members and stakeholders and exercise good judgement in resolving queries
- Actively participate in teamwork activities and operates as an effective team member
- Be digitally aware and use technology to undertake operational work in a financial environment
- Work well within a team based environment and seek efficiencies in processes
- Is committed and focused on achieving objectives and takes responsibility for completion of work and seeks assistance when required.

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 agency.

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To Apply

Position Contact	Kerryn Mclellan, 03 5781 6896
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9DAA673A-92E4-E76B-57F5-EC

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Defence

Vacancy VN-0766116

Department of Defence

Closing Date:Sunday 08 February 2026

Defence Finance Group
Budgets & Financial Services

Job Title	Technical Officer - Financial Operations
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Puckapunyal VIC, Enoggera QLD
Salary	$79,176 - $86,438
Future Merit Locations	Enoggera, Edinburgh, Puckapunyal
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DFG/09890/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=28B9D79B-C2BD-BE93-59BB-EC90734AE8D9

Duties

The Role

Financial Systems and Operations Branch within Defence Finance Group is calling for applications from individuals to provide exceptional customer service and assist in resolving internal and external stakeholder issues and process financial data.

In this role, you will:

- Deliver high quality customer service to achieve business outcomes
- Show initiative and collaborative problem solving skills
- Have strong attention to detail
- Demonstrate commitment to on-the-job training and participate in activities to build and maintain customer service skills, system knowledge and understanding
- Provide guidance and training to team members through peer mentoring
- Respond to queries or escalated customer enquiries via telephone and / or emails in a professional and timely manner
- Undertake processing in financial systems
- Work collaboratively and contribute to team goals and objectives, establish rapport and maintain internal and external relationships
- Actively participate in business improvement and change management with a customer / client focus
- Undertake ad hoc tasks within your area of expertise as required

Financial Systems and Operations provides support to the whole of Defence. This may necessitate variable start and finish times to meet business outcomes within our bandwidth. On-the-job training will be provided to successful applicants.

About our Team

We are seeking candidates who may be placed in our Accounts Payable team.

Accounts Payable is a critical function within the finance department responsible for managing Defence invoices. The team plays a vital role in ensuring supplier invoices are processed accurately and paid on time, while ensuring adherence to government policies, contract terms and helping maintain strong supplier relationships.

We provide a working environment that offers a diverse range of work, flexibility to be innovative, work with talented colleagues, and be guided and supported to ensure you always have everything needed to succeed.

Specific advantages include:

- The flexibility to work in a range of locations across Australia.
- A career pathway with comprehensive professionalisation and skilling programs to support your development.
- Opportunities to work with visionary and experienced Financial processing specialists.
- A generous remuneration package, including 15.4% employer superannuation contributions, conditions of service, leave provisions and flexible work options.
- The opportunity may arise to travel to other sites.

The successful applicants will be required to work during standard business hours, within the bandwidth 7.00am to 17.00pm (can be up to 19.00pm) Monday to Friday, excluding public holidays.

Our Ideal Candidate

The ideal candidate for the Technical Officer position will possess skills to work under general direction; you will have demonstrated customer service experience and the ability to work collaboratively with your peers for a positive and productive work environment. The role requires you to follow procedures, ensuring positive outcomes in a fast-paced team environment.

Our Ideal candidates for Financial Systems and Operations will:

- Have a strong client focus with previous customer service experience and a flexible and positive “can do” attitude
- Respond to escalations and other duties as required and take directions from Team Leaders in a positive and proactive manner
- Action daily reports
- Understand and support the organisations vision and business objectives
- Actively listen, support colleagues, share information and identify learning opportunities through mentoring team members
- Understand and follow procedure, policies and processes to complete a range of tasks
- Build and sustain positive relationships with team members and stakeholders and exercise good
- judgement in resolving queries
- Actively participate in teamwork activities and operates as an effective team member
- Be digitally aware and use technology to undertake operational work in a financial environment
- Work well within a team based environment and seek efficiencies in processes
- Is committed and focussed on achieving objectives and takes responsibility for completion of work and seeks assistance when required.

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 agency.

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To Apply

Position Contact	April Turley, 08 8288 4059
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=28B9D79B-C2BD-BE93-59BB-E(

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Defence

Vacancy VN-0766119

Department of Defence

Closing Date:Monday 26 January 2026

Defence Science and Technology Group
DST Headquarters

Job Title	Culture and Inclusion Officer
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	$95,187 - $108,734
Future Merit Locations	Edinburgh, Fairbairn, Fishermans Bend
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DSTG/10031/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=73C94CD4-664D-CDC5-3D6C-EC90AB3E203E

Duties

The Role

In this exciting role, you will help us shape the culture of Defence Science & Technology Group (DSTG) to ensure our people are able to thrive whilst solving the biggest science and technology challenges for Defence.

You will lead initiatives that embed Defence values and behaviours, drive cultural transformation, champion diversity and inclusion and support measurement and evaluation of culture change and inclusion across DSTG. You will engage with a broad set of stakeholders to promote an inclusive environment, and communicate progress within the culture and inclusion space.

Working in partnership with others, you will be responsible for:

- Supporting the DSTG Culture Action Team to implement culture actions and initiatives as outlined in the Culture Action Plan.
- Measure, report and evaluate progress against DSTG’s Culture Action Plan.
- Develop communication plans for culture and inclusion initiatives across DSTG.
- Engage with broader Defence to track progress against the Defence Culture Blueprint objectives.

- Proactively grow and strengthen the DSTG Inclusion Ally Network by recruiting new allies and fostering active engagement.
- Actively identify and analyse risks, trends, and opportunities that may impact culture within DSTG and Defence, and take timely, evidence-based action to address challenges and leverage opportunities for positive cultural and inclusion outcomes.

About our Team

The Workforce Capability and Talent (WCT) team within DSTG's Headquarters Division is responsible for building Defence capability through the strategic management of the Defence Science and Technology (S&T) workforce. WCT ensures there is a strong, diverse pipeline to meet the future workforce demand for DSTG through planning workforce capability, partnering to raise the profile of STEM, engaging with talent pools and developing sustainable talent management strategies.

Our team consists of six key functions including Culture Transformation, Entry Workforce (which includes entry-level programs), STEM Outreach and Engagement, Diversity and Inclusion, Strategic Workforce Planning and Current Workforce (which includes learning and development and key workforce programs). We also lead the critical 'People' foundation of the Defence Innovation Science and Technology Strategy 'Accelerating Asymmetric Advantage; Delivering More, Together' which focussed on developing a highly skilled and collaborative workforce which values diversity, where everyone can thrive.

The WCT team is relatively small, but highly agile, and team members often work across teams to assist in key projects at peak times, including assisting in key STEM based events.

Our Ideal Candidate

Our ideal candidate will demonstrate initiative and be able to work in a dynamically changing and ambiguous environment. You will be able to manage the day-to-day running of the Culture Action Team, including delivering briefings to senior leaders and monitoring progress. You will have the ability to communicate a strong narrative around culture and inclusion in an engaging way.

You will have an understanding of what shapes workforce culture and how to drive change in complex environments. You will have success in developing and implementing evidence-based frameworks, programs and/or initiatives that address barriers to participation for underrepresented groups to support culture and inclusion outcomes in an S&T environment, and a demonstrated understanding of issues and trends relating to equity and inclusion.

You will have the ability to influence and build strong stakeholder relationships to work seamlessly across Defence. You will thrive on solving problems and driving change, and have excellent attention to detail.

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 agency.

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To Apply

Position Contact	Yvonne Bowyer, 08 7375 1025
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=73C94CD4-664D-CDC5-3D6C-E

Defence

Vacancy VN-0766124

Department of Defence

Closing Date:Sunday 01 February 2026

Joint Capabilities Group
Joint Logistics Command

Job Title	Resource and Facility Officer
Job Type	Full-Time, Ongoing
Location	Moorebank NSW
Salary	$86,887 - $93,066
Future Merit Locations	Moorebank
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	JCG/09616/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=2C573D40-CA55-BF6F-D25B-EC90AD2FB753

Duties

The Role

Joint Logistics Unit East (Moorebank) seeks a high performing, experienced Administrator who is enthusiastic, flexible and highly organised to provide business services for the Unit and support the Facility, Work Health and Safety Manager to successfully deliver business strategy and work health and safety objectives, whilst adhering to regulatory compliance. In this role, you will work within a team of professionals and coordinate the operational administration and business support services for an integrated workforce comprising ADF, APS and contracted personnel. Duties will include the resource and financial management for the Unit, facilities management including ensuring key Unit assets are maintained within the specified timeframes. The role will also have Work, Health and Safety responsibilities and will provide oversight, coordination and assistance of WHS reporting and compliance in accordance within Legislative requirements, Defence policy and industry best practice.

About our Team

Joint Logistics Unit East (JLU-E) delivers logistics services including warehousing, distribution and material maintenance to Defence customers in New South Wales, nationally and overseas. The role operates within the Business Management Branch (BMB). The BMB is responsible for providing advice to senior leadership and performs business support services to JLU-E, including

our industry partners, across a broad range of functions and activities including Workplace Health and Safety (WHS), human resources, inventory assurance, data analysis, travel, records management, facilities management, finance and procurement.

Our Ideal Candidate

We are looking for an energetic, customer focused, open minded and practical individual who has the ability to work autonomously and able to manage individual workloads and priorities.

To succeed in this role, you need:

- Demonstrated experience in coordinating administrative and business support activities for an organisation.
- The skills, knowledge and experience necessary to provide advice and services for a range of complex corporate, administration and business support activities.
- A proven ability to engage and negotiate with stakeholders on complex issues to achieve business outcomes.
- An ability to work collaboratively to build and sustain effective relationships and operate as an effective team member.
- An ability to work in a fluid environment by remaining flexible, agile and adaptable.
- A good level of computer literacy with Web applications, Microsoft Office and records management systems (Objective desirable).
- A keen eye for detail and exceptional communication skills.

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	Victoria Andeng, 02 8108 1448
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2C573D40-CA55-BF6F-D25B-EC

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Defence

Vacancy VN-0766129

Department of Defence

Closing Date:Thursday 29 January 2026

Security and Estate Group
Service Delivery Division

Job Title	Assistant Contract Manager
Job Type	Full-Time, Ongoing
Location	Campbell ACT, Melbourne VIC, Sydney NSW
Salary	$95,187 - $108,734
Future Merit Locations	Campbell, Melbourne, Sydney
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	SEG/10040/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5D44515E-2871-195A-2948-EC90AE31293B

Duties

The Role

Step into a pivotal role within the Directorate of Relocations & Housing (DRH), where your work directly contributes to the wellbeing of Australian Defence Force (ADF) members and their families. As an Assistant Contract Manager, you will be part of a high-performing team that ensures the seamless delivery of housing and relocation services through a key partnership with Defence Housing Australia (DHA).

In this role, you will help shape the future of service delivery by:

- Driving performance and accountability under the Services Agreement with DHA.
- Strengthening governance and reporting frameworks that support strategic decision-making.
- Building trusted relationships with stakeholders across Defence and DHA.
- Translating policy into practice to ensure services meet the evolving needs of ADF members. You will report to the Assistant Director, Services Agreement – Performance, and collaborate closely within a small team in a supportive and forward-thinking environment. Together, your proactive approach to managing service delivery will promote continuous improvement and deliver real benefits to Defence families.

Key Responsibilities:

- Support the management of the DHA Services Agreement, including performance, compliance, and reporting.
- Identify risks, analyse trends, and resolve issues to support proactive contract management.
- Provide policy advice through research and interpretation of the ADF Pay and Conditions Manual (PACMAN) and related frameworks.
- Build and maintain strong relationships with internal and external stakeholders.
- Prepare briefs, governance papers, and contract documentation to support decision-making.
- Contribute to reforms that improve service delivery and enhance member experience. This role requires strong analytical and communication skills, sound judgement, and the ability to manage competing priorities in a complex stakeholder environment.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise 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 Directorate of Relocations and Housing (DRH) plays a vital role in supporting the Australian Defence Force (ADF) by delivering essential housing and relocation services, as well as administering the Defence Home Ownership Assistance Scheme (DHOAS). Through national contracts and strategic partnerships, we ensure Defence meets its obligations while delivering consistent, high-quality support to ADF members and their families. Within DRH, the Housing team manages the Services Agreement with Defence Housing Australia (DHA), providing governance, performance oversight, and strategic advice to ensure Defence receives value for

money and members experience reliable housing services. You will be joining a collaborative, fast-paced, and purpose-driven team that works closely with a wide range of stakeholders. Our work is diverse and impactful, offering opportunities to contribute to meaningful reform, shape service delivery, and directly support Defence capability.

Our Ideal Candidate

You are a motivated and experienced contract management professional with a strong understanding of legislative frameworks, procurement rules, and government decision-making processes. You bring initiative, attention to detail, and a commitment to delivering high-quality outcomes that support Defence capability and member wellbeing. You are also passionate about delivering outstanding service to ADF members and their families.

To succeed in this role, you will demonstrate:

- Experience managing or supporting contracts in a government or service delivery environment.
- The ability to interpret and apply policy and contractual frameworks effectively.
- Strong stakeholder engagement and communication skills.
- Well-developed organisational and problem-solving skills, with the ability to perform under pressure.
- Sound judgement, accountability, and a focus on achieving results that matter.

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	Sara Holtham, 02 4726 0332
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5D44515E-2871-195A-2948-EC9

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Defence

Vacancy VN-0766138

Department of Defence

Closing Date:Monday 02 February 2026

Guided Weapons and Explosive Ordnance
GWEO Capability Development Division

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT, Melbourne VIC
Salary	$95,187 - $108,734
Future Merit Locations	Brindabella Business Park, Melbourne
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	GWEO/09782/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=7759E1D3-3BB2-EB87-EBEE-EC90E5A7FA20

Duties

The Role

APS 6 Project Manager – Guided Weapons and Explosive Ordnance Group. As an APS 6 Project Manager, you will lead complex projects that support Australia's sovereign defence capability. Working under broad direction, you will plan, manage, and deliver outcomes in a fast-paced environment, exercising independence and sound judgment. Key duties include leading sensitive projects, solving complex problems, and engaging stakeholders to achieve strategic objectives for the Australian Defence Force. You will build and contribute to team capability while ensuring compliance with legislative and policy frameworks.

Key Requirements:

- Strong project management experience, including leadership and resource planning.
- Proven ability to manage stakeholder relationships and navigate complex issues.
- High-level problem-solving skills and adaptability in dynamic environments. Bring your leadership and expertise to a role where your skills make a real impact.

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 Guided Weapons and Explosive Ordnance Group (GWEO) is driving a top Government priority to strengthen Australia's sovereign capability.

We are growing a workforce of passionate professionals who deliver complex, high-profile projects that directly support the Australian Defence Force. These Project Manager roles support two branches within GWEO's Manufacturing Division:

- Domestic Manufacturing, including Naval Strike Missile and Joint Strike Missile manufacture and maintenance at the new Kongsberg Missile Factory in Newcastle; Uplift of Australian industry to manufacture and maintain components for guided weapons and Large Calibre Ammunition manufacture to maximise domestic component production and improve supply chains.

- Factories Operations, which oversees munitions factories producing explosives, propellants, and ammunition for Defence and international markets.

Together, these branches ensure safe, efficient operations and resilient supply chains. Joining GWEO means being part of a collaborative, innovative team that values diversity, flexibility, and professional growth. Your work will have a real impact on Australia's security and future stability. If you want to help shape the nation's defence capability, this is the team for you.

Our Ideal Candidate

We are seeking APS 6 Project Managers who thrive in dynamic, complex environments and demonstrate strong leadership and initiative. You will lead by example, build high-performing teams, and take ownership of outcomes. Exceptional stakeholder engagement skills are essential—you can communicate clearly, foster relationships quickly, and collaborate effectively across Defence, industry partners, and the APS.

You bring sharp analytical and problem-solving abilities, enabling you to make sound judgments and deliver practical solutions. Strong planning and organisational skills allow you to manage resources, risks, and timelines effectively while adapting to changing priorities. Flexibility and resilience are key attributes, ensuring you respond appropriately to evolving requirements. If you are proactive, results-driven, and passionate about contributing to Australia's defence capability, 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

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 agency.

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To Apply

Position Contact	Carolyn Keily, 02 6155 9199
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7759E1D3-3BB2-EB87-EBEE-EC

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Defence

Vacancy VN-0766149

Department of Defence

Closing Date:Wednesday 11 February 2026

NAVY
Deputy Chief of Navy

Job Title	Policy Officer
Job Type	Full-Time, Ongoing
Location	Campbell ACT
Salary	$120,303 - $135,701
Future Merit Locations	Campbell
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	NAVY/00061/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=853A378A-5DDB-017D-1D6D-EC90E7A233F4

Duties

The Role

The Directorate of Navy Governance is seeking an EL 1 Policy Author to manage and implement the Navy Governance authoring program on behalf of Navy Headquarters. The position also undertakes editorial, research and analysis tasks to support development of technical and non-technical publications across a broad range of Navy areas.

In partnership with Navy subject matter experts, the Policy Author drafts new Navy policy, frameworks and management systems. They also assist the Navy Business Management System (NBMS) business analysts with the authoring of Australian Naval Publications based on Navy's business process diagrams to ensure the processes are accessible at sea.

About our Team

Working to the Director Navy Governance, you are part of a team that is embedded in a dynamic environment, and consisting of a blended workforce of ADF and APS supporting Navy Outcome 5. The Directorate of Navy Governance team is responsible for development and maintenance of Navy's online knowledge repository for policy, governance frameworks, doctrine, process and other documentation used by Navy to achieve its mission.

Our Ideal Candidate

The ideal candidate will have a demonstrated ability to author and edit complex documents, be highly motivated, have high levels of administrative and organisational abilities, excellent time management skills, and preferably a background in Defence (or similar) policy development or publication/doctrine development.

To succeed in this role, applicants will be required to demonstrate:

- Excellent writing skills, with an ability to author complex policy, governance, systems of management and process publications in accordance with the Defence writing guidelines.
- Excellent stakeholder engagement and verbal communication skills.
- The ability to lead a team to achieve directed outcomes.
- Excellent judgement, problem solving skills and initiative.
- Ability to work independently and as part of a small, high performing team.
- Ability to handle highly 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	Fiona Henderson, 02 6132 7013
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=853A378A-5DDB-017D-1D6D-EC

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Defence

Vacancy VN-0766150

Department of Defence

Closing Date:Wednesday 11 February 2026

NAVY
Deputy Chief of Navy

Job Title	ICT Business Analyst
Job Type	Full-Time, Ongoing
Location	Campbell ACT
Salary	$95,187 - $108,734
Future Merit Locations	Campbell
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/00060/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=EDEC1ED3-5993-D3BE-713A-EC90E6DDF2A0

Duties

The Role

The Directorate of Navy Governance is seeking an APS6 ICT Business Analyst who will be required to participate in the ongoing development, update and sustainment of the Navy Business Management System (NBMS). You will be instrumental in maintaining the NBMS within Holocentric in support of Navy Library operations. You will also be a key member of a small team involved in the development and process mapping of Navy's systems of management, processes and procedures within Holocentric.

Not only will you be directly maintaining the NBMS content in Holocentric, you will also be responsible for acquiring and applying business analysis methods and techniques in order to assist other Navy stakeholders in the maintenance and development of their respective NBMS content.

Well-developed Business Analytic and project management skills are essential. Applicants will need to demonstrate experience against some/all of the key duties of the role which are:

- Maintenance and management of digital information in the NBMS.
- Assist N Library authors with understanding the business requirements when authoring Australian Navy Publications to assist with digitisation into NBMS.

- Manage N Library stakeholder engagement schedule and management activities.
- Partner with N Library authors to ensure the accurate transfer of business process diagrams to publication format to ensure accessibility at sea.
- Use your Holocentric & management skills to perform quality checking and business improvement activities.
- Develop and implement new and updated NBMS processes and products.
- Analyse stakeholder objectives and issues arising from investigations into business needs problems and opportunities within the NBMS.

About our Team

Working to the Director Navy Governance, you are part of the team that is embedded in a dynamic environment. You will be part of the Navy Library team, which manages the NBMS on behalf of the Chief of Staff Navy Headquarters. The NBMS consists of two components: a digitised policy component and a digitised process map component. These two components are linked and together form the online repository for Navy's policy, doctrine, frameworks, systems of management, orders, processes, instructions and procedures that facilitate the achievement of the Navy Mission. The N Library team is a blended ADF and APS workforce, and whilst this position is located within the process mapping component of the NBMS you will be expected to also assist with updates to the publication component during NBMS release activities if required.

Our Ideal Candidate

The ideal candidate will be highly motivated; have well developed Holocentric skills, and preferably a background in either testing, process mapping or the development of Holocentric systems.

Applicants will need to demonstrate:

- Well-developed skills with Holocentric or similar.
- Well-developed business analysis and requirements elicitation.
- Attention to detail and an ability to provide high quality digital content.
- Well-developed stakeholder engagement.
- Well-developed oral and written communication skills.
- Well-developed project support and coordination skills.
- Ability to work independently and as part of a small, high performing team; and
- 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	Tony Nguyen, 02 6115 3768
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EDEC1ED3-5993-D3BE-713A-E(

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Defence

Vacancy VN-0766151

Department of Defence

Closing Date:Monday 26 January 2026

Defence People Group
Joint Support Services

Job Title	Learning and Development Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$95,187 - $108,734
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	DPG/09676/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E9EA5FB5-C78C-179D-DD31-EC90E62976AD

Duties

The Role

We are looking for an APS 6 Learning and Development Officer to join us in a varied and dynamic workplace. The Sexual Misconduct Prevention and Response Office (SeMPRO) wants you to help us develop, evolve and deliver educational programs and workshops both face-to-face and online to influence cultural reform in Defence.

Expand your experience developing education and delivering training, within a unique environment. This is an opportunity to use innovative digital delivery platforms, to employ co-designed content creation techniques, and shape education programs.

About our Team

The Sexual Misconduct Prevention and Response Office (SeMPRO) is a small team who support individuals impacted by sexual violence, and work on the prevention of sexual violence in Defence workplaces. SeMPRO is a central resource in Defence's sexual violence cultural change initiatives. SeMPRO aims to give all personnel a clear understanding of Defence's behaviour expectations, and seeks to reduce sexual violence, by:

- Directly supporting impacted people through the 1800 SeMPRO Service;

- Training others to respond appropriately to reports and disclosures;
- Enhancing the skills and ability of leaders, commanders and managers to speak about sexual violence prevention and respond in a trauma-informed way;
- Providing debriefing services to leaders, commanders and managers to manage incidents and reduce the risk of vicarious trauma; and
- Shaping policy and providing implementation tools to Defence. The Education and Communication team within SeMPRO develops and delivers education products, online and face to face, for the entire Defence Organisation. Our tailored education initiatives are aimed at prevention and better management of sexual violence behaviours in Defence. Primarily, this is achieved through the evolution and delivery of SeMPRO's comprehensive training continuum.

Our Ideal Candidate

Our ideal candidate will be able to work creatively and under limited direction to perform and achieve complex learning and development work within an integrated workforce.

We want to hear from you if you:

- Are experienced in complex learning and development projects, ideally on a sensitive matter;
- Are confident delivering education to large and diverse audiences (APS & ADF) both face to face and virtually;
- Have a deep knowledge of adult learning principles and methodologies using best practice;
- Have an understanding of and respect for diverse perspectives, and have strong verbal and written communication skills; and
- Be comfortable to exercise initiative and judgement in the application of learning and development practices and procedures.

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 agency.

About the Department of Defence

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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	Ben Elford, 02 6265 2116
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E9EA5FB5-C78C-179D-DD31-E(

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Defence

Vacancy VN-0766164

Department of Defence

Closing Date:Wednesday 04 February 2026

Air Force
Air Command Australia

Job Title	Honours and Awards Manager
Job Type	Full-Time, Ongoing
Location	Glenbrook NSW, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - WA WA, Various locations - VIC VIC
Salary	$86,887 - $93,066
Future Merit Locations	Various locations - QLD, Various locations - NSW, Various locations - ACT, Various locations - VIC, Various locations - WA, Various locations - SA, Various locations - TAS, Glenbrook, Various locations - NT
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	AF/00023/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E12D815E-5FCD-4CD4-FAEE-EC912267F992

Duties

The Role

Are you looking for a role where your work makes a meaningful impact? This position plays a vital part in formally recognising the exceptional achievements of our military and civilian Defence members. As the Honours and Awards (H&A) Manager, you will hold primary responsibility for overseeing non-operational H&A within Air Command, ensuring quality and integrity in recognition processes. This role requires a high level of attention to detail, strong organisational skills and the ability to work autonomously in a dynamic environment.

Key responsibilities:

- Manage Air Command H&A submissions in accordance with policy and regulations.
- Interpret policy and provide expert advice to stakeholders on eligibility requirements for H&A awards.
- Compile and deliver regular statistical reports on H&A for senior-level reporting.
- Coordinate submission deadlines by communicating requirements and instructions to stakeholders.
- Prepare nomination packages for the Air Commander of Australia and ensure accurate production of certificates and medallions for presentation.

- Coordinate the review and updating of H&A Air Command policy and guidance, including Standing Instructions and H&A web content.

Requests for hybrid working arrangements (working from home) will be considered once the initial probation period ends and will be considered up to two days per week. Office location is RAAF Base Glenbrook NSW.

About our Team

This role is based within the Personnel Directorate at Headquarters Air Command, working as part of a dedicated team of approximately 20 military members.

The section delivers a broad range of functions, including:

- Category management for two military employment categories.
- Information and knowledge management.
- Employment category training and assessment.
- Honours and Awards (H&A) administration. While embedded within the Personnel Directorate, the H&A Manager operates with a high degree of autonomy, collaborating closely with Air Command units across Australia, including some overseas units.

Our Ideal Candidate

We are seeking a professional who can manage moderately complex to complex tasks with limited supervision.

The ideal candidate will demonstrate:

- Ability to organise workflow and make sound and independent decisions within their area of responsibility.
- Strong communication skills, both written and verbal, with the ability to engage effectively with stakeholders.
- Proficiency in the Microsoft Office suite (Word, Excel, PowerPoint, Outlook).
- Capacity to provide policy advice based on legislation and established frameworks.
- Skills in research, analysis and problem solving.
- Attention to detail and a commitment to delivering accurate and timely advice.
- Adaptability and the ability to work autonomously while contributing to team objectives.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	SQNLDR Lisa Davidson, 02 4579 4593
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E12D815E-5FCD-4CD4-FAEE-E

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Defence

Vacancy VN-0766171

Department of Defence

Closing Date:Sunday 25 January 2026

Capability Acquisition and Sustainment Group
Air Defence & Space Systems Division

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$120,303 - $135,701
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	CASG/08824/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=14FF7FD2-5E8A-3694-2757-E4613201CE71

Duties

The Role

Opportunity exists for enthusiastic, resilient individuals to be part of the Space 9102 Program. The Project are about to embark on some exciting activities in support of our Australian Defence Force with a focus on Wideband and Narrowband Satellite Communications and Ground and Control elements.

As an EL 1 Project Manager within the Space 9102 Program, you will be responsible for managing a multidisciplinary team under the strategic direction of the Project Director. You will provide leadership, guidance, and expert advice to support the successful delivery of complex project outcomes aligned with Defence objectives.

Your role will involve engaging with a diverse range of internal and external stakeholders, offering informed advice on operational, technical, and administrative matters. You will be expected to navigate complex issues, influence decision-making, and ensure alignment with Defence priorities.

You will demonstrate a strong understanding of relevant legislative frameworks, government processes, and Defence policy, ensuring compliance and strategic alignment throughout the project lifecycle. A key part of your responsibilities will include contributing to project controls - such as performance reporting, budget forecasting, schedule management, and risk mitigation - to ensure transparency and accountability.

Additionally, you will be expected to foster a culture of continuous improvement and professional development, both personally and within your team.

These positions require a Negative Vetting 1 (NV1) clearance with the possibility to upgrade to a Positive Vetting (PV).

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

Space 9102 is part of the Satellite Communication Systems Program Office (SATCOM SPO). SATCOM SPO manage the acquisition of Defence SATCOM requirements and sustain in-service SATCOM equipment on behalf of the Australian Department of Defence.

SATCOM SPO is part of the Space Systems Branch, which acquires and sustains SATCOM systems, and is a trusted advisor of SATCOM systems for the Australian Defence Organisation. The team comprises professionals from various disciplines including project management, engineering, commercial, and logistics. This multi-disciplinary team is composed of highly skilled and motivated Australian Public Service, Australian Defence Force and contracted personnel. The team works from Brindabella Park offices in Canberra and maintains close collaboration with other parts of Defence and other Government Agencies.

Our Ideal Candidate

The EL 1 Project Managers within the Space 9102 Program will be working in partnership with other projects across the broader SATCOM SPO. As part of this role you will be responsible for the following activities:

- Lead and manage project deliverables on time and within budget, with excellent governance and reporting to key stakeholders;

- Collaborate with cross-functional teams to define project scopes, goals, and deliverables;
- Produce and maintain project management documentation to plan, track progress, and proactively identify and mitigate risks as well as stakeholder, executive and ministerial presentations and briefs;
- Lead and be directly involved in delivery of all aspects of project activities including finance, procurement and contracts, risk, schedule, quality, workforce and industry relationships; and
- Accountable for managing and coordinating inputs from diverse team members, including providing clear and consistent communication, establishing clear performance and behavioural standards, managing performance, delegating responsibility and guiding and developing people.

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 agency.

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To Apply

Position Contact	GPCAPT David Warren, 02 4077 6767
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=14FF7FD2-5E8A-3694-2757-E46

Defence

Vacancy VN-0766185

Department of Defence

Closing Date:Wednesday 04 February 2026

Guided Weapons and Explosive Ordnance
GWEO Capability Development Division

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Albury NSW, Brindabella Business Park ACT, Melbourne VIC
Salary	$86,887 - $93,066
Future Merit Locations	Albury, Brindabella Business Park, Melbourne
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/00090/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C4DCED48-5DEB-91CC-194C-EC915DA57DAF

Duties

The Role

Guided Weapons and Explosive Ordnance Group (GWEO) is seeking highly organised APS5 Project Support Officers to contribute to Australia's sovereign defence capability. In this role, you will operate in a dynamic, delivery-focused environment, supporting complex projects that enable cutting edge capability for the Australian Defence Force.

Working as part of the Guided Weapons Manufacturing Division, you will:

- Coordinate project activities, manage inputs across multi-vendor environments, and assist with schedule, risk, budget, and reporting requirement;
- Exercise sound judgement, apply established project methodologies, and work closely with internal teams and industry partners to achieve key outcomes;
- Contribute to team capability by providing guidance, reviewing work quality, and identifying opportunities for continuous improvement.
- This role is ideal for a proactive professional who thrives in a fast-paced environment and is committed to delivering high quality project support.

About our Team

The Guided Weapons and Explosive Ordnance Group (GWEO) is driving a top Government priority to strengthen Australia's sovereign capability. We are growing a workforce of passionate professionals who deliver complex, high-profile projects that directly support the Australian Defence Force.

These roles support two branches within GWEO's Manufacturing Division:

- Domestic Manufacturing, including Naval Strike Missile and Joint Strike Missile manufacture and maintenance at the new Kongsberg Missile Factory in Newcastle; Uplift of Australian industry to manufacture and maintain components for guided weapons and Large Calibre Ammunition manufacture to maximise domestic component production and improve supply chains.
- Factories Operations, which oversees munitions factories producing explosives, propellants, and ammunition for Defence and international markets.

Together, these branches ensure safe, efficient operations and resilient supply chains. Joining GWEO means being part of a collaborative, innovative team that values diversity, flexibility, and professional growth. Your work will have a real impact on Australia's security and future stability. If you want to help shape the nation's defence capability, this is the team for you.

Our Ideal Candidate

Our ideal APS 5 Project Support Officer is a proactive, organised professional who brings sound judgement, initiative, and a commitment to supporting complex project outcomes within GWEO. You will contribute to the development and maintenance of project planning and management approaches that align with legislative, policy, and regulatory requirements. You are confident managing project administration tasks, undertaking targeted research, and drafting clear, accurate briefs for committee consideration. Strong stakeholder engagement is essential - you can understand expectations, anticipate concerns, and build productive working relationships across Defence and industry. You are a capable problem solver who applies expertise to identify practical solutions and explore alternative courses of action when challenges arise. Adaptable, detail focused, and motivated, you thrive in a dynamic environment and contribute positively to team performance.

If you enjoy supporting meaningful work that strengthens Australia's defence capability, you will excel in this role.

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	Carolyn Keily, 02 6155 9199
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C4DCED48-5DEB-91CC-194C-E

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Environment and Energy

Vacancy VN-0766156

Clean Energy Regulator

Closing Date:Sunday 01 February 2026

Corporate Communications

Job Title	Senior Production Management Officer - Communications
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$98,905 - $112,596
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation and where appropriate based on the specifics of the role.
Classification	APS Level 6
Position Number	CER 003/26
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

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

About the Branch

The Corporate Branch is responsible for delivering enabling services that support the agency delivering on its purpose and to ensure the effective and efficient operation of the agency.

The Branch facilitates the agency's compliance with legislation as a non-corporate Commonwealth entity. The volume of legislation which informs this work is significant including the *Public Governance, Performance and Accountability Act 2013, Public Service Act 1999, Work Health & Safety Act 2011,* and *Fair Work Act 2009* to name a few. In addition, there are numerous rules, instruments, policies and frameworks that build on legislation which is applicable to the agency.

The Branch delivers services across numerous disciplines being strategic communications, human resources, finance, procurement, planning, performance, parliamentary services, facilities management, security and corporate communications.

Branch Objectives

We strive for excellence in the provision of corporate services and work to contribute to meeting the objectives and KPI's contained in the Agency's Corporate Plan. In doing so we:

- frame our work and engagement against the agency's cultural anchors and risk appetite
- ensure we are responsive to business needs, think broadly and deliver cohesive, considered and impactful work
- work collaboratively across the agency contributing to high priority and strategic work to deliver positive outcomes
- build capability with a focus on leadership at all levels
- look for opportunities to implement continuous improvement that delivers efficiencies to enable our people to work on higher level tasks
- remain current on issues the agency faces including all legal and legislative obligations
- focus on effective management of human and financial resources in line with approved budgets.

About the Section

The Communications section delivers cohesive, user focused communications that support agency priorities. We bring together external and internal communications, content creation, creative studio web and channel management, to produce impactful and accessible information. Working closely with all areas of the agency and informed by data and research we translate goals into practical strategies and high-quality outputs across our communication channels. The purpose and objectives of the section are to:

- deliver strategic clear, consistent, accessible communication that builds trust and supports the agency's objectives and priorities
- provide a centralised, integrated service across content, design/creative, website & channel management which is coordinated through a business partnering and scheduling approach to ensure seamless delivery
- align communications with standards, manage risk and emerging issues, create user-focused and user informed content and digital experiences, optimise resources and continuously improve through data-driven insights
- partner with business areas to develop integrated briefs and plans and report on outcomes for continuous improvement
- design and publish brand-consistent, accessible content and creative assets that make complex information clear and engaging
- maintain governance for websites and channels, refine user experience and information architecture, and implement improvements based on performance data and feedback.

Duties

The APS6 Senior Production Management Officer plays a pivotal role in the Communications Team, ensuring the efficient and timely delivery of communication products/assets that support the Clean Energy Regulator's strategic objectives and desired business outcomes. The role acts as a master scheduler, managing production workflows, coordinating resources, and prioritising to meet evolving agency needs. The role works closely with the Communication section EL2, EL1s, Business Partners, and subject matter experts to ensure high-quality and timely outputs across all teams.

Under limited direction, the Senior Production Management Officer will:

- Collaborate with EL2, EL1s, Business Partners, and subject matter experts to plan, schedule, and manage the full delivery cycle for communication assets (from brief to publish), ensuring sequencing, hand offs and dependencies are clear across all work streams in the Communications section.
- With the EL2, run structured prioritisation and re prioritisation of tasks and provide the EL2 with evidence and operational insight in order to negotiate trade offs (scope, quality, time) constructively.
- Forecast workload and match tasks to available capacity and under direction, allocate work to resources effectively and manage production risks to maintain quality, responsiveness, and timeliness.
- Coordinate and monitor workflow and resolve bottlenecks across creative, content, website and business partnering teams to ensure alignment, timely delivery, and adherence to quality standards.
- Maintain and optimise production tools and systems (e.g. ASANA, DevOps, Adobe Creative Suite, digital publishing platforms) to support efficient production processes.
- In collaboration with Business Partners and Content teams develop and maintain content calendars and production workflows to ensure timely delivery of assets.
- Oversee the implementation of governance frameworks for production activities, including publishing standards and approval processes, to ensure compliance and content integrity.
- Troubleshoot production issues and implement solutions to maintain momentum and meet deadlines.
- Support process improvement by monitoring performance, feedback and strengthen team capability through guidance and collaboration.

Knowledge, Skills and Attributes

- Qualifications in communications, media production, project management, or a related field.
- Familiarity with government communication protocols, digital publishing, and regulatory environments.

Eligibility

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

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

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

Notes

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 agency.

About the Clean Energy Regulator

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

To Apply

Position Contact	Irmani Collis, 02 6159 3723
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Foreign Affairs and Trade

Vacancy VN-0766315

Austrade

Closing Date:Thursday 29 January 2026

Policy and Programs

Job Title	APS 6 Executive Assistant to Deputy Chief Executive Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$101,322 - $110,006
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 in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	APS Level 6
Position Number	6146
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

Austrade seeks a dynamic and collaborative APS 6 Executive to support Austrade's Deputy Chief Executive Officer (DCEO), Policy and Programs.

The Executive Assistant will work closely and collaboratively with the DCEO, their Executive Officer, and broader Austrade leadership team (and their respective support teams), to ensure the efficient and effective operation of the DCEO office

.

The successful candidate will possess strong communication and interpersonal skills, including the ability to build rapport and collaborate effectively with internal and external stakeholders.

This role requires strong communication and organisational skills and the proven ability to proactively triage and action multiple competing priorities.

This role is based in Austrade's office in Canberra. While requests for flexible work (including work from home) will be considered, the duties of the role require the employee to predominantly work in the office. During peak periods, additional hours or working outside of standard hours may be required.

Duties

- Managing the DCEO’s forward calendar and inbox, bringing priority matters to the attention of the DCEO and/or their Executive Officer.
- Managing travel bookings including approvals, visas, transport, accommodation, and supporting the Executive Officer in developing itineraries.
- Coordination of meetings on behalf of the DCEO, compiling and distributing agendas and requesting any other supporting material as necessary.
- Providing quality assurance across a range of administrative approvals (including credit card reconciliation and travel request forms), ensuring adherence to corporate policies and reinforcing a culture of compliance.
- Liaising effectively with a range of internal and external stakeholders (including the broader Executive Assistant and Executive Officer cohort), exercising judgement and professionalism to build productive working relationships.
- Maintaining sensitive information with utmost discretion at all times.
- Performing 'front of office' support functions, including meeting room set up and greeting visitors.
- Working independently with minimal supervision, including remote support as required (e.g. while the DCEO is travelling).
- Printing and collating the DCEO’s daily briefing pack and other material as required.

Eligibility

- **Australian citizenship** – our successful candidate must be an Australian citizen.
- **Security clearance** – our successful candidate is required to hold, or have the ability to obtain, and maintain at minimum a **Negative Vetting Level 1** security clearance.

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 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	Shannon Hall, 02 9392 2131
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0766209

Australian Centre for International Agricultural Research (ACIAR)

Closing Date:Sunday 31 January 2027

Job Title	ACIAR Temporary Employment Register (25/26)
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT
Salary	$80,240 - $213,952
Future Merit Locations	Canberra
Office Arrangement	Work From Home;On Site
Office Arrangement Details	While onsite attendance is required, work from home arrangements can be negotiated in accordance with our EA and operational requirements
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	TEMP
Agency Website	https://www.aciar.gov.au

Job Description

https://www.aciar.gov.au/careers/temporary-employment-register

The Australian Centre for International Agricultural Research (ACIAR) Temporary Employment Register is now open for eligible candidates to register their interest for non-ongoing employment ranging from APS level 4 to Executive level 2 depending on ACIAR's business need.

Throughout the year, ACIAR may have short-term work available on a full-time or part-time basis. The skills required and period of the non-ongoing contract will depend on the vacant position at the time based on the relevant workload demand and needs of the work areas.

Duties

This register allows us to access suitable candidates for various non-ongoing opportunities at short notice. Interested applicants will be required to complete the online application form outlining their skills and experience. ACIAR will review the information provided and if we identify a vacancy that matches your skills and experience, we will contact you.

You will be able to update or withdraw your application after it is submitted by sending an email.

Applications submitted to the ACIAR Temporary Employment Register will remain active until 31 January 2027. If you wish to remain on our register after this date you will need to reapply to the next advertised temporary register.

Eligibility

The occupant must satisfy and abide by ACIAR's security requirements, which include Australian citizenship and National Police Check. The occupant may also be required to satisfy a security assessment by the Australian Government Security Vetting Agency.

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 agency.

About the Australian Centre for International Agricultural Research (ACIAR)

The Australian Centre for International Agricultural Research (ACIAR) is a statutory agency within the Australian Government's Foreign Affairs and Trade Portfolio. It operates under the Australian Centre for International Agricultural Research Act 1982. ACIAR invests in collaborative research and knowledge-sharing partnerships to improve the livelihoods and resilience of smallholder farming, fishing and forestry communities in Africa, South Asia and the Indo-Pacific. We work with governments and institutions to grow food more efficiently, increase food system resilience, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably. Our partnerships prioritise economic, social and environmental benefits for partner countries, and contribute to the development of our international and Australian partner institutions' research, policy and leadership capabilities. Further information on our current projects, programs and priorities can be found at https://www.aciar.gov.au/. It's important to note that ACIAR are responsible for commissioning research, not undertaking research.

To Apply

Position Contact	HR, 0262170500
Agency Recruitment Site	https://www.aciar.gov.au/careers/temporary-employment-register

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Foreign Affairs and Trade

Vacancy VN-0766039

Department of Foreign Affairs and Trade

Closing Date:Sunday 15 February 2026

Diplomatic Security
Security, Portfolio, Infrastructure and Business Services Branch (SNB)
Overseas Security Infrastructure (SIS)

Job Title	APS6 - Qualified Locksmith
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$98,903 - $111,207
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	Due to operational and security requirements, the officer is required to operate full time from the office.
Classification	APS Level 6
Position Number	0637/2025
Agency Website	

Job Description

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

Applications close at 11:30pm ADST on Sunday, 15 February 2026.

An exciting opportunity exists to join the Diplomatic Security Division (DSD) to become part of our team which is integral in delivering high quality security outcomes and extraordinary results for DFAT's global network.

We are seeking qualified locksmiths with excellent judgement and a strong focus on detail, analytical and leadership skills, who are eager to deliver results.

The position will provide an opportunity to work across DFAT's global network and with domestic and international partners, driving outcomes which ensure the departments interests are protected in an increasingly complex environment

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Our Ideal Candidates

As an APS6 Diplomatic Security Officer, you will be an experienced locksmith who will be a part of a team delivering extraordinary results in security enabling functions on a global scale. You will be comfortable supporting and operating as part of a team and at times will be expected to work autonomously.. You will have demonstrated experience in security with knowledge of the Protective Security Policy Framework and have a strong record of delivering security outcomes both in Australia and to support DFAT's international network. You will be able to work with complex, sensitive and time critical security matters in a high tempo environment.

You will be able to demonstrate prioritisation and initiative, management skills, sound judgement and analytical skills, strong communication skills, including well developed writing, influencing, and negotiating skills. You will have demonstrated competency in establishing, building, and maintaining relationships with internal and external stakeholders and developing a shared sense of security with colleagues.

You will have the proven ability to engage appropriately with risk, work collegiately, with transparency and have a strong client and service delivery focus. You will demonstrate you can provide accurate, timely and considered security advice to stakeholders and clients with awareness of the broader strategic and operational impact based on relevant policies.

Successful candidates will need to demonstrate a deep understanding of, and commitment to, workplace diversity, especially around Indigenous and disability initiatives, as well as the department's Women in Leadership agenda.

All employees of the department are expected to abide by theAPS Values and Code of Conductand theDFAT Values Statement.

For further information, please refer to the Applicant Information Pack.

Duties

Your duties and responsibilities will be aligned to the relevant APS Work Level Standards.

As an APS6 locksmith security specialist you may undertake some or all the following duties:

- Provide technical advice and support to staff in Australia and overseas on physical security in line with industry best practice.
- Apply relevant policy, procedures, and legislation applicable to the role.
- Build and maintain collaborative relationships with stakeholders across the Department and with other Government agencies.
- Assist with the delivery for security projects including new security locking installations and maintenance activities.
- Prepare correspondence, project plans, installation designs, operational and technical reports, and technical security policy to inform and guide the department and its people.
- Support team outcomes and business initiatives and work well with competing priorities in line with the goals and objectives of the department to deliver effective security improvements.
- Support the team by representing the division in internal workshops, seminars, and training programs. Provide advice to external stakeholders and other government agencies on DFAT’s locksmith services.
- Display professionalism, collaboration, and trust to ensure a positive and inclusive workplace environment.

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

The department requires the successful candidate to obtain and maintain a Negative Vetting 2 level clearance security clearance (or, Negative Vetting Level 1 or Positive Vetting (PV) where positions are designated as such in the DFAT Security Framework or PV organisational chart,

respectively). Loss of a security clearance at any time may lead to termination of employment. Employment with the department can, however, commence on lower-level clearances or without a clearance, in some circumstances, and the department will work with you to facilitate this if you are successful.

Please note these roles will require specific industry qualifications like a Locksmith Trade Certificate, SCEC Approval (desirable) or Access Technician accreditation. Locksmith expertise and SCEC experience are essential, and SCEC approval and installation experience of alarms or access control systems is highly desirable. Please ensure your relevant qualifications are included in your application.

Notes

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

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	Azeem Mohammed, N/A
Agency Recruitment Site	https://www.dfat.gov.au/careers

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Foreign Affairs and Trade

Vacancy VN-0766047

Department of Foreign Affairs and Trade

Closing Date:Sunday 15 February 2026

Diplomatic Security Division
Security, Portfolio, Infrastructure and Business Services Branch (SNB)
Overseas Security Infrastructure (SIS)

Job Title	Executive Level 1, Senior Qualified Locksmith
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$123,163 - $137,768
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	Due to operational and security requirements, the officer is required to operate full time from the office.
Classification	Executive Level 1
Position Number	1109/2025
Agency Website	

Job Description

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

Applications close at 11:30pm ADST on Sunday, 15 February 2026.

An exciting opportunity exists to join the Diplomatic Security Division (DSD) to become part of our team which is integral in delivering high quality security outcomes and extraordinary results for DFAT's global network. We are seeking qualified locksmiths with excellent judgement and a strong focus on detail, analytical and leadership skills, who are eager to deliver results. The position will provide an opportunity to work across DFAT's global network and with domestic and international partners, driving outcomes which ensure the departments interests are protected in an increasingly complex environment.

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Our Ideal Candidates

As an Executive Level 1 Diplomatic Security Officer, you will be a senior experienced locksmith who can lead and be a part of a team delivering extraordinary results in security enabling functions on a global scale. You will be comfortable leading and operating as part of a team and with

autonomy. You will have demonstrated experience in security with knowledge of the Protective Security Policy Framework and have a strong record of delivering security outcomes both in Australia and to support DFAT's international network. You will be able to work with complex, sensitive and time critical security matters in a high tempo environment.

You will be able to demonstrate prioritisation and initiative, management skills, sound judgement and analytical skills, strong communication skills, including well developed writing, influencing, and negotiating skills. You will have demonstrated competency in establishing, building, and maintaining relationships with internal and external stakeholders and developing a shared sense of security with colleagues.

You will have the proven ability to engage appropriately with risk, work collegiately with transparency and have a strong client and service delivery focus. You will demonstrate you can provide accurate, timely and considered security advice to stakeholders and clients with awareness of the broader strategic and operational impact based on relevant policies.

Successful candidates will need to demonstrate a deep understanding of, and commitment to, workplace diversity, especially around Indigenous and disability initiatives, as well as the department's Women in Leadership agenda.

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

For further information, please refer to the Applicant Information Pack.

Duties

Your duties and responsibilities will be aligned to the relevant APS Work Level Standards.

As an Executive Level 1 senior locksmith security specialist you may undertake some or all the following duties:

- Lead and provide technical advice and support to staff in Australia and overseas on physical security in line with industry best practice.
- Lead, oversee and coordinate the work of locksmith team members. Assign tasks and ensure timely completion of projects.
- Apply relevant policy, procedures, and legislation applicable to the role.
- Build and maintain collaborative relationships with stakeholders across the Department and with other Government agencies.

- Assist and manage the delivery of security projects by employing project management principles and processes, including contract management, trend analysis and risk management.
- Prepare correspondence, project plans, installation designs, operational and technical reports, and technical security policy to inform and guide the department and its people.
- Drive team outcomes and business initiatives and manage competing priorities in line with the goals and objectives of the department to deliver effective security improvements.
- Represent, advocate, and negotiate on behalf of the division or department at internal and external workshops, meetings, committees, seminars, and conferences; and/or
- Provide strong leadership to inspire, motivate and develop the full potential of a diverse team of officers, ensuring a positive and inclusive workplace environment.

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

The department requires the successful candidate to obtain and maintain a Negative Vetting 2 level clearance security clearance (or, Negative Vetting Level 1 or Positive Vetting (PV) where positions are designated as such in the DFAT Security Framework or PV organisational chart, respectively). Loss of a security clearance at any time may lead to termination of employment. Employment with the department can, however, commence on lower-level clearances or without a clearance, in some circumstances, and the department will work with you to facilitate this if you are successful.

Please note these roles will require specific industry qualifications like a Locksmith Trade Certificate, SCEC Approval (desirable) or Access Technician accreditation. Locksmith expertise and SCEC experience are essential, and SCEC approval and installation experience of alarms or access control systems is highly desirable. Please ensure your relevant qualifications are included in your application.

Notes

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

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	Azeem Mohammed, N/A
Agency Recruitment Site	https://www.dfat.gov.au/careers

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Health

Vacancy VN-0765741

Aged Care Quality and Safety Commission

Closing Date:Monday 26 January 2026

Corporate
People and Culture People Capability Development

Job Title	Director - People Capability Development
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Adelaide SA, Perth WA, Hobart TAS
Salary	$141,487 - $167,513
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 office arrangements are approved on a case by case basis.
Classification	Executive Level 2
Position Number	1052_11/25
Agency Website	

Job Description

https://www.agedcarequality.gov.au/careers-commission

The People & Culture (P&C) branch delivers high quality workforce services to meet the current and predicted demands of the Commission. P&C supports the Commission to have a well-supported, highly capable, and diverse workforce that works together effectively. People & Culture is comprised of key sections including:

• Enterprise Partnering and Planning;

• People Capability Development;

• People Support and Wellbeing, Health and Safety;

• Recruitment and SES Unit;

• Operations;

• Culture, Diversity and Inclusion; and

• Employee Relations.

People Capability Development

The People Capability Development section is responsible for helping to build workforce capability across the Commission. This section helps to ensure that learning and development initiatives align with the Commission's strategic goals and regulatory objectives.

Purpose of Position

The Director People Capability Development is responsible for leading the People Capability Development section, ensuring the successful development and implementation of learning solutions, capability frameworks, and professional development programs that support the Commission's workforce.

Duties

Key Accountabilities

• Lead and coordinate People Capability uplift across the Commission to meet the objectives of Commission strategy and operational plans, reform programs, organisational capability uplift and People Strategy

• Lead and coordinate the review, update and implementation of the People Capability Framework including monitoring and status reporting

• Lead the People Capability mapping of all Commission roles, including ongoing review and update

• Lead and coordinate the development and implementation of the Regulatory People Capability Development Pathways, as part of the Reform for Better Aged Care program.

• Lead and prioritise the analysis, design, development, implementation and evaluation of all Commission learning, consistent with the APS Continuous Learning Model

• Lead the procurement of external learning support where outside the scope of the Commission

• Lead the uplift of learning development, facilitation and coaching capabilities of Commission staff

• Coordinate the Commission mentoring program

• Coordinate Staff Studies Assistance and external learning funding

Eligibility

Leadership and accountability

• Manage People Capability Development operations including budgets, contracts, procurement, and human resources.

• Lead People Capability Development staff to achieve individual and team performance objectives, aligned to the Commission’s organisational priorities.

• Build and foster collaborative relationships with key internal and external stakeholders

• Contribute to the leadership, strategic planning and performance reporting of the P&C function, and the wider Commission.

• Lead across the P&C branch by collaborating, developing others, role modelling desired behaviours, and engaging in organisational initiatives/needs

• Identify and manage workforce risks

• Actively contribute to relevant governance committees and/or working groups

Key Capabilities

• Highly developed leadership and management skills, including the ability to lead a team in a dynamic environment and foster a positive and supportive team culture.

• Highly developed ability to lead the development and implementation of policy frameworks related to People and Culture and/or learning

• Advanced knowledge of people capability and learning development methodologies and their practical implementation

• Ability to manage operational budgets

• Ability to lead procurement of learning, project and capability uplift services from external suppliers.

• High standard of oral and written communication within the APS context or similar.

• Ability to effectively manage interpersonal relationships with respect and communicate with influence with internal and external stakeholders.

• Ability to manage multiple concurrent programs of work including the ability to set priorities, meet deadlines, work effectively under pressure and work collaboratively with other staff in the Commission.

Qualifications and Experience

• Tertiary qualifications in HR and/or leadership and experience working and leading a learning and development team are highly desirable

Notes

- Salary offered will be between **$141,487 - $167,513** per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.

- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps

- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.

- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than 600-words, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **11:30pm, Monday 26th January, 2026 AEDT.**

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

Specific questions about the roles can be directed to Emma Connell by emailing emma.connell@agedcarequality.gov.au with Position title in the subject line.

Diversity and Inclusion

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

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

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

We provide reasonable adjustments such as access, equipment or other practical support at relevant stages of the recruitment process. Please email recruitment@agedcarequality.gov.au if you need any adjustments made.

Further information:

For further information about the Quality Commission, office locations and other related resources, please visit https://www.agedcarequality.gov.au

For more information on the Australian Public Service, please visit http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factshe and http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code.

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 agency.

About the Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission (the Commission) was formed on 1 January 2019. We work to improve the lives of older people by maintaining the integrity of the aged care system. As the single independent regulator of Australian Government

aged care services, we offer a variety of interesting and challenging jobs across most capital cities. It is an exciting time to join the Aged Care Quality and Safety Commission, with major reforms underway to improve aged care in Australia. You will be contributing to our role as the national regulator to safeguard and protect older Australians receiving aged care services.

To Apply

Position Contact	Emma Connell, 0481901129
Agency Recruitment Site	https://www.agedcarequality.gov.au/careers-commission

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Health

Vacancy VN-0766127

Aged Care Quality and Safety Commission

Closing Date:Monday 26 January 2026

Corporate
Digital Digital Enablement Services

Job Title	Assistant Director, Digital Automation Lead
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$118,588 - $135,251
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 including work from home arrangements are negotiated on a case by case basis.
Classification	Executive Level 1
Position Number	20050192
Agency Website	

Job Description *https://agedcarequalitycareers.nga.net.au/?jati=7C44FB12-9C37-5FDF-5102-EC90AD18A3A9*

About the Team

The Digital Enablement Services Team are responsible for supporting and ensuring the reliable and efficient functioning of the Commission infrastructure and services, by optimising performance, enhancing security, integration and supporting the delivery of services to the Commissions users. The Digital Automation Lead leads the end-to-end automation lifecycle, from strategy and discovery through design, implementation, and governance. They act as a bridge between digital teams and any other stakeholders who define the processes or build the solutions, ensuring that automation opportunities are delivered with speed, quality, and security.

About the Role

The Digital Automation Lead drives the Commission's digital modernisation by identifying, designing, and implementing in collaboration with Digital teams' automation solutions that improve efficiency, accuracy, and scalability across Digital tasks and processes.

The role is as both a strategic and technical leader for the automation ecosystem, with a particular focus initially on Workato as the enterprise automation platform. Ensuring that automation aligns with team goals, integrates seamlessly with existing systems, and delivers measurable value.

Duties

- Automation Leadership
- Workato Automation
- Automation Design & Delivery
- Governance, Quality, and Compliance
- Innovation and Continuous Improvement

Eligibility

To be successful in this role you will need to demonstrate the following:

- Skilled in discovery, design, development, and support of automations as part of end-to-end lifecycle management building an automation portfolio.
- Digital transformation mindset that understands how automation drives and evolves the Digital landscape and the change associated with automation adoption, readiness, and engagement.
- Experienced co-creator who demonstrates cross-functional collaboration to create automation solutions.
- Strong coach and mentor for teams and citizen Automator's for guiding best practices and building a culture of innovation and learning.
- Proven leader who drives an Automation Centre of Excellence, setting standards, templates, and reusable tools.

- Workato knowledge of recipe design, connectors etc. to be able to build scalable, reusable, and secure automations.

Notes

- Salary offered will be between $118,588 - $135,251 per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than 600-words, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **26 January at 11:30PM (AEDT).**

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

Specific questions about the roles can be directed to Linda Newman by emailing Linda.Newman@agedcarequality.gov.au with Position title in the subject line.

Diversity and Inclusion

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

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

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

We provide reasonable adjustments such as access, equipment or other practical support at relevant stages of the recruitment process. Please email recruitment@agedcarequality.gov.au if you need any adjustments made.

Further information:

For further information about the Quality Commission, office locations and other related resources, please visit https://www.agedcarequality.gov.au

For more information on the Australian Public Service, please visit http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factsheet-4 and http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code.

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 agency.

About the Aged Care Quality and Safety Commission

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

To Apply

Position Contact	Linda Newman, 02 9633 3262
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=7C44FB12-9C37-5FDF-5

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Health

Vacancy VN-0766219

Aged Care Quality and Safety Commission

Closing Date:Thursday 29 January 2026

Corporate
People and Culture Operations

Job Title	Senior Data and Analytics Advisor
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC, Perth WA, Hobart TAS, Adelaide SA
Salary	$96,503 - $108,869
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible office arrangements are approved on a case by case basis.
Classification	APS Level 6
Position Number	007_01/26
Agency Website	

Job Description

https://www.agedcarequality.gov.au/careers-commission

About the Team

The People and Culture Operations team are responsible for providing the Pay and Conditions, Service Desk and Workforce Data and Analytics support and advice for the Aged Care Quality and Safety Commission (ACQSC). This is achieved through the management and resolution of requests received via our service desk tool, and ongoing data quality and assurance. The function also manages the key relationship with our Shared Services Provider. The team are responsive, trusted and reliable partners who provide valued advice and services to staff at all levels.

About the Role

The role of the Senior People and Culture Advisor, Workforce Data and Analytics is to lead and manage the Commission’s establishment and position administration function.

Duties

- Collect and compile HR metrics and data from a variety of sources including the human resource information system (HRIS) and SAP Workforce. Investigate and analyse data to identify errors and systems issues and work with relevant areas to implement remedial action which continually improves data reliability and quality.
- Accountable under limited direction to perform complex establishment, position management and transactional work within an integrated workforce.
- Responsible for organizing the workflow and for making independent decisions related to their area of responsibility
- Liaise extensively with stakeholders, ensure data quality, and provide timely procedural, clerical and administrative support to achieve team objectives.
- Manage audit, control and quality improvement processes with respect to all aspects of SAP and their application to facilitate data integrity and security.
- Provide verification of and ensure the accuracy of, all external, executive level and other major reports, including the Workforce Profile.
- Create detailed documentation and support materials including standard operating procedures, process maps, business requirements, functional specifications of data queries and datasets etc as required

Risk Accountabilities:

- Apply quality assurance, validation and data linkage in the context of business needs whilst identifying and embedding relevant and potentially new sources of data
- Respond to requests for information and advice while balancing competing demands to ensure objectives are achieved.
- Provide concise advice in a dynamic and complex working environment where users may not understand the context, assumptions and caveats associated with workforce data analysis.
- Managing highly sensitive and personal information in line with the APS Code of Conduct

People Accountabilities:

- Provide assistance to other members of the Workforce Data and Analytics team and supervision of external staff members (in limited circumstances as required)

Eligibility

To be successful in this role you will need to demonstrate the following:

- Proficient with Microsoft Office Suite with the ability to prepare and deliver presentation for senior leadership.
- Advance excel skills utilizing complex formulas, data visualization to analyze large and disparate datasets and create dynamic reports for data manipulation and business insights.
- Ability to leverage various MS Office tools and channels to tailor information to the specific needs of the audience to ensure broad reach, targeted communication, and increased engagement with different stakeholders.
- Experience in managing data in a complex and changing environment and strong analytical and problem-solving skills.
- Demonstrated attention to detail to ensure accuracy of distributed and published results.
- Excellent communication skills at all levels and working as part of a team, ability to collaborate and contribute to data usage education and enablement of stakeholders.
- Strong organizational, time management and planning skills to handle competing demands and high workloads without compromising quality.
- Strong understanding in the use of Power BI will be well regarded.

Notes

- Salary offered will be between **$96,503 - $108,869** per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than 600-words, including what strengths you would bring to the role, and a copy of your CV.

- Please complete the application and submit by **11:30pm Thursday, 29th January 2026 AEDT.**
- Follow our guidelines for candidate use of Artificial Intelligence (AI) throughout the recruitment process.

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

Specific questions about the roles can be directed to Swetha Manda by emailing Swetha.Manda@agedcarequality.gov.au with Position title in the subject line.

Diversity and Inclusion

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

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

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

We provide reasonable adjustments such as access, equipment or other practical support at relevant stages of the recruitment process. Please email recruitment@agedcarequality.gov.au if you need any adjustments made.

Further information:

For further information about the Quality Commission, office locations and other related resources, please visit https://www.agedcarequality.gov.au

For more information on the Australian Public Service, please visit http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factshe and http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code.

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About the Aged Care Quality and Safety Commission

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

To Apply

Position Contact	Swetha Manda, 02 8831 1125
Agency Recruitment Site	https://www.agedcarequality.gov.au/careers-commission

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Health

Vacancy VN-0766230

Aged Care Quality and Safety Commission

Closing Date:Sunday 01 February 2026

ACQSC Complaints Commissioner Division
Intake and Complaints Assessment Allocation and Resolution Team, Regional Resolution Teams

Job Title	Senior Complaints Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Surry Hills NSW, Perth WA, Hobart TAS, Melbourne VIC
Salary	$96,503 - $108,869
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	1017_11/25
Agency Website	

Job Description

https://agedcarequalitycareers.nga.net.au/?jati=48EF4934-9D07-6452-E996-EC90ADD01569

About the Team

The Intake and Complaints work with people receiving aged care services, their supporters and service providers to resolve concerns and make positive improvements for people receiving aged care. The Complaints section is part of Intake and Complaints which supports managing risk, complaint resolution, sharing intelligence and where required, an integrated regulatory response.

About the Role

Senior Complaints Officers are focused on making positive improvements for people receiving aged care, their supporters and service providers Senior Complaints Officers use a range of techniques to resolve complaints in a timely and effective manner, such as desk-based investigations, facilitated discussions and meetings or site visits. Our complaints teams aim to resolve complaints in an impartial manner, achieving positive outcomes for older people, improving their aged care experience.

Senior Complaints Officers have a strong customer outcome focus, with the resilience and confidence to liaise with internal and external stakeholders in all cases, from daily interactions to complex and contentious matters.

The incumbent may be appointed as an Authorised Commission Officer (ACO) and exercise regulatory powers under the Aged Care Act 2024, subject to meeting all statutory and eligibility requirements. The regulatory powers and appointment of an ACO are governed by the Aged Care Act 2024.

Duties

- Work with complainants, people receiving care, their supporters and service providers to identify concerns and develop options to achieve resolution.
- Analyse and interpret information presented to you including identifying, prioritising, escalating and managing risks within your caseload.
- Contribute to the overall objectives and outcomes of your team, including meeting legislated and other key performance indicators.
- Positively contribute to the work of your team by sharing ideas, offering support and collaborating on key tasks.
- Manage high caseloads involving complex and sensitive subject matter and competing priorities.
- Have difficult conversations with stakeholders including aged care recipients, their supporters and service providers
- Accurately record information including, detailed file notes, risk assessments, referrals, recommendations and escalation briefs.
- Produce high quality correspondence for complainants, people receiving care, their supporters and service providers. Correspondence needs to be person centred, as well as meeting the principles and requirements of administrative decision making.
- Exercise delegations and functions relevant to the Commission’s complaint resolution scheme.
- Be allocated duties that may not be specifically mentioned in the position description, that are within the capacity, qualifications and experience normally expected from persons occupying positions at the APS6 classification.
- Hold or be eligible to obtain, appointment as an Authorised Commission Officer (ACO) to undertake field-based duties, subject to meeting all statutory and eligibility requirements.

Eligibility

To be successful in this role you will need to demonstrate the following:

- High level analytical and problem-solving skills, the ability to assess and manage risk, work within legislative requirements, make impartial recommendations.
- A strong understanding of the principles of administrative decision making.
- A strong understanding of the aged care sector and the ability to interpret, understand and apply, or to quickly acquire knowledge of relevant legislation, including the Aged Care Act 2024 and Aged Care Quality Standards.
- Excellent written and verbal communication skills including the ability to write comprehensive evidence-based recommendations and reasons for decisions tailored to your audience.
- Manage interpersonal relationships with respect and work within your team to accomplish organisational goals.
- Well-developed time management skills to thrive in a busy environment ensuring your case load and competing priorities are actioned appropriately.
- Strong stakeholder engagement skills and the ability to maintain productive working relationships.
- Identifying broader factors, trends and influences that may impact on the team’s objectives.
- Publicly represent the commission, acting professionally (including adhering to APS Values & Code of Conduct) and operating within the boundaries of organisational processes and legal and public policy directions.

- Ability to obtain Authorised Commission Officer approval in line with Commission policy and to meet obligations in respect of statutory powers, suitability requirements and responsibilities associated with field-based duties.

Role specific requirements

- Required to provide evidence of seasonal influenza and COVID 19 vaccinations
- Attend the required induction programme, a portion of which will be on site over consecutive weeks

Desirable skills, experience and qualifications

- Experience in complaints management, dispute resolution, legal, aged care, clinical experience, or financial experience (including with financial fee structures of aged care providers) is desirable but not mandatory.

Notes

- Salary offered will be between $96,503- $108,869 per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the possibility of extension to a maximum of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than **600-words**, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **11:00 pm (AEDT) on Sunday, 1 Feb 2026**.

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

Specific questions about the roles can be directed to ICRG support by emailing ICRG.Support@agedcarequality.gov.au with Position title in the subject line.

Diversity and Inclusion

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

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

We provide reasonable adjustments such as access, equipment or other practical support at relevant stages of the recruitment process. Please email recruitment@agedcarequality.gov.au if you need any adjustments made.

Further information

For further information about the Quality Commission, office locations and other related resources, please visit https://www.agedcarequality.gov.au

Follow our guidelines for candidate use of Artificial Intelligence (AI) throughout the recruitment process.

Please note that the Commission does not allow the use of AI in performing the duties of the role outlined in the candidate pack.

For more information on the Australian Public Service, please visit http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factsheet-4 and http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code.

About the Aged Care Quality and Safety Commission

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To Apply

Position Contact	ICB support, ICRG.Support@agedcarequality.gov.au
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=48EF4934-9D07-6452-E9

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Health

Vacancy VN-0766083

Australian Institute of Health and Welfare

Closing Date:Monday 26 January 2026

Information Communications Technology Group Chief Information Technology Office

Job Title	EL1 - ICT Delivery and Project Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$119,501 - $133,305
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	Executive Level 1
Position Number	190_12/25
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 including study assistance

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people(s), 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

From 1 December 2025 AIHW's organisational structure will change. The Corporate Strategy and Performance Division will be home to all AIHW corporate services. The Information and Communications Technology Group (ICTG) will be part of the Corporate Strategy and Performance Division.

The ICTG is looking for an EL1 Delivery and Project Manager who will work in the IT Business Development and Delivery Unit. Given our work revolves around information and statistics and the presentation of statistics to promote better health and wellbeing, our projects have a significant dependency on data and ICT.

Your main responsibilities will be to lead and manage delivery of projects to achieve business outcomes, from initiation through to closure, under the Institute's project management framework and in collaboration with business areas. You will be supported by business analysts, technical experts, and subject matter experts to deliver projects. To succeed in this role, you will have an excellent track record of delivering large and complex projects, be a great communicator and a team player. You will ideally have at least 5 years' experience in leading and managing delivery of projects and initiatives to deliver business outcomes in ICT and/or data driven organisations.

Under limited direction, you will be responsible for:

- Leading delivery and managing projects with significant ICT and data components, including delivery of business outcomes and benefits, scope boundaries, schedules, quality and budgets.
- Coordinating teams to enable project delivery and transition into service.
- Developing project documentation and reporting progress on delivery
- Managing relationships and communicating effectively with all project stakeholders, overcome obstacles to delivery through collaboration, communication, problem solving and negotiation
- Overseeing procurements and tenders and managing contracts resulting from procurement as they relate to project delivery
- Identifying and managing risks and overseeing the implementation of risk mitigation plans
- Conducting project reviews and creating reports for executive staff and project boards.
- Developing, monitoring and reporting on Key Performance Indicators which measure the success of the delivery of projects.

Eligibility

- 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:

- 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.
- 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 agency.

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Oleg Volguine, 02 6249 4760
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0766203

Australian Radiation Protection and Nuclear Safety Agency

Closing Date:Monday 26 January 2026

Radiation Health Services Radiation Research and Advice

Job Title	Science Officer (Non-Ionising Radiation)
Job Type	Full-Time, Ongoing
Location	Yallambie VIC
Salary	-
Future Merit Locations	Yallambie
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	13729
Agency Website	https://www.arpansa.gov.au/

Job Description

https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTI0MzQ0Nzc1NTEwOTI-MS9lZ(

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

The Radiation Research and Advice Section sits within the Radiation Health Services Branch and is responsible for assessing the levels and health risks of ionising and non-ionising radiation exposure from natural and artificial sources to people and the environment. This involves providing advice, underpinned by health impact assessments and expert knowledge, to international bodies, Commonwealth departments and agencies, State and Territory regulators, industry and members of the public.

The Section is also responsible for the Government’s Electromagnetic Energy (EME) Program which aims to promote health and safety, and address misinformation about EME emissions. The EME program provides the public with clear, reliable and reputable information on new EME based technologies like 5G, and advice on how to use this technology safely. ARPANSA supports this vision by delivering evidence-based scientific advice on EME and health.

Why work for us?

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

Duties

In this role you will, under limited direction, perform a range of moderately complex scientific tasks related to non-ionising radiation exposure. These tasks will include a focus on risk and health assessment from non-ionising radiation while also providing support to the activities and research of the EME Program. In this role, you will also be responsible for undertaking research on ultraviolet (UV) and electromagnetic radiation measurement, dosimetry, and health. You will liaise with other sections and external stakeholders to facilitate cross-agency or multi-agency activities. You will work closely with other staff within the Radiation Research and Advice Section to ensure that advice provided on radiation exposure is based on the latest scientific knowledge and national and international best practice.

Key accountabilities

- Plan, conduct, and lead specialist research and analysis of non-ionising radiation exposure with a focus on ultraviolet and electromagnetic radiation, and contribute to the research and activities of the EME program;
- Perform safety assessments, radiation dose assessments and health impact assessments;
- Contribute and participate in relevant committees for the development of Codes and Standards for radiation protection;
- Assist in work performed in ARPANSA’s EME laboratory including the calibration of instruments, dosimetry investigations and other metrological assessments;
- Contribute to the development of information material on non-ionising radiation exposure including scientific publications, reports to government and website content;
- Be an active member of ARPANSA’s Talk to a Scientist program which responds to enquiries from industry and members of the public;
- Contribute to ARPANSA’s radiation literature program, which reviews literature related to radiation and health that may be of interest to the general public;
- Maintain accurate records of work performed and results obtained, and support the preparation of associated guidance documents and technical reports.

Eligibility

To be considered for this position, you will possess tertiary qualifications in a relevant branch of science or engineering from an Australian educational institution or comparable overseas qualifications or other alternative qualifications and experience appropriate to the duties. Previous experience with ultraviolet and/or electromagnetic radiation research is highly desired.

You will have well developed interpersonal skills and the ability to contribute effectively in a team environment, sometimes in a leading role, together with the ability to liaise with all levels of staff,

clients and members of the general public. You will have the ability to consistently perform efficiently and effectively at a high level and the demonstrated ability to make well balanced and informed decisions.

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

Selection criteria

1. Demonstrated ability to undertake and lead scientific tasks associated with non-ionising radiation exposure.
2. Demonstrated strong analytical and problem-solving skills to draw accurate conclusions based on evidence.
3. Demonstrated strong organisational skills and the ability to manage competing priorities to ensure high quality outputs for the team.
4. Proven ability to work collaboratively and build and sustain positive relationships with team members and a range of key stakeholders.
5. Ability to communicate with influence, and prepare high-level written reports.

Eligibility

Employment with ARPANSA is subject to:

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

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

Notes

How to apply

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

- Key accountabilities
- Job specific capabilities
- Selection criteria.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme applicants who choose to apply under the scheme will be invited to participate in further assessment activities for the vacancy, where they meet the minimum requirements for the position. ARPANSA will provide reasonable adjustments or flexibilities in the recruitment process as requested. For more information visit: https://www.apsc.gov.au/recruitability

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About the Australian Radiation Protection and Nuclear Safety Agency

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

To Apply

Position Contact	Sarah Loughran, 03 9433 2334
Agency Recruitment Site	https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaW

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Health

Vacancy VN-0766168

Food Standards Australia New Zealand

Closing Date:Thursday 31 December 2026

various

Job Title	Temporary Register 2026
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Majura ACT
Salary	-
Future Merit Locations	Majura
Office Arrangement	Hybrid
Office Arrangement Details	Flexibility to work from home some of the time
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	various
Agency Website	https://www.foodstandards.gov.au

Job Description

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

Duties

Food Standards Australia New Zealand (FSANZ) is seeking highly motivated people to fill temporary (non-ongoing) roles. At FSANZ we don't just set food standards - we shape the future of food safety for Australia and New Zealand. You will be a part of an organisation whose work directly protects consumers, supports industry and strengthens international trade.

We are seeking to build a register of people interested in temporary (non-ongoing) employment opportunities in various roles and levels. Vacancies may be in the following areas at the APS 1-6 Levels and Executive Levels 1-2.

- Accounting and Finance
- Administration
- Communication

- Economic and Statistics
- Human Resources
- ICT
- Legal
- Medical and Health Science
- Regulation
- Research
- Science and Technical
- Social Science

For further information about employment opportunities and remuneration can be found on our website.

Eligibility

To be eligible for employment at FSANZ, applicants should:

- hold Australian citizenship
- be willing to undergo an Australian police check
- be willing and eligible to obtain a security clearance to the level applicable to the position (if relevant).

Notes

Please indicate what classification(s) and area of interest you would like to be considered for.

As temporary vacancies arise during the year, your application may be shared with the relevant business areas to consider whether your skills, experience and qualifications align with the available positions. The hiring manager may contact you to discuss your application further and details of the vacant position.

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	Human Resources, 02 6228 8226
Agency Recruitment Site	https://www.foodstandards.gov.au/careers

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Home Affairs

Vacancy VN-0766147

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 01 February 2026

Chief Operating Officer
Intelligence and Information Systems Chief Information Officer

Job Title	Infrastructure and Network Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$94,563 - $105,909
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	APS Level 6
Position Number	6357_12/25_IIS
Agency Website	https://www.acic.gov.au/

Job Description

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

The APS6 Infrastructure and Network Engineer is a generalist technical role within the Infrastructure Operations section of the Chief Information Officer Branch at the Australian Criminal Intelligence Commission (ACIC). This role supports the delivery and maintenance of secure, high-availability ICT services across desktop, server, and network environments.

Working under the direction of the Assistant Director, Server Operations, the successful candidate will provide hands-on support for end-user devices and applications (including bespoke systems), assist with server maintenance, and contribute to the stability and performance of ACIC's network infrastructure. This role is ideal for a technically capable professional who enjoys variety and is eager to learn and adapt in a dynamic environment.

This position is based in Canberra and supports ACIC's mission to make Australia hostile to criminal exploitation by ensuring the resilience and integrity of its network infrastructure.

Duties

As an Infrastructure and Network Engineer, you will:

- Provide hands on support for end-user devices and applications (including bespoke systems).
- Assist with server maintenance, and contribute to the stability and performance of ACIC's network infrastructure.
- Assist with troubleshooting, performance tuning, and contributing to the continuous improvement of network services in alignment with the agency's operational and security requirements.

Your skills and capabilities

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

- Technical Breadth: Experience supporting Windows desktop environments, RHEL and Windows Server platforms, and basic network troubleshooting (e.g., switch port tracing, firewall rules, DNS/DHCP).
- Problem Solving: Ability to diagnose and resolve issues across multiple technology domains, including bespoke software applications with limited documentation.
- Service Orientation: Familiarity with ITIL-aligned service management processes, including incident, change, and problem management.
- Communication and Collaboration: Strong interpersonal skills and the ability to work effectively with internal stakeholders, vendors, and partner agencies.
- Security Awareness: Understanding of the Information Security Manual (ISM) and Essential Eight maturity model.

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	Darren, 0408392342
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0766152

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 01 February 2026

Chief Operating Officer
Intelligence and Information Systems Chief Information Officer

Job Title	Senior Infrastructure and Network Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$117,662 - $141,853
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6354_12/25_IIS
Agency Website	https://www.acic.gov.au/

Job Description

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

The EL1 Senior Infrastructure and Network Support Engineer is a senior technical specialist role within the Infrastructure Operations section of the Chief Information Officer Branch at ACIC. This role provides advanced support and guidance across desktop, server, and network environments, ensuring the agency's ICT infrastructure remains secure, resilient, and fit-for-purpose.

The successful candidate will work independently and collaboratively to resolve complex technical issues, contribute to infrastructure uplift initiatives, and support the onboarding and sustainment of bespoke software platforms. This role is ideal for a highly experienced generalist who thrives in a hands-on environment and is committed to service excellence.

This position is based in Canberra and supports ACIC's mission to make Australia hostile to criminal exploitation by ensuring the resilience, integrity, and strategic evolution of its network infrastructure.

Duties

As an Infrastructure and Network Engineer, you will:

- Provide advanced support and guidance across desktop, server, and network environments, ensuring the agency's ICT infrastructure remains secure, resilient, and fit-for-purpose.
- Work independently and collaboratively to resolve complex technical issues.
- Contribute to infrastructure uplift initiatives.

- Support the onboarding and sustainment of bespoke software platforms.

Your skills and capabilities

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

- Advanced Technical Capability: Deep experience supporting enterprise desktop environments, RHEL and Windows Server platforms, and network infrastructure (e.g., Cisco, Fortinet). Proficiency in troubleshooting complex issues across multiple domains is essential.
- Infrastructure Uplift and Automation: Experience contributing to infrastructure improvement projects and using automation tools to streamline operations.
- Service Management Expertise: Strong understanding of ITIL-aligned service management practices, including incident, problem, and change management.
- Cross-Domain Collaboration: Ability to work effectively with internal teams, vendors, and partner agencies to deliver secure and reliable ICT services.
- Security and Compliance: Familiarity with the ISM, Essential Eight, and secure system design principles.

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

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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	Darren, 0408 392 342
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0765833

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data
Data Strategy and Collections

Job Title	Director, Multiple Opportunities - Data Governance, Data Strategy and Delivery
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Brisbane QLD
Salary	$144,299 - $170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC is hiring two positions to join the Data Strategy and Collections branch, where our focus is strengthening the agency's enterprise data governance strategy, and maximising the value of our data in achieving regulatory and intelligence priorities This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

These Director roles offer a unique opportunity to help shape major enterprise shifts and uplift data culture and literacy across AUSTRAC. As a key data leader of the Data Division, your specialist data expertise and oversight across data capability initiatives will cultivate AUSTRAC's data governance strategy and culture.

Be part of our transformation journey as we evolve into a world leading data-driven, digital agency in financial regulation and intelligence. If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and are eager to make a meaningful impact we encourage you to apply.

Director, Data Strategy and Delivery

You will be responsible for the coordination, alignment and delivery of AUSTRAC's strategic data capability initiatives to support data integrity, continuous enhancement and seamless integration. Your role is critical in ensuring high-quality, consistent data is available within AUSTRAC's regulatory and intelligence functions. You will influence and guide various stakeholders in integrating data outcomes in portfolio projects, while instilling best practice data governance and management principles. As a decisive and people-focussed leader, you will nurture a high-performing team of data professionals to deliver high-quality, operational data capabilities which are critical to support AUSTRAC's regulatory and intelligence operations.

Key duties include:

- Design, develop and maintain AUSTRAC’s data initiatives and plans to ensure accurate and consistent data is available for AUSTRAC’s regulatory and intelligence functions.
- Product management of strategic data initiatives to align with AUSTRAC’s Reform and Transformation priorities, ensuring effective risk managemnet, governance pracices and sustainability.
- Lead cross-functional teams to design and deliver data plans and other strategic initiatives within cloud-based data integration architectures—including ETL and streaming processes, APIs, and data warehouse systems, and facilitate the democratisation and sharing of data with internal and external partners.
- Collaborate with various stakeholders to elicit business needs and design strategic data solutions that enable their use in analysis, business intelligence, and data science; overseeing the translation of these into data plans, projects, and initiatives.

Director, Data Governance

Your focus will be establishing and ensuring adherence to AUSTRAC's data governance frameworks, with the goal of optimising the use and flow of data whilst ensuring our data is safe and secure. Your role will be pivotal in managing controls to drive actionable data for intelligence, regulatory operations, and corporate needs. You will serve as a point of escalation for governance, data quality and protection issues and will work closely with agency leadership to improve the quality and value of core data assets. As a trusted, governance leader, you will build agency-wide understanding of data governance and lead a high-performing team to embed these practices across the agency.

Key duties include:

- Lead the design, implementation and continuous improvement of AUSTRAC’s enterprise data governance framework, including AI governance and assurance activities, ensuring alignment with whole-of-government requirements and responsible use of AI and automated systems.
- Oversee stewardship and data lifecycle practices across the agency to ensure data is well managed, high quality, and fit-for-purpose.
- Oversee the AI Impact Assessment process and provide strategic advice on emerging data and technology risks.
- Oversee governance of AUSTRAC’s data sharing arrangements, MOUs and access frameworks to ensure compliance with legislative and policy obligations.
- Represent AUSTRAC in whole-of-government data governance forums and contribute to cross-agency initiatives that require coordinated data management and policy alignment.

- Prepare high-quality briefings, plans and risk assessments for senior executives and governance committees, and support uplift in data literacy and responsible data practices across AUSTRAC.

For a complete list of the capabilities we're looking for, please refer to the Candidate Pack in the AUSTRAC Job listing.

Duties

Key Capabilities for success

As Director, Strategy and Delivery, you will be expected to demonstrate the following:

- Strong expertise in modern contemporary data architecture and management practices, data integration, processing and engineering techniques.
- Proven track record in delivering large-scale data and analytics solutions through transformation.
- Significant Project management and agile delivery experience.
- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

As Director, Data Governance, you will be expected to demonstrate the following:

- Demonstrated experience leading data governance initiatives (e.g. data catalogues, frameworks).
- Strong expertise in data quality principles and experience using workflow automation and digital tools (e.g. SharePoint, Power Automate).
- Proven ability to apply governance and assurance principles to data assets, including identifying and managing data-related risks, establishing clear accountability, and ensuring alignment with legislative, policy, and organisational requirements.
- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 2 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural

backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

Notes

AUSTRAC is conducting bulk recruitment for Data roles across a range of teams. This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. 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 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	Louise, 0427 508 769
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0765944

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Regulation
Regulatory Operations

Job Title	Senior Officer & Senior Analyst, Research, Compliance and Regulation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT, Haymarket NSW, Docklands VIC, Brisbane QLD
Salary	$90,411 - $115,406
Future Merit Locations	Barton, Haymarket, Docklands, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 5;APS Level 6
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunities

We are seeking applications from a diverse range of experienced individuals to fill several positions across the Risk and Insights section. This recruitment process will be used to fill both ongoing and non-ongoing vacancies, and build a merit pool for future roles over the next 18 months.

The Risk and Insights section within the Regulatory Operations Branch leads AUSTRAC's triage, regulatory insights, and vetting capabilities. We influence the compliance of more than 19,000 Australian businesses with their obligations under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act).

We are seeking applications from a diverse range of experienced individuals to fill several positions across Risk and Insights section. This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

About the teams

You'll be joining high-performing teams where your work will mitigate risks, and your insights will shape the strategic direction of the Regulation Division. You'll work with passionate, like-minded colleagues who share your drive in safeguarding Australia from financial crime. We have several key roles available, across the following three areas. You will be prompted to select your areas(s) of interest, upon application.

Regulatory Insights

Regulatory Insights conduct analysis that proactively identifies and assesses trends, vulnerabilities and new and emerging risks within AUSTRAC's regulated population. To achieve this, the team produce regulatory insights assessments that inform and support regulatory operations and other activities across the agency.

Vetting

Our Vetting team review and assess applications for registration on the Remittance Sector and Digital Currency Exchange Registers, as well as maintaining the Registers and Reporting Entities Roll.

Monitoring and Triage

Monitoring and Triage is the central team in Regulatory Division for receiving matters of potential non-compliance, assessing the risk, and shaping a regulatory response to potential non-compliance, which we undertake collaboratively with our partners.

Duties

Depending on the role, you may be responsible for:

- Maintaining an understanding of risk based, intelligence led regulation and its application in various industry sectors and alignment with the regulatory operating model.
- Using AUSTRAC’s information gathering powers to collect intelligence and make evidence-based recommendations and decisions on how to respond to non-compliance.
- Developing and maintaining an understanding of the AML/CTF Act, associated rules, and AUSTRAC’s processes, guidelines, and regulations.
- Undertaking research and analysis to identify risks, trends and emerging issues relevant to AUSTRAC’s regulatory environment.
- Information collection, data extraction, collation, and analysis of AUSTRAC and other information and data, to inform and enable operational and strategic outcomes.
- Leading the initiation, production, and coordination of high quality written assessments for a range of stakeholders, including development of response options to complex regulatory challenges.
- Developing and maintaining productive relationships with internal and external stakeholders at all levels, including AUSTRAC staff, government agencies, and regulated entities.

- Developing initiatives that encourage positive behaviour and support regulated entities to meet their obligations under the AML/CTF Act.
- Contributing to the development of solutions to AUSTRAC's regulatory challenges, including strengthening regulatory capability.
- Researching, interpreting and applying legislation to complete regulatory matters.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- You will require an AGSVA Baseline Security Clearance, with the ability to obtain and maintain a Negative Vetting 1 clearance in future.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. 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 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	Doug R, (07) 3838 0143
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0765948

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Regulation
Regulatory Operations

Job Title	Senior Officer & Senior Analyst, Research, Compliance and Regulation (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT, Haymarket NSW, Docklands VIC, Brisbane QLD
Salary	$90,411 - $115,406
Future Merit Locations	Barton, Haymarket, Docklands, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 5;APS Level 6
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

https://www.austrac.gov.au/

About the opportunity

We are seeking applications from a diverse range of experienced individuals to fill several positions across the Risk and Insights section. This recruitment process will be used to fill both ongoing and non-ongoing vacancies, and build a merit pool for future roles over the next 18 months.

The Risk and Insights section within the Regulatory Operations Branch leads AUSTRAC’s triage, regulatory insights, and vetting capabilities. We influence the compliance of more than 19,000 Australian businesses with their obligations under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act).

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Monitoring and Triage

Monitoring and Triage is the central team in Regulatory Division for receiving matters of potential non-compliance, assessing the risk, and shaping a regulatory response to potential non-compliance, which we undertake collaboratively with our partners.

Duties

Depending on the role, you may be responsible for:

- Maintaining an understanding of risk based, intelligence led regulation and its application in various industry sectors and alignment with the regulatory operating model.
- Using AUSTRAC's information gathering powers to collect intelligence and make evidence-based recommendations and decisions on how to respond to non-compliance.
- Developing and maintaining an understanding of the AML/CTF Act, associated rules, and AUSTRAC's processes, guidelines, and regulations.
- Undertaking research and analysis to identify risks, trends and emerging issues relevant to AUSTRAC's regulatory environment.
- Information collection, data extraction, collation, and analysis of AUSTRAC and other information and data, to inform and enable operational and strategic outcomes.
- Leading the initiation, production, and coordination of high quality written assessments for a range of stakeholders, including development of response options to complex regulatory challenges.
- Developing and maintaining productive relationships with internal and external stakeholders at all levels, including AUSTRAC staff, government agencies, and regulated entities.
- Developing initiatives that encourage positive behaviour and support regulated entities to meet their obligations under the AML/CTF Act.
- Contributing to the development of solutions to AUSTRAC's regulatory challenges, including strengthening regulatory capability.
- Researching, interpreting and applying legislation to complete regulatory matters.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- You will require a AGSVA Baseline Security Clearance, with the ability to obtain and maintain a Negative Vetting 1 clearance

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
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with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.

- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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 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 agency.

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To Apply

Position Contact	Doug R, (07) 3838 0143
Agency Recruitment Site	https://www.austrac.gov.au/

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Home Affairs

Vacancy VN-0765949

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Regulation
Regulatory Operations

Job Title	Senior Officer & Senior Analyst, Research, Compliance and Regulation (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT, Haymarket NSW, Docklands VIC, Brisbane QLD
Salary	$90,411 - $115,406
Future Merit Locations	Barton, Haymarket, Docklands, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 5;APS Level 6
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

https://www.austrac.gov.au/

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We are seeking applications from a diverse range of experienced individuals to fill several positions across Risk and Insights section. This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

About the teams

You'll be joining high-performing teams where your work will mitigate risks, and your insights will shape the strategic direction of the Regulation Division. You'll work with passionate, like-minded colleagues who share your drive in safeguarding Australia from financial crime. We have several key roles available, across the following three areas. You will be prompted to select your areas(s) of interest, upon application.

Regulatory Insights

Regulatory Insights conduct analysis that proactively identifies and assesses trends, vulnerabilities and new and emerging risks within AUSTRAC's regulated population. To achieve this, the team produce regulatory insights assessments that inform and support regulatory operations and other activities across the agency.

Vetting

Our Vetting team review and assess applications for registration on the Remittance Sector and Digital Currency Exchange Registers, as well as maintaining the Registers and Reporting Entities Roll.

Monitoring and Triage

Monitoring and Triage is the central team in Regulatory Division for receiving matters of potential non-compliance, assessing the risk, and shaping a regulatory response to potential non-compliance, which we undertake collaboratively with our partners.

Duties

Depending on the role, you may be responsible for:

- Maintaining an understanding of risk based, intelligence led regulation and its application in various industry sectors and alignment with the regulatory operating model.
- Using AUSTRAC’s information gathering powers to collect intelligence and make evidence-based recommendations and decisions on how to respond to non-compliance.
- Developing and maintaining an understanding of the AML/CTF Act, associated rules, and AUSTRAC’s processes, guidelines, and regulations.
- Undertaking research and analysis to identify risks, trends and emerging issues relevant to AUSTRAC’s regulatory environment.
- Information collection, data extraction, collation, and analysis of AUSTRAC and other information and data, to inform and enable operational and strategic outcomes.
- Leading the initiation, production, and coordination of high quality written assessments for a range of stakeholders, including development of response options to complex regulatory challenges.
- Developing and maintaining productive relationships with internal and external stakeholders at all levels, including AUSTRAC staff, government agencies, and regulated entities.

- Developing initiatives that encourage positive behaviour and support regulated entities to meet their obligations under the AML/CTF Act.
- Contributing to the development of solutions to AUSTRAC's regulatory challenges, including strengthening regulatory capability.
- Researching, interpreting and applying legislation to complete regulatory matters.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- You will require a AGSVA Baseline Security Clearance, with the ability to obtain and maintain a Negative Vetting 1 clearance

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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 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 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	Doug R, (07) 3838 0143
Agency Recruitment Site	https://www.austrac.gov.au/

This notice is part of the electronic Public Service Gazette PS2 Weekly Gazette Thursday (Vacancy Notices) - 15 January 2026.pdf
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Home Affairs

Vacancy VN-0766091

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data, Transformation

Job Title	Multiple roles - Product Owner / Manager, and Data Insights & Visualisation
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	$101,303 - $140,935
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	APS Level 6;Executive Level 1
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description *https://austraccareers.nga.net.au/cp/*

AUSTRAC, Australia’s financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing major transformation to strengthen its role in fighting financial crime. As we evolve and embrace these changes, we are now recruiting several roles across Digital Delivery and Product functions.

These role offers a unique opportunity to shape and deliver high impact digital platforms and products; and translate complex business needs into clear priorities and practical solutions, from discovery through to delivery. You'll play a key role in the design and delivery of digital and technology initiatives from major transformation programs and projects that improve financial intelligence outcomes and uplifting data capabilities for AUSTRAC.

If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

EL1, and APS6 Product Owner / Manager

Key duties include:

- Set priorities and roadmaps, manage backlogs, balance value and resources, and partner with delivery teams and various stakeholders to achieve measurable outcomes.
- Own and improve an internal analyst tooling environment (including workbench, Nebula and Palantir), including integrations, performance, governance and continuous uplift to improve productivity and user experience.
- Support and develop suite of tools used by AUSTRAC analysts at both platform and products level.
- Contribute in program increment planning, and execution, and reviews to facilitate development and ensure alignment with agile principles.
- Contribute to the development and maintenance of a product roadmap that outlines the product vision, key milestones, and release plans.
- Ensure products meet business needs as well as acceptance criteria and quality standards, collaborating with user groups, development and testing teams.
- Identifies and manages product risks and dependencies.

APS6 Senior Analyst, Data Insights and Visualisation

Key duties include:

- Design, develop and maintain business intelligence dashboards and reports.
- Drive meaningful, actionable analysis, visualisation and interpretation of data insights and trends.

- Use data storytelling principles and techniques to effectively, efficiently and impactfully communicate data insights to executive and general audiences.
- Contributing to project, team and branch reporting as required, including developing strategic plans and roadmaps for the delivery of business intelligence solutions where required.
- Staying up-to-date with emerging trends and technologies in data analysis and business intelligence, including Artificial Intelligence (AI) enabled innovations.
- Develop and present data-driven recommendations aligned with strategic goals.

Duties

Key Capabilities for success:

The distinction between the APS6 and EL1 roles is determined by the complexity and scope of the work, the level of autonomy, accountability, initiative and independent judgement required. The selection panel will assess candidates against the APS Work

Level Standards – please visit the APSC website for more information.

As an EL1 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise** - Proven experience in leading the development and delivery of digital products or services in a complex digital environment.
- **Lead and Supervise -** Demonstrated experience in leading, influencing and mentoring multi-disciplinary teams in an Agile environment. Motivates and empowers others, providing clear direction, development and coaching, and modelling behavioural standards.
- **Decide and Initiate Action -** Exercises astute judgment and decision making with a sensitivity to issues impacting on the work area and AUSTRAC.
- **Project Management -** Understands and applies effective planning, coordination and control methods. Manages transitions between project stages and ensures that changes are consistent with strategic goals. Monitors the completion of projects and implements effective and rigorous project evaluation methodologies to inform future planning.
- **Relate and Network -** Develops and sustains productive internal and external networks relevant to business area and seeks to develop mutually beneficial relationships. Works collaboratively and widely to establish and develop cooperative relationships and mutually beneficial alliances.
- **Communicate Effectively** - Structures communication appropriately to ensure understanding and address task requirements. Effectively adapts communication style and technical complexity of message to meet audience levels of understanding. Leads and facilitates discussion, debate and feedback.
- **Creative and Innovative** - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

As an APS6 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise -** Strong knowledge and application of best practice project management principles, agile methodologies and technical concepts. Demonstrated experience working with governance and risk requirements in delivery. Demonstrated experience and applied knowledge in using Power BI and Tableau will be *highly regarded.*

- **Analysis -** Applies sound research and analytical skills to complex policy, projects and issues. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.
- **Apply Expertise -** Demonstrates a high level of capability in applying technical, or specialist skills and knowledge and provides sound advice. Consults appropriately and includes others to ensure comprehensive professional input is used. Resolves problems effectively using established practices, policies and methodologies relevant to area of specialisation and provides quality assurance.
- **People Focussed** - Establishes a culture of cooperation within team and fosters participative decision making. Uses understanding of individuals to get the best outcomes for the work area.
- **Drive and Achievement** - Demonstrates a strong commitment to meeting agreed work targets and standards.
- work completion.
- **Communicates effectively** - Expresses information clearly, speaking fluently and presenting views with skill and confidence Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience.

Tertiary Qualifications and certifications - Tertiary qualification or diploma in a relevant discipline (i.e Data Science or Statistics, Business Intelligence, ICT Business, or Digital Delivery, Agile Principles) and/or equivalent experience is *desirable*.

Eligibility

To be eligible for these roles you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 1 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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

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To Apply

Position Contact	AUSTRAC Data Recruitment, Data.Recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0766162

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data

Job Title	Multiple roles - Product Owner / Manager, and Data Insights and Visualisation (Affirmative Measures Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	$101,303 - $140,935
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	APS Level 6;Executive Level 1
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC, Australia’s financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing major transformation to strengthen its role in fighting financial crime. As we evolve and embrace these changes, we are now recruiting several roles across Digital Delivery and Product functions.

These role offers a unique opportunity to shape and deliver high impact digital platforms and products; and translate complex business needs into clear priorities and practical solutions, from discovery through to delivery. You'll play a key role in the design and delivery of digital and technology initiatives from major transformation programs and projects that improve financial intelligence outcomes and uplifting data capabilities for AUSTRAC.

If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

EL1, and APS6 Product Owner / Manager

Key duties include:

- Set priorities and roadmaps, manage backlogs, balance value and resources, and partner with delivery teams and various stakeholders to achieve measurable outcomes.
- Own and improve an internal analyst tooling environment (including workbench, Nebula and Palantir), including integrations, performance, governance and continuous uplift to improve productivity and user experience.
- Support and develop suite of tools used by AUSTRAC analysts at both platform and products level.
- Contribute in program increment planning, and execution, and reviews to facilitate development and ensure alignment with agile principles.
- Contribute to the development and maintenance of a product roadmap that outlines the product vision, key milestones, and release plans.
- Ensure products meet business needs as well as acceptance criteria and quality standards, collaborating with user groups, development and testing teams.
- Identifies and manages product risks and dependencies.

APS6 Senior Analyst, Data Insights and Visualisation

Key duties include:

- Design, develop and maintain business intelligence dashboards and reports.
- Drive meaningful, actionable analysis, visualisation and interpretation of data insights and trends.
- Use data storytelling principles and techniques to effectively, efficiently and impactfully communicate data insights to executive and general audiences.
- Contributing to project, team and branch reporting as required, including developing strategic plans and roadmaps for the delivery of business intelligence solutions where required.
- Staying up-to-date with emerging trends and technologies in data analysis and business intelligence, including Artificial Intelligence (AI) enabled innovations.
- Develop and present data-driven recommendations aligned with strategic goals.

Duties

Key Capabilities for success:

The distinction between the APS6 and EL1 roles is determined by the complexity and scope of the work, the level of autonomy, accountability, initiative and independent judgement required. The selection panel will assess candidates against the APS Work Level Standards – please visit the APSC website for more information.

As an EL1 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise** - Proven experience in leading the development and delivery of digital products or services in a complex digital environment.
- **Lead and Supervise -** Demonstrated experience in leading, influencing and mentoring multi-disciplinary teams in an Agile environment. Motivates and empowers others, providing clear direction, development and coaching, and modelling behavioural standards.
- **Decide and Initiate Action -** Exercises astute judgment and decision making with a sensitivity to issues impacting on the work area and AUSTRAC.

- **Project Management -** Understands and applies effective planning, coordination and control methods. Manages transitions between project stages and ensures that changes are consistent with strategic goals. Monitors the completion of projects and implements effective and rigorous project evaluation methodologies to inform future planning.
- **Relate and Network -** Develops and sustains productive internal and external networks relevant to business area and seeks to develop mutually beneficial relationships. Works collaboratively and widely to establish and develop cooperative relationships and mutually beneficial alliances.
- **Communicate Effectively** - Structures communication appropriately to ensure understanding and address task requirements. Effectively adapts communication style and technical complexity of message to meet audience levels of understanding. Leads and facilitates discussion, debate and feedback.
- **Creative and Innovative** - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

As an APS6 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise -** Strong knowledge and application of best practice project management principles, agile methodologies and technical concepts. Demonstrated experience working with governance and risk requirements in delivery. Demonstrated experience and applied knowledge in using Power BI and Tableau will be *highly regarded.*
- **Analysis -** Applies sound research and analytical skills to complex policy, projects and issues. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.
- **Apply Expertise -** Demonstrates a high level of capability in applying technical, or specialist skills and knowledge and provides sound advice. Consults appropriately and includes others to ensure comprehensive professional input is used. Resolves problems effectively using established practices, policies and methodologies relevant to area of specialisation and provides quality assurance.
- **People Focussed** - Establishes a culture of cooperation within team and fosters participative decision making. Uses understanding of individuals to get the best outcomes for the work area.
- **Drive and Achievement** - Demonstrates a strong commitment to meeting agreed work targets and standards.
- work completion.
- **Communicates effectively** - Expresses information clearly, speaking fluently and presenting views with skill and confidence Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience.

Tertiary Qualifications and certifications - Tertiary qualification or diploma in a relevant discipline (i.e Data Science or Statistics, Business Intelligence, ICT Business, or Digital Delivery, Agile Principles) and/or equivalent experience is *desirable*.

Eligibility

To be eligible for these roles you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 1 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
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To Apply

Position Contact	AUSTRAC Data Recruitment, Data.Recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Home Affairs

Vacancy VN-0766163

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data, Transformation

Job Title	Multiple roles - Product Owners / Manager and Data Insights & Visualisation (Affirmatives Measures First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	$101,303 - $140,935
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	APS Level 6;Executive Level 1
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC, Australia’s financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing major transformation to strengthen its role in fighting financial crime. As we evolve and embrace these changes, we are now recruiting several roles across Digital Delivery and Product functions.

These role offers a unique opportunity to shape and deliver high impact digital platforms and products; and translate complex business needs into clear priorities and practical solutions, from discovery through to delivery. You'll play a key role in the design and delivery of digital and technology initiatives from major transformation programs and projects that improve financial intelligence outcomes and uplifting data capabilities for AUSTRAC.

If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

EL1, and APS6 Product Owner / Manager

Key duties include:

- Set priorities and roadmaps, manage backlogs, balance value and resources, and partner with delivery teams and various stakeholders to achieve measurable outcomes.
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- Support and develop suite of tools used by AUSTRAC analysts at both platform and products level.
- Contribute in program increment planning, and execution, and reviews to facilitate development and ensure alignment with agile principles.
- Contribute to the development and maintenance of a product roadmap that outlines the product vision, key milestones, and release plans.
- Ensure products meet business needs as well as acceptance criteria and quality standards, collaborating with user groups, development and testing teams.
- Identifies and manages product risks and dependencies

APS6 Senior Analyst, Data Insights and Visualisation

Key duties include:

- Design, develop and maintain business intelligence dashboards and reports.
- Drive meaningful, actionable analysis, visualisation and interpretation of data insights and trends.
- Use data storytelling principles and techniques to effectively, efficiently and impactfully communicate data insights to executive and general audiences.
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- Staying up-to-date with emerging trends and technologies in data analysis and business intelligence, including Artificial Intelligence (AI) enabled innovations.
- Develop and present data-driven recommendations aligned with strategic goals.

Duties

Key Capabilities for success:

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Level Standards – please visit the APSC website for more information.

As an EL1 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

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- **Lead and Supervise -** Demonstrated experience in leading, influencing and mentoring multi-disciplinary teams in an Agile environment. Motivates and empowers others, providing clear direction, development and coaching, and modelling behavioural standards.
- **Decide and Initiate Action -** Exercises astute judgment and decision making with a sensitivity to issues impacting on the work area and AUSTRAC.
- **Project Management -** Understands and applies effective planning, coordination and control methods. Manages transitions between project stages and ensures that changes are consistent with strategic goals. Monitors the completion of projects and implements effective and rigorous project evaluation methodologies to inform future planning.
- **Relate and Network -** Develops and sustains productive internal and external networks relevant to business area and seeks to develop mutually beneficial relationships. Works collaboratively and widely to establish and develop cooperative relationships and mutually beneficial alliances.
- **Communicate Effectively** - Structures communication appropriately to ensure understanding and address task requirements. Effectively adapts communication style and technical complexity of message to meet audience levels of understanding. Leads and facilitates discussion, debate and feedback.
- **Creative and Innovative** - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

As an APS6 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise -** Strong knowledge and application of best practice project management principles, agile methodologies and technical concepts. Demonstrated experience working with governance and risk requirements in delivery. Demonstrated experience and applied knowledge in using Power BI and Tableau will be *highly regarded.*
- **Analysis -** Applies sound research and analytical skills to complex policy, projects and issues. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.
- **Apply Expertise -** Demonstrates a high level of capability in applying technical, or specialist skills and knowledge and provides sound advice. Consults appropriately and includes others to ensure comprehensive professional input is used. Resolves problems effectively using established practices, policies and methodologies relevant to area of specialisation and provides quality assurance.
- **People Focussed** - Establishes a culture of cooperation within team and fosters participative decision making. Uses understanding of individuals to get the best outcomes for the work area.
- **Drive and Achievement** - Demonstrates a strong commitment to meeting agreed work targets and standards.
- work completion.

- **Communicates effectively** - Expresses information clearly, speaking fluently and presenting views with skill and confidence Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience.

Tertiary Qualifications and certifications - Tertiary qualification or diploma in a relevant discipline (i.e Data Science or Statistics, Business Intelligence, ICT Business, or Digital Delivery, Agile Principles) and/or equivalent experience is *desirable*.

Eligibility

To be eligible for these roles you:

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- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 1 Clearance.

Notes

Why AUSTRAC?

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- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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 agency.

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Home Affairs

Vacancy VN-0766195

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data
Data Strategy and Collections

Job Title	Director, Multiple Opportunities - Data Governance, Data Strategy and Delivery (Affirmative Measures Disability)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Brisbane QLD
Salary	$144,299 - $170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC is hiring two positions to join the Data Strategy and Collections branch, where our focus is strengthening the agency's enterprise data governance strategy, and maximising the value of our data in achieving regulatory and intelligence priorities This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

These Director roles offer a unique opportunity to help shape major enterprise shifts and uplift data culture and literacy across AUSTRAC. As a key data leader of the Data Division, your specialist data expertise and oversight across data capability initiatives will cultivate AUSTRAC's data governance strategy and culture.

Be part of our transformation journey as we evolve into a world leading data-driven, digital agency in financial regulation and intelligence. If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and are eager to make a meaningful impact we encourage you to apply.

Director, Data Strategy and Delivery

You will be responsible for the coordination, alignment and delivery of AUSTRAC's strategic data capability initiatives to support data integrity, continuous enhancement and seamless integration. Your role is critical in ensuring high-quality, consistent data is available within AUSTRAC's regulatory and intelligence functions. You will influence and guide various stakeholders in integrating data outcomes in portfolio projects, while instilling best practice data governance and management principles. As a decisive and people-focussed leader, you will nurture a high-performing team of data professionals to deliver high-quality, operational data capabilities which are critical to support AUSTRAC's regulatory and intelligence operations.

Key duties include:

- Design, develop and maintain AUSTRAC’s data initiatives and plans to ensure accurate and consistent data is available for AUSTRAC’s regulatory and intelligence functions.
- Product management of strategic data initiatives to align with AUSTRAC’s Reform and Transformation priorities, ensuring effective risk managemnet, governance pracices and sustainability.
- Lead cross-functional teams to design and deliver data plans and other strategic initiatives within cloud-based data integration architectures—including ETL and streaming processes, APIs, and data warehouse systems, and facilitate the democratisation and sharing of data with internal and external partners.
- Collaborate with various stakeholders to elicit business needs and design strategic data solutions that enable their use in analysis, business intelligence, and data science; overseeing the translation of these into data plans, projects, and initiatives.

Director, Data Governance

Your focus will be establishing and ensuring adherence to AUSTRAC's data governance frameworks, with the goal of optimising the use and flow of data whilst ensuring our data is safe and secure. Your role will be

pivotal in managing controls to drive actionable data for intelligence, regulatory operations, and corporate needs. You will serve as a point of escalation for governance, data quality and protection issues and will work closely with agency leadership to improve the quality and value of core data assets. As a trusted, governance leader, you will build agency-wide understanding of data governance and lead a high-performing team to embed these practices across the agency.

Key duties include:

- Lead the design, implementation and continuous improvement of AUSTRAC's enterprise data governance framework, including AI governance and assurance activities, ensuring alignment with whole-of-government requirements and responsible use of AI and automated systems.
- Oversee stewardship and data lifecycle practices across the agency to ensure data is well managed, high quality, and fit-for-purpose.
- Oversee the AI Impact Assessment process and provide strategic advice on emerging data and technology risks.
- Oversee governance of AUSTRAC's data sharing arrangements, MOUs and access frameworks to ensure compliance with legislative and policy obligations.
- Represent AUSTRAC in whole-of-government data governance forums and contribute to cross-agency initiatives that require coordinated data management and policy alignment.
- Prepare high-quality briefings, plans and risk assessments for senior executives and governance committees, and support uplift in data literacy and responsible data practices across AUSTRAC.

For a complete list of the capabilities we're looking for, please refer to the Candidate Pack in the AUSTRAC Job listing.

Duties

Key Capabilities for success

As Director, Strategy and Delivery, you will be expected to demonstrate the following:

- Strong expertise in modern contemporary data architecture and management practices, data integration, processing and engineering techniques.
- Proven track record in delivering large-scale data and analytics solutions through transformation.
- Significant Project management and agile delivery experience.
- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

As Director, Data Governance, you will be expected to demonstrate the following:

- Demonstrated experience leading data governance initiatives (e.g. data catalogues, frameworks).
- Strong expertise in data quality principles and experience using workflow automation and digital tools (e.g. SharePoint, Power Automate).
- Proven ability to apply governance and assurance principles to data assets, including identifying and managing data-related risks, establishing clear accountability, and ensuring alignment with legislative, policy, and organisational requirements.

- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 2 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

Notes

AUSTRAC is conducting bulk recruitment for Data roles across a range of teams. This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

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 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	Louise, 0427 508 769
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0766196

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 25 January 2026

Data
Data Strategy and Collections

Job Title	Director, Multiple Opportunities - Data Governance, Data Strategy and Delivery (Affirmative Measures First Nations)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Brisbane QLD
Salary	$144,299 - $170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC is hiring two positions to join the Data Strategy and Collections branch, where our focus is strengthening the agency's enterprise data governance strategy, and maximising the value of our data in achieving regulatory and intelligence priorities This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

These Director roles offer a unique opportunity to help shape major enterprise shifts and uplift data culture and literacy across AUSTRAC. As a key data leader of the Data Division, your specialist data expertise and oversight across data capability initiatives will cultivate AUSTRAC's data governance strategy and culture.

Be part of our transformation journey as we evolve into a world leading data-driven, digital agency in financial regulation and intelligence. If you embrace challenges diligently, are passionate about leading teams in a collaborative environment, and are eager to make a meaningful impact we encourage you to apply.

Director, Data Strategy and Delivery

You will be responsible for the coordination, alignment and delivery of AUSTRAC's strategic data capability initiatives to support data integrity, continuous enhancement and seamless integration. Your role is critical in ensuring high-quality, consistent data is available within AUSTRAC's regulatory and intelligence functions. You will influence and guide various stakeholders in integrating data outcomes in portfolio projects, while instilling best practice data governance and management principles. As a decisive and people-focussed leader, you will nurture a high-performing team of data professionals to deliver high-quality, operational data capabilities which are critical to support AUSTRAC's regulatory and intelligence operations.

Key duties include:

- Design, develop and maintain AUSTRAC’s data initiatives and plans to ensure accurate and consistent data is available for AUSTRAC’s regulatory and intelligence functions.
- Product management of strategic data initiatives to align with AUSTRAC’s Reform and Transformation priorities, ensuring effective risk managemnet, governance pracices and sustainability.
- Lead cross-functional teams to design and deliver data plans and other strategic initiatives within cloud-based data integration architectures—including ETL and streaming processes, APIs, and data warehouse systems, and facilitate the democratisation and sharing of data with internal and external partners.
- Collaborate with various stakeholders to elicit business needs and design strategic data solutions that enable their use in analysis, business intelligence, and data science; overseeing the translation of these into data plans, projects, and initiatives.

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pivotal in managing controls to drive actionable data for intelligence, regulatory operations, and corporate needs. You will serve as a point of escalation for governance, data quality and protection issues and will work closely with agency leadership to improve the quality and value of core data assets. As a trusted, governance leader, you will build agency-wide understanding of data governance and lead a high-performing team to embed these practices across the agency.

Key duties include:

- Lead the design, implementation and continuous improvement of AUSTRAC's enterprise data governance framework, including AI governance and assurance activities, ensuring alignment with whole-of-government requirements and responsible use of AI and automated systems.
- Oversee stewardship and data lifecycle practices across the agency to ensure data is well managed, high quality, and fit-for-purpose.
- Oversee the AI Impact Assessment process and provide strategic advice on emerging data and technology risks.
- Oversee governance of AUSTRAC's data sharing arrangements, MOUs and access frameworks to ensure compliance with legislative and policy obligations.
- Represent AUSTRAC in whole-of-government data governance forums and contribute to cross-agency initiatives that require coordinated data management and policy alignment.
- Prepare high-quality briefings, plans and risk assessments for senior executives and governance committees, and support uplift in data literacy and responsible data practices across AUSTRAC.

For a complete list of the capabilities we're looking for, please refer to the Candidate Pack in the AUSTRAC Job listing.

Duties

Key Capabilities for success

As Director, Data Strategy and Delivery, you will be expected to demonstrate the following:

- Strong expertise in modern contemporary data architecture and management practices, data integration, processing and engineering techniques.
- Proven track record in delivering large-scale data and analytics solutions through transformation.
- Significant Project management and agile delivery experience.
- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

As Director, Data Governance, you will be expected to demonstrate the following:

- Demonstrated experience leading data governance initiatives (e.g. data catalogues, frameworks).
- Strong expertise in data quality principles and experience using workflow automation and digital tools (e.g. SharePoint, Power Automate).
- Proven ability to apply governance and assurance principles to data assets, including identifying and managing data-related risks, establishing clear accountability, and ensuring alignment with legislative, policy, and organisational requirements.

- In-depth knowledge and experience applying regulatory frameworks and industry standards is desirable. Knowledge of AML/CTF compliance is *highly desirable.*

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 2 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

Notes

AUSTRAC is conducting bulk recruitment for Data roles across a range of teams. This recruitment process will be used to fill current vacancies and build a merit pool for future roles.

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 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	Louise, 0427 508 769
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0766282

National Emergency Management Agency

Closing Date:Wednesday 28 January 2026

N/A
National Coordination Mechanism National Crisis Exercising and Lessons Capability

Job Title	NEMA Assistant Director, National Crisis Exercising Capability
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	$121,794 - $138,811
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 requirements of the role.
Classification	Executive Level 1
Position Number	141019
Agency Website	https://nema.gov.au/about-us

Job Description

https://jobs.homeaffairs.gov.au/job-invite/141019/

About the National Emergency Management Agency:

The National Emergency Management Agency's work has a real impact on the lives of Australians, particularly those living in rural and regional areas.

The National Emergency Management Agency's guiding principle is “Locally led, locally understood and locally implemented” and we bring together local communities, government, non-government and key industry representatives to support disaster recovery and resilience across the country.

Your work will help people who are recovering from natural disasters and prepare them for the future.

National Emergency Management Agency (NEMA) was established on 1 September 2022 as a single, accountable Commonwealth authority that delivers a whole-of-nation approach to reducing disaster risk, planning, preparing for, responding to and recovering from all hazards across the emergency management continuum.

NEMA works closely with states and territories to deliver the best outcome for communities across Australia.

To help communities respond and recover, while preparing Australia for future emergencies, we:

- fund programs and initiatives, big and small, that help communities in times of emergency, as well as to recover and prepare, including through disaster recovery funding and the Disaster Ready Fund to help reduce the risk and impact of disasters
- have officers located across Australia, working in partnership with states and territories to support disaster-affected communities to collectively build resilience, reduce risk and harm, and effectively respond to and recover from disasters
- provide national leadership to share knowledge, situational awareness, and trends in disaster efforts to inform, guide and shape the national picture and decision-making at the Commonwealth, state and local government level – including through policy development and strategy to improve risk reduction, resilience and recovery
- provide round-the-clock all-hazards monitoring and operational coordination for domestic and international emergencies, including supply chain disruptions, critical infrastructure outages, biosecurity risks and widespread cyber-attacks, and through supporting preparedness and response activities, including through the operationalisation of the Australian Government Crisis Management Framework.

For further information on NEMA’s purpose, vision and values, please see the NEMA website.

Overview of the branch and section:

The National Coordination Mechanism Branch (NCMB) facilitates the National Coordination Mechanism (NCM) in accordance with the Australian Government Crisis Management Framework (AGCMF), prepares and maintains strategic plans, supports preparedness for the higher risk weather season and implements the national crisis exercising program, lessons capability and delivery of capability uplift programs.

With responsibilities under the AGCMF, the National Crisis Exercising and Lessons Capability (NCEC) plays a critical role in strengthening Australia's national resilience by designing, implementing, and managing a national crisis exercise program and lessons management capability. Structured around three core streams, NCEC supports preparedness for consecutive, compounding, and concurrent crises across all levels of government.

Key Responsibilities:

National Crisis Exercise Program - NCEC administers the National Crisis Exercise Program, which includes the strategic planning, design, and delivery of two national level exercises each calendar year. These exercises simulate complex, multi-agency, multi-hazard scenarios to rigorously assess and enhance Australia's readiness for catastrophic events.

Lessons Management Capability - NCEC leads structured lessons management processes to drive continuous improvement in crisis preparedness. Using the Observations, Insights, Lessons identified and Lessons learned (OILL) methodology, NCEC transforms operational data into strategic insights, ensuring systemic improvements that reduce harm and strengthen organisational capability across Australia's emergency management landscape.

Capability Uplift Program - NCEC delivers targeted initiatives to strengthen national exercise and lessons management competencies across government. Through tailored training, collaborative forums, and strategic partnerships, the program builds resilience and promotes best practice in crisis preparedness. By fostering knowledge sharing and continuous improvement, NCEC ensures Australia's emergency management community is equipped to respond effectively to complex and high-impact events.

About the role:

This role is based in our Canberra office, within the National Coordination Mechanism Branch, Emergency Management and Response Group.

As Assistant Director in the NCEC, you will lead a dynamic team responsible for the design and delivery of national-level crisis exercises and lessons management processes. Reporting to the Director, you will play a key role in shaping strategic direction, driving continuous improvement, and supporting NEMA's objective to build scalable and coordinated emergency management capability. The position involves setting team priorities, managing workflows, and building and maintaining critical stakeholder relationships across government and industry. You will also be

responsible for mentoring and developing staff, fostering a collaborative and high-performing team environment, and contributing to broader branch and agency outcomes. The role offers the opportunity to develop expertise in Australia's crisis response architecture, and to lead impactful projects in fast-paced and evolving environments.

At times, staff within NEMA may be required to work outside of standard business hours, particularly during the higher risk weather season.

Our ideal candidate:

We are seeking a proactive and adaptable leader who thrives in complex and rapidly changing environments. The ideal candidate will demonstrate strong project management and organisational skills, with the ability to manage competing priorities and deliver quality outcomes. You will have excellent written and verbal communication skills, a high degree of attention to detail, and a collaborative approach to achieving shared goals. Experience in building positive working environments, developing staff capability, and engaging with a diverse range of stakeholders is essential. While experience in emergency management is beneficial, it is not mandatory. Above all, you will be committed to upholding APS values and contributing to a culture of continuous improvement and national resilience.

We encourage applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds, mature age people and people from other diverse backgrounds. We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential.

Duties

- Lead the design and delivery of national-level crisis exercises, including monitoring progress and escalating issues as required.
- Oversee lessons management processes in partnership with government, state and territory agencies, and industry organisations for events of national significance.
- Manage and mentor a team, setting clear performance standards and supporting professional development.
- Build and maintain effective stakeholder relationships to achieve shared outcomes and facilitate cooperation.
- Contribute to strategic planning and continuous improvement initiatives, ensuring alignment with agency goals and objectives.

Role requirements/qualifications:

- Strong project management or highly developed organisational skills, with the capacity to manage competing priorities and deliver quality outcomes in a dynamic environment.
- Demonstrated excellence in stakeholder engagement and partnership building, with the ability to collaborate effectively at high levels across government, state and territory agencies, and industry organisations to achieve shared outcomes.
- Excellent written and verbal communication skills, with strong attention to detail and accuracy in documentation.

- Proven ability to build positive working environments, mentor staff, and foster team capability and collaboration.
- Experience in emergency management is desirable but not mandatory.

Eligibility

To be eligible to work with the NEMA you must:

- Be an Australian Citizen
- Fulfil the Agency's minimum requirements by satisfactorily answering all screening questions during the application process and successfully undergo a National Police Check
- Obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance
- Satisfy a probation period (if applicable)
- Undergo a health assessment (if applicable).

Notes

Remuneration: The Agency offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

If you have identified as having a disability, please indicate whether you require any support throughout the selection process. For further information please contact Recruitment: recruitment@homeaffairs.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 agency.

About the National Emergency Management Agency

Who we are: NEMA works closely with local communities as well as state and territory governments to deliver the best outcome for communities across Australia. To help communities respond and recover, while preparing Australia for future emergencies, we: • fund programs and initiatives, big and small, that help communities in times of emergency, as well as to recover and prepare, including through disaster recovery funding and the Disaster Ready Fund to help reduce the risk and impact of disasters; • work with communities, industry and non-government organisations by connecting local Regional Support Officers and other NEMA staff right around Australia, to share lessons learnt, provide awareness on navigating government services, and gain community and industry-led ideas and concepts to inform strategic policy and planning; • provide national leadership to share knowledge, situational awareness, and trends in disaster efforts to inform, guide and shape the national picture and decision-making at the Commonwealth, state and local government level – including through policy development and strategy to improve risk reduction, resilience and recovery; and • provide round-the-clock all-hazards monitoring and operational coordination for domestic and international emergencies, including supply chain disruptions, critical infrastructure outages, biosecurity risks and widespread cyber-attacks, and through supporting preparedness and response activities, including through the operationalisation of the Australian Government Crisis Management Framework.

To Apply

Position Contact	Jennifer Pothan, 02 5127 8192
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/141019/

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Industry, Science, Energy and Resources

Vacancy VN-0766215

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Monday 26 January 2026

Job Title	Legal Counsel (FOI/Privacy)
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$135,571 - $158,863
Future Merit Locations	Melbourne, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	
Position Number	101904
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/

Duties

- **Provide expert legal support, with a key focus on FOI and privacy**
- **Leverage your legal expertise to be a trusted advisor at CSIRO**

- **Opportunity to contribute to meaningful work in a flexible work environment**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

The opportunity

We are seeking a Legal Counsel to join CSIRO’s Enterprise Legal team. The team, led by the General Counsel (Enterprise) and part of the Legal Unit, provides strategic legal advice and assistance to the CSIRO Board, Executive, Research Units and Enterprise Support Services.

As the Legal Counsel, you’ll provide high-quality legal advice in the focus area of FOI, privacy and information law. You’ll support the requirements of internal clients, considering CSIRO’s regulatory compliance obligations and strategic objectives, and use your technical knowledge and experience to deliver accurate and solutions-focused legal services.

If you are an experienced legal professional with strong expertise in FOI, privacy, or information law, we’d love to hear from you.

Your high-level duties will include:

- Providing high-quality, pragmatic legal advice, documentation and decision-making support, in relation to FOI, privacy and information law:
- - that is accurate, clear, timely, risk-adjusted and solutions-focused; and
- - which takes into account strategic priorities, applicable law and CSIRO and Commonwealth policy considerations.
- Developing an understanding of the business, strategic objectives, external regulators, stakeholders, political context and relevant industry partners.
- Demonstrating FOI, privacy and information law leadership through, amongst other things, handling requests, providing practical advice and supporting and participating in relevant internal education, compliance programs and working groups.
- Exercising initiative and influence to build relationships with key internal clients and positioning the Enterprise Legal Team as a “trusted advisor” in CSIRO.
- Contribute to the on-going legal education and training of internal clients and CSIRO staff.

Role particulars

Location: Canberra and Melbourne preferred – hybrid/flexible work arrangements available

Salary: AU$135k – AU158k per annum (pro rata for part-time), plus 15.4% superannuation

Tenure: Indefinite, Full-time

Reference: 101904

Eligibility

As the successful candidate, you will bring:

- A degree in law from an Australian tertiary institution, or a comparable overseas qualification appropriate to the Legal Counsel role.
- A current Australian practising certificate or entitlement to hold one.
- Minimum three (3) years post-admission experience in private, in-house and/or government legal practice, including at least one (1) year in FOI or privacy law.
- Demonstrated technical knowledge and applied experience in public information law, including:
- **- FOI law:** Providing advice and support under the Freedom of Information Act 1982 (Cth), managing requests, internal processes, reviews, and appeals to the Office of the Information Commissioner.
- **- Privacy law:** Advising under the Privacy Act 1988 (Cth) and Australian Government Agencies Privacy Code, conducting privacy impact assessments, developing privacy management plans, handling complaints, and ensuring compliance with mandatory data breach reporting.
- **- General information law**: Advising on Ministerial requests, Senate Orders to Produce, Parliamentary questions on notice, subpoenas, and litigation discovery orders.

Notes

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Sheridan Gerrard, 0395457980
Agency Recruitment Site	https://jobs.csiro.au/

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Industry, Science, Energy and Resources

Vacancy VN-0766242

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Sunday 25 January 2026

Finance

Job Title	Finance Advisor - Executive Reporting & Financial Analysis (102188)
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC, Sydney NSW
Salary	$100,103 - $113,251
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible/Hybrid
Classification	
Position Number	102188
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our vision towards reconciliation.

Role highlights

- **Play a key role in executive decision-making through high-impact financial reporting & analysis**
- **Work with complex financial data to identify trends & drive efficiency improvements**

- **Flexible working arrangements available + 15.4% super**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

The opportunity

As the Finance Advisor - Executive Reporting and Financial Analysis, you will prepare and present high-quality financial reports, review and consolidate budgets and forecasts, and undertake financial analysis to support informed decision-making.

This role focuses on gathering and analysing financial data to produce accurate reports and models, monitoring financial performance, identifying trends, and recommending improvements to enhance financial efficiency.

Success in this role requires strong analytical skills, high attention to detail, and the ability to clearly communicate complex financial information to senior stakeholders.

Duties

Your high-level duties will include:

- Prepare high-quality and accurate financial reports including commentary to the Executive, Leadership Team, and Board.
- Gather and analyse financial data to provide valuable financial insights to inform decision-making.
- Review consolidated forecasts/budgets and conduct detailed financial analysis.
- Assist the Finance Co-ordinator with Balance Sheet and Cashflow reporting.
- Monitor financial performance and identify trends.
- Support the development and implementation of effective financial strategies.
- Enhance financial efficiency and performance across the organisation.
- Show initiative in interpreting policies and procedures and developing systems.

Role particulars

Location and office arrangements: Any AUS CSIRO location considered - Hybrid/flexible working options

Available Salary: AU$100,103 - AU$113,251 per annum (pro-rata for part-time) plus 15.4% superannuation

Tenure & work schedule: Indefinite, Full time

Reference: 123456

Eligibility

As the successful candidate, you will bring:

Essential criteria

1. Education/Qualifications: A tertiary qualification in accounting or finance or relevant work experience in a financial environment.
2. Knowledge and experience of finance systems and processes to enable stakeholders to achieve their responsibilities around project management, accountability and compliance. Experience in the extraction and reporting of information using finances systems and Microsoft Office suite programs.
3. Ability to ensure data integrity through demonstrated attention to detail to identify and analyse complex or ill-defined problems and develop appropriate alternative solutions.
4. Ability to provide financial management advice and influence outcomes, through strong written and verbal communications skills which ensure stakeholders are accurately advised in order to make informed decisions.
5. Knowledge and experience in SAP and associated addon's such as SAP Analytics Cloud (SAC).
6. Flexibility and agility to contribute to multiple teams, managing multiple priorities, supporting various staff needs, participate in ongoing knowledge transfer across the Finance and build strong working relationships.

Desirable:

1. A tertiary qualification in accounting or finance as well as commencement or completion of the CA/CPA Program, or equivalent work experience.

For full details about this role, and other criteria, please review the Position Description.

Not sure if you meet all the criteria?

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don't let the list discourage you. If you are unsure about applying, please reach out to the contact person in the Position Description.

Notes

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please contact Careers.online@csiro.au let us know how we can support you.

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit Careers at CSIRO.

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating diverse and inclusive teams where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Gold Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Eligibility

Applications for this position are open to Australian Citizens, New Zealand Citizens and Australian Permanent Residents. Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our Child Safe Policy.

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

25 January 2026, 11:00pm AEDT

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Sarah Lyons, 1300 984 220
Agency Recruitment Site	https://jobs.csiro.au/

This notice is part of the electronic Public Service Gazette PS2 Weekly Gazette Thursday (Vacancy Notices) - 15 January 2026.pdf
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Industry, Science, Energy and Resources

Vacancy VN-0766159

Department of Industry, Science and Resources (DISR)

Closing Date:Friday 30 January 2026

Job Title	Assistant Manager - ICT Business & Pipeline Management
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT
Salary	$122,235 - $129,811
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	2195_12/25
Agency Website	https://www.industry.gov.au/

Job Description

https://careers.industry.gov.au/en/job/

About the department

The Department of Industry, Science and Resources and our broader portfolio are integral to the Australian Government's economic agenda. Our purpose is to help the government build a better future for all Australians through enabling a productive, resilient and sustainable economy, enriched by science and technology. We do this by:

- Growing innovative & competitive businesses, industries and regions
- Investing in science and technology
- Strengthening the resources sector.

The APS and the department offer a clear direction and meaningful work. You will be able to create positive impact in people's lives whilst contributing to improved outcomes for Australia and our people.

If you would like to feel a strong connection to your work and you are accountable, committed and open to change, join us in shaping Australia's future.

Please see the APSC's APS Employee Value Proposition for more information on the benefits and value of employment within the APS.

About the division

The Chief Information Officer Division (CIO Division) is an exciting, fast-paced division that drives the digital agenda for the Department of Industry, Science and Resources. Leading the delivery of the department's digital offerings, the CIO Division partners with business areas and stakeholders to:

- Realise the digital policy objectives of the department
- Define the department's digital landscape
- Co-design digital experiences making it simpler to innovate, collaborate and communicate
- Drive the innovation and transformation of IT services
- Protect the department from cyber threats
- Provide a strong technology foundation for staff

Within the division, the Digital Strategy & Cyber Security Branch leads the division's strategic direction and serves as the primary engagement point for ICT initiatives. It provides foundational capabilities including strategy, investment planning, cyber security, data governance, and information management, enabling and aligning the work of other branches.

About the section

This role is part of the ICT Business & Pipeline Management section, a dynamic group at the heart of the CIO Division's digital transformation. We provide trusted oversight of critical governance and operational functions, ensuring compliance and driving continuous improvement to deliver efficient, resilient digital services. Our work shapes the future of ICT investment by leading forward planning, managing demand, and coordinating the pipeline of digital work. We also deliver centralised governance for contracts, procurement, and project oversight – creating a strong foundation for innovation and success.

The opportunity

We are seeking an Assistant Manager (EL1) to provide dedicated oversight of governance and operational processes, strengthen compliance, improve strategic planning, and reduce

administrative burden on senior managers – enabling greater efficiency and resilience across the division.

You will play a key role in running the business of ICT, including ICT demand and pipeline management, investment planning, and governance of project scoping, costings, and oversight of project budgets.

This is a leadership/generalist role; no ICT technical experience is required. If you have relevant and/or transferable skills and experience, we'd love to hear from you.

While financial management is centralised, experience in interpreting financial information and understanding the implications of funding decisions is highly desirable.

Our ideal candidate

We are seeking a highly motivated and experienced professional who can provide strong leadership and deliver high-quality governance and operational outcomes.

To be successful in this role, you will demonstrate:

- Strategic thinking and problem-solving skills, with the ability to anticipate risks, identify opportunities, and implement practical solutions.
- Strong stakeholder engagement and communication skills, including the ability to build productive relationships and convey complex information clearly to diverse audiences.
- Expertise in governance, compliance, and operational management, with a sound understanding of PGPA Act obligations, procurement frameworks, and business management practices.
- Proven ability to lead and manage teams, fostering collaboration, professional development, and a culture of continuous improvement.
- Excellent organisational skills, including the capacity to manage competing priorities, deliver high-quality outputs, and meet deadlines in a dynamic environment.
- Commitment to integrity and APS Values, demonstrating professionalism, accountability, and respect in all aspects of your work.
- **Desirable:** Experience in financial management or interpreting financial data to support investment planning.

Duties

As an Assistant Manager, you will:

- Operate under broad direction, exercising independence and judgment in managing complex governance and planning activities.
- Lead a multi-disciplinary team to deliver high-quality outcomes and foster a culture of collaboration and continuous improvement.
- Provide strategic oversight of governance and operational processes to ensure compliance and efficiency.
- Drive improvements in planning and reporting to support informed decision-making and alignment with divisional priorities.
- Apply knowledge of Australian Government frameworks, including PGPA Act obligations, procurement rules, and business management practices.
- Oversee development of project scoping, costings, and manage project budgets to support investment planning and delivery of ICT initiatives.
- Drive the establishment and implementation of ICT Demand and Pipeline processes, ensuring alignment with strategic objectives and resource capacity.
- Prepare and assure the quality of reports, briefings, and governance documentation for senior executives.
- Engage and collaborate with stakeholders across the division and broader agency to strengthen governance and operational resilience.
- Champion process improvements and best-practice governance to enhance efficiency and service delivery.
- Other duties as directed, aligned with divisional priorities and organisational objectives.

Eligibility

Relevant qualifications in business management, governance, public administration or a related field are highly regarded.

To be eligible for employment in the APS and the department, candidates must be Australian Citizens.

Positions require a Baseline security clearance and successful candidates will be required to obtain and maintain a clearance at this level.

Notes

A merit pool may be established and used to fill future vacancies within 18 months from the date the vacancy was first advertised in the Gazette.

The department does currently offer flexible work opportunities for many roles. This vacancy is ACT - Industry House based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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 agency.

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	Maggie Weir, 0428 597 634
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Industry, Science, Energy and Resources

Vacancy VN-0766173

Geoscience Australia

Closing Date:Monday 02 February 2026

Space Division
Satellite Land Imaging Collection Ground Station Development and Operations

Job Title	Commercial Lead and Assistant Project Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$117,669 - $133,019
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	Executive Level 1
Position Number	19164
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

Geoscience Australia acknowledges the Traditional Custodians of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islanders Cultures, and to elders past and present.

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.

Geoscience Australia’s Earth observation program underpins the delivery of over 170 government programs using data accessed via agreements with a number of international satellite operators. One of these agreements is the Landsat Program in partnership with the United States Geological Survey. By collaborating in the Landsat Program, Geoscience Australia has secured Australia's access to more than 40 years of Earth observations from space, the longest continuous space-based record of Earth in existence.

The opportunity

The Australian Government announced in 2024 that it will partner with the United States in its flagship Landsat Next Earth satellite program. Underpinned by new investment of $207.4m over the next 4 years and $38.2m per annum ongoing, Australia will become the first country to join the Landsat 2030 International Partnerships Initiative.

Australia's contributions to this partnership will be delivered by Geoscience Australia which include an upgraded Alice Springs satellite ground station, expanded satellite data processing and delivery architectures, and new quality and integrity monitoring systems.

Our team

The Satellite Land Imaging Coordination (SLIC) Branch will be at the forefront of Australia's delivery of the Landsat Next program. The branch is comprised of a team of highly skilled professionals from a range of disciplines including data science, engineering, programmatics, Earth observations and remote sensing science, quality and technical assurance.

Within this branch, the Ground Station Development and Operations team is responsible for the delivery of an upgraded Alice Springs satellite ground station to meet the requirement of the Landsat Next program. The team is also responsible for operating and maintaining the current in-service Alice Springs satellite ground station.

Duties

The Commercial Lead is responsible for supporting the planning and delivery of Geoscience Australia's future satellite ground station to meet the requirements of the Landsat Next satellite mission (and a range of other satellite missions). The Satellite Ground Commercial Lead reports to the Assistant Director, Ground Station Development within SLIC Branch. This position is based at Geoscience Australia's Symonston premises in Canberra. Periodic travel to Alice Springs is required.

In this role you will:

- Support the planning, delivery and operation of Geoscience Australia's future satellite ground station capabilities and infrastructure.
- Lead commercial activities including the development of strategies and plans, tender pack development, tender evaluations, the preparation and amendment of contract documents and contract negotiations.
- Provide procurement advice and support to officials and stakeholders on the application and interpretation of Commonwealth Procurement Rules and government procurement policies.
- Develop and maintain relationships within Geoscience Australia, other Commonwealth Agencies and international partners including the United States Geological Survey and NASA.
- Provide ad hoc support to other SLIC projects as required, including commercial activities in support of the Landsat First Nations Engagement Program.

- Support the uplift of business and commercial acumen within SLIC Branch.
- Support the Assistant Director, Ground Station Development as a procurement focused assistant project manager.

Desirable skills, knowledge, experience and/or qualifications

- Experience in delivering complex projects in Government and industry.
- Experience with a range of commercial models including performance-based contracts.
- Demonstrated ability to lead procurement and contract management activities for complex procurements, including the development of artefacts (such as business cases, procurement plans, tender packs, tender evaluation plans, tender evaluation reports, contracts and contract management plans) and managing commercial activities (such as industry briefings, tender evaluation, negotiations and managing contracts).
- Demonstrated knowledge of Commonwealth Procurement Rules and government procurement policies.
- Demonstrated ability in the use of government procurement systems such as AusTender, whole of government procurement panels, the Commonwealth Contracting Suite and the ASDEFCON (Complex Materials) suite.
- Demonstrated organisational skills, self-drive and initiative with the ability to influence others to achieve tasks and business objectives.
- Highly developed written and verbal communication skills.
- Formal qualifications in procurement, contract management and commercial law are desirable.

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.

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 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.

To Apply

Please visit the careers page of 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 Michael Jones on (02) 6249 5855 or email michael.jones@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’.

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

Recruitability

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the position. For more information please visit the Australian Public Service Commission website.

Hearing or speech impaired applicants are invited to use the National Relay Service by contacting 133 677 and requesting to be connected with our Recruitment team on 02 6249 9777 in order to obtain selection documentation.

Technical Assistance

If you require technical assistance, call Human Resources on (02) 6249 9777 or email recruitment@ga.gov.au.

While the position on offer is ongoing, a merit list/pool may be created from this process to fill similar ongoing and non-ongoing roles over the next 18-months. 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.

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	Michael Jones, 02 6249 5855
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0766194

Geoscience Australia

Closing Date:Monday 26 January 2026

Space Division
Digital Earth Earth Observation Impacts and Strategic Engagement

Job Title	Senior Project Officers (Multiple Roles)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$97,756 - $113,155
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	18874, 19067
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

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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

Working in the Digital Earth team within Space Division is an opportunity to help solve some of Australia's biggest challenges. Digital Earth programs create free and open satellite data products for the benefit of Australia and the region. Its mission is to embed satellite imagery and data into decisions that support sustainable Australian environments, a resilient society and a strong economy.

We are a team of Earth observation (EO) and data scientists, geospatial analysts, ICT professionals, and project, program and policy managers.

Within the Digital Earth branch, the Earth Observation Impacts and Strategic Engagement (EOI&SE) section provides strategic focus to the EO and Digital Earth programs in order to achieve maximum impacts and value generation – through recommendations and guidance for program design, strategic outcomes, benefits and priorities.

Duties

We are looking to fill two Senior Project Officer roles within the EOI&SE section through this recruitment process.

The role is accountable, under limited direction, to perform complex work that supports, coordinates and enables activities across identified work areas within EOI&SE. To be successful, you will exercise both initiative and judgment to provide relevant technical, professional, and/or policy advice in relation to complex problems.

We are looking for a motivated and capable team player to join our dynamic section, which works in the science-policy nexus for Australian Government EO. This position will support our efforts to draw together elements of the EO community within Australia and regionally to maximise the effectiveness and impact of EO activities.

In undertaking this role, you will bring your well-developed organisational, written and oral communications and team player skills to progress national, regional and global EO agendas for Australia. Daily duties will include (but are not limited to) strategic stakeholder engagement and project management to strengthen national and international EO relationships inline with GA's interests. The role will require working with a small and geographically distributed team; working closely with other areas of Geoscience Australia and international partners.

In this role you will:

- Research and draft briefing documents for a range of audiences about EO issues, trends and activities, including maintaining an awareness of EO-related Australian Government programs and projects.
- Support Australia's regional and international EO interests, including representation in domestic and international forums. This includes fostering bilateral engagements, coordination of logistical arrangements and preparation of briefing materials for senior representatives where necessary.
- Provide project management support, undertake procurement and contract management activities including financial administration.
- Drive stakeholder engagement and consultation processes to understand EO user requirements.
- Undertake other duties in support of section, branch and agency priorities, as required.

To be successful in the role you will:

- Have experience in project delivery, including procurement, planning, execution, risk management and reporting.
- Proven ability to coordinate and support program governance forums, including the preparation of briefings, meetings packs, minutes and action tracking.
- Develop and manage relationships with international and national stakeholders, engaging and collaborating to achieve successful outcomes and facilitate cooperation.
- Have well-developed organisation skills, strong task prioritisation skills, and ability to demonstrate initiative.
- Demonstrated ability and experience to work both independently and as part of a team.
- Demonstrate technical understanding, or ability to acquire an understanding, of EO, their value, application and potential.
- Demonstrate understanding of, and commitment to, the Australian Public Service Values and fostering an inclusive workplace culture within GA.

Required skills, knowledge, experience and/or qualifications

- Experience in working with government to support policy and project design and delivery, including procurement.
- Aptitude for understanding technical projects (technical space or earth observation knowledge desirable but not required).
- Excellent communication skills, both written and oral, including the ability to listen and adapt to various audiences; and persuasively convey ideas and concepts in a simple, understandable manner.
- Well-developed interpersonal skills, including the ability to collaborate effectively and form positive, productive working relationships with team members and stakeholders.

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?

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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 Bela Belojevic on 61 2 6249 9032 or email bela.belojevic@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’.

Notes

Recruitability

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the position. For more information please visit the Australian Public Service Commission website.

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While the positions on offer are ongoing, a merit list/pool may be created from this process to fill similar ongoing and non-ongoing roles over the next 18-months. 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.

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	Megan Wieczorek, 02 6126 8764
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS2 Weekly Gazette Thursday (Vacancy Notices) - 15 January 2026.pdf
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Industry, Science, Energy and Resources

Vacancy VN-0766205

Geoscience Australia

Closing Date:Wednesday 28 January 2026

Corporate
Organisational Investment Finance and Facilities

Job Title	Management Accountant, Reporting
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$117,669 - $133,019
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	Executive Level 1
Position Number	19298
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

Geoscience Australia acknowledges the Traditional Custodians of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islanders Cultures, and to elders past and present.

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 Management Accounting function sits within the Finance and Facilities section and is responsible for developing, analysing and reporting on the internal budget of Geoscience Australia.

The Management Accountant, Reporting is responsible for the provision of financial management advice and reporting for the Space Division as a key internal client, as well as developing and enhancing the reporting processes for the Executive Board.

The ability to respond dynamically to changing environments and business needs is required, including changes in priorities, resources, methodologies and government direction. A key priority of the role is to deliver business needs whilst ensuring compliance with Geoscience Australia’s financial and governance framework.

You will lead operational activities of the team and contribute to the outcomes of the section and Corporate Division. This role reports to the Deputy Chief Finance Officer (DCFO) and partners closely with the Manager, Management Accounting (EL1).

A values driven approach coupled with the ability to meet expectations, inspire, and work collaboratively with individual professionals and specialists will contribute to the achievement of a successful organisation and diverse workplace culture.

Duties

- Provide strategic advice on management accounting issues to senior executives and the Chief Finance Officer and DCFO.
- Provide financial management support, budget and forecast preparation and financial performance monitoring and reporting.
- Drive continuous improvement in budgeting and reporting processes, including an uplift to analytical advice on future financial sustainability challenges.
- Hold responsibility for improvement processes towards best practice standards for workpapers, policies, and compliance with relevant legislation.
- Build the capability of the section through coaching others, knowledge sharing and encouraging development.
- Provide financial accounting guidance and advice to internal and external stakeholders

Please note: the key responsibilities of the role are based on current priorities and may change over time)

To be successful in the role you will:

- Have strong financial management skills and the ability to develop and maintain relationships with stakeholders.
- Be curious and collaborative, customer focused and display a high level of professionalism.
- Display great communication skills, both written and verbal, to convey complex information to a variety of stakeholders.
- The ability to undertake all role tasks with accuracy and attention to detail, together with an ability to work autonomously, with limited direction.
- Have the ability to be strategic and seek out opportunities for enhancements to the status quo.
- Adhere to the APS Values and Code of Conduct and consistently behave in an honest, ethical and professional way.

Required skills, knowledge, experience and/or qualifications

- Hold Certified Practising Accountant (CPA) or Chartered Accountant (CA) accreditation.
- Baseline clearance is required.

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.

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 Lucy Byrnes on (02) 6249 9022 or email lucy.byrnes@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’.

Notes

Recruitability

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the position. For more information please visit the Australian Public Service Commission website.

Hearing or speech impaired applicants are invited to use the National Relay Service by contacting 133 677, and requesting to be connected with our Recruitment team on 02 6249 9777 in order to obtain selection documentation.

Technical Assistance

If you require technical assistance, call Human Resources on (02) 6249 9777 or email recruitment@ga.gov.au.

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	Lucy Byrnes, 02 6249 9022
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0765849

IP Australia

Closing Date:Tuesday 27 January 2026

Customer Experience Digital Experience

Job Title	Web Content Lead
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - NT NT, Various locations - SA SA, Various locations - WA WA, Various locations - VIC VIC, Various locations - TAS TAS
Salary	$95,395 - $108,365
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	1583
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

We are seeking an experienced Web Content Author to drive content strategy and delivery for IP Australia's corporate website. Reporting to the Product Owner, you will play a key role in shaping how our digital content informs, engages, and supports our diverse audiences.

The Web Content Author operates under limited direction to develop, manage and maintain high-quality, accessible, and policy-compliant content across the IP Australia website. This role ensures that digital content supports strategic objectives, meets user needs, and complies with government standards for accessibility, search engine optimisation, and analytics-driven improvement. The Web Content Author is also responsible for providing support to the Website Product Owner by developing a deep understanding of the product life cycle, assisting with prioritisation of digital initiatives, and providing continuity of leadership and decision-making in the Product Owner's absence.

Duties

- Write, edit, and publish content that is accurate, engaging, and accessible
- Collaborate with subject matter experts to translate complex legal and technical information into plain English
- Develop and implement long term content strategies aligned with agency goals and user needs

- Establish and maintain content governance frameworks, including style guides and editorial workflows, ensuring risks are identified and managed for high-visibility content
- Implement search engine optimisation best practices to improve search visibility and user engagement
- Conduct keyword research and optimise metadata, headings, and page structure
- Monitor website performance using analytics tools (e.g. Google Analytics, Site Improve) and provide actionable insights
- Report on content effectiveness and recommend improvements based on user behaviour and search trends
- Work closely with internal teams and external partners to ensure content accuracy and relevance
- Ensure all content complies with accessibility standards, Australian Government Digital Service Standard, and agency-specific policies
- Support the Website Product Owner by developing knowledge of the product life cycle and assisting with the prioritisation of digital initiatives, including negotiating competing priorities with senior stakeholders
- Provide continuity of leadership and decision-making in the absence of the Product Owner

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

We are looking to fill this position on an ongoing basis. Future positions may be offered on an ongoing or non-ongoing basis subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for an initial term of 12 months.

At the end of the recruitment process, a merit pool of suitable candidates may be created. Those found suitable will be advised that they have been placed in the pool. The merit pool is valid for 18 months from the date the process was advertised. The merit pool may be used throughout the period to fill similar positions in the event positions become vacant.

IP Australia embraces flexibility, including hours and location. Most of our roles can be done from anywhere in Australia, as long as you have reliable internet connection and an appropriate office

set-up. We have offices in Canberra (Ngunnawal Country) and Melbourne (Naarm) for employees who are located within a reasonable distance to the office and most employees work a mixture of days in the office and days from home. Employees who are not located near an office, work completely remotely.

IP Australia acknowledges that those with diverse experiences, perspectives, and backgrounds enhance our workplace and our capability for innovation. Aboriginal and/or Torres Strait Islander People, People with Disability and LGBTIQA+ people are encouraged to apply for any advertised position, that they may be suitable for, within IP Australia.

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 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	Radhika Prakash, +61 414 229 255
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Industry, Science, Energy and Resources

Vacancy VN-0766070

IP Australia

Closing Date:Monday 26 January 2026

Finance and People Services People Support

Job Title	Senior Advisor - Performance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - WA WA, Various locations - SA SA, Various locations - NT NT, Various locations - TAS TAS
Salary	$95,395 - $108,365
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	1605
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

As an APS Level 6 Senior Advisor Performance, you will have a unique opportunity to contribute to end-to-end performance management across the agency, moving beyond individual case management to support a mature, consistent and high-performing performance culture.

Duties

In addition to managing underperformance and behavioural matters where required, the APS Level 6 Senior Advisor Performance will play a key role in:

- Supporting the full performance lifecycle, including probation management, underperformance management, our PERFORM framework including end-cycle reviews, and the early identification of performance risks

- Providing administrative oversight and quality assurance of all probation and underperformance processes, including auditing documentation, monitoring timeframes, record-keeping, and supporting managers to meet procedural and legislative requirements
- Coaching and enabling managers to confidently lead performance conversations, set clear expectations, monitor underperformance processes, and recognise and reinforce high performance
- Designing and delivering training sessions, presentations and guidance material to uplift manager capability in performance management, including practical tools and conversation frameworks, as well as workplace behaviour training for all staff
- Supporting the implementation, communication, and continuous improvement of the agency's PERFORM Performance Framework, including contributing to associated policies, procedures and guidance material
- Facilitating clear, consistent communications to leaders and employees regarding performance expectations, processes and responsibilities
- Working collaboratively with People Support to support health related matters, escalated underperformance, complaints or conduct matters where required, ensuring a seamless and proportionate approach.

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 involves reviewing your background & personal circumstances to minimise risks in giving access to IP Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Some applicants may be able to obtain and maintain a security clearance at a specified clearance level – please check the vacancy information section for security clearance requirements.

The successful applicant must be willing to disclose all relevant and required information.

Notes

We are looking to fill this position on an ongoing basis. Future positions may be offered on an ongoing or non-ongoing basis subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for an initial term of 12 months.

At the end of the recruitment process, a merit pool of suitable candidates may be created. Those found suitable will be advised that they have been placed in the pool. The merit pool is valid for 18 months from the date the process was advertised. The merit pool may be used throughout the period to fill similar positions in the event positions become vacant.

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

IP Australia acknowledges that those with diverse experiences, perspectives, and backgrounds enhance our workplace and our capability for innovation. Aboriginal and/or Torres Strait Islander People, People with Disability and LGBTIQA+ people are encouraged to apply for any advertised position, that they may be suitable for, within IP Australia.

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 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	Carissa Pickering, 02 6283 3113
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0766175

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

Closing Date:Monday 26 January 2026

Job Title	EL1 - Assistant Director, Conduct and Performance, People Branch
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$122,667 - $139,534
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	47406
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Conduct and Performance team is a small, collaborative and high performing team responsible for innovating, designing and implementing the department's people performance and conduct strategies. The team coaches and supports our people leaders and management through performance and/or behavioural cases. Team members also conduct preliminary assessments, APS Code of Conduct investigations and review of actions. As a learning organisation, subject matter experts within the team also design and deliver targeted training courses.

Duties

What will you do?

You will contribute to department's people performance and conduct strategies, promoting innovation and best practice while ensuring Australian Government policy advice is applied.

This role is varied and dynamic, typically including the following duties:

- Lead a small team of subject matter experts who build and maintaining a strong and effective partnership with all clients and stakeholders to deliver pragmatic and timely advice, support and coaching.
- Design and implement performance and behavioural strategies for the department ensuring best practice and compliance with relevant legalisation, APS policy and departmental practices.
- Undertake or facilitate APS Code of Conduct investigations, preliminary assessments, including preparation of briefings, reports, reviews and assessments.
- Build a performance culture within the department, and support people leaders lift performance and capability, including guiding parties through relevant policies and process.
- Manage data and reporting for the team to support evidence-based decision making.
- Prepare and present training targeted training programs for management and employees on a range of matters including but not limited to respect at work, performance and behaviour including the APS Code of Conduct and Values.
- Contribute to projects to assist the section to meet Branch priorities, as required.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the Executive level 1 Work level standards.

To be successful in this role, you will need to demonstrate your ability to:

- Achieve results and quality outcomes by showing initiative and leadership, working in a small team delivering multiple activities at any given time, often within tight timeframes.
- Communicate effectively both written and verbal, delivering information in a variety of formats for a range of audiences.
- Collaborate across diverse teams, using your exceptional interpersonal and engagement skills to engage with senior leaders and a wide variety of stakeholders, valuing different perspectives, contributions and backgrounds.
- Have a growth mindset with a willingness to continue to learn, develop, and foster an environment for team members to do the same.
- Think strategically, evaluating complex information from a variety of sources to make connections and sound decisions while exercising good judgement.

Human resource qualifications and /or a certificate in investigations is desirable, but candidates with extensive work experience are welcome to apply.

We encourage candidates from diverse backgrounds and experiences to apply

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 Vetting Clearance. 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 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	Sonia Connolly, (02) 6136 8764
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0766251

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

Closing Date:Tuesday 27 January 2026

Job Title	APS6 - Infrastructure Project Assurance Officer, Budget, Policy & Assurance
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	$95,501 - $114,201
Future Merit Locations	Canberra, Brisbane, Melbourne
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	47456
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Land Transport Infrastructure Division (LTID) plays a key role in supporting the delivery of close to $100 billion in Australian Government investment towards road and rail projects that shape how Aussies live, work, and connect. From reducing travel times to making roads safer and boosting regional freight links, everything we do has a ripple effect across the country.

We're working to deliver lasting, smart infrastructure solutions that meet today's needs and tomorrow's challenges for communities across Australia.

You'll be joining at a time where the Australian Government is focused on delivering nationally significant projects that provide enhanced productivity and resilience, liveability and sustainability outcomes across Australia. It's a dynamic, fast-moving environment where your work will matter.

We work in tight partnership with state and territory governments, Infrastructure Australia, and other key players to deliver nationally significant projects. Think faster commutes, safer roads, and stronger communities.

Our team is comprised of the following branches:

- VIC, TAS and SA Infrastructure Investment Branch
- NSW & ACT Infrastructure Investment Branch
- WA & NT Infrastructure Investment Branch
- QLD Infrastructure Investment & Brisbane 2032 Games Venues Branch
- Budget, Policy & Assurance Branch
- Infrastructure Investment Reform Branch, and
- RPM Taskforce.

The Budget, Policy and Assurance Branch lead the development of the IIP's contribution to the Budget, including preparing its Cabinet Submission. The Branch also provides strategic advice on future infrastructure investment, supports program governance, manages IIP funding and provides cost estimate and cost-benefit assurance of major infrastructure projects.

Infrastructure Project Assurance Section assesses the reported costs and benefits of projects submitted by proponents to ensure that they are robust and consider how they align against industry benchmarks. The section also undertakes research on technical topics, manages tools and databases, chairs bi-annual meetings with senior officials from jurisdictions and delivers workshops to the division.

Duties

What will you do?

You will be joining Infrastructure Project Assurance Section at an exciting time! We are working closely with internal and external stakeholders on project reviews. The role offers invaluable experience to work on strategic, high-profile, and high-priority work.

Key duties for this role include:

- Assist with the cost reviews and cost benefit analysis of projects.
- Technical research and analysis to support/contribute to improvement of tools, systems and frameworks.
- Build productive working relationships with internal and external stakeholders, including with other jurisdictions.
- Provide key advice to government and executives to enable decision making on the government's Infrastructure investments to develop Australia's land transport network

If you’re passionate about nation-building and want to be part of a team that drives positive change, come join us!

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the APS level 6 Work level standards.

We are looking for candidates who demonstrate the following attributes:

- Excellent written and verbal communication skills, with a proven ability to generate high-quality written materials to support decision making
- Be able to build effective working relationships with internal and external stakeholders
- Ability to work within a distributed team that fosters a culture of informed decision-making, integrity and respect
- Capable of working to a professional standard in a high-pressure, complex environment, apply a high level of attention to detail while undertaking tasks and managing competing priorities
- Adaptability, resilience, and flexibility in the face of changing priorities
- Highly developed judgement, outcomes driven, proactive, highly adaptable and an interest in Infrastructure.

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 Clearance 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.

- **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.
- **Qualifications**: A degree in engineering, economics or a related technical field.

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 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	Jose Da Silva Junior, (02) 6136 6222
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Prime Minister and Cabinet

Vacancy VN-0766321

Northern Land Council

Closing Date:Thursday 29 January 2026

Job Title	Policy and Advocacy officer
Job Type	Full-Time, Ongoing
Location	Berrimah NT
Salary	-
Future Merit Locations	Berrimah
Office Arrangement	On Site
Office Arrangement Details	On site and regional
Classification	
Position Number	DS08
Agency Website	www.nlc.org.au

Job Description

https://jobs.nlc.org.au/job-details/query/Policy+and+Advocacy+Officer/in/Australia/9680831/

- **Location:** Berrimah Northern Territory
- **Status:**2x Full-time ongoing positions
- **Annual Salary:** $102,669per annum plus 15% superannuation

The Northern Land Council (NLC) is seeking skilled and values-driven Policy and Advocacy Officers to support evidence-based policy development and social justice advocacy that improves outcomes for Aboriginal people across the Top End. This role is ideal for policy professionals who want their work to have real-world impact—supporting Aboriginal rights, influencing government decision-making, and contributing to meaningful reform.

Duties

About the Role

The Policy and Advocacy Officer is responsible for researching, developing and advocating for policy and legislative reform that advances the rights, interests and aspirations of Aboriginal people in the NLC region. As part of the Strategy and Advocacy team and reporting to The Senior Policy and Advocacy Officer, you will prepare high-quality policy advice for the CEO, Chairperson and Full Council, and contribute to submissions, discussion papers, reports and briefings across a range of issues. While the role has a strong social justice focus, it also supports broader policy work relating to environmental management, water policy and economic strategy.

You will engage with government agencies, peak bodies and other stakeholders, represent the NLC on relevant committees and working groups, and work collaboratively across NLC service areas to support interdisciplinary policy development. A core part of the role is supporting Traditional Owners and native title holders to protect their rights and interests through effective policy advocacy and reform.

Eligibility

What You Will Bring

You are an analytical and persuasive policy professional who can translate complex issues into clear, compelling advice. You are confident engaging with government and stakeholders, and you bring a strong commitment to culturally informed, Aboriginal-led advocacy.

In addition, you will have:

- Tertiary qualifications in Public Policy, Social Sciences, Law, Economics or a related discipline
- Demonstrated experience in policy analysis, research and development, with the ability to advocate effectively for change
- Advanced written communication skills, including producing high-quality briefings, submissions, reports and discussion papers for diverse audiences
- Strong organisational and time management skills, with the ability to manage competing priorities in a confidential environment.

Notes

Why Join the NLC

At the NLC, policy matters. This role gives you the opportunity to help shape reform that directly affects Aboriginal communities, land rights and social justice outcomes across the Northern Territory.

You'll work in a friendly purpose-driven team that values integrity, cultural authority and evidence-based decision-making. Your work will help to inform National and Territory-level conversations while remaining grounded in the voices and priorities of Traditional Owners.

We offer:

- A**base salary of $102,669**per annum plus**15% superannuation**
  - **salary sacrificing**up to $15,900 + Meal and Entertainment card with benefits up to $2,650 per year.
  - District allowance of up to**$4,884 (with dependents) or $2,678 (without);**
  - **Five (5) weeks annual leave,**leave loading,**18 days personal leave;**
  - Annual airfare after 12 months of service**(net value $3,177);**

The opportunity to work in anew modern office in Berrimah Darwin, designed for collaboration and wellbeing

About the Northern Land Council

The Northern Land Council (NLC) is an independent statutory authority of the Commonwealth established under the Aboriginal Land Rights (Northern Territory) Act 1976. We serve Traditional Owners and Aboriginal communities across the Top End, supporting their aspirations for land, sea, and cultural management.

Cultural knowledge and lived experience are central to all we do. We are committed to equity, inclusion, and cultural safety, and we strongly encourage Aboriginal and Torres Strait Islander applicants to apply.

Be part of our next chapter

This is an exciting time to join the NLC as we move into a new modern workplace and strengthen our capacity to deliver meaningful outcomes for Aboriginal people and communities across the Northern Territory.

About the Northern Land Council

To Apply

Position Contact	Ged Shearer, 408 856 249
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Policy+and+Advocacy+Officer/in/A

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Social Services

Vacancy VN-0766142

National Disability Insurance Agency

Closing Date:Sunday 25 January 2026

Reviews and Information Release
Information Access and Privacy ART Operations

Job Title	EL1 Case Management Support
Job Type	Full-Time, Ongoing
Location	Deakin ACT, Brisbane QLD, Geelong VIC, Richmond VIC, Parramatta NSW
Salary	$120,000 - $132,000
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	3168_11/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

Are you a values-driven leader with a strong commitment to inclusion, integrity and excellence? Do you thrive in dynamic environments that require high attention to detail, strategic thinking, and exceptional communication skills? The National Disability Insurance Agency (NDIA) is seeking an experienced Assistant Director to join our ART Operations team. This is a unique opportunity to provide strategic leadership and guide the team through competing priorities and operational risks.

The ART Operations team supports the NDIA with intake, processing, triage and allocation of Administrative Review Tribunal (ART) applications and associated correspondence. This includes the lodgement of Tribunal documents within statutory timeframes in accordance with the ART practice directions. The team also has accountability for the NDIA's response coordination of FOI requests and Complaints as they relate to the ART function.

The Information Access & Privacy Branch (IA&P) is responsible for providing operational support and uplifting capability through the management of all workforce operations and capability, performance policy and quality, strategy reporting and governance as well as information release and privacy, Art Operations activities. The Branch also manages the FOI and PIA teams as well as the Agency Privacy Incident Management functions of the NDIA.

Duties

As the EL1 Assistant Director, ART Operations, you lead high-performing teams responsible for managing complex and sensitive matters related to the ART. You oversee a high-volume workload and ensure timely, compliant, and quality outcomes across your teams.

Duties include:

Facilitate the response management of ART-related correspondence, including complaints and Freedom of Information (FOI) requests, ensuring consistent, high-quality handling.

Contribute to executive-level reporting, including supporting the development of papers and briefings for the Board, CEO, and Senior Leadership Team, ensuring clarity, relevance, and strategic alignment.

Support performance and continuous improvement, using data and insights to set priorities, monitor outcomes, and align team efforts with operational needs.

Eligibility

• Demonstrate critical thinking and decision-making abilities.

• Ability to work collaboratively with team members both within and external to the team, provide guidance to junior staff, and build positive relationships with stakeholders.

• Flexibility to adapt to changing priorities and work environments, and to support various functions as needed.

• Efficient time management skills under pressure.

Notes

We work as one team. We are accepting, diverse and driven. We take a shared approach to making progress. We welcome and support each other and encourage different ideas, insights and opinions. We empower and enable each other to be our best. We collaborate, connect and work together to create a workplace that makes us proud. Whilst we're based far and wide across the country, we make sure nobody feels they are out on their own.

You will work for a socially inclusive and culturally diverse workplace, that is making a meaningful impact to the lives of more than 717,000 Australians.

Access to higher superannuation and above market leave entitlements.

Competitive remuneration and working conditions that support a positive work life balance.

Access to ongoing professional development and learning.

While this role is ideally performed from ACT Deakin, VIC Geelong, VIC Richmond, NSW Parramatta, QLD Brisbane, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

Please note that this opportunity is only available to Australian Public Service employees

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	Emma Selisky, 03 5223 0793
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0766165

National Disability Insurance Agency

Closing Date:Thursday 22 January 2026

Job Title	APS6 Executive Coordinator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Richmond VIC
Salary	$96,737 - $106,950
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible arrangements may be considered.
Classification	APS Level 6
Position Number	3046_11/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

The APS6 Executive Coordinator is accountable under limited direction to undertake complex work that is guided by legislation, policies, procedures, standards, methodologies and precedents.

The position is required to provide detailed technical, professional, policy, operational support and advice in relation to complex problems. Where required, the role will coordinate and assist in the strategic planning, program and project management and policy development that support the NDIA's objectives to "build a world-leading National Disability Insurance Scheme".

Duties

The APS6 Executive Coordinator will have a considerable level of public contact in relation to complex, difficult or sensitive issues. It is required to liaise with a range of internal and external stakeholders in a representational role on behalf of the Group.

Responsibilities of the role include but are not limited to:

- Providing high level administrative support to the Group and SES staff including diary management and preparation of meeting papers as required.

- Managing the flow of communications within the SES office, including monitoring all incoming and out-going emails, briefs and correspondence, including follow-up action and monitoring of actions required.
- Organising and supporting official meetings, travel arrangements and official functions on behalf of the SES staff and the wider Group.
- Supporting the preparation, writing, proofing and editing of documentation including complex and sensitive correspondence, research papers, corporate documentation, submissions and briefs.
- Scheduling meetings and preparing reports and documents relating to committees and projects of which the Deputy CEO is a member, sponsor or stakeholder.
- Working closely with the Executive Officer (EO) of the Group to assist with any priorities or tasks as required.

Note: the key responsibilities of the role are based on current priorities and may change over time.

Please refer to the APS Work Level Standards. These have general statements about the broad requirements for each classification level.

Eligibility

To be successful in this role, you will have extensive senior-level executive support experience, ideally at the Deputy CEO or equivalent level. A strong APS background, with demonstrated ability to navigate complex government processes and provide high-level administrative and strategic support is critical. The successful candidate will have strong organisational skills with a proven capability to manage competing priorities and work in a fast-paced environment with discretion and professionalism.

What we’re looking for in our ideal candidate:

- Ability to manage multiple tasks, prioritise effectively, and maintain a high level of accuracy, attention to detail and confidentiality.
- Demonstrated ability to anticipate the needs of executives and prioritise competing demands in a fast-paced environment.
- Strong written and verbal communication skills to interact with internal and external stakeholders, prepare reports, and handle correspondence.
- Ability to represent the executive office professionally when liaising with internal and external stakeholders, including other government agencies and ministerial offices.
- Demonstrated critical thinking and decision-making abilities.
- Proven efficient time management skills, expertly managing competing priorities and deadlines.
- Work with a level of independence, under broad direction, to resolve issues and deliver quality outcomes.
- Competence in using office software (e.g., Microsoft Office Suite) and other relevant tools for scheduling, document preparation, and communication (e.g.: PDMS)
- Flexibility to adapt to changing priorities and work environments, and to support various functions as needed, and work effectively in a dynamic environment.

Notes

The successful candidate must be able to obtain and maintain a Negative Vetting Level 1 (Secret) security clearance, or hold a current security clearance of an appropriate level.

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 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	Holly Tatterson, .
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0765804

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Sunday 25 January 2026

DART and Enabling Services Division
Data and Regulatory Transformation Executive

Job Title	Assistant Commissioner, Data and Regulatory Transformation
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW, Perth WA
Salary	$224,208 - $280,260
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	Arrangements can be negotiated.
Classification	Senior Executive Service Band 1
Position Number	239_12/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The NDIS Quality and Safeguards Commission (NQSC) is an independent agency established to improve the quality and safety of NDIS supports and services. It is the dedicated national regulator of NDIS services and supports in Australia and works with people with disability, the NDIA, Governments and the sector who together deliver the NDIS.

The NQSC is undertaking a significant change to modernise its regulatory functions, strengthen its operations through efficient data driven decision-making and transition to a more risk- based regulatory approach. The Data and Regulatory Transformation (DART) program is a Commonwealth Tier 1 transformation program that will deliver a suite of interoperable data, systems, tools and new ways of working, allowing the Commission to look across Participant and Provider interactions, predict risks, remediate early, and become a formidable regulator. The Assistant Commissioner, Data ,Change and Program Management overseas the Program Management Office, Change, User Experience, and Data Delivery streams under the Data and Regulatory Transformation Program.

The appointee will be a strong people leader who is collaborative and engaging and will drive the transformation agenda across these four streams working collaboratively with the CIO who leads the other streams within the program.

Duties

The successful candidate will have demonstrated experience in leading large, complex transformation programs, ideally within Commonwealth Government. This will include delivering enterprise wide programs, effectively negotiating and influencing key stakeholders to drive outcomes through collaboration and influence. You will have demonstrated ability to direct and manage significant change agendas through high-level people management and communication. Experience in or understanding of the regulatory context will be important as is an understanding of the disability sector , current issues of quality and safeguards and the role of the NQSC.

How 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 and Alice Silver, quoting reference NDIacm1125, or call 1300 347 437 for further information or assistance.

Your application should include:

- A complete and current CV
- A brief cover letter outlining your skills, capabilities and experience that aligns with the role.

For enquiries, or if you would like assistance understanding this document or would like to receive it in another format, please contact Grant Nichol or Alice Silver of Future Leadership via phone: 1300 347 437 using the National Relay Service 133 677 if required https://www.accesshub.gov.au/about-the-nrs or email applications to applications@futureleadership.com.au.

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 agency.

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	www.futureleadership.com.au, 1300 347 437
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0766167

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Friday 23 January 2026

Commissioners' Division
Executive and Parliamentary Services Office of Commissioner and Associate Commissioner (OCAC)

Job Title	Executive Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Melbourne VIC
Salary	$120,307 - $136,563
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	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	Executive Level 1
Position Number	243_12/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The Executive Officer to the Associate Commissioner works as part of a small executive support team to provide provides high-quality strategic advice and operational executive support to the services to the Associate Commissioner and broader OCAC. The Executive Officer is responsible

for managing workflow for the Associate Commissioner including providing analysis and coordinating follow up action to ensuring priorities and deadlines are met. The role has supervisory and management responsibilities of the Executive Assistant.

Duties

Duties of the role

Duties may include, but are not limited to, the following:

- Providing high-level policy, strategic advice and operational executive support to the Associate Commissioner Managing workflow through the OCAC including providing analysis and coordinating follow up action to ensuring priorities and deadlines are met
- Producing correspondence and communications to support the promulgation of critical messages and priorities
- Drafting briefs on complex/sensitive matters or coordinating requests for information on behalf of the Associate Commissioner
- Acting as the primary point of contact for the Associate Commissioner, with the requirement to independently respond to a range of routine, sensitive or urgent agency matters
- Ability to develop strong relationships and liaise with internal and external stakeholders at all levels.
- Ensuring the effective management of the senior executive's stakeholder engagement activity, including scheduling meetings, coordinating briefs, travel, liaising with stakeholders and coordinating events
- Developing and implementing business process improvements to facilitate the effective operation of the Associate Commissioner's office, including working with other Executive Officers across the NDIS Commission to ensure best practice across the organisation.

Eligibility
Notes

Location: Adelaide, Melbourne or Canberra (preferred). Other NDIS locations may be considered.

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 agency.

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	Martha Arkalis, 0408 969 712
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0765819

Australian Bureau of Statistics

Closing Date:Monday 26 January 2026

Methodology and Data Science Division
Various Various

Job Title	Mathematical Statistician and Data Scientist (APS5 and APS6), Methodology and Data Science Division
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Belconnen ACT, Geelong VIC, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$85,204 - $108,092
Future Merit Locations	Adelaide, Brisbane, Belconnen, Geelong, Hobart, Melbourne, Perth, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	APS Level 5;APS Level 6
Position Number	26/MDSD_APS5_6
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=FD2856E2-41D5-ACD4-AAB8-E479A35682D8

The Australian Bureau of Statistics (ABS) is looking to fill the roles of **Mathematical Statistician and Data Scientist at the APS5 and APS6 level**, in the Methodology and Data Science Division (MDSD) of the Australian Bureau of Statistics. As these are specialist mathematical statistician and data science roles, candidates need to have demonstrated practical, relevant experience in these areas to be successful.

Duties

About the roles

As an **APS5 Mathematical Statistician or Data Scientist** in MDSD you will:

- Contribute to methodological/data science projects and provide technical support to other parts of the ABS.
- Use statistical computing languages (such as R, Python or SAS) to manipulate data for statistical design and/or analysis.
- Work under limited supervision and manage your own work outputs while working as part of a team, some of whom may be located in other offices.
- Present the results of experimental, research or methodological work to internal audiences in meetings and seminars.
- Conduct and prepare reports on complex research projects and empirical studies.

As an **APS6 Mathematical Statistician or Data Scientist** in MDSD you will:

- Lead methodological/data science projects and provide technical support to other parts of the ABS.
- Have a very good appreciation of the role of and a sound ability to use statistical computing languages (such as R, Python or SAS) to manipulate data for statistical design and/or analysis.
- Liaise and negotiate with internal and external clients to understand their needs for methodological assistance and develop and explain potential solutions.
- Plan, manage, monitor and deliver work outputs while supervising and reviewing the work of other staff members, some of whom may be located in other offices.
- Present the results of methodological work to internal and external audiences in meetings, seminars and conferences, and potentially present training.
- Conduct and prepare reports on complex research projects and empirical studies.

For more information ***about the team*** please read the attached *Applicant Information Kit.*

What we are looking for (selection criteria)

To be suitable at the **APS5 level for a Mathematical Statistician or Data Scientist** role you should have most or all of the following skills, qualities and experience:

1. Practical experience and sound knowledge and understanding in the application of one or more of the following:
    1. Survey design, sampling, statistical editing and imputation, estimation and survey quality assessment methods
    2. statistical disclosure control.
    3. statistical quality management
    4. statistical computing languages (such as R, Python, SAS or Stata) to manipulate and draw insights from data
    5. analytical methods such as time series analysis, statistical/econometric modelling, multivariate techniques, regression analysis, predictive analysis, Bayesian inference, and visualisation techniques
    6. data integration and methods supporting statistics production with multiple data sources
    7. data science techniques and practices such as AI / machine learning techniques, graph theory, natural language processing, knowledge discovery and agent-based models.
        1. *Note that:*
        2. To be considered suitable for the Mathematical Statistician roles, emphasis will be placed on your claims against criteria a. to f. inclusive.
        3. To be considered suitable for the Data Scientist roles, emphasis will be placed on your claims against criteria d. to g. inclusive.
2. Proficiency in planning and managing your own work outputs, and the ability to deliver quality outcomes within a dynamic and complex environment.
3. Conceptual, analytical and creative skills, including the ability to critically assess complex information and develop innovative solutions.
4. Ability to work effectively in, and contribute to, a high performing team which may be geographically dispersed.
5. Ability to communicate effectively, both orally and in writing, particularly on technical issues to non-technical audiences.

To be suitable at the **APS6 level for a Mathematical Statistician or Data Scientist** role you should have most or all of the following skills, qualities and experience:

1. Considerable practical experience and very sound knowledge and understanding in the application of at least one of the following:
    1. Survey design, sampling, statistical editing and imputation, estimation, and survey quality assessment methods
    2. statistical disclosure control
    3. statistical quality management
    4. statistical computing languages (such as R, Python, SAS or Stata) to manipulate and draw insights from data
    5. analytical methods such as time series analysis, statistical/econometric modelling, multivariate techniques, regression analysis, predictive analysis, Bayesian inference, and visualisation techniques
    6. data integration and methods supporting statistics production with multiple data sources

7. data science techniques and practices such as AI / machine learning techniques, graph theory, natural language processing, knowledge discovery and agent-based models
    1. Note that:
    2. To be considered suitable for the Mathematical Statistician roles, emphasis will be placed on your claims against criteria a. to f. inclusive.
    3. To be considered suitable for the Data Scientist roles, emphasis will be placed on your claims against criteria d. to g. inclusive.
2. Demonstrated sound ability in planning and managing a range of quantitative projects, including those undertaken by more junior staff, and the ability to work under limited direction to deliver quality outcomes within a dynamic and complex environment.
3. Very strong conceptual, analytical and creative skills, including the ability to critically assess complex information and develop innovative solutions.
4. Ability to work effectively in, and contribute to management and leadership of, a high performing team which may be geographically dispersed.
5. Strong communication and negotiation ability, both orally, including meetings and formal presentations, and in writing, particularly on complex technical issues to non-technical audiences.

For both **APS5 and APS6** levels academic qualifications in data science, statistics, mathematics, econometrics/economics, bioinformatics, or another field with a strong quantitative component are highly desirable. A demonstrated ability to learn and apply new methods and technologies will also be highly regarded.

Eligibility

To be eligible for these roles you:

- You must be an Australian citizen at the time you apply.
- You must be a current ongoing, non-ongoing APS or Parliamentary Services employee to apply.
- You may need to obtain (or hold) and maintain at least a Baseline security clearance.
- ABS employees who have access to market sensitive information are restricted in market trading activities. You may not be allowed to trade in financial products while employed. Some of these 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 select the level/s you wish to be considered for, upload your current resume, provide referee details and respond to the following:

- In no more than **500 words**, provide a statement of claims of how you have demonstrated the skills, qualities, and experience (outlined in Section 1 of the Applicant Information Kit) required for this role.

Note: *if you wish to apply for both the APS5 and APS6 levels, you will only be required to submit one application and statement, pitched at the APS6 level.*

Important: *responses fewer than 375 words will not be considered.*

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

Applications close at 11:30 pm (AEDT), Monday 26th January 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 agency.

About the Australian Bureau of Statistics

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To Apply

Position Contact	Daniel Fearnley, 02 6252 5446
Agency Recruitment Site	https://abs.nga.net.au/?jati=FD2856E2-41D5-ACD4-AAB8-E479A35682D

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Treasury

Vacancy VN-0766062

Australian Bureau of Statistics

Closing Date:Monday 26 January 2026

Census Field Operations

Job Title	Census Field Operations Team Leaders & Project Officers
Job Type	Full-Time, Non-Ongoing
Location	Belconnen ACT, Hobart TAS, Docklands VIC, Adelaide SA, Brisbane QLD, Darwin NT, Geelong VIC, Alice Springs NT, Perth WA, Sydney NSW
Salary	$85,204 - $95,705
Future Merit Locations	Belconnen, Hobart, Docklands, Adelaide, Brisbane, Darwin, Geelong, Alice Springs, Perth, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid model of working from home and the office
Classification	APS Level 5
Position Number	25/Census_FOTL_APS5
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=9667C7C8-6526-20AC-D815-E47C37A62E33

The Australian Bureau of Statistics (ABS) is looking to recruit a number of staff to fill a variety of temporary roles to support the 2026 Census of Population and Housing. The majority of positions to be filled will be for **Field Operations Team Leaders**; we will potentially need to fill a limited number of **Project Officer** positions.

Duties

About the Field Operations Team Leader role

We are seeking to recruit approximately 30 Field Operations Team Leaders in various locations across Australia.

Field Operations Team Leaders are part of the Census Workload Management team and are responsible for the day-to-day management of national field operations for the 2026 Census. This includes recruitment and training of field staff, work allocation and monitoring, issue resolution and provision of support to field staff as they undertake their work.

As a Field Operations Team Leader you will lead a field-based team to ensure the success of 2026 Census field operations.

The responsibilities of a Field Operations Team Leader include:

- lead a team of field staff within a specific region to undertake Census data collection
- support recruitment and training of field staff
- provide workload, procedural, Work Health and Safety and/or technical help to Census field staff
- undertake performance management of field staff when required
- coordinate the creation, allocation and progress monitoring of workloads to field staff within their work areas
- resolve or escalate complex field queries, issues and incidents.

About the Project Officer roles

As a Project Officer you will provide timely and effective support to ensure the success of the 2026 Census field operations.

Specialised roles include:

Field Operations Support Officer – arrange travel bookings and undertake recruitment and training of Census field staff.

Operational Management Project Officer – program communication support, meeting administration, recruitment and training coordination, staffing administration activities.

Special Enumeration Project Officer – undertake engagement activities to support enumeration activities of special dwelling types including aged care establishments, motels, hotels, boarding schools, secure apartment buildings, etc.

Operational Insights (OI) Data Analysts - monitor progress of enumeration operations against targets and report emerging issues or trends to management.

Systems Support Officers - assist with systems support team operational documentation and process and provide Level 2 technical support to Census field staff queries regarding the key field systems.

What we are looking for

The successful candidates will be able to demonstrate all or most of the following:

- ability to lead a team in delivering quality outcomes within a dynamic fast paced environment
- ability to exercise good judgement in problem solving and decision making
- good stakeholder engagement skills
- good interpersonal, customer relations and communication skills
- ability and confidence to present face-to-face training and provide performance coaching to individuals and groups
- ability to quickly acquire the skills to use a range of office systems and applications
- ability to understand and communicate technical system-based issues (System Support role).

Skills or experience in the following are also highly desired in most roles:

- operations and/or project management
- recruitment
- training
- travel management.

Eligibility

You must be an Australian citizen to be eligible to apply.

Notes

As part of the application process you will need to upload your resume, provide referee details and submit a statement (maximum 300 words) responding to the following:

How do your skills and experiences make you a good fit for these roles? Please give examples.

About the Australian Bureau of Statistics

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To Apply

Position Contact	National Recruitment Unit, 1800249583
Agency Recruitment Site	https://abs.nga.net.au/?jati=9667C7C8-6526-20AC-D815-E47C37A62E3

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Treasury

Vacancy VN-0766087

Australian Bureau of Statistics

Closing Date:Monday 26 January 2026

Census Field Operations Field Operations Support

Job Title	Local Logistics Project Officer - 2026 Census
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA, Belconnen ACT, Brisbane QLD, Docklands VIC, Darwin NT, Hobart TAS, Perth WA, Sydney NSW
Salary	$75,746 - $95,705
Future Merit Locations	Adelaide, Belconnen, Brisbane, Docklands, Darwin, Hobart, Perth, Sydney
Office Arrangement	On Site
Office Arrangement Details	Expectation you are available to work full-time hours in an ABS office each day from Monday to Friday
Classification	APS Level 4;APS Level 5
Position Number	26/Census_LOG_APS4_5
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=DC3B52C7-81C9-B11D-B99B-E47CABE2E261

The Australian Bureau of Statistics (ABS) is looking to recruit several **Local Logistics Project Officers** to work in our Census Field Operations Support team from March to November 2026.

Duties

As a Local Logistics Project Officer, you will be required to do some, or all the following:

- work as part of a national team; communicating clearly with the wider team about work progress, issues, team directions and key decisions
- coordinate the collection and reallocation of materials from field staff and support logistics requests
- liaise with businesses as needed to secure and book temporary storage facilities where needed
- move, lift and transport cartons of materials manually or using appropriate equipment (e.g., trolleys, pallet jacks)
- ensure safe and secure placement and storage of materials in designated areas
- utilise the logistics provider’s booking and tracking systems
- maintain accurate internal materials tracking systems
- assist with loading and unloading deliveries
- maintain a clean and organised storage area
- follow all workplace health and safety procedures
- ensure high levels of confidentiality and security of Census information and materials

- undertake a combination of procedural, operational and administrative duties
- implement improvements and changes in field or office procedures or processes.

What we are looking for

The successful candidates will possess all, or most of the following:

- ability to work collaboratively with internal and external stakeholders to achieve shared goals
- ability to engage with businesses/and or the public as needed
- available to work on site in the office on a daily basis
- a valid driver's licence and willingness to regularly drive to an off-site storage facility location and carry out other material deliveries and picks ups as required
- a reasonable level of fitness with the ability to regularly lift and carry moderately heavy items safely
- a good working understanding of safe manual handling techniques
- ability to demonstrate good judgement in problem solving and decision making, and effectively manage risks
- enthusiasm to take initiative to quickly acquire a working knowledge of operational procedures
- strong oral and written communication skills
- ability to foster cooperation and achieve outcomes across programs
- ability to quickly acquire the skills to use a range of office systems and applications
- ability to follow direction and procedures.

Eligibility

You must be an Australian citizen to be eligible to apply.

You must have a current Driver Licence.

Notes

To apply, you will need to upload your resume, nominate a referee and provide a statement responding to the following (maximum 300 words):

How do your skills and experiences make you a good fit for this role? Please give examples.

Note: if you wish to apply for both levels, you will only need to submit one statement, pitched at the APS 5 level.

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To Apply

Position Contact	Samantha Canny, (03) 4243 6018
Agency Recruitment Site	https://abs.nga.net.au/?jati=DC3B52C7-81C9-B11D-B99B-E47CABE2E2

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Treasury

Vacancy VN-0766216

Australian Bureau of Statistics

Closing Date:Wednesday 28 January 2026

Technology and Security
Data Acquisition Modernisation Program Field Operations Support

Job Title	Genesys Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Belconnen ACT, Brisbane QLD, Docklands VIC, Sydney NSW
Salary	$117,593 - $135,935
Future Merit Locations	Adelaide, Belconnen, Brisbane, Docklands, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid model of working from home and the office
Classification	Executive Level 1
Position Number	26/DAMOD_GENESYS_EL1
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=332961CF-D6C8-A928-B9AD-EC9161943E0F

The Australian Bureau of Statistics (ABS) is looking to recruit several **Genesys Developers** to help us modernise our data acquisition environment as part of the Data Modernisation Program.

Duties

As a Genesys Developer you will work in partnership with ABS business areas and with external stakeholders and suppliers to design and/or build technical capability, as well as providing technical leadership to an effective group of ICT professionals.

As a Genesys Developer you will have the opportunity to undertake technical work and will have a strong focus on hands-on ICT activity, with varying degrees of solution design collaboration and evaluation depending on the role.

Responsibilities across the available roles include:

- ensure the delivery of quality, architecturally aligned IT solutions to meet ABS business outcomes through leadership of a multi-disciplinary Agile team
- liaise with internal and external stakeholders (including vendors), leveraging their expertise to resolve critical issues and inform decisions

- provide specialist developer skills and expertise of the Genesys CX platform
- design, develop and maintain contemporary solutions in accordance with software development best practices, security policies and guidelines
- provide technology guidance to a technical team
- apply DevOps practices and automation to the solution you are responsible for delivering.

What we are looking for - selection criteria

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

- experience in delivering enterprise ICT solutions in an Agile context
- ability to communicate, liaise and negotiate with a broad range of stakeholders
- ability to nurture positive working relationships
- possess strong analytical and problem-solving skills
- technical leadership experience, including the ability to mentor staff and contribute to technology uplift
- technical skills and experience in one or more of the following technologies is advantageous:

* Genesys CX

* SIP, IVR, Routing

* CRM integration with Pega or other CRM systems

* Terraform

* Public cloud (AWS, Azure)

* Web technology (HTML, CSS, JavaScript), NodeJS, ReactJS, Python

* Webservices and APIs (SOAP, REST and GraphQL).

Eligibility

You must currently be an Australian citizen to be eligible to apply.

Notes

To apply, you will need to upload your current resume, provide referee details and respond to the following (in less than 500 words):

Provide an example of a project that you have led and how you worked with stakeholders to deliver the outcomes and overcome any issues. You might like to discuss what your role was, how you used your technical skills to add value, what problems you overcame and how you influenced the overall solution.

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 agency.

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To Apply

Position Contact	Gary Charters, 0418 799 518
Agency Recruitment Site	https://abs.nga.net.au/?jati=332961CF-D6C8-A928-B9AD-EC9161943E0

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Treasury

Vacancy VN-0766250

Australian Taxation Office

Closing Date:Wednesday 28 January 2026

Frontline Operations
Various teams

Job Title	Frontline Operations Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Newcastle NSW, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Parramatta NSW, Penrith NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$72,951 - $78,705
Future Merit Locations	Sydney, Newcastle, Adelaide, Albury, Box Hill, Brisbane, Burnie, Dandenong, Geelong, Gosford, Hobart, Melbourne, Moonee Ponds, 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 3
Position Number	EXT_FO_008_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=79122FD8-66D4-476B-D4E9-EC90E774570C

Duties

We are seeking Frontline Operations Officer to join our Frontline Operations group.

Frontline Operations Officer – APS 3

We are looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasizes problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

Lodge and Pay Officer

A Lodge and Pay Officer works extensively with clients to address lodgment and payment obligations, helping them get back on track with their taxation and superannuation affairs. This role focuses on debt management, lodgment compliance, and payment actions, including preparing and processing legal notices and undertaking recovery actions. They ensure the accuracy of taxpayer records and contribute to initiatives that improve compliance outcomes and service efficiency.

Debt Collection Officer

A Debt Collection Officer specialises in debt recovery and enforcement actions, engaging with clients through inbound and outbound calls and processing correspondence. They verify client information to resolve complex issues, maintain accurate records, and ensure compliance with ATO obligations. The role may involve preparing legal notices and executing recovery actions to meet legislative requirements, with a strong emphasis on timely and consistent outcomes.

Duties for all of the above roles may include:

- assisting clients through various channels including phone, web chat, email, paper and online portals to help them meet their taxation, superannuation, and registration obligations
- understand individual client circumstances and provide tailored advice aligned with current legislation, policy and procedures
- engage in meaningful conversations to support and facilitate client’s payment, lodgment and registration outcomes
- strategic engagement and implement legal compliance actions to shift taxpayer behaviour, applying consequences for deliberate non-compliance.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm.

Through active and strategic engagement, you will deliver tailored, contemporary and outcome focused solutions that shape client behaviour and encourage ongoing willing participation in the taxation and superannuation systems.

You will build and maintain positive client relationships while making informed decisions to resolve enquiries.

You’ll maintain the integrity of ATO records by accurately recording client information and applying relevant policy and procedures.

You will work as a part of a team, sharing your knowledge to collaboratively resolve issues and contribute to continuous improvements.

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 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	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=79122FD8-66D4-476B-D4E9-EC90E774570C

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Treasury

Vacancy VN-0766255

Australian Taxation Office

Closing Date:Wednesday 28 January 2026

Frontline Operations
Various teams

Job Title	Frontline Operations Officer (Affirmative measure - Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Penrith NSW, Parramatta NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$72,951 - $78,705
Future Merit Locations	Sydney, Adelaide, Albury, Box Hill, Brisbane, Burnie, Dandenong, Geelong, Gosford, Hobart, Melbourne, Moonee Ponds, Newcastle, Penrith, Parramatta, 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 3
Position Number	EXT_FO_011_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=28F49966-792E-21D2-FE3A-EC9123BEBCF4

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 looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasizes problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

Lodge and Pay Officer

A Lodge and Pay Officer works extensively with clients to address lodgment and payment obligations, helping them get back on track with their taxation and superannuation affairs. This role focuses on debt management, lodgment compliance, and payment actions, including preparing and processing legal notices and undertaking recovery actions. They ensure the accuracy of taxpayer records and contribute to initiatives that improve compliance outcomes and service efficiency.

Debt Collection Officer

A Debt Collection Officer specialises in debt recovery and enforcement actions, engaging with clients through inbound and outbound calls and processing correspondence. They verify client information to resolve complex issues, maintain accurate records, and ensure compliance with ATO obligations. The role may involve preparing legal notices and executing recovery actions to meet legislative requirements, with a strong emphasis on timely and consistent outcomes.

Duties for all of the above roles may include:

- assisting clients through various channels including phone, web chat, email, paper and online portals to help them meet their taxation, superannuation, and registration obligations
- understand individual client circumstances and provide tailored advice aligned with current legislation, policy and procedures
- engage in meaningful conversations to support and facilitate client’s payment, lodgment and registration outcomes
- strategic engagement and implement legal compliance actions to shift taxpayer behaviour, applying consequences for deliberate non-compliance.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm.

Through active and strategic engagement, you will deliver tailored, contemporary and outcome focused solutions that shape client behaviour and encourage ongoing willing participation in the taxation and superannuation systems.

You will build and maintain positive client relationships while making informed decisions to resolve enquiries.

You’ll maintain the integrity of ATO records by accurately recording client information and applying relevant policy and procedures.

You will work as a part of a team, sharing your knowledge to collaboratively resolve issues and contribute to continuous improvements.

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

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 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 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	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=28F49966-792E-21D2-FE3A-EC9123BEBCF4

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Treasury

Vacancy VN-0766257

Australian Taxation Office

Closing Date:Wednesday 28 January 2026

Frontline Operation
Various teams

Job Title	Frontline Operations Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Geelong VIC, Wollongong NSW, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Dandenong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Parramatta NSW, Penrith NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD
Salary	$64,095 - $71,037
Future Merit Locations	Sydney, Geelong, Wollongong, Adelaide, Albury, Box Hill, Brisbane, Burnie, Dandenong, Gosford, Hobart, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Townsville, 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 2
Position Number	EXT_FO_012_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=413240C6-F1DA-C2B0-8DD2-EC9123C5052D

Duties

We are seeking Frontline Operations Officer to join our Frontline Operations group.

Frontline Operations Officer – APS 2

We are looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasises problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

Lodge and Pay Officer

A Lodge and Pay Officer works extensively with clients to address lodgment and payment obligations, helping them get back on track with their taxation and superannuation affairs. This role focuses on debt management, lodgment compliance, and payment actions, including preparing and processing legal notices and undertaking recovery actions. They ensure the accuracy of taxpayer records and contribute to initiatives that improve compliance outcomes and service efficiency.

In these roles, you will work in a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm.

You will spend your time interacting with clients over the phone supporting them in meeting their tax, superannuation and registration obligations. You'll also process account activities received through various channels, including phone, paper, web-chat, email and online portals.

You will use good judgment and apply relevant policies and procedures to inform your decision making. Your attention to detail will ensure outcomes, actions and agreements are accurately recorded.

You will be responsive and adaptable to changing client and business needs, and manage competing priorities to deliver outcomes. You'll work as a part of a team, sharing your knowledge to collaboratively resolve issues and contribute to continuous improvement.

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 agency.

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To Apply

Position Contact	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=413240C6-F1DA-C2B0-8DD2-EC9123C5052

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Treasury

Vacancy VN-0766259

Australian Taxation Office

Closing Date:Wednesday 28 January 2026

Frontline Operations
Various teams

Job Title	Frontline Operations Officer (Affirmative measure - Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Hobart TAS, Sydney NSW, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Dandenong VIC, Geelong VIC, Gosford NSW, Melbourne VIC, Moonee Ponds VIC, Parramatta NSW, Penrith NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$64,095 - $71,037
Future Merit Locations	Hobart, Sydney, Adelaide, Albury, Box Hill, Brisbane, Burnie, Dandenong, Geelong, Gosford, Melbourne, Moonee Ponds, 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 2
Position Number	EXT_FO_013_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=6DDB1C82-0646-EF03-A993-EC9123C9735D

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 looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasises problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

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You will spend your time interacting with clients over the phone supporting them in meeting their tax, superannuation and registration obligations. You'll also process account activities received through various channels, including phone, paper, web-chat, email and online portals.

You will use good judgment and apply relevant policies and procedures to inform your decision making. Your attention to detail will ensure outcomes, actions and agreements are accurately recorded.

You will be responsive and adaptable to changing client and business needs, and manage competing priorities to deliver outcomes. You'll work as a part of a team, sharing your knowledge to collaboratively resolve issues and contribute to continuous improvement.

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

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 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 agency.

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To Apply

Position Contact	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=6DDB1C82-0646-EF03-A993-EC9123C9735I

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Treasury

Vacancy VN-0766305

Royal Australian Mint

Closing Date:Sunday 01 February 2026

Royal Australian Mint
Operations Logisticvs

Job Title	Purchasing Officer
Job Type	Full-Time, Ongoing
Location	Deakin ACT
Salary	$86,716 - $91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	This position is required to be onsite.
Classification	APS Level 5
Position Number	1164
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).

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 Operations Branch is the manufacturing arm of the Mint. It is an operationally focused, multi-disciplinary team, responsible for the manufacture of both Australian and foreign circulating coin, collectable coins, and tooling to support those production requirements. The branch covers, coin manufacture, die preparation, blank preparation, electro plating and chemical processing, tooling and machining services, planning and packing.

In addition to meeting production targets, the branch has a strong focus on safety, continuous improvement, and quality. The Operations branch is currently embarking on a large program of uplift initiatives, providing a great opportunity for enthusiastic leaders to contribute to meaningful change and development.

About the Role

The Purchasing Officer, in accordance with the *Public Governance, Performance and Accountability (PGPA) Act 2013* and Commonwealth Procurement Rules, undertakes investigations of new suppliers and value for money assessments, and prepares reports and risk assessments, to ensure the most appropriate goods or services are procured. They respond to a high volume of requests for goods and services and monitor inventory to ensure supply meets demand.

The Purchasing Officer is responsible for sourcing and purchasing goods and services to support the manufacture and sale of coins. This includes processing purchase orders and developing Statement of Requirements to accurately define the goods and services required. The Purchasing Officer handles complex procurement, ensuring the Mint and suppliers meet their contractual obligations.

The Purchasing Officer liaises with a variety of stakeholders in relation to procurement to ensure the timely delivery of goods and services. They support the planning and logistics teams by providing advice and training.

Duties

1. Coordinating sourcing and purchasing activities for goods and services, including processing purchase orders and developing accurate Statement of Requirements.

2. Handling complex procurement, in particular the purchasing of coin blanks and precious metals, ensuring compliance with contractual obligations, the PGPA Act 2013 and Commonwealth Procurement Rules.

3. Liaising with internal and external stakeholders to:

a. establish an understanding of requirements;

b. provide advice on procurement methods, practices and required documentation;

c. resolve issues on procurement matters; and

d. ensure on time delivery of goods and services.

4. Preparing written reports, briefs and risk assessments on a range of procurement activities, including investigating new suppliers, vendor management and value for money comparisons.

5. Ensuring demand for goods or services is met through monitoring inventory and open inventory orders in ERP, and responding to requests for goods and services in a timely manner.

6. Evaluating whole of life costs in compliance with the PGPA Act 2013 and Commonwealth Procurement Rules.

7. Assisting the Planning and Logistics Manager with training team members on procurement, including the use of the ERP.

8. Creating and maintaining records relating to procurement or purchasing activities including inventory, purchase orders and quality inspections.

Eligibility

Security Clearance

This position requires a **Baseline** 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 Employment Opportunities page of the Mint Website at Employment Opportunities | Royal Australian Mint

Please submit your application by **11:30pm** on **Sunday 1 February 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.

Information on applying for a job in the Australian Public Service is available at the Employment page of our website.

About the Royal Australian Mint

To Apply

Position Contact	Ryan Cantrill, 02 6202 8794
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-0765785

Australian War Memorial

Closing Date:Friday 30 January 2026

Public Programs
Commemoration and Visitor Engagement Education

Job Title	Education Assistants
Job Type	Casual, Non-Ongoing
Location	Campbell ACT
Salary	$66,823 - $72,837
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 3
Position Number	25-152
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://www.awm.gov.au/get-involved/employment

Education Assistants play a key role in the delivery of a range of face-to-face education and public programs to visitors to the Memorial, including school students, teachers, community, and other special interest groups. In addition, Education Assistants contribute to program development, deliver a range of front-of-house services, and assist with project work and administrative functions. As an Education Assistant you will have strong people skills and customer service, flexibility when working in a busy environment, and empathy for the purpose and mission of the Memorial

Duties

1. Under general direction, assist in the delivery of education and public programs to a range of visitors to the Memorial, including out of hours, liaising with Memorial staff and volunteers, school teachers, and tour operators on operational matters pertaining to the visit.
2. Under guidance, assist in the development of Australian Curriculum aligned educational programs.
3. Assist in administrative tasks and project work related to the provision of the Memorial's education and public programs and education resources.

Technical Capabilities and Requirements

- A current ACT Government Working With Vulnerable People Registration or ability to obtain one
- Experience working with children is essential.

- Education Assistants are required to demonstrate a level of physical ability and mobility to safely move through the galleries, walking and standing for extended periods on hard surfaces, and to perform manual handling tasks as required.

Please Note:

- Employment is of a casual nature, there are no set hours. Rostered shifts are based on the changing demands of visitor bookings.
- Minimum availability required is two shifts per week. Both weekday and weekend availability is desirable.
- As part of the Memorial's commitment to provide a world-class corporate image, restrictions may apply to visible tattoos, piercings or hairstyles.

Eligibility

Employment with the Australian War Memorial is subject to conditions prescribed within the Public Service Act 1999.

Citizenship – To be eligible for employment with the Australian War Memorial, applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waived.

Police Check – The preferred applicants will be required to successfully undergo a police record check. The preferred applicants must be willing to disclose all relevant and required information.

Notes

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia's wartime experience.

To Apply

Position Contact	Joanna Taplin, (02) 6243 4364
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0766279

Australian War Memorial

Closing Date:Sunday 01 February 2026

Public Programs
Public Programs

Job Title	Branch Head, Assistant Director Public Programs
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	-
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	Senior Executive Service Band 1
Position Number	26-002
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://awmjobs.nga.net.au/?jati=50926770-ECED-4A24-39E5-EC92500CE1D8

Position Overview

As an SES Branch Head at the Australian War Memorial (the Memorial) you will be a key member of the senior leadership team and Corporate Management Group, and will play an integral role in delivering key outcomes and priorities involving significant leadership, strategic direction, and accountability for major work areas, focusing on translating high-level Memorial priorities into actionable policy and program delivery, managing substantial resources, building high-performing teams, and providing expert advice to internal and external stakeholders.

As the Branch Head for Public Programs you will lead and manage multiple teams with particular focus on commemoration through public exhibitions, education, historical research, the delivery of major national ceremonies - including ANZAC Day and Remembrance Day, and the promotion of events.

In addition, you will represent the Memorial on Inter-departmental Working Groups and at other agency forums and must ensure at all times to be operating in accordance with legislative and governance obligations, working collaboratively to deliver outcomes, and responding flexibly to current and emerging issues.

The successful candidate will be offered up to 12-month non-ongoing employment, with the potential for extension and/or ongoing appointment.

About You

You will have highly developed negotiation, influencing and engagement skills and the ability to articulate issues, provide effective solutions and present confidently at senior levels within the public and private sectors.

You will possess senior industry experience relevant to the role requirements within a museum or related sector.

You will be:

- An innovative thinker who has an ability to manage multiple priorities:
- Able to harness information from a variety of sources and have well developed analytical skills.
- Highly motivated and have an agile approach that enables you to anticipate opportunities and encourage creativity and innovative ideas.
- Have demonstrated competency in cultural considerations relevant to exhibitions

Duties

Working directly to the Director of the Australian War Memorial, the position will be responsible for the following:

1. Provide strategic leadership as a member of the Corporate Management Group, contributing to strategic planning, the development of Memorial priorities, and cross-organisation collaboration that advances the Memorial's mission.
2. Lead and manage the Public Programs Branch, providing direction, oversight, and performance leadership across areas of responsibility to deliver impactful public programs and visitor engagement.
3. Oversee the development and delivery of major exhibitions, programs, and interpretive initiatives, ensuring cultural integrity, visitor-centered design, public engagement, and alignment with corporate and business plans.
4. Provide authoritative advice to the Director, Council and government on matters related to exhibitions, public programs, audience engagement, and commemorations, including sensitive and emerging issues.
5. Represent and promote the Memorial to national and international partners, strengthening strategic relationships and contributing to major ceremonial events, community engagement, and philanthropic and sponsorship initiatives.
6. Ensure excellence in governance, accountability, and risk management, including financial stewardship, procurement oversight, WHS obligations, and compliance with legislative, cultural, and administrative frameworks relevant to areas of operation.
7. Exercise statutory, delegated, and administrative powers in accordance with relevant legislation and organisational policies, upholding ethical leadership, transparency, and responsible management of public resources.

Eligibility

- Applicants will also be required to undertake a psychometric evaluation, character and security checks. The psychometric evaluation will not determine successful appointment but will be used to inform interview and referee processes.
- This position requires the successful candidate to have (or the ability to obtain and maintain) a Negative Vetting Level 1 security clearance
- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens or have permanent residency of Australia to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

For further information please look over the Candidate Package

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which 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.

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

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To Apply

Position Contact	Director's Office, Please contact via email
Agency Recruitment Site	https://awmjobs.nga.net.au/?jati=50926770-ECED-4A24-39E5-EC92500(

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Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0766223

Department of Veterans' Affairs

Closing Date:Thursday 29 January 2026

Chief People Officer
Housing Programs and Approved Accounts Home Ownership Assistance Section

Job Title	Assistant Director - DHOAS Operations Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	$127,621 - $140,143
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	Executive Level 1
Position Number	EXT-2026-0006
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

DVA administers the Defence Home Ownership Assistance Scheme (DHOAS) and the Defence Home Owner Scheme (DHOS) on behalf of the Department of Defence and the DVA scheme Defence Service Home Loans (DSHL).

DHOAS is available to serving and Australian Defence Force Members. Eligible applicants receive a monthly subsidy on a specified portion of their mortgage. DVA's role involves taking ADF member enquiries, determining eligibility and entitlements, processing subsidy certificates and payments, and monitoring member's ongoing entitlement.

The Assistant Directors across the Home Ownership Assistance Section are responsible for managing the service delivery function and oversees the management of staff who are involved in the registration, investigation, determination and in some areas, the ongoing management of benefits under the relevant legislation. The occupant must have highly developed leadership and communication skills, initiative, analytical skills and an ability to liaise with stakeholders at all levels.

The Operations Manager role oversees the processing centre and monitors and reports on its performance. The processing centre is located in Brisbane, two of the Team Leaders report to the Operations Manager, and they work closely with other members of the management team to achieve processing key performance indicators every month. Processing staff, review applications,

answer email enquiries, take inbound phone enquiries and set up members to receive the monthly payment.

Duties

- Oversee the operations of the service delivery function to ensure relevant activities and outcomes are achieved.
- Manage, and monitor performance including reporting and analysis of service delivery teams and compliance with quality and service delivery standards.
- Provide direction to the team and direct staff through mentoring, coaching and performance management.
- Review complex and sensitive issues relating to stakeholders including working directly with veterans/clients/representatives and negotiating positive outcomes.
- Undertake recruitment activity when appropriate to ensure teams are trained and resourced appropriately to meet service standards.
- Drive innovation and improvement in service delivery, champion continuous improvement, veteran centric culture and promote a positive team culture focused on inclusion, collaboration and operational excellence.
- Contribute to the strategic direction of the section and provide input into operational, compliance, and general management issues.
- Ad hoc tasks within the incumbent’s area of expertise as directed.

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 external to DVA 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 will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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.

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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	Sean Ferrari, (07) 2149 5463
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-0766231

Department of Veterans' Affairs

Closing Date:Thursday 22 January 2026

Chief People Officer
Housing Programs and Approved Accounts Defence Service Homes Insurance

Job Title	APS 4 Insurance Advisor – Operational Assurance & APS 5 Senior Insurance Advisor – Business Development Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Brisbane QLD
Salary	$82,795 - $96,191
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 4;APS Level 5
Position Number	EXT-2026-0005
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

Defence Service Homes (DSH) Insurance is part of the Defence Service Homes Scheme which provides housing related benefits to eligible members of the Service and ex-service community.

The Defence Service Homes (DSH) Insurance Scheme is a national scheme providing home building insurance to eligible veterans, war widows and Australian Defence Force (ADF) personnel. The team consists of five core business areas that include Products, Pricing and Underwriting, Sales and Policy, Claims, Marketing and Communications and Finance and Accounts.

DSH Insurance is responsible for looking after all aspects of its Home Building Insurance portfolio and acts as an Authorised Representative for a private insurer in offering its Contents policy and other personal lines products.

DSH Insurance has 2 immediate vacancies within the Products, Pricing & Underwriting Team.

Duties

The APS 4 and APS 5 Compliance Team Insurance Advisor roles, within DSH Insurance, include but are not limited to the following responsibilities.

- Demonstrate commitment and willingness to understand the needs of ADF members and Veterans.
- Maintain working knowledge of Insurance industry regulations and codes, as well as internal DSH Insurance policies and procedures.
- Provide support, and advice, to DSH Insurance staff on quality assurance and regulatory policies, systems and process requirements.
- Perform quality assurance and compliance monitoring, analysis and reporting activities.
- Prepare compliance and process related verbal and written communications and documents for DSH Insurance stakeholders.
- Contribute to the identification, reporting and resolution of DSH Insurance process improvement opportunities.
- Build and maintain effective working relationships with other areas within DSH Insurance.
- Monitor, and manage, own performance against team goals.
- Provide support to the Compliance Manager/DSHI management as required.
- Assist with adhoc DSHI project work as required.

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 external to DVA 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 will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Mandatory Requirements

- Thorough knowledge of the General Insurance Code of Practice and Financial Services Regulations.
- Evidence of experience working with standard operating procedures within a quality assurance environment.

Desirable Requirements

- 3+ years General Insurance experience, and qualifications in the General Insurance industry.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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.

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About the Department of Veterans' Affairs

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To Apply

Position Contact	Paul Stone, (07) 2149 5173
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-0766237

Department of Veterans' Affairs

Closing Date:Thursday 29 January 2026

Ministerial, Engagement and Communication
Client and Information Access

Job Title	Senior Client Contact Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Broadbeach QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA
Salary	$82,795 - $88,307
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. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	EXT-2026-0003
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

The Department’s Veterans’ Access Network (VAN) is the Departments first point of contact for general client enquiries and interactions. VAN offices are located in all capital cities and in regional locations across the country, and form part of a national work unit to provide high quality and professional client services to the veteran community.

This primarily consists of veterans and current serving members, their families and representatives of ex-service organisations.

Senior Client Contact Officers assist members of the veteran community by answering enquiries via the telephone, face to face and electronic access channels. Officers make referrals if needed and undertake processing and system entry activities related to client needs.

Information is provided in relation to a wide range of enquiries regarding eligibility for services, claims processes and how clients can access ongoing payments, health care and other eligible services.

To be successful in this rewarding role, Senior Client Contact Officers need high levels of personal resilience to address sometimes emotional and challenging client circumstances and high workload demands.

Duties

These are available within the Candidate Information Pack.

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 external to DVA 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 will be required to obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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Successful applicants engaged into the APS will be subject to a probation period.

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To Apply

Position Contact	Daniel Agazzi, 07 2149 5128
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-0766243

Department of Veterans' Affairs

Closing Date:Thursday 29 January 2026

Ministerial, Engagement and Communication
Client and Information Access

Job Title	Senior Client Contact Officer - AM Indigenous
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Adelaide SA, Broadbeach QLD, Darwin NT, Melbourne VIC, Perth WA
Salary	$82,795 - $88,307
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. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	EXT-2026-0004
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Duties

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Eligibility

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DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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 agency.

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To Apply

Position Contact	Dan, 07 2149 5128
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766170

Bureau of Meteorology

Closing Date:Friday 23 January 2026

Business Solutions
Flood Warning Infrastructure Network

Job Title	FWIN Stakeholder Engagement Lead
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA
Salary	$115,443 - $125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60018926
Agency Website	

Job Description

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

About the Bureau

We are Australia’s weather, climate, water, oceans and space weather agency. Our work touches the lives of all Australians every day.

Our products and services include observations, forecasts, warnings, analysis and advice. They cover Australia’s atmosphere, water, oceans and space environments.

The Bureau operates under the authority of the *Meteorology Act 1955* and the *Water Act 2007*. We also fulfill Australia’s international obligations under the Convention of the World Meteorological Organization and related international meteorological treaties and agreements.

Read the Bureau of Meteorology Strategy 2022–27 to find out more about our organisation and the work we do for all Australians.

Working at the Bureau

The Bureau represents a dynamic and exciting opportunity. At the Bureau you will:

- do meaningful work that brings real benefits to the Australian community, businesses and government.
- work with dedicated experts and professionals who constantly seek to improve the services we provide to our customers.
- work in excellent workplaces in a variety of great locations. You'll have access to the latest technology in a diverse, safe and inclusive environment for everyone.
- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

The opportunity

The Bureau's Flood Warning Infrastructure Network (FWIN) Program is leading a $236 million Australian Government initiative to improve flood warning infrastructure in Australia's highest flood risk areas over 10 years. This will be done through the acquisition, upgrade and integration of 1600 local government-owned, and some state government-owned rain and river level flood gauges into the Bureau's existing flood warning network across Australia.

In support of this investment, the Bureau's Flood Warning Infrastructure Network (FWIN) Program seeks an experienced Stakeholder Engagement professional to lead staff from across the Bureau's various Groups and Programs to build our reputation as a trusted collaborator and partner in the delivery of flood warning services.

The role will lead dedicated Customer Leads across the Bureau in communication and engagement activities with key government and community stakeholders to inform the delivery of critical flood warning infrastructure and identify and inform of project impacts and sentiment.

Given this is a new function the successful candidate will have a unique opportunity to help grow the Bureau's stakeholder engagement capabilities in support of our flood warning network emergency management partners.

The role reports to the FWIN Manager, Stakeholder Engagement and works closely with other Bureau Groups to ensure alignment with the Bureau Strategy 2022-2027.

Our ideal candidate

The ideal candidate will have a successful track record of building relationships with internal and external stakeholders to drive engagement initiatives. You will possess advanced verbal and written communications skills and be confident working across all three levels of government, and senior executives.

You will have strong interpersonal and critical thinking skills, enjoy working directly with people to solve challenges, and be able to prioritise tasks within tight deadlines. The ability to develop an extensive professional network both internal and external to the Bureau will be required.

You will demonstrate the ability to develop a strong understanding of the breadth of the Bureau's flood operations, and its contribution to Australia's national interests and be able to communicate this clearly with key program stakeholders.

You will ensure that the FWIN program along with internal colleagues across Business Solutions, Customer Service and Enterprise Services Groups are aware of and sensitive to local needs, feedback and sentiment.

The successful candidate must be willing to undertake interstate travel when required.

Duties

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

1. Manage the development and implementation of stakeholder engagement processes, systems and tools to build trust, confidence, and understanding among key internal and external stakeholders for the effective delivery of FWIN.
2. Coach and mentor the Bureau's Customer Leads across the Bureau to be able to clearly communicate on a range of flood services and build engagement skills including the adoption of engagement processes and tools to operate as a coordinated unit.
3. Work across all levels of government to engage, inform and assure key stakeholders and elected officials on program delivery and performance.
4. Represent the Bureau in stakeholder meetings and at industry events, demonstrating high competency in strategic, authoritative and persuasive communication. Provide surge support to Customer Leads events as required. This will include taking responsibility for flood

consultative forums to help stakeholders derive the greatest value from the Bureau's flood services.

5. Demonstrate high-quality written communication skills including the development of written materials, formatting, spelling, grammar and plain English writing, in alignment with Bureau style guides and social media policies and the ability to communicate matters of a technical nature in a clear and accessible manner.

Eligibility

- Australian Citizenship
- Ability to travel and will be required to obtain and maintain a Baseline security clearance at Bureau expense
- Willing to undertake interstate travel

Notes

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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	Kim Daniels, Kim.Daniels@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766177

Bureau of Meteorology

Closing Date:Tuesday 27 January 2026

Community Services
Decision Support Services

Job Title	National Operations Support Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$135,402 - $152,073
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60016886
Agency Website	

Job Description

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

The Decision Support Services Program leads customer decision support and engagement within the Community Services Group, working primarily with the Emergency Services and Australian Community sectors.

Built upon a deep understanding of the impact that weather, water, climate and oceans have on the decisions that Bureau customers make every day, Decision Support Services briefs and advises the Bureau’s customers and partners in the Australian Community and Emergency Services sectors.

The National Operations Support Manager leads a team that provide weather, water, marine and

climate advice into the Australian Government through the National Emergency Management

Agency (NEMA). This team delivers embedded decision support to NEMA's National Situation Room (NSR) to support them to help the Australian Government to provide a coordinated response to prepare, respond and recover from disasters. This includes the delivery of briefings and exercise support for preparedness activities, routine daily briefing and advice, and producing tailored products as required. During the High Risk Weather Season (1 October – 30 April) the operational service may operate 7 days a week and is available to surge outside of normal hours during severe weather events or when the NSR requires incident briefings.

The National Operations Support Manager leads a team of meteorologists, climatologists and hazard intelligence officers and is responsible for the Bureau's relationships with NEMA and within the NSR, delivery coordination including internal processes, reporting on deliverables and supporting the team to report on customer insights. This exciting role requires excellent relationship and leadership skills, a broad knowledge of weather, water and climate hazards, communication and media expertise.

Duties

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

1. Leading a high performing team that delivers an outstanding customer experience to national emergency services and other key stakeholders, including maintaining a resilient, well trained workforce. During significant weather events, you will be committed to supporting the Bureau, your team, and our customers outside the scope of standard working hours.
2. Maintaining the quality and impact of national weather briefing services; including rostering, quality control and correction of deficiencies identified in post event reviews.
3. Developing processes that ensure the team connects seamlessly and coherently within the Bureau's national footprint.
4. Continuously improving products, governance and services to stakeholders responsible for national emergency preparedness, response, recovery and resilience operations and programs.

5. Providing high-level briefings to customers, media interviews and press conferences as part of providing operational support to the Bureau at peak times.

6. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and s

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 agency.

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To Apply

Position Contact	Simon Louis, simon.louis@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766181

Bureau of Meteorology

Closing Date:Sunday 08 February 2026

Science & Innovation
Research

Job Title	Research Scientist
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Melbourne VIC, Perth WA, Adelaide SA, Canberra ACT, Darwin NT, Sydney NSW, Hobart TAS
Salary	$94,563 - $125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	
Position Number	60013000
Agency Website	

Job Description

https://bomcareers.nga.net.au/?jati=74614158-9EA7-A187-5C6D-EC91261844CE

The Research Program delivers world-class research aligned with the Bureau Strategy and R&DPlan enabling the Bureau to deliver better weather, water, climate, oceans and earth system predictions information and insights and innovations.

This position is in the Satellite Science team within the Research Program, where the occupant will be a member of a team of satellite scientists and software developers. The Satellite Science team's primary work is to extract valuable information from satellite observations, to enhance the decision-making processes of our customers.

Specifically, this position involves working as a team member to deliver enhanced products for Aviation customers. The position will primarily involve developing nowcasts (short-term forecasts) of convective cloud and working with scientists to develop satellite/observation augmented approaches to identifying turbulence and icing. The new products will support Aviation forecasters and customers. The candidate will work closely within a project team comprising aviation forecasters, satellite, verification and data scientists to developed accurate, automated and scenario-based aviation forecasting services.

The successful applicant should have demonstrated knowledge or experience in one or more of the following areas:

- Retrieval and/or verification of cloud, turbulence or icing properties from optical and infrared satellite observations or other observational data e.g. radar
- The capability to develop and verify techniques to perform the short-term forecasting of clouds, convection, turbulence and icing from satellite observations.
- The skills to apply machine learning approaches for short-term forecasts of multi-dimensional data sets and verify the results.

You will be expected to have teamwork and leadership skills appropriate to the EL1 level in the Australian Government Public Service’s Integrated Leadership System.

Duties

Research Scientists contribute to science and/or technology improvements that demonstrably creates impact and value for priority Bureau customers. Examples of responsibilities include but are not limited to:

Research

- Perform research under supervision, using successful research methodologies.
- Make original contributions.
- Publish research results in peer-reviewed journals, technical or research reports with demonstrable impact for the Bureau.
- Present results at internal meetings/seminars, and at external national forums (project meetings/conferences).

Deliver

- Contribute to the development and/or transition to operations of systems, or the generation of products or expert scientific advice.
- Contribute to documenting the outputs by co-authoring reports, journal papers, manuals or operational bulletins and recognition in the research to operations gateway process.
- Present on new or upgraded systems at internal meetings/ seminars, and at external national forums.
- Support the provision of expert scientific advice to internal or external customers.

Lead

- Contribute to Bureau community by holding a formal role in, for example: social club committee, seminar coordination, fire warden, first aider, reference groups and various ad hoc committees that have demonstrable impact.
- Contribute to projects and teams, including liaison with other parts of the Bureau/external customers as required.
- Demonstrate a strong commitment to and understanding of internal and external customers.
- Supervise, mentor junior staff.

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.

Actively work across the enterprise in the ‘Bureau Way’, to ensure a workplace that is safe and diverse, where people grow and are empowered to excel, and where customers come first, trust the Bureau and consider that we are a pleasure to work with.

Eligibility
Notes

This role is open to Australian Citizens and non-Australian Residents, approved under s22(8) of the Public Service Act 1999

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To Apply

Position Contact	Caroline Poulsen, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/?jati=74614158-9EA7-A187-5C6D-EC912

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766188

Bureau of Meteorology

Closing Date:Tuesday 27 January 2026

Enterprise Services Group
Organisational Development Program

Job Title	Observing Operations Trainer
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60001421
Agency Website	

Job Description

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

The Observing Operations Trainer role with the Observing Operations Training team (OOT) at the Bureau's Training Centre focuses on weather observation training for aviation and synoptic purposes. Based in Melbourne, the position involves occasional interstate travel and requires completion of a Certificate IV in Training and Assessment or equivalent if not already held.

Key responsibilities include managing and delivering short courses, developing and updating training materials using modern learning approaches (flip to classroom), and delivering content via

platforms such as Moodle and digital media and in person.

The occupant will be expected to have a broad knowledge of the Bureau's operations, and have substantial experience in performing weather observations, maintaining an instrument enclosure and the siting of weather recording instruments. On occasion we will deliver training on Bureau systems such as EAMS (Maximo) and other in-house cloud software that supports the Bureau’s observation network.

The successful candidate will demonstrate strong interpersonal skills, adaptability, and a commitment to ongoing professional development.

Duties

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

1. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Organise, coordinate, and supervise the training and assessment of participants in observing the weather (Aviation and Synoptic), as well as the safe release of weather balloons, adhering to relevant Bureau procedures and safety policies.
3. Collaborate with internal and external subject matter experts, technical teams and operational managers to design, update and maintain training resources, manuals and assessments that reflect current operational practices, technology and adult learning principles.
4. Develop and deliver online learning materials and remote training sessions using the Bureau’s Learning Management System (LMS) ensuring alignment to adult learning methodologies.
5. Provide training, advice and coaching to Observing Operations staff nationally
6. Undertake other duties as required including contributing to building cross-functional

capability across the team's learning programs, training resources and related artifacts.

Eligibility

1. A Degree, Diploma, Certificate or relevant qualification in a related science or technical discipline

2. Extensive experience in a relevant field that would enable the employee to perform the duties at this level AND

3. The ability and willingness to learn and apply those learnings to the training of staff on the maintenance and repair of Bureau equipment.

Notes

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To Apply

Position Contact	Rob Duthie, rob.duthie@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766199

Bureau of Meteorology

Closing Date:Monday 26 January 2026

Data and Digital
Observing Systems and Operations

Job Title	Infrastructure Project Manager
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$135,402 - $152,073
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	60019556
Agency Website	

Job Description

https://bomcareers.nga.net.au/?jati=06A96015-0E6E-906C-7B71-EC91608DEF52

We are seeking the services of an experienced Project Manager with the capabilities to lead and manage the delivery of projects within the Observing Systems & Operations (OSO) program.

The ideal candidate is a person who thrives in a team-based workplace, is dedicated to achieving outcomes using effective and efficient methods, is able to communicate clearly with a range of people, has advanced project management skills and understands how to tailor processes based on each project’s characteristics to ensure the right level of control.

The ideal candidate will work alongside other Project and technical professionals to deliver to the business outcomes. They will also demonstrate a growth mindset and be flexible and able to support and lead where required.

The position is located within the OSO program, which is responsible for the sustainment and life-cycle management of the Bureau's observing network; delivering fit-for-purpose in situ and remotely sensed observations and observation support services, and provides in-field volunteer and partnership management across Australia and territories, including Antarctica.

Duties

1. Plan and manage the delivery of assigned observations projects, under a PRINCE2 or PMBOK based framework in alignment with the Enterprise Portfolio Management Framework and Bureau Delivery Framework.
2. Develop and manage the project schedule(s) ensuring management of scope in line with the project/program plan(s) and approved designs.
3. Manage project risks, issues, dependencies, changes and quality.
4. Manage financial tracking, forecasting and reporting for the projects including using the EPMO-endorsed project tracking tools, and represent projects for all associated project meetings.
5. Manage and maintain project artefacts following Bureau standards and ensuring contribution to the continual uplift of governance, standards, processes and templates.
6. Manage and co-ordinate project resources to deliver work packages and products, ensuring resource forecasting, facilitating onboarding, managing team performance and engaging all relevant parties.
7. Coordinate the delivery of services and manage Design, Build, Testing, Transition to Operations (including Go Live Documentation), Technology Change Management, Implementation and Post Implementation Review.
8. Liaise with relevant internal and external stakeholders as the main point of contact for all aspects of the projects, ensuring they are engaged and informed while anticipating internal/external client needs and issues.
9. Manage procurements of hardware, software and internal/external services as required, ensuring appropriate resourcing and funding is available for transition and operation.
10. 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.
11. Demonstrate a commitment to APS Values, Employment Principles, Code of Conduct and the Bureau's Social Justice Strategy.

Eligibility
Notes

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To Apply

Position Contact	Orion Law, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/?jati=06A96015-0E6E-906C-7B71-EC916(

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766204

Bureau of Meteorology

Closing Date:Tuesday 27 January 2026

Business Solutions
Agriculture and Water

Job Title	Customer Lead
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Darwin NT, Perth WA, Adelaide SA, Hobart TAS
Salary	$115,443 - $125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements.
Classification	Executive Level 1
Position Number	60015194
Agency Website	

Job Description

https://bomcareers.nga.net.au/?jati=C69A7F67-780E-4087-3D74-EC916126E6DD

The focus of the Commonwealth Water Partnerships Team is to coordinate the Bureau's partnerships with the Commonwealth water agencies – the Department of Climate Change, Energy, the Environment and Water and the Murray–Darling Basin Authority. This includes improving the Bureau's delivery of its water information function and supporting other priorities of partner agencies as required.

The Customer Lead is a strategic leader and communicator who will coordinate customer engagement, provide excellent customer service, and develop initiatives to increase the Bureau's value and impact to the country. They deeply understand customer needs, pain points, and strategic objectives, and coordinate customer services that deploy the Bureau's extensive weather, water and climate capabilities. They are highly self-motivated, agile and team orientated.

The Customer Lead may be assigned specific leadership responsibilities for a particular customer, group of customers, a critical Program function or development of an opportunity. They will develop deep subject matter expertise to support their leadership responsibilities.

Strong written and verbal communication skills are prerequisites for this job. Professional experience in Commonwealth water agencies, state government water agencies, or other water sector organisations and businesses would be highly valued.

This role is part of a national team, which leverages digital platforms for collaboration, while building trusted relationships on the ground in every Australian state and territory. The position can be performed in any Bureau capital city office with some interstate travel required.

Duties

1. Developing and documenting a deep understanding of customer requirements, pulling together insights from multiple customers to identify and converting the top priorities into investment-ready projects.
2. Contributing to, and at times leading, strategic planning in national water information.
3. Developing relationships and networks across the Bureau, and maintaining knowledge and understanding of Bureau capabilities, products and services.
4. Developing knowledge and demonstrating strategic leadership on specific customers, areas of subject matter expertise or critical Team functions as assigned.
5. Working collaboratively with multi-disciplinary, geographically dispersed teams to develop relationships with Bureau customers, understand their needs and pursue new opportunities.
6. Maintaining a high level of knowledge of relevant legislation, regulatory frameworks and policy and program initiatives as they relate to key customers and priorities of the Australian Government.
7. Contributing to the management of customer communication channels, ensuring that customer receive excellent customer service.
8. Representing the Bureau at customer and industry meetings and events, demonstrating advanced written and verbal communication skills, and providing materials that represent the quality and trust associated with the Bureau brand.
9. Contributing to, and on occasion leading, a diverse range projects, while learning continuously and quickly adapting to changing priorities.
10. Systematically collecting and evaluating customer feedback to measure customer satisfaction, in coordination with Program, Group and enterprise initiatives.
11. Demonstrating commitment to APS Values, Employment Principles, Code of Conduct and the Bureau's Social Justice Strategy.
12. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for their own health and safety and that of employees, contractors and visitors who may be affected by their conduct.

Eligibility
Notes

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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	Daniel Burton, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/?jati=C69A7F67-780E-4087-3D74-EC916

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766240

Bureau of Meteorology

Closing Date:Friday 30 January 2026

Enterprise Services
Business Management

Job Title	Manager Management Accounting
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$154,800 - $165,263
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60017865
Agency Website	

Job Description

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

About the Bureau

We are Australia's weather, climate, water, oceans and space weather agency. Our work touches the lives of all Australians every day.

Our products and services include observations, forecasts, warnings, analysis and advice. They cover Australia's atmosphere, water, oceans and space environments.

The Bureau operates under the authority of the *Meteorology Act 1955* and the *Water Act 2007*. We also fulfill Australia's international obligations under the Convention of the World Meteorological Organization and related international meteorological treaties and agreements.

Read the Bureau of Meteorology Strategy 2022–27 to find out more about our organisation and the work we do for all Australians.

Working at the Bureau

The Bureau represents a dynamic and exciting opportunity. At the Bureau you will:

- do meaningful work that brings real benefits to the Australian community, businesses and government.
- work with dedicated experts and professionals who constantly seek to improve the services we provide to our customers.
- work in excellent workplaces in a variety of great locations. You'll have access to a diverse, safe and inclusive environment for everyone.
- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

Position overview

Reporting to the Chief Financial Officer, the primary outcome for this role is to aid managerial financial planning and decision-making ensuring sustainability of the Bureau and appropriate use of Commonwealth resources. This is achieved through analysis of key financial performance information, identifying and implementing current, medium- and long-term financial strategies.

A critical part of the role is developing a rapport with relevant Bureau staff to communicate financial information in plain English, providing advice and ensuring compliance with relevant government policies and accounting standards.

Development and maintenance of mutually beneficial relationships across the Bureau are essential to building trust and confidence in the occupant of this role. The occupant will bring confident communications skills, expertise in Commonwealth government financial frameworks, deep understanding of Commonwealth Government external budgets, internal budget management, forecasts, variance reporting, financial management as well as leadership to the finance team.

Leading and developing a high performing team is a rewarding component of this role. Experience in the establishment of functions and teams will be a benefit to this role as the Bureau looks to mature its finance function, systems and capability.

Duties

The Manager Management Accounting will exercise a significant degree of independence and will use a high-level of decision-making and judgement to deliver high quality financial services across the Bureau. Working effectively and leading a team the Manager is required to:

- Develop and sustain a high performing team of business partners and management accountants that deliver impact and value for the Bureau and providing fulfilling and meaningful work for the team.
- Foster teamwork, innovation and culture of excellence by working with coordinators and team leaders to drive continuous improvement and build a commitment to accountability and high-service performance.
- Develop and maintain key stakeholder relationships that are mutually beneficial, providing trusted strategic financial advice and information

- Implement and maintain continuous improvement of external and internal budget cycles and reporting including policy, process and review mechanisms aimed at ensuring financial sustainability of the Bureau.
- Manage agency-wide budgeting and resource allocation, ensuring financial decisions are aligned with organisational priorities.
- External budget management in compliance with Commonwealth Government requirements and timeframes
- Focus on forecasting for future financial sustainability and efficiency
- Advise on strategic planning and business planning
- Collect, analyse, monitor, interpret data and information, and make recommendations to ensure key financial outcomes and process improvements are achieved, providing reports that analyse trends and financial performance across business units
- Provide financial analysis and variance reporting that is meaningful and actionable on a monthly cycle whilst also providing longer term analysis as required
- Through business partners, support the Executive Management Team, Managers, Coordinators and Team Leaders for the development of their annual budget and resource allocation plan (in the agreed format).
- Have oversight of month end accounting including reconciliations and journals, ensuring compliance with and delivery of effective financial control, financial risks mitigation and budgeting
- Ensure transactions and processes comply with accounting standards and Commonwealth government financial frameworks
- Provide regular and ad hoc training on financial related activities including but not limited to financial management and relevant system training (e.g., budgeting module)
- Encourage and consider improvements to processes, tools and systems and take part in systems and process improvement initiatives
- Comply 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

- Australian Citizenship
- The successful candidate will be required to obtain and maintain a Baseline security clearance

Notes

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To Apply

Position Contact	Mark Lyons, Mark.Lyons@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766265

Bureau of Meteorology

Closing Date:Wednesday 28 January 2026

Data and Digital
Application Services

Job Title	Digital Data Analyst
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60018487
Agency Website	

Job Description *https://bomcareers.nga.net.au/?jati=C8C2E669-5E08-9667-3202-EC924EE37FEF*

The Data and Digital Group provides the data, infrastructure and systems to underpin the Bureau's core operations, from measurement and collection through to production and dissemination. The Group ensures that data is managed at a whole-of-enterprise level along the full value chain from the observations network through to the high-performance computation needed to generate forecasts and downstream products and services. The Group also supports the delivery of products and services to customers through a range of digital channels and platforms and aim to deliver an exceptional customer experience for our colleagues and customers by providing specialised expertise and support.

We are seeking an experienced Digital Data Analyst to join our Digital Analytics Team within the Application Services team through reporting to Digital Analytics Manager.

The Applications Services program delivers, modernise, and sustain applications that are secure, scalable, and aligned with the enterprise strategy for the wider Bureau and its customers. Through automation, quality assurance, and continuous improvement, we enable reliable, innovative solutions to support long-term business outcomes and customer value.

This important role will help the Bureau to deliver services that meet customer needs. You will have previously worked in similar roles with demonstrated capacity to identify and communicate business insights derived from in-depth analysis of complex datasets.

As a Digital Data Analyst, you bring creativity and data-driven skills, creating data visualisations that bring digital narrative to life.

To be considered for this role you have proven experience in using digital and data analytics tools such as Google Analytics, Google Tag Manager, BigQuery, Enterprise Resource Management (ERP) analytics such as SAP and data visualisation tools such as Power BI and Google Looker Studio deriving actionable insights by combining information from different datasets. You will be proficient in SQL, Python or R in addition to data and platform analytics technologies including HTML, CSS, and JavaScript and SAP.

You must also have prepared analytics reports and dashboards for business stakeholders and senior executives and demonstrated effective communication skills and excellent problem-solving skills. You can demonstrate how you have effectively worked within a cross functional team including designers, developers and product owners.

Duties

- Design, develop and deliver tools and regular reports to track and analyse customer behaviour and key performance indicators for different digital channels, platforms, products, and services.
- Communicate findings and insights from data to technical and non-technical stakeholders using reports and dashboards using visualisation techniques to add value to operational and customer centric business initiatives.
- Identify and transform data from multiple sources using best practice data modelling methods to organise data for the purpose of deriving actionable insights.
- Drive the collection, cleansing, merging and management of customer data from various internal and external sources.
- Work effectively in a team environment including collaborating effectively with business stakeholders, subject-matter experts, and product owners.
- Contribute to technical documentation and use appropriate templates/version control to ensure repeatable, reproducible results by developing digital data definitions and metrics.
- Maintain an up-to-date knowledge of latest developments in digital analytics and drive their application to Bureau systems and operations.
- Work with your team in supporting Bureau WHS&E initiatives, ensure compliance with Bureau WS&E procedures and keep your own state of knowledge current in line with the industry state of knowledge for your role.
- Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Diversity and Inclusion policies.

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 agency.

About the Bureau of Meteorology

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To Apply

Position Contact	Anjali Jain, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/?jati=C8C2E669-5E08-9667-3202-EC924E

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766272

Bureau of Meteorology

Closing Date:Friday 30 January 2026

Data and Digital
Planning and Architecture

Job Title	Solution Architect
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$115,443 - $125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements.
Classification	Executive Level 1
Position Number	60018006
Agency Website	

Job Description

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

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Read the Bureau of Meteorology Strategy 2022–27 to find out more about our organisation and the work we do for all Australians.

Working at the Bureau

The Bureau represents a dynamic and exciting opportunity. At the Bureau you will:

- do meaningful work that brings real benefits to the Australian community, businesses and government.
- work with dedicated experts and professionals who constantly seek to improve the services we provide to our customers.
- work in excellent workplaces in a variety of great locations. You'll have access to the latest technology in a diverse, safe and inclusive environment for everyone.
- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

Position overview

The Planning and Architecture Program is seeking a talented and Solution Architect with significant strategic, communication, interpersonal, and organisational skills.

The Solution Architect will have a focus on technology and can work in a strategic manner across all programs.

The Solution Architect will work within the Architecture team with guidance from the Lead Architect, Senior Architects as well as the Chief Architect, to produce solution architecture across projects from multiple groups across the Bureau.

The successful candidate will have:

- Experience in Solution Architecture and Solution Design across on-premise and the cloud with a focus on web design and applications. Experience with Drupal CMS and or GovCMS would be desirable.
- Demonstrated experience in the interpretation of business and technical requirements; the analysis of technical business and IT issues; risk identification.
- Experience collecting and translating business functional and non-functional requirements into high-level Solutions Architecture Designs.

- Have well developed liaison, communication and documentation skills.
- Recommend options for senior architects at the appropriate time, taking into account the needs of the situation, priorities, constraints and the availability of necessary information.
- Be a good team player, self-motivated and to work on own initiative, being proactive, taking action and anticipating opportunities.
- Understanding of application architecture, platforms and solutions that support the business.
- Ability to complete both reference architecture artefacts (such as Technology Reference Model, Roadmaps, patterns and guides, as well as Conceptual and Solution Architecture Designs as part of Planning and Architecture function.
- The Solution Architect 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 Solution Architect and will have considerable level of stakeholder engagement and will liaise with stakeholders in relation to complex issues. They will be required to identify, anticipate and respond to stakeholders' needs and expectations to achieve Bureau outcomes.
- Technology Investment Planning; Assist GM Planning & Architecture with investment planning and recommendations to CITO where Cloud technologies are to be considered used
- Well-developed engagement and communication skills.

Duties

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

1. Assist the Lead architect in the creation and maintenance of reference artefacts.

2. Assist in developing patterns and solution and architectural building blocks as required.

3. Ensure Conceptual and Solution Architecture Descriptions are consistent with the Bureau's architectural principles and reference architectures.

4. Ensure that solutions comply with Service Level Agreements and business continuity requirements.

5. Ensure Guidelines and Reference Architecture artefacts are defined and endorsed by the Architecture Review Group to allow implementation of the design.

6. 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.

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.

Eligibility

- Australian Citizenship
- Successful candidate will be required to have or to obtain and maintain a Baseline Security Clearance with the Australian Government Security Vetting Agency

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	Nick Merambeliotis, nick.merambeliotis@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766273

Bureau of Meteorology

Closing Date:Friday 30 January 2026

Data and Digital
Planning and Architecture

Job Title	Enterprise Architect
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$135,402 - $152,073
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60011878
Agency Website	

Job Description

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

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- work in excellent workplaces in a variety of great locations. You'll have access to the latest technology in a diverse, safe and inclusive environment for everyone.
- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

Position overview

The Planning and Architecture Program is seeking a talented and dynamic Enterprise Architect with significant strategic, communication, interpersonal, and organisational skills. The Enterprise Architect will have a focus on technology and can work in a strategic manner across all programs.

This role will assist in collating and developing Enterprise Technology Solutions) to be used by all users at the Bureau, as well as in the development and maturity of the Planning and Architecture future state.

Under broad direction, the Enterprise Architect will have a focus on uplifting Environment design implementation and governance and will undertake or assist with the functions of:

- Enterprise Adoption and Transformation including the input into the development, publishing and maintenance of various policies, procedures, guide, and reference artefacts to assist the Bureau technology use across all teams and programs. This will include activities such as:
  - Environments for use by all departments including Research, SIG, R2O, E&R, BSG, CSG, DDG, ESG.
  - Input and Maintenance of the appropriate components of the Technology Reference Model (TRM)
- Technology Roadmap Development: Set the strategic direction to support long-term technology planning and investment aligned to the business trajectory.
- Technology Investment Planning; Assist GM Planning & Architecture with investment planning and recommendations to CITO where technologies matching business requirements are to be considered used
- Business Domain Architecture; Working with the Lead Architect, Chief Architect and other members of the Planning and Architecture team as well as operational staff across DDG to help develop and manage the Bureau architecture patterns and practices and generate solutions in accordance with business requirements.

The successful candidate will have:

- Experience in, designing, developing and Implementing Solutions for Meteorological solutions including understanding of the ability to support 24 by 7 operationally critical systems, both on-premise, in the cloud or a hybrid.
- Experience and understanding of the Bureau domains including Scientific Research and transition to Operations.

- Well-developed engagement and communication skills.

Duties

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

1. Assist the Lead architect in the creation and maintenance of technology reference artefacts.
2. Assist in developing patterns and solution and architectural building blocks as required.
3. Ensure high level designs are consistent with the Bureau's architectural principles and reference architectures.
4. Develop and present solution options, and guidelines for projects to develop, implement, test, operate, monitor, and sustain.
5. Ensure that solutions comply with Service Level Agreements and business continuity requirements.
6. Maintain key relationships with business areas and colleagues in the Data and Digital Group, SIG, and other key user groups.
7. Ensure Guidelines and Reference Architecture artefacts are defined and endorsed by the Architecture Review Group to allow implementation of the design.
8. Be able to backfill the Lead Architect by managing the architecture team on occasion.
9. 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.
10. Commitment to APS Values and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

Eligibility

- Australian Citizenship
- Successful candidate will be required to obtain and maintain a Baseline Security Clearance with the Australian Government Security Vetting Agency

Notes

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To Apply

Position Contact	Nick Merambeliotis, nick.merambeliotis@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766277

Bureau of Meteorology

Closing Date:Friday 30 January 2026

Data and Digital
Planning and Architecture

Job Title	Solution Architect – Observations and Infrastructure
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$115,443 - $125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60017351
Agency Website	

Job Description

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

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- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

Position overview

The Planning and Architecture Program is seeking a talented and Solution Architect - Infrastructure and Observations with significant strategic, communication, interpersonal, and organisational skills.

The Solution Architect will have a focus on technology and can work in a strategic manner across all programs.

The person will work within the Architecture team with guidance from the Lead Architect, Senior Architects as well as the Chief Architect, to produce solution architecture across projects from multiple groups across the Bureau.

The successful candidate will have:

- Experience in Solution Architecture and Solution Design across on-premise and the cloud with a focus on IT and Operational technologies including experience with Standard Operating Environments for Operational Technology Equipment, Automatic Weather Stations, and other solutions for Field equipment including understanding on Network and security considerations.
- Demonstrated experience in the interpretation of business and technical requirements; the analysis of technical business and IT issues; risk identification.
- Experience collecting and translating business functional and non-functional requirements into high-level Solutions Architecture Designs.
- Have well developed liaison, communication and documentation skills.
- Recommend options for senior architects at the appropriate time, taking into account the needs of the situation, priorities, constraints and the availability of necessary information.
- Be a good team player, self-motivated and to work on own initiative, being proactive, taking action and anticipating opportunities.
- Understanding of application architecture, platforms and solutions that support the business.
- Ability to complete both reference architecture artefacts (such as Technology Reference Model, Roadmaps, patterns and guides, as well as Conceptual and Solution Architecture Designs as part of Planning and Architecture function.
- The Solution Architect 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 Solution Architect and will have considerable level of stakeholder engagement and will liaise with stakeholders in relation to complex issues. They will be required to identify, anticipate and respond to stakeholders' needs and expectations to achieve Bureau outcomes.
- Technology Investment Planning; Assist GM Planning & Architecture with investment planning and recommendations to CITO where Cloud technologies are to be considered used.
- Well-developed engagement and communication skills.
- Experience in capturing, planning, and prioritising technology pipeline, including future state sustainment activities and coordinating new initiatives.
- Experience in systems administration, project management, service delivery, support, architecture, and application development.
- Experience in technology investment planning.
- Well-developed engagement and communication skills.
- Some experience across both on-premise and Cloud (AWS and Azure) Infrastructure technologies and Solutions (Including Networks, Storage, Compute, End-User Compute and Cyber Security components).

Duties

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

1. Assist the Lead architect in the creation and maintenance of reference artefacts.
2. Assist in developing patterns and solution and architectural building blocks as required.
3. Ensure Conceptual and Solution Architecture Descriptions are consistent with the Bureau's architectural principles and reference architectures.
4. Ensure that solutions comply with Service Level Agreements and business continuity requirements.
5. Ensure Guidelines and Reference Architecture artefacts are defined and endorsed by the Architecture Review Group to allow implementation of the design.
6. 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.

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.

Eligibility

- Australian Citizenship
- Successful candidate will be required to have or to obtain and maintain a Baseline Security Clearance with the Australian Government Security Vetting Agency

Notes

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To Apply

Position Contact	Nick Merambeliotis, nick.merambeliotis@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766197

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 04 February 2026

Australian Antarctic Division
Operations & Logistics Supply Chain Operations

Job Title	Senior Logistics Officer - Procurement
Job Type	Full-Time, Ongoing
Location	Kingston TAS
Salary	$84,794 - $93,020
Future Merit Locations	Kingston
Office Arrangement	Flexible
Office Arrangement Details	Flexible - working from home some days each week and this may be negotiated. The employee will need to work in the office/onsite regularly.
Classification	APS Level 5
Position Number	2025/3637
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=DC090CB2-C8DC-9A68-8E8C-EC9160541FE7

Who we are

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals. These goals are to:

- Maintain the Antarctic Treaty System and enhance Australia's influence within it.
- Protect the Antarctic environment.
- Understand the role of Antarctica in the global climate system.
- Undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Operations and Logistics Branch oversees our operations in Antarctica – supporting people in our year-round research stations and remote field bases. The branch oversees air and sea transport (and the contracts to manage Australia's icebreaker, the RSV Nuyina and Aviation capabilities) to transport expeditioners south and enable them to travel around Antarctica. We have staff with diverse skills, located primarily in Tasmania, in Antarctica and on Macquarie Island.

The Supply Chain Operations Section is a key element of the branch's three logistics arms (the others being aviation and shipping) and carries responsibility for the effective planning, coordination, management and delivery of a range of cargo and supply chain services in support of seasonal operations within the Antarctic, sub-Antarctic and the Southern Ocean.

Duties

- Undertake procurement in accordance with the Australian Government's Resource Management Framework, the Commonwealth Procurement Rules (2021) and associated Departmental policies.
- Effectively engage and negotiate with contractors and suppliers on behalf of the AAD's Supply Chain Operations section for the provision of a diverse range of goods and services, ensuring value for money for the Australian Government.
- Apply sound judgement and organisational capability in the planning and effective administration of a range of procurement and contract activities.
- Providing specific procurement advice and guidance to the Supply Chain Operations management team and staff around procurement policy, procedural and contractual requirements.
- Leading engagement with the AAD's Procurement Unit in relation to the administration of more complex and/or higher-value Supply Chain Operation procurement activities.
- Supporting the wider section in general seasonal procurement and sustainment activities.
- Advising the Supply Chain Operations management team of any incidents, risks or issues related to the provision of contracted goods or services.
- Actively contributing to the oversight of safe working environments at all AAD facilities.
- Working effectively, efficiently and cooperatively within an operationally focused environment as a member of the multi-disciplinary Supply Chain Operations team.
- Participating in or leading other supply chain operational activities as required.

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.

Notes

We currently have one vacancy available for immediate filling in Kingston, TAS. A merit pool for filling the same or similar position in Kingston, TAS may be established at the conclusion of this selection process.

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About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Charlie Hill, (03) 6232 3231
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=DC090CB2-C8DC-9A68-8E8C-EC91

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766238

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 11 February 2026

Parks Australia
Science & Australian National Botanic Gardens Biodiversity Science and Knowledge

Job Title	Librarian and Archivist
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,438 - $108,360
Future Merit Locations	Canberra
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	2025/2695
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au

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 Biodiversity Conservation and Knowledge section is responsible for the Biodiversity Informatics program, providing botanical information through integrated databases, as well as the Australian Biological Resources Study and the Bush Blitz program. The section also manages the botanical collections and associated data as part of the Australian National Herbarium (ANH). The library and archives collections located at the Australian National Botanic Gardens site and associated library management system are managed within the Biodiversity Informatics area on behalf of Parks Australia and DCCEEW more broadly.

Duties

- Managing and maintaining the physical and digital library collections of the Australian National Botanic Gardens, Parks Australia and DCCEEW, including acquisitions, cataloguing, accessioning, circulation and weeding.
- Providing reference, inter-library loan and user education services for staff of DCCEEW and supporting library services for Australia's Commonwealth Parks and Gardens.
- Administering the library management system, Koha, and the discovery layer, Ebsco Discovery Service, including performing system administration, regular reporting tasks, and liaising with vendors to troubleshoot and resolve resource or system issues.
- Maintaining the Archives and artwork collections held at the Library, including selecting and cataloguing additions to the collection.
- Liaising with relevant stakeholders to understand and respond to changing information needs, and report on usage to inform business decision-making.
- Responding to public phone and email queries relating to library resources and promotion of the library collections and services, including via email bulletins and orientation sessions for staff, volunteers and visitor groups.

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.

Mandatory qualifications – your suitability for employment will be dependent on you holding appropriate tertiary qualifications in library and information services/management or extensive

equivalent experience.

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

We currently have one vacancy available for immediate filling in Canberra, ACT. A merit pool for filling the same or similar position in Canberra, ACT may be established at the conclusion of this selection process.

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 agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Anna Monro, 02 6250 9530
Agency Recruitment Site	https://dcceewjobs.nga.net.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766258

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 21 January 2026

Parks Australia
Property, Infrastructure & Physical Security Physical Security

Job Title	Security Advisor
Job Type	Full-Time, Ongoing
Location	Hobart TAS
Salary	$84,794 - $93,020
Future Merit Locations	Hobart
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in the location specified.
Classification	APS Level 5
Position Number	2025/2303
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=1B5234DD-F9FC-615A-0E7B-E41E26CE8D79

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 Property and Infrastructure & Physical Security Branch is responsible for enhancing the department’s business capability through the effective management of the department’s property portfolio, property enabling functions, physical security, emergency management, as well as a range of corporate site services and commercial contracts nationally.

The Job as a Security Advisor, you will be responsible for providing a broad range of tasks to assist the Physical Security team in support of the department's obligations and requirements under the Protective Security Policy Framework (PSPF).

The role is an exciting opportunity to assist in driving a contemporary security culture in a large, diverse organisation.

For more information about us please visit our website.

Duties

- Supporting the implementation of the Department's physical security policies via security guidance and advice to stakeholders.
- Supporting the administration and operations of departmental security infrastructure including electronic security systems.
- Monitoring and actioning enquiries from the team mailbox and phone line.
- Management of security key systems, locks, and security containers.
- Assisting in co-ordinating security maintenance requirements.
- Assisting with the development of guidelines, standard operating procedures and other relevant documentation to meet the department's physical security objectives.
- Building and sustain productive and collaborative relationships with stakeholders to achieve protective security objectives.
- Performing administration tasks within the team as required.

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

The successful applicant must hold and maintain a valid Australian motor vehicle drivers' licence.

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 Negative Vetting Level 2 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 agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Mike Gaffney, 0403 103 168
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=1B5234DD-F9FC-615A-0E7B-E41E2

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Climate Change, Energy, the Environment and Water

Vacancy VN-0766260

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Wednesday 04 February 2026

Australian Antarctic
Operations & Logistics Supply Chain Operations

Job Title	Senior Import Export Officer
Job Type	Full-Time, Ongoing
Location	Hobart TAS
Salary	$95,438 - $108,360
Future Merit Locations	Hobart
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	2025/2967
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=CD4C2B3E-255D-D135-EBB4-E44F81F8FEA1

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals. These goals are to:

- Maintain the Antarctic Treaty System and enhance Australia’s influence within it
- Protect the Antarctic environment
- Understand the role of Antarctica in the global climate system
- Undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Operations and Logistics Branch oversees our operations in Antarctica – supporting people in our year-round research stations and remote field bases. The branch oversees air and sea transport (and the contracts to manage Australia’s icebreaker, the RSV Nuyina and Aviation capabilities) to transport expeditioners south and enable them to travel around Antarctica. We have staff with diverse skills, located primarily in Tasmania, in Antarctica and on Macquarie Island.

The Supply Chain Operations Section is a key element of the branch's three logistics arms (the others being aviation and shipping) and carries responsibility for the effective planning, coordination, management and delivery of a range of cargo and supply chain services within the Antarctic, sub-Antarctic and the Southern Ocean.

For more information about us please visit our website.

Duties

The Senior Import Export Officer will operate primarily from the Cargo Biosecurity Centre (CBC) at the Hobart waterfront. This operational role is pivotal to the Antarctic Supply Chain ensuring the accurate and timely reporting and conformance of AAP export/import cargo to and from the Antarctic and Sub-Antarctic with relevant State and Commonwealth government customs and biosecurity legislation.

- **Team Leadership –** Lead the small Import Export team based at the Cargo & Biosecurity Centre at Macquarie Wharf, Hobart. Drive a positive workplace performance culture by providing effective personnel management including the daily direction of tasks and duties, driving the annual goal setting and performance management process, performing team administration activities, managing workforce planning & out-of-hours operations and elevating professional development.
- **Import Export Processing –** Lead the compiling and submission of relevant top level and supporting cargo manifests, form 43/44 and other relevant documentation for the import/ export of AAP cargo. Ensure all southbound/export cargo is reported accurately in a timely manner for all voyages and flights (including accurate manifesting, Dangerous Goods multi-modals etc). Lead the processing of northbound/import cargo in line with relevant permits and processes (including import permits, customs declarations, biosecurity clearances and waste processing). Coordinate with the Cargo Team Lead, ABF and DAFF to ensure the effective control and clearance of cargo.
- **Stakeholder Engagement -** Engage proactively with internal and external stakeholders to facilitate safe and efficient import/export and cargo operations. Work directly with the AAD’s contracted customs broker, ABF, Federal and State Biosecurity Officers to execute a wide range of import export activities. Maintain positive and productive working relationships on behalf of the section with key AAP stakeholders, consignor groups and regulatory bodies.
- **Provision of Technical Advice -** Provide clear, specific guidance to cargo consignors on import/export and customs considerations, sensitive cargo (i.e. samples, medical or cold chain items), biosecurity requirements and other technical supply chain advice.
- **Compliance -** Maintain strong compliance with customs and biosecurity regulations and ensure processes & procedures maintain the AAD’s Approved Arrangement Accreditation and Customs Depot Licence. Work with the Cargo Operations Team Lead to ensure all physical cargo aligns with reporting and manifest requirements, is accurate and meets required timeframes.
- **Biosecurity -** Interpret and action biosecurity directions IAW relevant import conditions, BICONS and permits including working closely with Biosecurity Officers, Tasmania Parks and Wildlife Service, together with the AAD’s Environmental Management Unit to champion the importance of protecting Australia’s, the Antarctic and Sub-Antarctic’s biosecurity.
- **Sensitive Cargo Management -** Support the end-to-end management of the temperature sensitive supply chain. Maintain and deliver process controls to ensure the integrity of temperature sensitive cargo including perishable and live cargo. Actively manage north and southbound samples and scientific equipment ensuring strict compliance with customs, biosecurity & fumigation processes and procedures.

- **Safety -** Actively contribute to the safe working environment at the AAD and foster a strong safety culture within the team. Provide oversight of a safe working environment at the Cargo & Biosecurity Centre and associated wharf operating areas.

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 and maintain a valid Australian motor vehicle drivers' licence,
- You may be required 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 may be required to perform occasional out-of-hours and weekend work.

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 agency.

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Kyle Travers, 0439 595 315
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=CD4C2B3E-255D-D135-EBB4-E44F

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Employment and Workplace Relations

Vacancy VN-0765845

Safe Work Australia

Closing Date:Monday 26 January 2026

Corporate
Corporate Finance & Procurement

Job Title	Senior Procurement Officer
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT
Salary	$102,353 - $112,763
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid and flexible work options may be negotiated for the role.
Classification	APS Level 6
Position Number	33581
Agency Website	https://www.safeworkaustralia.gov.au//

Job Description

https://swacareers.nga.net.au/?jati=1526C906-3777-253D-6C87-E479A6F172E6

The position is located within the Finance and Procurement team which provides advice and support on procurement activities and against current and future contracts.

The Procurement Officer, under the direction of the Chief Finance Officer, will be responsible for:

- advising the Agency on procurement matters, to ensure the Agency’s compliance with all relevant legislation and Australian Government policies,
- assisting the Agency with procurement processes as required, and
- manage the Agency’s annual procurement reporting requirements accurately, in a timely manner and in accordance with government procurement policies.

Duties

Assist in providing advice and assistance to help sections, project teams and the Agency to:

- understand and efficiently, effectively and ethically manage procurement processes
- develop procurement strategies that provide the best basis to achieve value for money outcomes
- comply with all application legislation and policies

Assist in preparation and administration of market approaches for goods and services, including:

- prepare request documentation
- use appropriate panels and other forums to communicate requirements
- facilitate responses to supplier questions and clarifications
- collect quotes/tenders
- draft contracts
- support contract management
- reporting

Monitor legislation and policy developments to identify and keep up to date on public sector procurement issues, and contribute to drafting briefings for Safe Work Australia's Executive on the above, where appropriate or as directed.

Qualifications

Mandatory

- Certificate IV in Procurement and Contracting

Desirable

- Experience in Government Procurements and contracts
- Experience with internal and external stakeholder management and Austender experience

Eligibility

To be eligible for employment with 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.

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 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	Lucy McCarthy, 02 6121 8335
Agency Recruitment Site	https://swacareers.nga.net.au/?jati=1526C906-3777-253D-6C87-E479A6

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Communications and the Arts

Vacancy VN-0766174

Australian Communications and Media Authority

Closing Date:Tuesday 27 January 2026

Content Division
Gambling and Mis/Disinformation Branch National Self-Exclusion Register Section

Job Title	Contract Manager - National Self-Exclusion Register
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Belconnen ACT, Pyrmont NSW, Melbourne VIC
Salary	$94,658 - $106,898
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements such as working from home days may be considered.
Classification	APS Level 6
Position Number	1991-2026-1
Agency Website	http://www.acma.gov.au

Job Description

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

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Content Division** manages policy, compliance and enforcement matters relating to TV and radio broadcast content, media diversity, ownership and control, interactive gambling, gambling advertising and mis- and disinformation.

Working under the Interactive Gambling Act 2001 and the Broadcasting Services Act 1992, the **Gambling and Mis/Disinformation Branch** contributes to developing, implementing and administering safeguards to minimise the harm to Australians when using digital platforms and gambling services, as well as accessing live sport. We do this by minimising harms that may arise from online gambling activity, exposure to gambling advertising and the impacts of mis and

disinformation. This includes administering BetStop – the National Self-Exclusion Register, taking a range of compliance and enforcement activities and conducting proactive consumer education activities.

The **National Self-Exclusion Register Section** is responsible for administering BetStop - the National Self-Exclusion Register. This important consumer safeguard allows Australians to self-exclude from all licensed interactive wagering services in a single process. We launched on 21 August 2023 and have supported more than 50,000 Australians register for the service.

About the role

This role achieves real outcomes for Australians. We are seeking an experienced and motivated contract manager to support our team to manage the contract for BetStop – the National Self-Exclusion Register (NSER).

As the NSER Contract Manager, you will lead the management of the contract with the register operator to ensure it is providing a high-quality consumer-facing service, in line with its contractual and legal obligations.

Duties

In this role you will:

- promote an environment of high performance and cultivate positive working relationships with internal and external stakeholders to deliver high quality outcomes.
- undertake contract management, program delivery and procurement in line with best practice and Australian Government requirements.
- facilitate the receipt, review and acceptance of contract deliverables, including invoices and additional services, against the contract requirements.
- monitor and report on the performance of the Service Provider, including the budget, against the contractual requirements and escalate matters to senior decision makers as required.
- develop executive reporting on contract performance, identify trends, and collaborate with stakeholder to find solutions to emerging problems.
- support the section manager to manage the ACMA’s relationship with the Service Provider.
- collaborate with other team members to provide this important safeguard for Australians in accordance with the ACMA’s Corporate Plan.

Eligibility

To be eligible for employment with ACMA, applicants must be an Australian citizen.

The successful candidate will also be required to obtain and maintain a Baseline level security clearance. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates will be placed in a merit pool from this selection process and may be used to fill similar ongoing roles in other areas of ACMA. Non-ongoing opportunities may be offered as a specified term.

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 agency.

About the Australian Communications and Media Authority

ACMA is Australia's regulator for broadcasting, some online content, radiocommunications and telecommunications. We work with industry and government, locally and internationally, so that Australians can enjoy the best and most innovative media and communications services in a fair, responsible, safe and productive way. The ACMA provides a supportive and respectful work environment that values the diversity of our employees. Our three main offices are in Canberra, Melbourne and Sydney. Visit acma.gov.au for more information on joining our team.

To Apply

Position Contact	Ed Walton, 03 9963 6767
Agency Recruitment Site	https://www.acma.gov.au/careers

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Communications and the Arts

Vacancy VN-0766244

Australian Communications and Media Authority

Closing Date:Thursday 29 January 2026

Corporate and Research
Research, Data and Governance Data Platform Services

Job Title	Senior Data Engineer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Pyrmont NSW, Melbourne VIC, Belconnen ACT
Salary	$115,443 - $129,706
Future Merit Locations	Sydney, Melbourne, Canberra
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements such as working from home days may be considered.
Classification	Executive Level 1
Position Number	2988-2026-1
Agency Website	http://www.acma.gov.au

Job Description

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

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Research, Data and Governance Branch** is at the forefront of shaping and delivering impactful consumer and market research that drives regulatory decisions and supports the ACMA's compliance and enforcement priorities. We champion the ACMA's data strategy and governance framework, ensuring agency decision-making is supported by high-quality data, sharp analytics, and solid evidence-based insights. The Branch also provides essential governance services, robust risk and fraud management frameworks, seamless parliamentary coordination, efficient internal audit contract management, and targeted international advice and services. The Branch supports the Audit and Risk Committee with secretariat services and oversees the ACMA's strategic planning and performance reporting.

The **Data Platform Services team** is responsible for designing, delivering, and maintaining a modern, scalable enterprise-wide data platform that supports ACMA's analytical and operational need.

Our focus is ensuring that the platform is optimised to meet evolving business requirements and enabling advanced capabilities such as self-service analytics and data science.

Enhancing data platform architecture and tooling to support robust analytics, governance, building and maintaining data pipelines along with proactively monitoring and optimising platform for performance and reliability.

We ensure that the ACMA's data platform is ready to take full advantage of new technical developments and opportunities.

About the role

If you're a Data Engineer passionate about modern data platforms and emerging technologies, and eager to contribute to initiatives across data engineering, Machine Learning and data science, we'd love to hear from you.

In this role you'll work within a highly collaborative team, with opportunities to grow your expertise in modern data tech stack and expand your knowledge with hands on experience with latest data engineering and cloud technologies.

Duties

As the **Senior Data Engineer**, you will:

- Design, Build, maintain and optimise robust, scalable data pipelines on Azure cloud-based Data analytics platform and integrate large data sets to support self-service analytics and Data science initiative
- Collaborate with Delivery managers, Data architects, Analyst, and engineers to deliver and maintain high quality data solutions
- Proactively monitor and optimise data platform performance, ensuring reliability and data quality
- Research and develop proof-of-concepts for emerging data technologies and ingestion frameworks to support ACMA data strategy outlined in the Data strategy 2025.pdf
- Create and maintain technical documentation, including integration patterns, platform standards, best practices and operational handover artefacts
- Support development, deployment and verification of new Data project and products into production environment
- Respond to Ad-hoc data request and provide timely solutions

- Contribute to the DevOps pipelines, Platform enhancements and continuous improvement initiatives
- Partner with SME's, stakeholders to develop data mapping and technical specifications for Data projects
- Identify and implement automation opportunities to improve efficiency

Eligibility

To be eligible for employment with ACMA, applicants must be an Australian citizen.

The successful candidate will also be required to obtain and maintain a Baseline level security clearance. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates will be placed in a merit pool from this selection process and may be used to fill similar ongoing roles in other areas of ACMA. Non-ongoing opportunities may be offered as a specified term.

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 agency.

About the Australian Communications and Media Authority

ACMA is Australia's regulator for broadcasting, some online content, radiocommunications and telecommunications. We work with industry and government, locally and internationally, so that Australians can enjoy the best and most innovative media and communications services in a fair, responsible, safe and productive way. The ACMA provides a supportive and respectful work environment that values the diversity of our employees. Our three main offices are in Canberra, Melbourne and Sydney. Visit acma.gov.au for more information on joining our team.

To Apply

Position Contact	Reeta Yadav, (02) 9334 7712
Agency Recruitment Site	https://www.acma.gov.au/careers

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Communications and the Arts

Vacancy VN-0766269

National Museum of Australia

Closing Date:Wednesday 28 January 2026

Corporate
People & Culture Commercial - Retail

Job Title	Manager, Work Health & Safety
Job Type	Full-Time, Ongoing
Location	Acton ACT
Salary	$118,256 - $126,927
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on Commencement
Classification	Executive Level 1
Position Number	134100
Agency Website	https://www.nma.gov.au/about/employment

Job Description

http://www.nma.gov.au/about/employment

Role purpose

The Museum has an exciting opportunity for a professional to join the organisation in the role of WHS Manager. The incumbent of this position will lead a small team that provide leadership and advice to the Museum Council, Executive, employees and contractors on work health and safety compliance, rehabilitation, early intervention and work health and safety initiatives. The role also provides leadership of a diverse risk/hazard profile, including high risk work across a range of unusual settings.

This is a great opportunity to join an innovative national cultural collecting institution where audiences are central to our work.

As the WHS Manager, you will contribute to and assist in the execution of strategy, plans and initiatives for the Museum in areas of health, safety, early intervention, rehabilitation, and wellbeing.

You will support and assist business unit managers in operational health and safety requirements and the implementation of safe work practices. You will coach leaders and managers on best practice management of employee wellbeing and provide innovative intervention initiatives that ultimately prevent employees from being injured at work. You will do this through leading, coaching, guiding and mentoring staff in the identification of health and safety risks and issues and the development and implementation of creative, appropriate solutions.

The role requires the incumbent to apply their understanding and experience with WHS, early intervention and rehabilitation to drive a unified, consistent and integrated approach to exhibition and process design and integrated safety practices. The incumbent will thrive on the opportunity to work in a diverse and dynamic environment that offers challenges and the ability to make a difference.

The WHS Manager will work across a range of business activities involving staff, volunteers, contractors, and the public.

Developing professional relationships with key internal and external stakeholders, the WHS Manager will oversee compliance with legislative requirements and manage the WHS safety management framework collaboratively with an eye to continuous improvement.

Duties

Key accountabilities

The successful candidate will be able to demonstrate significant experience in work health and safety, rehabilitation and early intervention and project management across a range of industries and/or environments. Ideally, the successful candidate will be able to demonstrate an ability to successfully influence, build and nurture stakeholder relationships and outcomes.

A strong understanding of applicable APS employment parameters, WHS and compensation legislation, standards and Codes of Practice and capacity to undertake research are essential. Experience leading a project, a team player, who is adaptable and innovative will be highly regarded.

You will stand out from others through your passion, interest and knowledge of developing efficient work practices that incorporate safety in the workplace and genuine desire to continually develop a positive safety culture. The successful candidate must have initiative and be able to use sound judgement in decision making.

Demonstrate a strong commitment to Work Health and Safety (WH&S) by actively supporting a positive safety culture, following the Museum's WHS policies and procedures, and complying with reasonable instructions to ensure alignment with the Work Health and Safety Act 2011.

Eligibility

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

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

Notes

Indigenous job seekers are encouraged to apply for this vacancy. If the job is 'Identified', then part or all of the duties impact on Indigenous Australian communities or their representatives.

About the National Museum of Australia

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

To Apply

Position Contact	Ann-Marie Moss, 02 6208 5266
Agency Recruitment Site	http://www.nma.gov.au/about/employment

Communications and the Arts

Vacancy VN-0766275

National Museum of Australia

Closing Date:Wednesday 28 January 2026

Growth and Engagement
People & Culture Creative Content

Job Title	APS Level 5 - Audience Marketing Coordinator
Job Type	Full-Time, Ongoing
Location	Acton ACT
Salary	$84,228 - $91,809
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on Commencement
Classification	APS Level 5
Position Number	140374
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

Role purpose

The Museum has an exciting opportunity for a professional to join the Creative Content, Marketing business unit as a Audience Marketing Coordinator. The Marketing Coordinator plays an important role in the development and delivery of the Museum's marketing activities.

The successful candidate will bring a 'can do' attitude and an ability to foster strong working relations with other teams within the Museum. Exceptional attention to detail, organisational and forward planning skills are a must in this role. With an ability to write and structure engaging content, the candidate will have carriage of key projects and perform in a supporting role on major projects. Using their industry knowledge of traditional and digital marketing practices, media buying and production processes along with an eye for design and messaging, the candidate will deliver against a busy schedule of work. Working in a fast- paced environment where priorities shift and an ability to be flexible and adapt to change is paramount. The candidate will be a resourceful, talented team player with a positive and proactive approach to achieving successful outcomes.

Duties

Key accountabilities

- Under direction the development, implementation and evaluation of strategic and effective marketing campaigns for exhibitions, public programs and events, Shop, cafe, School programs, and other Museum activities. This includes media planning, create campaign development, production of marketing materials, and stakeholder liaison
- Delivery and evaluation of digital marketing campaigns
- Delivery and evaluation of paid advertising across social media channels
- Delivery of electronic direct mail (EDM) campaigns
- Development and maintenance of a variety of databases utilising a range of software packages
- Assistance with the implementation of the Museum's communications and marketing strategies
- Providing administrative and research support and assisting with budget processes, including invoicing and filing
- Liaising effectively with other Museum business units, external partners and stakeholders in the tourism and cultural sectors to ensure the best outcomes from marketing strategies
- Demonstrate a strong commitment to Work Health and Safety (WH&S) by actively supporting a positive safety culture, following the Museum’s WHS policies and procedures, and complying with reasonable instructions to ensure alignment with the Work Health and Safety Act 2011

Eligibility

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

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

Notes

To apply

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

Visit https://www.nma.gov.au/about/employment and apply online.

Applications close 11:59pm, Wednesday 28th January 2026.

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

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To Apply

Position Contact	Stacey Colyer, 02 6208 5094
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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