



Commonwealth of Australia
APSJobs - Vacancies Daily
PS20 Daily Gazette Monday - 19 May 2025.pdf

Australian Government

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APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS20 Weekly Gazette Thursday - 22 May 2025.pdf.

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

These Vacancies Daily will also appear in the Gazette PS20 Weekly Gazette Thursday - 22 May 2025.pdf.

Gazette Lodgement Inquiries

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Vacancies

Vacancy VN-0758596

Australian Competition and Consumer Commission

Closing Date: Sunday 15 June 2025

Job Title	ACCC Graduate Program 2026
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	\$74,233 -
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	All ACCC employees are required to work a minimum of 2 days a week onsite
Classification	APS Level 3; Graduate APS
Position Number	EA2025/1
Agency Website	https://www.accc.gov.au/

Job Description

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

Is the ACCC Graduate Program on your wish list?

We think it should be. No doubt you've started thinking about your career options for 2026 - you're probably checking out the big employers in the graduate market. We aren't big, but we are kind of mighty.

We are an independent statutory authority that administers the *Competition and Consumer Act 2010* and other Acts. We work to promote effective competition and fair trading in the marketplace to benefit consumers, business and the community, and efficiency in the delivery of certain infrastructure services.

Our work impacts the lives of nearly every Australian.

Duties

Why the ACCC?

We're a great place to work because:

- we are highly regarded for the work we do
- we work on an array of different and exciting matters
- we see the difference we are making in the Australian community, particularly through high-profile matters such as the NBN, electricity pricing, product safety, financial services, digital platforms, the dairy industry, criminal cartels, consumer data, digital identity and more
- our culture encourages continuous development and inclusion and our people who are highly engaged and passionate about what we do. Our employee engagement score sits around 80% - that's a score most organisations can only dream of
- our pay gap is about 1% - because when we find something that's broken, we're good at fixing it.

If you have tertiary qualifications, and you want the work you do to matter, we believe you could be a good fit and we'd encourage you to apply. This could be from any discipline, for example:

- Economics
- Law
- Data analysis and statistics
- IT, computer science and technology
- Mathematics and engineering
- Finance and accounting
- Business and government
- Communications, public-relations and media
- Arts
- Science and humanities.

You will have:

- the opportunity to progress to an APS5 after completion of the program
- challenging rotations across the agency with opportunities to try new things
- ongoing learning and development opportunities
- flexible working arrangements such as, flexible hours of work, and the option to work from home up to 3 days a week
- regular opportunities to network, socialise, share experiences and develop relationships
- an entry level program team and assigned buddy
- a workplace that promotes diversity, inclusion and equal opportunity.

Want even more benefits?

In addition to the benefits of the graduate program, as an ongoing employee of the ACCC you will also be eligible for:

an attractive remuneration package, including 15.4% superannuation and annual salary reviews based on performance

excellent leave benefits, including:

- four weeks of annual leave and sick leave per year (pro-rated for part time employees)
- the opportunity to purchase additional annual leave
- degendered paid parental leave
- First Nations cultural leave (1 day leave each year for NAIDOC, 6 days over 2 years for cultural and ceremonial purposes)
- Cultural leave of 3 days per year for essential religious or cultural obligations
- office shutdown between the Christmas and New Year period where employees are absent from work without having to use leave
- flexible working conditions and access to our flex scheme
- ongoing career development, including chances to work in different ACCC offices, opportunities for advancement and mobility within the organisation, formal and on-the job training programs and possibilities to participate in secondments with other APS agencies.

Eligibility Notes

Need to know more?

Check out our [Graduate Opportunities page](#) for more information, including testimonies from some of our recent graduates.

How can you get involved?

We thought you'd never ask! Applications for our 2026 graduate program are now open. To find out more about the ACCC Graduate Program, our eligibility criteria and what we expect from our graduates, please download our candidate kit. The candidate kit will also provide you with information about the recruitment and selection process for the 2026 program.

Applications close 11:00pm (AEST) Sunday 15 June 2025.

Know someone who might be interested in a spot in our 2026 Graduate Program? Share this page with them – you never know, you might make their career!

This vacancy has been nominated for filling within the Agencies Graduate program. A graduate program is a structured, on the job program, designed to introduce graduates to an APS organisation. They receive training and development, mentoring and on the job support.

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

The 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	Entry Level Program Team, 02 6243 1011
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0758419

Job Title	Assistant Director, Vendor Management Office
Job Type	Full-Time;Part-Time, Ongoing;Non-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	2025-085 16172
Agency Website	https://www.aec.gov.au/

Job Description

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

The Enterprise Transformation Group, made up of the Chief Information Officer Division and the Enterprise Strategy and Transformation Division, has been established to drive the AEC's transformation agenda, and to deliver the Election Systems Modernisation Program (Indigo Program) on behalf of the Agency.

The Enterprise Strategy and Transformation Division includes the Indigo Program Management Office Branch, the Indigo Product and Design Branch, and the Enterprise Transformation Branch, all of which have a shared objective of delivering effective Program Governance for the Program, and for the AEC more broadly.

The Information and Communications Technology (ICT) Vendor Management Office (VMO) sits within the Indigo Program Management Office Branch and is responsible for the procurement and ongoing contract management of Information Technology (IT) resources for the AEC. The VMO works with vendors and business to ensure that contractual arrangements are delivered in line with procurement policy.

The VMO provides the Indigo Program and the wider AEC business areas of IT, professional, coordinated and collaborative advice to facilitate the following services:

1. Procurement and Sourcing;
2. Contract Management; and
3. Contract Administration.

This is an exciting opportunity to be involved in major procurement activities for the Indigo Program and IT delivery and ongoing strategic procurement activity that underpins the AEC's enduring electoral event delivery purpose. **Duties**

The Assistant Director will work closely with the Director to lead and manage the successful execution of procurements and the ongoing management of Indigo and IT contracts, ensuring compliance with the Commonwealth Procurement Rules (CPRs). In this role you will lead a small team of procurement and contract management professionals and support the development of contract management capability within the VMO.

You will also contribute to program management and governance practices, including preparing reports and other documentation,

along with workload management of Indigo procurement and contract management activities.

Key position responsibilities

The Assistant Director provides advice, guidance and assistance of a moderately complex to complex nature, on all aspects of procurement to ensure compliance with the Commonwealth Resource Management Framework, including the Public Governance, Performance and Accountability Act 2013 (Cth) and associated policies and rules (the Framework).

You will lead and manage a team to ensure high quality outputs, including building team capability to maintain a high level of expertise and encouraging career development. Including developing and actively managing key internal and external relationships, including collaborating with key stakeholders to identify opportunities, achieve outcomes and facilitate cooperation.

Your excellent written and verbal communication skills, with the ability to communicate with influence and interact with people from diverse backgrounds as well as members of the Enterprise Transformation Group Executive Team, will be essential, along with the ability to think strategically by providing significant contributions to innovation and business improvement strategies.

Establishing priorities, section planning and aligning longer term plans with agency goals and objectives including, actively managing risks and reporting on outcomes, to deliver the required procurement deliverables will be key to your success in this role.

The Assistant Director will be required to oversee and ensure the maintenance of accurate IT procurement and contracts registers and databases to inform procurement activity and stakeholders needs, including communicating and making decisions using professional judgement, evaluating risks in the context of a complex and changing environment.

To excel you'll have:

- Demonstrated understanding of legislative and policy obligations in relation to procurement and contract management and an ability to apply this knowledge in standard IT procurement scenarios.
- Experience in leading teams, developing and managing work plans and implementing monitoring processes ensuring work is on track and delivers against strategic objectives for the team and the Indigo Program, while managing risk to ensure the effective delivery of procurement activities for the success of the AEC.
- Demonstrated ability to build and manage relationships with business areas, external stakeholders and executives, to identify opportunities, achieve outcomes and facilitate cooperation.
- Demonstrated ability to think strategically by providing significant contributions to innovation and business improvement strategies, including the maintenance of procurement guidance materials, procedures, internal templates and other resources that deliver effective procurement management and reporting outcomes.
- Demonstrated experience in end-to-end procurement processes, including sourcing, tendering, supplier evaluation, contract negotiation and compliance with policies and regulations

Desirable

- Relevant qualifications and / or industry certification. For example, Diploma of Government and/or Certificate IV in Government (Procurement and Contracting) or equivalent.
- Understanding of, or the ability to gain an understanding of the Commonwealth Resource Management Framework.
- Relevant qualifications in project management, business, public administration or similar.
- Demonstrated ability to stay up to date with industry trends and best practices in Commonwealth procurement and contract management.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	David Allanson, David.allanson@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0758512

Australian Electoral Commission

Closing Date: Monday 09 June 2025

Strategic Sourcing & Systems
Finance and Corporate Performance Branch Enabling and Regulation Group

Job Title	Procurement Officer, Strategic Sourcing & Systems
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$85,465 - \$93,663
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2025-090 10182
Agency Website	https://www.aec.gov.au/

Job Description <https://candidate.aurion.cloud/aec/production/vacancies/2912674421672098~1/edit>

You will be joining the small and dynamic Strategic Sourcing and Systems team, which provides specialist in-house advice on a range of simple and complex procurement, contract management, probity, and insurance (Comcover) matters.

The team manages procurement and contract management across the AEC, while also increasing capabilities across the organisation on these processes through training, guidance, and support.

As the AEC is geographically diverse, the Strategic Sourcing and Systems team takes a strategic approach to procurement to ensure that all areas of the AEC's business receive fit- for-purpose support and advice.

Duties

Procurement Officers are responsible for the provision of advice, services, and related support in relation to procurement, contract management, probity, and insurance to ensure compliance with the Commonwealth Resource Management Framework, including the Public Governance, Performance and Accountability Act 2013 (Cth) and associated policies and rules (the Framework). They support the day-to-day management of matters relating to procurement and compliance, including quality assurance and reporting in respect to the AEC's procure-to-pay system.

The role will undertake duties, under general direction, that are moderately complex, which may require some research, analysis, and reporting. They require a moderate level of expertise in relation to the above matters.

To excel you'll have:

- Proven ability to analyse and present information and data with a high degree of accuracy, to facilitate change and business improvement strategies.
- Proven ability in successfully setting priorities and delivering quality results within a set timeframe.
- Ability to deliver moderately complex advice, services, and reporting to the agency on procurement, probity, and contract activities to support compliance with the Framework.

- Demonstrated ability to work autonomously and a strong commitment to working harmoniously within a team to achieve positive results and support the AEC's strategic direction.
- Confidence and ability to effectively communicate, collaborate and negotiate with team members, business areas and external stakeholders at all levels of seniority.
- Additional responsibilities during an Electoral Event:
 - During event periods, the volume of requests for advice and matters, along with the urgency to resolve matters, will increase significantly prior to and during both electoral and referendum events.
 - Additional support to Program and Project areas may be required.

Desirable:

- Qualifications in Procurement or Contract Management.
- Demonstrated knowledge of TechnologyOne.
- Knowledge of or ability to gain knowledge of Australian electoral law and practice.

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>

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To Apply

Position Contact	Amy Tanner, amy.tanner@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912674421672098~1/edit

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Vacancy VN-0758550

Australian Electoral Commission

Closing Date: Sunday 01 June 2025

Enterprise Transformation Group
Enterprise Strategy and Transformation Division Vendor Management Office

Job Title	Procurement and Contracts Manager, Vendor Management Office
Job Type	Full-Time;Part-Time, Ongoing;Non-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	2025-087 16175
Agency Website	https://www.aec.gov.au/

Job Description <https://candidate.aurion.cloud/aec/production/vacancies/2912673531683199~1/edit>

The Enterprise Transformation Group, made up of the Chief Information Officer Division and the Enterprise Strategy and Transformation Division, has been established to drive the AEC's transformation agenda, and to deliver the Election Systems Modernisation Program (Indigo Program) on behalf of the Agency.

The Enterprise Strategy and Transformation Division includes the Indigo Program Management Office Branch, the Indigo Product and Design Branch, and the Enterprise Transformation Branch, all of which have a shared objective of delivering effective Program Governance for the Program, and for the AEC more broadly.

The Information and Communications Technology (ICT) Vendor Management Office (VMO) sits within the Indigo Program Management Office Branch and is responsible for the procurement and ongoing contract management of Information Technology (IT) resources for the AEC. The VMO works with vendors and business to ensure that contractual arrangements are delivered in line with procurement policy.

The VMO provides the Indigo Program and the wider AEC business areas of IT, professional, coordinated and collaborative advice to facilitate the following services:

- Procurement and Sourcing
- Contract Management
- Contract Administration

This is an exciting opportunity to be involved in major procurement activities for the Indigo Program and IT delivery and ongoing strategic procurement activity that underpins the AEC's enduring electoral event delivery purpose.

Duties

The Contract Manager supports the Assistant Director and the Director, in managing matters relating to the procurement and contract management of IT contracts, ensuring governance and quality management processes are implemented within tight timeframes. In this role, you will utilise your expertise and negotiation skills to undertake complex and/or sensitive procurement work, under broad direction, utilising your expertise across all areas of procurement and contract management, including liaising with both internal and external stakeholders. You will also have a focus on strategic planning, project management, and policy and process development for the VMO.

The Procurement and Contracts Manager provides expert advice, guidance and assistance of a moderately complex to complex nature, on all aspects of procurement to ensure compliance with the Commonwealth Resource Management Framework, including the Public Governance, Performance and Accountability Act 2013 (Cth) and associated policies and rules (the Framework). Additionally, it requires providing accurate and specialised advice on all contract management activities, evaluating contract risk management, and implementing risk mitigation strategies. Monitoring contract performance, milestones, and deliverables to ensure adherence to contractual obligations and Service Level Agreements (SLA) is a critical aspect of the role.

The position also involves preparing written materials such as business cases, event plans, briefs, and reports for the Executive Leadership Team. Managing and collaborating with stakeholders, including project managers, procurement officers, and legal advisors, is essential for identifying and addressing contract, probity, and conflict-of-interest-related issues. Furthermore, the role focuses on identifying opportunities and facilitating innovation initiatives to improve processes and implement best practices in contract management for enhanced efficiency and effectiveness. Supervising, leading, motivating, and empowering staff while fostering their capabilities and encouraging career development is also a fundamental responsibility.

To excel you'll have:

- Demonstrated experience in end-to-end procurement processes, including sourcing, tendering, supplier evaluation, contract negotiation, and compliance, while achieving results within legislative and budget parameters.
- Demonstrated understanding of legislative, regulatory, and policy frameworks governing procurement and contract management including the Commonwealth Procurement Rules (CPRs) and PGPA legislation.
- Proven ability to develop, review and manage contracts to ensure compliance, mitigate risks and maximise value for money.
- Ability to make sound decisions under limited supervision in a fast-paced environment, with competing priorities to ensure quality outputs for the work area are met.
- Proven ability to collaborate effectively with internal and external stakeholders, influence decision-making, and build and maintain productive relationships.

Desirable

- Relevant qualifications and / or industry certification. For example, Diploma of Government and/or Certificate IV in Government (Procurement and Contracting) or equivalent.

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

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To Apply

Position Contact	Jade Hoad, jade.hoad@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912673531683199~1/edit

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Vacancy VN-0758602

Australian Electoral Commission

Closing Date: Monday 09 June 2025

Strategic Sourcing & Systems
Finance and Corporate Performance Branch Enabling and Regulation Group

Job Title	Systems Administrator and Reporting Officer, Strategic Sourcing & Systems
Job Type	Full-Time, Ongoing;Non-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 is looking for Project Officers that are organised and goal-oriented to join the VIC Operations.
Classification	APS Level 6
Position Number	2025-089 10131
Agency Website	https://www.aec.gov.au/

Job Description <https://candidate.aurion.cloud/aec/production/vacancies/2912672589956399~1/edit>

The Strategic Sourcing and Systems team is seeking a keen and capable Systems Administrator and Reporting Officer to join a small and dynamic team, which provides specialist in-house advice on a range of procurement and contract management matters, credit card operations and expense management, financial management information systems (FMIS) management, and expense management systems (EMS).

As a member of Finance and Corporate Performance Branch, your dedication and inquisitiveness around finance and relevant systems will have an opportunity to grow professionally with the agency's commitment to and investment in professional development.

Duties

We have a unique opportunity for an experienced Systems Administrator and Reporting Officer who will contribute to the delivery of a significant piece of work that ultimately impacts the way the AEC delivers on electoral integrity for all Australians.

The Systems Administrator and Reporting Officer will support the Assistant Director in the day-to-day management of matters relating to the administration of AEC's Financial Management Information System (FMIS) and Expense Management System (EMS) within the Strategic Sourcing and Systems team. This includes reporting, updating associated policy, participating in section planning for short-term tasks, and contributing to strategic planning for longer-term initiatives. This role will provide accurate specialist advice, guidance, and reporting on the team's functional responsibilities.

The Systems Administrator and Reporting Officer will ensure the integrity, availability, and capability of the FMIS, including data input, reporting requirements, and disaster recovery. The role involves providing analysis on complex issues and contributing to the management, preparation, and coordination of policy formulation and/or project management.

To be successful in this role, you will need to develop and support key internal and external relationships, including managing stakeholders to achieve work area and agency goals. In addition, you will represent the agency by promoting its interests in various forums.

The role is responsible for undertaking work that is moderately complex and sensitive in nature, under limited direction, utilising expertise and knowledge within the administration, management, and maintenance of the FMIS, EMS, and other finance-specific systems. This includes ensuring accuracy in data and functionality, undertaking assurance activities, and testing.

You may be required to supervise a team to ensure high-quality outputs, including the development of team members at lower classifications, building team capacity, and encouraging career development.

The role also requires the ability to make and communicate decisions using sound judgement, expertise, and knowledge, governed by legislation, regulations, best practice principles, or relevant operating instructions and procedures. You will be expected to contribute to doctrine, election preparation, and delivery activities in accordance with the election readiness framework, aligned with your individual accountabilities and responsibilities. From time to time, you may also be required to perform additional duties or assume responsibility for other functions as directed.

To excel you'll have:

- Demonstrated knowledge and experience in FMIS implementation, management and administration.
- Demonstrated knowledge and experience in EMS implementation, management and administration.
- In-depth knowledge of public sector financial management frameworks.
- Strong understanding of, and commitment to, providing client-focused services.
- Proven ability to manage and deliver results within time constraints and competing priorities.
- Effective communication skills with the ability to anticipate stakeholder needs across a geographically dispersed network.
- Strong analytical skills with the ability to propose and facilitate change and contribute to business improvement strategies.
- Demonstrated ability to manage and develop staff, encouraging career development and promoting professionalism.
- Demonstrated personal integrity while achieving results within legislative and policy parameters.
- Additional responsibilities during an Electoral Event
 - The volume of requests for advice and assistance, along with the urgency to resolve matters with priority, may increase significantly prior to and during both electoral and referendum events.
 - Additional support to Program and Project areas where required.

Desirable:

- Knowledge of TechnologyOne and/or expense8.
- Knowledge of or ability to gain knowledge of Australian electoral law and practice.
- Qualifications in Procurement or Contract Management.

Eligibility

AEC employees must be Australian citizens.

Any person who is, and seen to be active in political affairs, and intends to publicly carry on this activity, may compromise the strict neutrality of the AEC and cannot be considered.

Applicants are required to consent to, undergo, obtain and maintain a character clearance.

Applicants are required to consent to, undergo, obtain and maintain the security clearance required for this role.

Notes

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

About the Australian Electoral Commission

The Australian Electoral Commission (AEC) is at the heart of Australian democracy. The AEC is responsible for conducting federal elections and referendums, maintaining the Commonwealth electoral roll and making sure the Australian public is informed about all electoral matters. Our goal is to see that all eligible Australians actively participate in our democracy. The AEC values of electoral integrity through quality, agility and professionalism drive strategic and corporate planning and assist in organising the agency in a way that will effectively deliver the business into the future. The AEC is an equal opportunity employer which upholds

the APS employment principles and actively encourages a diverse and inclusive workplace. The AEC’s statutory functions in relation to the conduct of elections and referendums require that the AEC and its employees must be, and must be seen to be, impartial and politically neutral. As a result, the AEC Enterprise Agreement and Political Neutrality Policy state that it is an inherent requirement of AEC employment that employees, and prospective employees, are not publicly active in any political affairs and do not publicly engage in such activities. This includes advocating any issues associated with a referendum. Should a prospective employee fail to meet this inherent requirement, they will be ineligible for employment with the AEC.

To Apply

Position Contact	Tariq Yussouf, tariq.yussouf@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912672589956399~1/edit

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Vacancy VN-0758614

Job Title	Program Support Officer, Center of Excellence
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	\$85,465 - \$93,663
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2025-092 10204
Agency Website	https://www.aec.gov.au/

Job Description <https://candidate.aurion.cloud/aec/production/vacancies/2912672565240198~1/edit>

The Indigo Product and Design Branch sits within the Enterprise Transformation Group of the Australian Electoral Commission (AEC). The Group as a whole is responsible for planning, designing and providing oversight of the Election Systems Modernisation Program (the Indigo Program) and the agency's transformation agenda.

The Indigo Program is a once in a generation modernisation program to improve the delivery of election and roll management services. This role will contribute to a broad program that will position the agency to handle a significant uplift in their service delivery.

The Service Design & Business Analysis, Centre of Excellence supports the Indigo Program by conducting human resource, forecasting, budget, and talent acquisition activities for Service Designers, User Experience Designers and Business Analysts. Our team sources the correct talent at the right time throughout the lifespan of the Indigo Program in order to successfully achieve business and Program outcomes.

Duties

As the Program Support Officer, you will undertake a range of activities to support the effective and efficient functioning of the Service Design & Business Analysis, Centre of Excellence within the Indigo Program. This role is critical to ensuring the successful delivery of the Indigo Program.

You will support the wellbeing and ongoing administration of the resources within the Centre of Excellence. You will have excellent relationship management skills, forming and maintaining positive working relationships across the agency. You will be involved in the development and preparation of high-quality and sensitive documentation, including presentations and briefings which will be presented to senior leaders across the Program.

To excel you'll have:

- Well-developed organisational and time management skills with the ability to proactively manage responsibilities and priorities.
- Ability to carefully follow established processes and procedures, identify areas for improvement and suggest innovative solutions.

- Sound written and verbal communication skills, and the ability to effectively communicate information to a range of audiences.
- Excellent teamwork skills, with the ability to work with colleagues to achieve outcomes.
- Strong analysis and investigative skills, with the ability to gather information from a variety of sources.
- Proven ability to act with discretion and integrity in managing sensitive and confidential information.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Keisha Barbara, keishabarbara@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912672565240198~1/edit

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Vacancy VN-0758597

Australian Sports Commission

Closing Date: Friday 30 May 2025

Finance & Governance Governance & Risk

Job Title	Senior Advisor – Risk, Fraud and Resilience
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,162 - \$141,789
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	EXT/25-124
Agency Website	https://www.sportaus.gov.au/

Job Description

<https://ausport.nga.net.au/?jati=BBFCEBC7-7C54-8282-C3B4-E3D7D3C6124A>

Duties

Applications close at **11:30pm AEST on 30 May 2025** (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 –

Governance and Risk (G&R) Branch contributes to the long-term success of the ASC by providing

effective guidance, coordination, and oversight over the key 'systems, processes, and structures' (elements of governance) that the ASC has established, which direct the entity towards achieving its strategic and operational objectives.

G&Rs core focus is on providing confidence to our stakeholders (internal and external) that the elements of governance are managed effectively; through the:

- Promotion of a strong 'risk aware' culture
- Advancement of 'reasoned/sound decision-making' (across the entity), and
- Delivery of key 'value-add' activities and actions.

About the role –

1. In consultation with the Director – Governance and Risk, you will drive and implement the ASC's strategic agenda by:
 - Managing the Risk, Fraud and Resilience portfolios to ensure the ASC's risk management, compliance, fraud, business continuity and crisis management responses are met efficiently and effectively, and in line with the PGPA Act and other statutory legislation.
 - Developing and driving enterprise focused risk management and fraud control advice which aligns with better practice approaches and meets business outcomes.
 - Lead and manage the ASC's business continuity management framework, ensuring strategies enable sustainable contingencies and the continued achievement of organisational outcomes.
 - Providing advice and support to ensure the ASC meets relevant compliance obligations.
 - Anticipate and assess the impact of changes in Government policy and contribute appropriate responses.
 - Working in strong cooperation with other Groups for integrated user-centred solutions.
1. Assist in the development and implementation of sustainable business development plans, strategies, and systems.
2. Assist in the development, implementation and maintenance of frameworks, policies, guidelines, and other resources that deliver business outcomes for the ASC.
3. Within established policy parameters, provide overall management responsibility for the Section, ensuring high level judgement, decision making and advice to deliver effective people management that motivates employees and optimises both individual and team performance.
4. Actively promote and role model the ASC values of Excellence, Integrity, Respect and Teamwork, and contribute to positive organisational change, effective communication, and continuous improvement at the ASC.
5. Deliver quality advice and reporting on relevant issues to senior management.
6. Manage and drive the ASC's Risk Fraud and Resilience approaches, in alignment with contemporary governance practices; whilst enhancing the ASC's ability to deliver on its strategic agenda and meet the PGPA Act requirements.
7. You will play a key role in driving user centred, efficient and effective use of corporate resources internally to enable the business to better focus on delivering strategic priorities for the ASC.

About you –

The successful candidate will:

- Be expected to work collaboratively, as part of a high performing team, to establish and maintain effective partnerships with key internal and/or external stakeholders.
- Identify, lead and deliver high quality business outcomes against agreed strategic and operational plans.
- Have a tertiary (or relevant) qualification and demonstrated experience in risk management (or equivalent - security/resilience and/or fraud disciplines).
- Demonstrate a clear record of providing leadership that drives and improves team performance, whilst meeting core business objectives.
- Evidence their capacity to provide timely, compelling, and concise advice that informs executive members and senior management, thereby supporting effective decision making.
- Have experience in managing financial resources, risk management, business planning and strategy development.

This position is offered as an **ongoing** position.

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**

- As part of this position, the role occupant may have access to sensitive, and potentially distressing information in the areas of sexual misconduct and child safeguarding.
- 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	Matthew Cox, 02 62141103
Agency Recruitment Site	https://ausport.nga.net.au/?jati=BBFCEBC7-7C54-8282-C3B4-E3D7D3C6124A

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Vacancy VN-0758631

Department of Finance

Closing Date:Monday 02 June 2025

Job Title	Client Support 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	On Site
Office Arrangement Details	Canberra based
Classification	APS Level 5
Position Number	2025/073
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE BRANCH

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

The Operations and Service Management Branch is one of three branches within the Shared Services Division and provides a range of corporate transactional services to Commonwealth agencies in areas of human resources, payroll, finance, and travel and expense management. The Branch works collaboratively with its client agencies on delivering services more efficiently, through streamlining processes, increasing self-service capability, and automating repeatable tasks, to allow staff to focus on high-value, customer service-based activities.

Duties

THE OPPORTUNITY

The Service Delivery Office Client Support Officer manages governance and engagement activities with our clients across multiple government agencies. The SDO engagement and governance team works closely with the wider Shared Services Division and senior leadership to manage stakeholder relationships, and with the 16 SDO client agencies for the smooth and effective delivery of existing and changing services delivered by the SDO. In addition to managing the governance and engagement, the team is the second level escalation point in the SDO, assisting clients with investigation, coordination and resolution of their issues.

The role of the client support officer:

- Liaise directly with client representatives, including senior leaders, across a wide range of client issues
- Maintain and review SDO governance artefacts supporting the relationship with clients such as the SDO service catalogue

- Manage the SDO engagement mailbox as the 'front door' to the SDO for client representatives, communicating with both SDO clients and internal staff. Assist with enquiries/issues and ensure they reach a conclusion
- Provides secretariat support for the SDO bi-lateral meetings with clients, including developing briefing materials for Executives. Preparing action items for meeting and following these to a conclusion
- Manages and facilitates issue resolution meetings held with client representatives
- Assist with the preparation of the SDO client committee and other meetings involving external clients leadership
- Assists with diverse communications and stakeholder engagement activities across all APS levels on behalf of the SDO

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

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

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

About the Department of Finance

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

To Apply

Position Contact	Anna Sakul-Thongbai, 0262151439
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0758612

Great Barrier Reef Marine Park Authority

Closing Date: Sunday 08 June 2025

Strategic Policy and Partnerships Strategic Policy

Job Title	Manager International
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Canberra ACT
Salary	\$94,563 - \$106,775
Future Merit Locations	Townsville, Canberra
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	407
Agency Website	

Job Description

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

We are seeking an agile and highly skilled professional to manage the Reef Authority's International engagement and capacity building activities, and to work in partnership with key stakeholders to promote awareness of threats to coral reefs globally.

The position will also support Australia's leading role in the International Coral Reef Initiative and other forums and contribute to shaping the strategic direction of the Reef Authority.

Duties

1. Support the Reef Authority's international engagement by leading its contributions to global forums such as the International Coral Reef Initiative, shaping strategic direction through capacity building and relationship management, and coordinating international conference participation and delegation hosting.
2. Exercise sound professional judgement in anticipating, managing and resolving problems relevant to the Reef Authority's international business role, including monitoring budgets and progress towards key performance indicators.
3. Contribute to managing the Reef Authority's responsibilities for Commonwealth, National and World Heritage matters, including liaising with other government departments.
4. Coordinate and prepare high quality advice and written material that is timely, practical, transparent and risk-based. Advice will cover complex matters including international and the Reef Authority's involvement with international bodies. Material could include ministerial correspondence and cables, briefs, reports, position statements, strategic policies and plans.

Eligibility

About You

- You have exceptional written skills, an eye for detail and can work with limited direction to achieve high quality outcomes, applying judgement, logic and discretion appropriately.
- You are a strategic thinker and problem solver, and are known for seeing things through.
- You are an effective communicator who recognises the ideas and contributions of others and motivates and inspires through your actions.
- You are experienced in relationship and stakeholder management.
- You have experience working with international affairs.
- You thrive under pressure, have an eye for detail and don't get flustered when faced with competing priorities.
- You enjoy being part of a cohesive team.

Applicants **must**:

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

Essential requirements

- Demonstrated experience in and/or understanding of Australia's international policy and heritage management arrangements.

Desirable qualifications or equivalent experience

- Tertiary qualifications or equivalent relevant experience in a marine or environmental field.
- Experience in public sector administration with an environmental focus or equivalent industry experience.
- Experience of the machinery of government.

Notes

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Usha Arif, 0499 050 457
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0758422

Murray-Darling Basin Authority

Closing Date: Monday 02 June 2025

Business Services
ICT & Data

Job Title	Assistant Director, Data Operations
Job Type	Full-Time, Ongoing
Location	Albury NSW, Canberra ACT, Goondiwindi QLD, Griffith NSW, Mildura VIC, Murray Bridge SA
Salary	\$122,535 - \$134,805
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	100951
Agency Website	

Job Description

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

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray-Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray-Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the Murray-Darling Basin Plan.

The Murray Darling Basin Authority (MDBA) is seeking an experienced technical leader to join the Data Services team as the Assistant Director of Data Operations. This role is pivotal in driving the technical direction of the MDBA's data capability and ensuring that the MDBA has access to the best data available to achieve its mission of 'Rivers, for generations'.

As the Assistant Director of Data Operations within the Data Services Section of ICT and Data Branch, you will lead a small technical team of data engineers and data analysts to build data pipelines to acquire, process, analyse and present data. The team builds solutions on an Azure Data Platform, primarily using DevOps, Databricks and PowerBI.

You will draw on your ability to engage with stakeholders to understand business drivers and requirements, and with your deep knowledge of contemporary data engineering and management practices, deliver solutions that achieve MDBA outcomes. You will also contribute to leadership and coordination of work programs alongside our Data Governance and Management, and Geospatial teams.

Duties

- Lead and coordinate data analytics and operations projects in alignment with Data services strategic planning and prioritisation, including stakeholder engagement for project solution design and troubleshooting.
- Accountable for leading activities to promote and establish data analytics and operations initiatives. Including reporting needs, building relationships and representing the MDBA when collaborating.
- Responsible for determining strategic direction and workplan development of data analytics and operations activities in support of MDBA corporate and project outcomes.
- Provide oversight to ensure accuracy, completeness, and reliability of data and analysis produced by the team. Implement quality control procedures and standards including for developing maintainable, consistent and robust data pipelines and dashboards.
- Lead and develop MDBA data analytics and operations training initiatives, including support for the Power BI community of practice and code management systems.
- Oversee the maintenance and administration of data analytics and operations databases, software, and systems. Ensure the accuracy, security, integrity, and accessibility of data products by analysing and resolving issues.
- Manage and uplift data operations metadata capabilities including data process mapping and data catalogue services.
- Provide HR and line supervision to data analytics and operations staff and help navigate staff through unfamiliar circumstances.
- Have extensive knowledge of data analytics and operations standards, protocols. Provide advice on, develop and enforce best practices across the team. Ensure compliance with organizational policies and regulatory requirements.
- Remain abreast of emerging data analytics technologies, tools, and applications and explore opportunities for innovation and improvement including Artificial Intelligence processes and methodologies.

Eligibility

To be eligible for a position, you must be:

- an Australian Citizen
- willing to obtain, or currently hold a baseline security clearance; and
- satisfy all other MDBA engagement requirements, including health and character clearance.

Notes

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	Matt Miles, 02 6279 0181
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0758599

Murray-Darling Basin Authority

Closing Date: Sunday 01 June 2025

River Management
River Modernisation

Job Title	Project Officer, River Modernisation
Job Type	Full-Time, Ongoing
Location	Murray Bridge SA, Albury NSW, Canberra ACT, Goondiwindi QLD, Griffith NSW, Mildura VIC
Salary	\$90,052 - \$99,107
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	100826
Agency Website	

Job Description

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

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray-Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray-Darling Basin contains a rich

diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the [Murray-Darling Basin Plan](#).

The Position

The River Modernisation Project Officer role will work with an interdisciplinary team to drive the continuous improvement of the operation of the River Murray system. The role primarily supports a range of committees and working groups, and other activities including policy development, data and option analysis, incident management and planning, and stakeholder engagement. The role will work closely with the River Murray Operations and Environmental water delivery functions and state and commonwealth water management agencies. This is a good opportunity for the right candidate to engage and learn from senior Joint Government officials and develop policy and insight into decision making as to how the River Murray system is governed and run.

Duties

- Provide administrative, project and secretariat support for the Capacity Policy Working Group which is made up of MDBA and state water management and Government representatives.
- Provide administrative, project and secretariat support for the Water Delivery Optimisation Program Board, the Trade Working Group and the Menindee Review Steering Committee.
- Provide administrative and project support to the review of the Basin Plan regarding its potential impacts on and interaction with the operation of the River Murray System, particularly the provision of Critical Human Water Needs.
- Provide administrative and project support for implementation and improvement of River Murray system water trade policy.
- Provide administrative and project support for the investigation and assessment options for reinstating water delivery capacity in the River Murray system and the Review of the operation of Menindee Lakes.
- Review and synthesize technical information into clear communication material including email summaries and briefing papers to support senior staff and decision makers.
- Contribute to broader tasks for the team as required, including preparing briefing papers and other operational documents.
- Support and contribute to the management of governance, project and procurement processes.

Eligibility

To be eligible for a position, you must be:

- an Australian Citizen; and
- satisfy all other MDBA engagement requirements, including health and character clearance.

Notes

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	Sara London, 02 6279 0174
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0758629

Murray-Darling Basin Authority

Closing Date: Sunday 22 June 2025

Job Title	2026 MDBA Graduate Development Program Technical / Generalists
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$80,202 -
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	various
Agency Website	

Job Description

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

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments,

manages the Murray–Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray–Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the Murray-Darling Basin Plan.

Duties

The 23-month Graduate Development Program (the Program) is designed to provide graduates with the opportunity to develop their knowledge, skills, and understanding of the work of the MDBA and the wider Australian Public Service (APS). Graduates will be exposed to a variety of learning and development activities as well as the opportunity to be involved in networking activities, including whole of Government events.

The MDBA is recruiting for high-achieving graduates across two streams Technical and Generalists.

We are particularly interested in graduates qualified in:

- Engineering/ Environmental Engineering
- Mathematics
- Hydrology/Hydrogeology/Groundwater
- Environmental and Ecological Sciences
- Natural Resource Management
- Policy
- Economics
- Social Sciences
- Environmental Policy
- Other related disciplines within the social, economic, or environmental sciences

Eligibility

To be eligible for the Program, graduates will:

- at a minimum, have completed a three-year undergraduate degree in a critical discipline (if the degree was obtained overseas, the qualification must be recognised by the National Office of Overseas Skills Recognition)
- be Australian citizens or permanent residents actively seeking Australian citizenship and will have been granted citizenship by the commencement of the Program
- have achieved at least 65% average for completed units
- satisfy all other MDBA engagement requirements, including health and character clearance.

Notes

Applicants are required to submit an application using the MDBA's eRecruit system. No extensions will be granted, and late applications will not be accepted.

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

- CV including the contact details of two referees.
- A 'one-page pitch' of no more than 750 words telling us how your skills, knowledge, and experience make you suitable for what we are looking for. The following questions can help guide your answer.
 1. What draws you to the work of the Murray-Darling Basin Authority, and why do you want to contribute to managing Australia's most significant water system?
 2. How does your academic background or personal interests align with the MDBA's goals of sustainable water resource management and policy development?

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	HorizonOne, 02 5104 4577
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0758630

Murray-Darling Basin Authority

Closing Date: Sunday 22 June 2025

Job Title	2026 MDBA Graduate Development Program Technical / Generalists (Affirmative Measure-Indigenous employment)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$80,202 -
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	Various
Agency Website	

Job Description

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

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray–Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray–Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the Murray-Darling Basin Plan.

Duties

The 23-month Graduate Development Program (the Program) is designed to provide graduates with the opportunity to develop their knowledge, skills, and understanding of the work of the MDBA and the wider Australian Public Service (APS). Graduates will be exposed to a variety of learning and development activities as well as the opportunity to be involved in networking activities, including whole of Government events.

The MDBA is recruiting for high-achieving graduates across two streams Technical and Generalists.

We are particularly interested in graduates qualified in:

- Engineering/ Environmental Engineering
- Mathematics
- Hydrology/Hydrogeology/Groundwater
- Environmental and Ecological Sciences
- Natural Resource Management
- Policy
- Economics

- Social Sciences
- Environmental Policy
- Other related disciplines within the social, economic, or environmental sciences

Eligibility

To be eligible for the Program, graduates will:

- at a minimum, have completed a three-year undergraduate degree in a critical discipline (if the degree was obtained overseas, the qualification must be recognised by the National Office of Overseas Skills Recognition)
- be Australian citizens or permanent residents actively seeking Australian citizenship and will have been granted citizenship by the commencement of the Program
- have achieved at least 65% average for completed units
- satisfy all other MDBA engagement requirements, including health and character clearance.

Further, this is an Affirmative measure—Indigenous employment position.

The filling of these vacancies 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.

Eligible applicants are only persons:

- of Aboriginal and/or Torres Strait Islander descent; and
- who identify as Aboriginal and/or Torres Strait Islander; and
- who are accepted by their community as being Aboriginal and/or Torres Strait Islander.

To demonstrate eligibility for employment under this affirmative measure, applicants are required to provide evidence that they are an Aboriginal and/or Torres Strait Islander person.

Suitable evidence of Aboriginal or Torres Strait Islander status may include:

- a. letter signed by the Chairperson of an incorporated Indigenous organisation confirming that the applicant is recognised as an Aboriginal and/or Torres Strait Islander person, or
- b. confirmation of Aboriginal and/or Torres Strait Islander descent document executed by an Indigenous organisation. **Notes**

Applicants are required to submit an application using the MDBA's eRecruit system. No extensions will be granted, and late applications will not be accepted.

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

- CV including the contact details of two referees.
- A 'one-page pitch' of no more than 750 words telling us how your skills, knowledge, and experience make you suitable for what we are looking for. The following questions can help guide your answer.
 1. What draws you to the work of the Murray-Darling Basin Authority, and why do you want to contribute to managing Australia's most significant water system?
 2. How does your academic background or personal interests align with the MDBA's goals of sustainable water resource management and policy development?

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.

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	HorizonOne, 02 5104 4577
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0758603

National Library of Australia

Closing Date:Monday 02 June 2025

Engagement Communications & Marketing

Job Title	EL1 - Assistant Director, Digital Community
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	\$115,443 - \$136,900
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexibility will be negotiated with the successful candidate
Classification	Executive Level 1
Position Number	107015
Agency Website	

Job Description

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

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

Duties

The Library is seeking to fill a ongoing **Assistant Director, Digital Community EL1** role in the Communications & Marketing Section of the Engagement Branch.

Working closely with teams throughout the Library, as the Assistant Director, Digital Community, you will oversee online and digital visitation & engagement. Additionally, the you will drive audience-centric content delivery and evidence based campaigns.

We are looking for someone skilled at triaging high volumes of work; inspiring and managing high performing teams and determining what is and is not urgent and allocating to others as needed. Our ideal candidate will be familiar with current trends in the communications and marketing landscape.

Eligibility

Successful candidates must have qualifications or equivalent experience in communications & marketing or related field (eg. Digital communications).

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, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.

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

About the National Library of Australia

To Apply

Position Contact	Cathie Oats, NA
Agency Recruitment Site	https://nla.nga.net.au/cp

Agriculture, Water and the Environment

Vacancy VN-0758601

Department of Agriculture, Fisheries and Forestry

Closing Date: Monday 02 June 2025

Sustainability, Climate & Strategy
Several

Job Title	Executive Assistant
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$84,794 - \$93,020
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	APS Level 5
Position Number	2025/1481
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Sustainability, Climate and Strategy Division** (SCSD) brings together a suite of policy and program functions supporting a climate-smart, sustainable agriculture sector in Australia. SCSD develops evidenced-based climate policy and advice to support emissions reduction and climate adaptation programs. SCSD is responsible for delivering key government programs supporting sustainable practices and agricultural productivity, including the \$302.1 million Climate-Smart Agriculture Program and \$20 million Soil Partnership initiative. We thrive when our teams are made up of people from different backgrounds, cultures, genders, education, training and skills. We care about our work and one another, have a good work culture and genuinely enjoy working together.

Duties

The Job

- Providing the first point of contact for all business activities undertaken by the First Assistant Secretary and Assistant Secretaries (Executive) within the Division, including managing and responding to phone calls, emails and general correspondence.
- Bringing priority matters to the attention of the Executive for action as appropriate.

- Providing high level administrative and coordination support, including managing and organising meetings and events, and anticipating and managing competing commitments.
- Preparing responses to routine and more complex matters, coordinating divisional responses, tracking ministerial workflow, collation and follow up of information and tracking of work to ensure deadlines are met.
- Administering finance support including advising, arranging and reconciling travel in line with the department's travel policy for Executive staff.
- Undertaking quality control of all incoming and outgoing documentation as required.
- Developing and maintaining professional relationships with various stakeholders at all levels across the department, the Minister's Office, other senior government officials and external organisations.
- Fostering collaboration across the division and a positive customer service culture.
- Undertaking a broad range of corporate and administrative support functions across the division.
- Actively engaging in the department's Executive Assistant Network and fostering/promoting a strong EA network across the APS.

Eligibility

What we are looking for
Knowledge and experience

- Experience working as an Executive Assistant (or similar role) to Senior Executive in either the public or private sector.

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 vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: <https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Jessica Mitchell, jessica.mitchell@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0758609

Department of Agriculture, Fisheries and Forestry

Closing Date: Monday 02 June 2025

Biosecurity Strategy & Reform
Various

Job Title	Policy and Program Officers (Multiple)
Job Type	Full-Time; Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$84,794 - \$93,020
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 5
Position Number	2025/1536
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

Biosecurity matters. Australia is free from many pests and diseases found around the world and the work of the Biosecurity Strategy and Reform Division within the Department of Agriculture, Fisheries and Forestry contributes to protecting Australia from increasing biosecurity risks to agriculture, the environment and our way of life. We do this working closely with our internal and external stakeholders to continuously improve the national biosecurity system, providing quality, evidence-based policy advice and reform agendas to the department executive, Minister and Australian Government. The division supports the operation and improvement of the biosecurity system by driving innovation and policy reform, and providing data, reporting, coordination, intelligence, risk modelling and strategic advice. Key work underway:

- refining biosecurity arrangements for Commonwealth places and external territories
- preparing for, and responding to, a number of complex or significant biosecurity incursions
- developing waste management policy for existing and new airports and seaports
- improving the transparency of biosecurity funding, expenditure and performance
- supporting biosecurity innovation and research, including the Centre of Excellence for Biosecurity Risk Analysis

- driving action on the newly released DAFF Biosecurity 2030 roadmap Additionally, the division plays a key role in providing policy support and stakeholder engagement under the National Biosecurity Strategy.

Duties

The Job

Depending upon the role, duties may include all or some of the following under general supervision and guidance:

- Drafting well-researched policy and policy advice that aligns with the agency's strategic objectives for various decision-making bodies, senior management and other decision makers
- Researching, interpreting and applying legislation, including maintaining knowledge of relevant legislation
- Providing analysis and expertise across a range of agency functions
- Providing advice and/or draft reports on regulatory and compliance issues
- Undertaking tasks to deliver projects with limited supervision
- Participating in committees and forums
- Complying with legislative, regulatory and governance obligations and Australian Government standards
- Providing administrative and secretariat support.

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

What we are looking for

Knowledge and experience

To support the various roles across the division the successful applicants will have some or all of the following skills sets related to the work we do.

- Experience with liaising, consulting and negotiating with expert groups and a range of internal and external stakeholders
- Experience in policy, program, or strategy design and development, including the ability to investigate and source key information to support decision making
- Experience in regulation, policy, project, program or coordination positions
- Knowledge of relevant legislation and legislative frameworks or the ability to develop this knowledge.

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 vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: <https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps>

To Apply

Position Contact	Jan Donnelly, 0466 954 035
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General’s

Vacancy VN-0758494

Administrative Review Tribunal

Closing Date: Sunday 01 June 2025

Tribunal Operations
Case Management National Listings

Job Title	Listings Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT, Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$76,887 - \$83,480
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work options available
Classification	APS Level 4
Position Number	42767
Agency Website	https://www.art.gov.au/

Job Description

<https://art.bigredsky.com/page.php?pageID=106&Filter=0>

The Administrative Review Tribunal (ART) is currently seeking applications for a **APS4 Listings Officer**, to join the National Listings team.

About the opportunity:

The Listing Officer is part of a national team responsible for the allocation of applications for review (cases) to Tribunal members in accordance with relevant Tribunal policies, listing cases for hearing by members, and capturing member availability and work patterns to maintain an up to date, cohesive view of available member resources. Listing Officers will support listings for a particular Jurisdictional Area or Areas. These areas include Migration and Protection, Social Security and Child Support, and General and Other (including NDIS).

Opportunities exist for staff to seek career development by moving between these business streams.

The role assists Listing Managers and Senior Listing Officers to undertake a range of functions relating to the allocation of cases as well as additional coordination activities such as managing duty rosters and executing administrative support functions associated with listing and hearing notifications.

About the Tribunal:

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

You can learn more about the Tribunal on the [ART website](#).

What we offer:

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

About you:

To be successful you will have:

- Sound verbal, written and interpersonal skills, including the demonstrated ability to communicate effectively with a diverse audience.
- A strong customer ethos including well developed liaison and interpersonal skills.
- The ability to use initiative, show judgement and demonstrate organisational skills, including the ability to manage conflicting demands.
- Attention to, including the ability to work with data and reports, and apply policies and procedures to sets of facts.
- Knowledge of the Tribunal's applicable legislative and policy framework, caseload, operations, practices and procedures, or the ability to quickly acquire such knowledge.

Eligibility

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

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

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

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

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

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

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

About the Administrative Review Tribunal

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

To Apply

Position Contact	Sharika Kabir, 02 9276 5515
Agency Recruitment Site	https://art.bigredsky.com/page.php?pageID=106&Filter=0

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Attorney-General's

Vacancy VN-0758542

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Monday 02 June 2025

Intelligence
Mission Coordination and Analysis Strategic Analysis and Outreach

Job Title	Senior Data Scientist
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Perth WA
Salary	\$117,622 - \$141,853
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6005_05/25_CCI
Agency Website	https://www.acic.gov.au/

Job Description

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

The role of the Senior Data Scientist is to design, document, implement and operate analytics solutions for the exploitation of data in a variety of formats from multiple sources, with an emphasis on graph analytics, Natural Language Processing, Entity resolution, artificial intelligence, and machine learning. The role works collaboratively with software engineers and intelligence analysts to facilitate the production of high-quality intelligence products and outcomes for internal and external clients. In-depth knowledge and expertise in data analytics, network analytics, data visualisation and communications and model development is critical. Hands-on experience in delivering practical analytics solutions to solve real-world problems is essential, with adherence to best practice frameworks in data management and governance. Experience with entity resolution technology, graph and network analytics, spatial-temporal analysis and visualisation technologies, and implementation of AI models are highly desirable.

Duties

- Perform bespoke analytics on a wide array of datasets and act as technical lead for analytics projects to deliver value to end-users.
- Use customer centred approaches to design and prototype new technologies, tools, and methods in a secure environment.
- Work closely with Intelligence Analysts, business users and information technology practitioners to design and delivery data science products.

Our ideal candidate

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

- Demonstrated analytical skills, including the ability to understand a problem in context, research potential solutions, and implement the solution.
- Extensive experience in processing high-volumes of both structured and unstructured data to create data science models and products.
- Strong data engineering skills, including experience with languages commonly used for data science (Python, R) as well as other mainstream general-purpose languages is desirable (Java, C++, C#, Scala).
- Strong understanding of SQL and experience with relational database management systems, experience in Cypher or GQL and graph database management systems is highly desirable.
- Demonstrated experience with data visualisation and communication, and statistical methods such as machine learning, social network analysis, spatial-temporal analysis, dimension reduction, NLP, and large volume entity resolution capabilities.
- Experience of working across multiple deployment environments including hybrid cloud and on-premises environments will be highly regarded.
- Demonstrated experience in communicating with and working collaboratively with clients and colleagues to produce the best outcomes for their needs.

Eligibility

Essential qualifications

- A degree in computer science, data science, operations research, statistics, applied mathematics, or a related quantitative field – or equivalent industry experience - is required.
- Postgraduate research qualifications in statistics, ML/AI, computer science or the natural sciences, especially physics or any engineering disciplines or equivalent will be highly regarded.

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.

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	Melanie, 0455 173 214
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Attorney-General’s

Vacancy VN-0758591

Australian Federal Police

Closing Date:Monday 02 June 2025

Job Title	Production Team Member - Corporate Communications
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Darwin NT, Brisbane QLD, Adelaide SA, Hobart TAS, Melbourne VIC, Perth WA
Salary	\$84,458 - \$99,285
Future Merit Locations	Canberra, Sydney, Darwin, Brisbane, Adelaide, Hobart, Melbourne, Perth
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	14652
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14652/>

Did you know?

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

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

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

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

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

Duties

Join a team where creativity meets purpose. We're seeking a well-organised, client-focused Digital Producer to help deliver meaningful work in a fast-paced, high-performing production team.

Applications are invited for the position of Digital Producer (Band 4) within AFP Production, part of the Corporate Communications Team.

AFP Production supports the work of AFP members—including senior executives—across Australia and internationally. The team produces high-quality multimedia products, including video, motion graphics, and photography, for a variety of operational and corporate needs. The unit also manages the AFP Conference Centre, which hosts key events, presentations, and conferences, often live-streamed across the organisation.

This is a fantastic opportunity for someone with technical skills in video production, live event production, or photography, who is ready to grow and develop in a dynamic and supportive team. You'll be part of a team where serious work happens in a fun, collaborative environment, surrounded by experienced professionals.

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

We're interested in hearing from people who:

- Know how to ask the right questions and really understand the brief — you're solutions-focused, act with integrity, and always put the client at the centre of your work.
- Thrive in fast-paced, production-driven environments. You can juggle multiple projects, stay calm under pressure, but also know when to refer a request to a technical expert or bring in a teammate to get the best result.
- Most importantly, you care about doing things properly. You're committed to delivering high-quality work and supporting AFP members to carry out their roles.

What will you do?

In this role, you will:

- Work closely with the Team Leader to manage the Production team's inbox and calendar, liaising with internal clients to ensure the team has everything it needs to deliver high-quality outcomes.
- Oversee bookings and technical support for the AFP Conference Centre, including A/V setup, live streaming, and recording of presentations.
- Maintain the AFP Production media library—cataloguing, sourcing, and managing video and photo assets.
- Respond quickly to time-sensitive operational requests and prepare content for media and internal distribution.
- Help position the AFP's centralised communications team as a centre of excellence by embracing modern communications practices and contributing to a culture of continual learning.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Experience handling client requests/customer service.
- Experience with the Adobe Creative Suite, including Premiere Pro, Photoshop and/or other video editing software.
- Proficiency with organising and delivering Microsoft Teams live events.

Desirable Requirements

- Qualification/s in production/photography or related field.
- Experience working in a creative studio.
- Experience working with Digital Asset Management software.

Notes

- This position has been advertised in multiple locations, however the role is located in Canberra and applicants are expected to be based in Canberra. Successful applicants must be willing to relocate at their own expense.
- This position is an AFP Band level 4.

Commitment to Diversity and Inclusion

At the AFP we value the different perspectives, approaches and lived experiences of our people, and recognise that our collective intelligence and diversity is what makes us stronger. As such, we

encourage applications from people from all walks of life, including people from culturally and linguistically diverse backgrounds, First Nations people, women, the LGBTQIA+ community and people with disability.

About the Australian Federal Police

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

To Apply

Position Contact	Mike Kenneally, 02 5126 1044
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14652/

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Defence

Vacancy VN-0758411

Department of Defence

Closing Date:Monday 02 June 2025

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	Business Intelligence 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	NSSG/04114/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8ED2857D-1132-9AAD-24E7-E3D720598205>

Duties

The Role

Submarines Division is seeking a highly motivated EL 1 Business Intelligence Manager.

This position is accountable for:

- Supporting business intelligence by providing reporting and advice on recruitment, workforce planning and financial management.
- Managing and leading a team, including providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility and guiding, mentoring and developing people.
- Promoting a client focused culture within a small team, including the ability to prioritise workload, meet tight deadlines, display a high level of accuracy, attention to detail and pre-empt next stage activities.
- Undertaking complex problem solving and applying expertise to identify and recommend a course of action to improve the data quality in reporting.
- Building and sustaining strong interactive relationships with a range of stakeholders to deliver business intelligence objectives.
- Developing workforce management plans, enabling delivery and reporting on the requirements and expectations of Submarines Division workforce.

About our Team

Submarines Division is within the Department of Defence's Naval Shipbuilding and Sustainment Group. Submarine Division exists to deliver enduring, potent and credible submarine capability

vital to Australia's national security. The Submarine capability we deliver includes the submarines themselves, their support systems and the associated sovereign industrial base.

The division 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. If you require further information, please email nssg.submarines.workforcemgt@defence.gov.au.

Our Ideal Candidate

The ideal candidate will bring their existing knowledge and skills to Submarines Division and will thrive working in a fast-paced environment. They will lean in to areas unfamiliar to them, be curious, value diversity of thought, and strive for efficiencies and improvement.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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	NSSG Submarines Workforce Management, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8ED2857D-1132-9AAD-24E7-E3D720598205

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Defence

Vacancy VN-0758420

Department of Defence

Closing Date: Monday 02 June 2025

Joint Capabilities Group
National Support Command

Job Title	National Support Business Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/03562/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A0AE156E-45C3-DBD1-A324-E3D72196E6B2>

Duties

The Role

Joint Capabilities Group (JCG) is seeking a highly motivated APS6 Business Support Officer to provide business support for the new National Support Division Headquarters. If you enjoy a challenge and want to contribute to the future of Defence, we want to hear from you.

This provides an exciting opportunity for the right candidate to contribute to the development of the new Division Headquarters. You will undertake activities to deliver timely support and business outcomes for National Support senior leadership.

The main duties of the Business Support role will include:

- **Business Policies, Procedures and Governance Support.** Support the implementation of internal governance policies and procedures and assist in managing returns for Governance and risk related requests. Assist with administrative tasks and provide administrative support to our ADF reserve members.

- **Security Management.** Perform the Assistant Unit Security Officer function, supported by the Unit Security Officer. This includes management of the security register, security incident reporting and Overseas travel briefings.
- **Information Management.** Contribute to adherence with records management procedures, assist with the upkeep of the Divisional Objective structures and management of permissions for Divisional staff.

About our Team

National Support teams will work collaboratively to enable Defence to plan, organise and draw upon whole-of government and whole-of-nation capabilities to improve Defence and the nation's resilience. Led by Head National Support, NSD staff will work within Defence to contribute to NSD and Defence wide outcomes.

National Support Division has an integrated workforce comprised of both APS and ADF staff. We work together in a dynamic environment towards the goal of ensuring national preparedness.

We are a small and supportive team of professionals who work closely to achieve outcomes. Our team comes from across Defence, with diverse backgrounds, perspectives and experiences. We will ensure you have the opportunity to pursue a range of formal and informal professional development opportunities to support your future career goals.

The successful candidates will have the opportunity to contribute advice and expertise at the foundational level for the NSD. NSD officers can expect to engage under direction across Defence and as required across Whole of Government and industry.

Our Ideal Candidate

An ideal National Support Division Business Support Officer will need the ability to work collaboratively, providing advice and support within a team, and developing and maintaining strong working relationships with stakeholders.

To be successful in a National Support role, you will need to demonstrate:

- Experience in a business support role in Government
- High-level organisational skills, self-drive and initiative with the ability to influence others to achieve tasks and business objectives
- The interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with Defence values.

We are seeking applications from professionals who have proven abilities to think and act strategically, deliver outcomes, and provide functional support to leadership this essential executive support role.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Anne Fuller, 02 5108 9582
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A0AE156E-45C3-DBD1-A324-E3D72196E6B2

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Defence

Vacancy VN-0758426

Department of Defence

Closing Date:Monday 09 June 2025

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	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/04076/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=17EAAC98-637E-DAD6-ABC9-E3D7222266A3>

Duties

The Role

An exciting opportunity exists for an enthusiastic individual to be part of the Satellite Communication Systems Program Office (SATCOM SPO). SATCOM SPO manage the acquisition of Defence future SATCOM requirements and sustain in-service SATCOM equipment on behalf of the Australian Department of Defence. Within the Project Management function the position is accountable under broad direction to manage a number of products within an integrated workforce. They will require an in-depth knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements. The successful candidate will exercise a considerable degree of independence and perform a leadership role.

The Project Manager will lead the work of a team and provide advice and assistance on methods of task completion to team members. As the Project Manager, you will be required to communicate with, respond and provide advice to a range of stakeholders on complex operational and administrative issues to achieve work unit and Defence outcomes. You will be accountable to contribute towards ongoing self-improvement and professional development.

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

About our Team

Space Systems Branch 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 Manager within Satellite Communication Systems Program Office (SATCOM SPO) will be working in partnership with other SATCOM SPO business units including program management, engineering, integrated logistics, financial and

As part of this role you will be responsible for the following activities:

- Lead and manage fast moving project initiatives, ensuring delivery 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;
- Apply agile and innovative operational, professional and administrative activities, procedures, practices and project management methodologies;
- Connect with, mentor and guide project subject matter experts, fostering a collaborative and results driven environment to ensure successful delivery of project, system or platform outputs; 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>

About the Department of Defence

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To Apply

Position Contact	David George, 02 5128 9717
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=17EAAC98-637E-DAD6-ABC9-E3D7222266A3

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Defence

Vacancy VN-0758435

Department of Defence

Closing Date: Monday 02 June 2025

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	ILS Manager - Acquisition
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	NSSG/04257/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=ADD861E2-458A-F6E6-B8BE-E3D722C3790C>

Duties

The Role

An Integrated Logistic Support (ILS) opportunity exists at the EL 1 level within the Collins Class Submarine Combat System Program. The Submarines Division within the National Shipbuilding and 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.

As an ILS Manager (Acquisition) you will require a number of skills to support the upgrade of Defence's submarine communications and sonar capability.

This role requires an understanding of and compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements. They will have people management skills to identify opportunities for building team capability and continuous improvement.

The ILS Manager will:

- Be accountable under broad direction to perform and achieve complex materiel logistics work within an integrated workforce.
- Have an in-depth knowledge of ILS (Acquisition) functions and be responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function.
- Develop, manage and deliver aspects of transitioning an acquisition project to a sustainment organisation in compliance with the Defence Seaworthiness Management System.
- Communicate with stakeholders and line management regarding ILS aspects across the Defence materiel capability lifecycle including preparing briefs, proposals, reports and presentations.
- Evaluate materiel logistics activities, understand critical factors for success and initiate activities to ensure alignment with program or project objectives.
- Possess a sound knowledge of relevant Engineering and Logistics Information Systems, and associated governance and assurance framework requirement.

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

About our Team

Submarine Combat Systems Program within National Shipbuilding Sustainment Group (NSSG) is responsible for the acquisition and sustainment of Collins Class submarine Program.

The Programs are:

- Professionally challenging: submarines are complex systems that operate in harsh conditions. You are trusted to deliver engineering and technical support to ensure Australia's submarines can be operated safely.
- Professionally rewarding: submarines directly contribute to Australia's ability to Shape, Deter and Respond in a dynamic geopolitical landscape. Your work as an engineer will directly contribute to Australia's submarine capability. You will also have the opportunity to continue your professional learning.
- Personally rewarding: You will be an integral part of the close professional and specialised community, alongside the Navy Submariners, technical professionals and industry, in supporting Australia's submarine capability.

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

Our Ideal Candidate

ILS covers two areas; logistics engineering and supply support. The ideal candidate will have demonstrated technical, operator or maintenance experience. This ensures both engineering and supply support aspects are covered.

They will be required to govern and assure contractor deliverables/documents, to ensure the contractor design of the logistics support system will meet the requirements of Defence.

They must be able to learn and seek information on Defence policy, Integrated Logistic Support

and Logistic Support Analysis autonomously. Prior knowledge of Defence logistics and support systems is desirable.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	NSSG Submarines Workforce Management, Contact number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=ADD861E2-458A-F6E6-B8BE-E3D722C3790C

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Defence

Vacancy VN-0758436

Department of Defence

Closing Date: Monday 02 June 2025

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Information and Records Management Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
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	APS Level 6
Position Number	CASG/04221/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=67D1A730-46E9-141A-32E4-E3D722D053DD>

Duties

The Role

Joint Systems Division Headquarters (JSD HQ) team is seeking a highly motivated and skilled Information and Records Management Officer who has a proven record of delivering business outcomes.

As an APS 6 Information and Records Management Officer in the JSD HQ team you will be providing a range of business and information support activities to Joint Systems Division (JSD). You will be responsible for a broad range of activities which include but not limited to; data analysis and reporting and digital platform management of Objective, SharePoint and House of Governance (HoG).

The APS 6 Information and Records Management Officer will work independently with the opportunity for reasonable autonomy and accountability across a broad spectrum of records, information and business management activities. You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

About our Team

The JSD HQ team provides executive strategic advice and support in a range of areas to the First Assistant Secretary Joint Systems and the three Branches within the Division delivering capability to Defence. JSD within CASG acquires and provides through-life support to a range of command and control systems, communication systems, tactical interoperability systems, and electromagnetic warfare systems.

The Division is functionally arranged in three separate but interlinked Branches with a geographic presence in all of the Australian mainland states and territories and a small headquarters element in Canberra. JSD's prime and over-riding focus is to provide the best possible support to the ADF employing the materiel provided in protecting Australia's interests.

Our Ideal Candidate

Our ideal candidate will bring their existing knowledge, skills and experience to the JSD HQ team and will thrive working in a fast-paced environment. We are not only looking for a competent professional but also a real 'people person' who is a collaborator, contributor, communicator and team player.

In addition, our ideal candidate will have:

- Experience in information and records management
- Experience in assisting with administrative and business support activities and a responsive approach to dealing with complex enquiries
- Ability to build and sustain strong working relationships with both internal and external stakeholders
- Excellent written and verbal communication skills as well as being highly motivated, organised and proactive team player
- Ability to understand and interpret policy and frameworks
- Confidence in taking ownership of outcomes and leading tasks to completion 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>

About the Department of Defence

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To Apply

Position Contact	Mark McKey, 02 5108 5598
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=67D1A730-46E9-141A-32E4-E3D722D053DD

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Defence

Vacancy VN-0758444

Department of Defence

Closing Date: Monday 26 May 2025

Defence Science and Technology Group
Research Technology and Operations

Job Title	Principal Trial Safety Advisor
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh
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	DSTG/04222/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D2106C56-9182-E4F7-E12B-E3D7237AEA4D>

Duties

The Role

Defence Science and Technology Group (DSTG) is seeking an experienced Trials/Test and Evaluation professional with Work Health and Safety knowledge and a passion for safety to fulfil the role of Principal Trials Safety Advisor within the Trials Authority team based at DSTG Edinburgh.

A unique role, as the DSTG Principal Trial Safety Lead you will have a hands-on role in supporting complex trials which will include assisting with planning, helping to understand complex compliance/conformance obligations and assisting in the development of control strategies. As a technical lead you will provide mentoring and support for appointed Trial Safety Officers. This will include oversight for suitable training and development of these functions into the future.

As the DSTG Principal Trial Safety Advisor you will be the primary lead for all field trial safety related guidance and support to research staff. This will include leading the development and streamlining of processes which enhance trials safety, ensuring processes are designed to support research trials activities and outcomes. This will include ensuring alignment with the Defence and DSTG Work Health and Safety Management Systems (WHSMS) requirements.

About our Team

DSTG Trials Authority is responsible for the provision of tailored support and guidance to Defence Science and Technology staff involved in complex Defence research activities, Trial activities, Test and Evaluation or Defence exercises.

Trials Authority contributes to the Defence Innovation, Science and Technology capability through expert advice and support across all Defence capability domains in the Trials context making it a unique work environment and opportunity.

Our Ideal Candidate

The ideal candidate will have Range Safety expertise and a strong background in Trials, Test and Evaluation or Field Research

activities, coupled with an understanding on how to apply safety systems and frameworks.

To be successful in this role, the successful applicant must be able to demonstrate the following skills, knowledge and experience:

- Experience working in complex trials, test and evaluation and/or field research activities whilst having a lead role for safety
- Experience developing, drafting and delivering technical policy documents
- A sound knowledge of Range safety policy, planning doctrine and range safety requirements
- A team player with a willingness to share learning and support/mentor peers
- High level of written and verbal communication skills, including the ability to communicate with clarity, listen, understand, and adapt your communication style to the audience.
- Ability to manage tasks and achieve results in a complex environment
- Completion of or willingness to undertake a formal WHS qualification

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	Steve Connor, 08 7375 3288
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D2106C56-9182-E4F7-E12B-E3D7237AEA4D

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Department of Defence

Closing Date: Monday 02 June 2025

Defence Science and Technology Group
Information Sciences

Job Title	Discipline Lead - Cyber Systems
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$139,681 - \$167,659
Future Merit Locations	Edinburgh
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details
Classification	
Position Number	DSTG/04209/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B80BD498-FCC9-15EA-D5D7-E3D75AF87612>

Duties

The Role

The selected candidate will lead a team accountable for the design, development, accreditation and operational upkeep of critical cyber systems and supporting secure infrastructure, providing an environment that facilitates rapid and unique research activities. You will bring experience in the application of scientific techniques and industry best practice to designing robust yet flexible network systems. You will demonstrate the ability to enhance Defence capabilities through innovation and collaboration with industry, academia and government.

You will thrive in a cross-discipline team environment and seek to produce impact for Defence. You will proactively engage with stakeholders to ensure your team provide timely and suitably accredited systems to meet dependent work package requirements.

About our Team

Cyber Integration STC is part of the Cyber Operations MSTC within the Information Sciences Division. Our team researches, develops and implements capabilities to support, link and integrate cyber infrastructure, systems and capabilities across Defence and commercial platforms, to support the critical cyber research teams.

Our primary responsibilities include developing and operating highly classified bespoke and complex systems, labs and facilities to enable safe and secure research activities to meet the needs of the Cyber and Intelligence capabilities and programs. Our team is uniquely positioned to engage and support a wide range of research activities and has a wide breadth of responsibilities requiring agile and adaptable team members.

Our Ideal Candidate

Our ideal candidate will have a demonstrated aptitude and passion for leading the development of complex, highly secure and

flexible cyber terrain to underpin cyber warfare and cyber security research activities in specialized high security environments.

You will have the following competencies:

- Ability to develop, promote and implement a compelling vision and plan for your discipline, in alignment with the Defence Innovation, Science and Technology Strategy, and DSTG's Cyber and Intelligence capabilities and programs.
- Demonstrated ability to construct and deliver integrated Cyber research work packages, with an emphasis on cyber systems security, cyber networks and accreditation, and/or support to military cyberspace operations.

Knowledge and experience in one or more of the following technical areas:

- Security protocols, practices and procedures - particularly those relating to Sensitive Compartmented Information and Special Access Programs, with the ability to apply these in an innovation, science and technology environment.
- Machine learning for analysis of complex data, and control of complex systems.
- Previous experience developing and leading discipline staff to cultivate a highly productive and respectful workplace culture, promoting a shared sense of purpose and a commitment to engineering excellence and continuous learning.
- Demonstrated written and verbal communication skills and the ability to lead in a cross disciplinary team, with a well-developed ability to interact with, and elicit requirements from stakeholders (such as DSTG scientists, DSTG and Defence enabling organizational units, the ADF, and the national intelligence community).
- A willingness to take personal responsibility to deliver outcomes, meet tight timeframes and be flexible to participate in some out of hours work (as required).

Eligibility

Security Clearance:

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

Mandatory Qualifications:

The S&T6/EL2 Discipline Leader - Computational Science, Data Science & Autonomy position requires:

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

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

Division 40 – Engineering

4007 Control Engineering, Mechatronics & Robotics

Division 46 – Information & Computing Sciences

4601 Applied Computing

4602 Artificial Intelligence

4605 Data Management & Data Science

4606 Distributed Computing & Systems Software

4609 Information Systems 4612 Software Engineering

4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

4903 Numerical & Computational Mathematics **Notes**

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

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To Apply

Position Contact	Shane Bennett, 0410 545 068
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B80BD498-FCC9-15EA-D5D7-E3D75AF87612

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Defence

Vacancy VN-0758461

Department of Defence

Closing Date:Monday 02 June 2025

Defence Finance Group
Budgets & Finance Services

Job Title	Financial Analyst Cost Recovery
Job Type	Full-Time, Ongoing
Location	Bullsbrook WA, Canberra ACT, Enoggera QLD, Perth WA
Salary	\$86,887 - \$93,066
Future Merit Locations	Bullsbrook, Canberra, Enoggera, Perth
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	DFG/04224/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8BBF13F9-D67C-9604-859A-E3D75C8A80A8>

Duties

The Role

This role is not an ordinary Accounts Receivable role. You will be the key coordinator for ensuring cost recoveries are actioned and finalised in compliance with international arrangements and financial policy. This will involve working directly with a range of local and international stakeholders to coordinate, collate and validate information and action the information through to recovery.

You will use a range of skills including data analysis, information assurance, interpretation and application of policy and agreements, and communication. This is an excellent opportunity for a person wishing to expand their experiences, and work in a diverse area of finance and accounting where no two days are the same.

Additionally, there will be opportunities to expand into the strategic area of cost recovery and into wider Treasury and Accounts Receivable functions.

About our Team

The Cost Recovery Team is a dynamic specialist capability within the Treasury and Accounts Receivable Function. The team is responsible for implementing non-regulatory cost recovery under the Government's Charging Framework, for selected complex Defence activity with international and domestic partners.

Our team works collaboratively across multiple Defence Groups and with International and domestic customers, to facilitate key Defence relationships and goals. We ensure financial compliance with the cost recovery provisions in International Arrangements, other arrangements and Defence Policy.

Our Ideal Candidate

Our ideal candidate will have a proven record of financial or business problem solving and coordination, and understand the importance of being part of a diverse and inclusive team to deliver results in support of broader organisational goals.

Our ideal candidate will demonstrate:

- The ability to work collaboratively and build networks with various military, civilian and contractor stakeholders and customers.

- Demonstrated ability to think critically, identify issues and contribute to the delivery of timely outcomes.
- An aptitude for information and financial analysis and applying financial models to calculate cost solutions.
- The ability to monitor, document, and implement policies and procedures.
- Experience in working with financial systems.

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	Deborah Miller, 0478 617 640
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8BBF13F9-D67C-9604-859A-E3D75C8A80A8

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Defence

Vacancy VN-0758474

Department of Defence

Closing Date: Monday 02 June 2025

ARMY
Forces Command

Job Title	WHS Officer
Job Type	Full-Time, Ongoing
Location	Duntroon ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Duntroon
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/04296/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B1E42B4F-3B14-E1D9-3321-E3D75C91FDE7>

Duties

The Role

An APS 5 Work Health and Safety Officer is accountable under broad direction to undertake complex work health and safety activities. They will work within a framework of legislation, established principles, work practices and procedures in accordance with Defence's mission and business objectives. They will work with independence having the authority and discretion to investigate and gather information from diverse sources and explore new ideas and different viewpoints to support the longer-term business objectives.

An APS 5 Work Health and Safety Officer will apply initiative and experience to analyse, plan, review and adjust priorities. They will undertake objective, systematic analysis and draw accurate conclusions based on evidence along with detailed technical, operational, professional and procedural advice in relation to complex problems.

About our Team

The RMC-D WHS advisor supports the Commander RMC-D in the planning and delivery of safe and sustainable training.

Our Ideal Candidate

Our ideal candidate will be able to do the following:

- Accountable for research and analysis activities to identify and address work health and safety risks to capability.
- Develop and implement work health and safety
- Provide advice on the application of work health and safety legislation and Defence policies and
- Contribute to implementation and continuous improvement of work health and safety management systems in accordance with legislation and Defence policies.
- Engage with internal and external stakeholders on complex and sensitive work health and safety

- Work collaboratively with stakeholders and subject matter experts to resolve work health and safety
- Evaluate activities and processes for compliance with work health and safety legislation, policies and procedures.
- Resolve problems using professional expertise, taking the initiative to identify alternative courses of action and implications for work health and safety activities.

Eligibility

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

Notes

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

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To Apply

Position Contact	MAJ Garrett Gepp, 02 6575 7911
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B1E42B4F-3B14-E1D9-3321-E3D75C91FDE7

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Defence

Vacancy VN-0758523

Department of Defence

Closing Date:Monday 02 June 2025

ARMY
Office of Chief of Army

Job Title	Land Fires Program - 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	ARMY/04187/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8C308BBF-E863-D911-77EB-E3D795F80B60>

Duties

The Role

As a Project Manager within the Land Fires Program, you will be part of a high performing team directly accountable for the delivery of Fires capabilities such as Long Range Fires, Close Fires, Defensive Fires and Artillery Command, Control, and Communications Networks (C3N).

You will be required, but not limited to:

- Support SO1s and SO2s to deliver capability outcomes.
- Manage risks, schedules and budgets.
- Liaise with Delivery Agencies, and other Groups and Services across the Defence Enterprise. Examples include Capability Acquisition and Sustainment Group (CASG); Guided Weapons and Explosive Ordnance (GWEO); and Security and Estate Group (SEG), and Army formations and units.
- Support Army Headquarter governance and reporting requirements.
- Assistance to manage, monitor, assess and report contract performance and other reporting and audit requirements.
- Lead, coach and mentor staff laterally and vertically.

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 Land Fires Program is a high-speed, high-performing team within Land Capabilities Division with a firm commitment to delivering land-based Fires capabilities in support of the Australian Defence Force.

With a strong focus on capability outcomes, the Program manages the approval and delivery of multiple Fires capabilities to include Long Range Fires, Close Fires, Defensive Fires and Artillery Command, Control, and Communications Networks (C3N), and ground based Air and Missile Defence.

The Land Fires Program directly supports the National Defence Strategy and the Integrated Investment Program. Specifically, it is aligned to one of the six immediate priorities, specifically: 'Priority 2: Developing the ADF's ability to precisely strike targets at longer range'

As such the Program is delivering Government priorities, which will change the way Army operates in the future. With a blend of military and civilian staff, the Program embraces new ideas and challenges orthodoxies to ensure the best outcomes for Army are achieved, while striking a sensible balance between progress and prudence.

Our Ideal Candidate

To be successful in this role you will be required to:

- Work independently and with reasonable autonomy and accountability to achieve desired outcomes
- Have effective and compelling communication skills across multiple methods of delivery,
- Have strong resilience and agility to adjust to competing priorities and
- Be comfortable working within an integrated workforce of military and civilian members.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Bailey Marshall, 02 5108 9139
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8C308BBF-E863-D911-77EB-E3D795F80B60

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Defence

Vacancy VN-0758526

Department of Defence

Closing Date: Monday 02 June 2025

ARMY
Office of Chief of Army

Job Title	Land Fires Program - Project Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$86,887 - \$93,066
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 5
Position Number	ARMY/03752/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=3B8EC9F0-228E-A778-F0D2-E3D796656959>

Duties

The Role

As a Project Support Officer within the Land Fires Program, you will be part of a high performing team directly supporting the

delivery of Fires capabilities such as Long Range Fires, Close Fires, Defensive Fires and Artillery Command, Control, and Communications Networks (C3N).

You will be required, but not limited to:

- Support Project Leads and supporting staff to deliver capability outcomes.
- Manage risks, schedules and budgets.
- Coordinate and contribute to activities with Delivery Agencies, and other Groups and Services across the Defence Enterprise. Examples include Capability Acquisition and Sustainment Group (CASG); Guided Weapons and Explosive Ordnance (GWEO); and Security and Estate Group (SEG), and Army formations and units.
- Support Army Headquarters governance and reporting requirements.
- Coach or supervise a team for short periods for dedicated outcomes.
- Be accountable to set work priorities.

About our Team

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With a strong focus on capability outcomes, the Program manages the approval and delivery of multiple Fires capabilities to include Long Range Fires, Close Fires, Defensive Fires and Artillery Command, Control, and Communications Networks (C3N), and ground based Air and Missile Defence.

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Our Ideal Candidate

To be successful in this role you will be required to:

- Work independently and with reasonable autonomy and accountability to achieve desired outcomes
- Have effective and compelling communication skills across multiple methods of delivery,
- Have strong resilience and agility to adjust to competing priorities and
- Be comfortable working within an integrated workforce of military and civilian members.

Eligibility

Security Clearance:

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Notes

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To Apply

Position Contact	Bailey Marshall, 02 5108 9139
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3B8EC9F0-228E-A778-F0D2-E3D796656959

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Defence

Vacancy VN-0758535

Department of Defence

Closing Date: Monday 02 June 2025

Australian Defence Force HeadQuarters
Vice Chief of Defence Force Group

Job Title	Capability Analyst
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	ADFHQ/03990/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B7B51EDB-178C-AC13-4C69-E3D7979A2D30>

Duties

The Role

Force Design Division is seeking enthusiastic individuals to contribute to the Department of Defence's key policy and national security functions to protect and further Australia's national interests. Your role will be to strengthen Australia's national security and economic resilience by using your analytical skills to enhance Defence's capability decisions.

The Investment Portfolio Management Branch (IPMB) supports VCDF in his role as chair of the Investment Committee (IC), by providing information and reports necessary to support a portfolio of the size and complexity of the Integrated Investment Program (IIP). Additionally, it coordinates engagements necessary to support Capability Management, a core One Defence business process.

We have a number of opportunities on offer across the branch, ranging from developing and enhancing the One Defence Capability System, including capability policy, guidance and process; delivery of capability-learning initiatives; managing unapproved capability funding in the IIP; managing the forward work program of capability investment decisions and approvals; through to collating portfolio information on capability performance, including analysis and developing insights and lessons.

In this role, you will operate with a high level of autonomy, possess superior stakeholder engagement skills and have a solid understanding of Defence capability. You will work as part of a supportive team that will engage closely with Capability Sponsors, Delivery and Enabling Groups, Defence Finance Group, Contestability and Central Agencies, in particular, Prime Minister and Cabinet and the Department of Finance to understand proposed capability outcomes, as well as providing advice on Defence and Government requirements for project approvals.

You will analyse capability submissions through world's best practice contesting methods, to provide evidence-based advice on affordability, best fit-for-purpose, ability to execute and risk. You will develop briefs to inform discussions and assist in decision making, as well as have opportunities to brief senior executives within the division in preparation for key committees.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDGP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the [Defence Enterprise 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

IPMB supports the highest-level decision makers in Defence and Government to deliver the outcomes required by the ADF. We directly provide decision support to the Vice Chief of the Defence Force in his role as Chair of the Investment Committee by providing independent analysis and advice on the Defence investment portfolio.

IPMB is a small, yet influential team trusted to advise Defence on investment matters. This will provide you the opportunity to lead and work within a dynamic and flexible environment as part of an inclusive, diverse, innovative and well-respected team.

Our Ideal Candidate

Integrity, resilience, a willingness to learn, the ability to work effectively in a dynamic team within a high-tempo environment, and a commitment to deliver better Defence capability outcomes are key.

Our ideal candidate will be a talented, collaborative thinker with exemplary written and verbal communications skills and possess strong attention to detail skills. You'll bring energy and integrity to the role and contribute to a culture that promotes a shared sense of purpose, whilst encouraging your team to make an effective contribution towards high impact outputs. Strong strategic thinking, resilience and planning skills are essential to roles at this level.

You will have opportunities for professional development, including formal qualification courses, continuation training and on-the job training. Through experience and feedback, you will develop the analytical, consultative and communications skills necessary to provide trusted advice on cutting-edge capabilities and the policy and processes to acquire and sustain them.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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	Deryk Bartlett, 02 6131 3588
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B7B51EDB-178C-AC13-4C69-E3D7979A2D30

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Defence

Vacancy VN-0758571

Department of Defence

Closing Date: Monday 02 June 2025

Defence Science and Technology Group
Information Sciences

Job Title	Electronics and Communications Engineer
Job Type	Full-Time, Ongoing
Location	Garden Island WA
Salary	\$120,303 - \$135,701
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/04334/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=267C3179-8CE8-321E-5AB9-E3D79A07085D>

Duties

The Role

- Work from the office five days per week, including afterhours. Flexible work arrangements are not usually supported in this role.
- Manage DSTG's Submarine Combat System Laboratory.
- Install, integrate and configure new versions of the Submarine Combat System and its stimulators.
- Support the development, integration and testing of new systems and applications in the laboratory and on submarines.
- Conduct fault finding and defect fixing in the laboratory and on submarines.
- Support the collection, transfer and management of experimental and operational data.
- Support submariner training.
- Review manuals and operational procedures.
- Build and maintain a standalone network, and manage its certification and accreditation.
- Manage assets and be a responsible custodian.

- Ensure compliance with physical and information security policies and procedure, including international trade regulations.
- Ensure compliance with Work Health and Safety policies and procedures.
- Conduct classified material musters and workplace inspections.
- Schedule all of the above activities, ensuring minimal disruptions.

Note: This role requires NV 2 and approval to access the United States' International Traffic in Arms Regulations (ITAR) data and equipment.

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

About our Team

The Undersea Combat Systems Science and Technology Capability supports the development, production and sustainment of the Submarine Combat Control System, fitted to all United States Navy (USN) and Royal Australian Navy (RAN) Submarines.

Our Computer Systems Engineers and Data Scientists aspire to develop a highly performant submarine combat system by enhancing its availability, reliability, security, upgradability, maintainability, useability, and effective and efficient use of limited space, weight, power and cooling resources. We install the combat system and its stimulators in the laboratory.

We design, build, integrate and test the latest computing architectures. We integrate and test new systems and applications. We run experiments in the laboratory and trials in the field on operational submarines. We collect, store and manage both experimental and operational data. We develop algorithms, software and tools to support the analysis and visualisation of large datasets, yielding insights into system performance.

Our Ideal Candidate

You are a practicing Electronics and Communications Engineer with demonstrated experience in:

- Linux usage and administration.
- Microsoft Active Directory administration.
- Linux-Active Directory integration.
- Enterprise server hardware, selection, configuration and management.
- Enterprise backup and recovery.
- Windows workstation configuration, installation and management.
- Software license management.
- Network and serial data communication standards and protocols.

Cloud computing technologies:

- Infrastructure, Platform and Software as a Service.
- Virtualisation and software containers.

Software development:

- Modern DevOps tools and processes.
- Modern programming languages.
- Service-based architectures.

Complex Information Technology systems:

- Storage, network, server and middleware architectures.
- Physical and virtual/software-defined architectures.
- Cybersecurity.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

The S&T 5/EL 1 Senior Technologist/Technician – C5 position requires:

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

Ref 1297.0 ANZSRC Fields of Research 2020

Division 46 – Information & Computing Sciences

4601 Applied Computing

4604 Cybersecurity & Privacy

4609 Information Systems

4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

4901 Applied Mathematics

4903 Numerical & Computational Mathematics

Division 52 – Psychology

5204 Cognitive & Computational Psychology **Notes**

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

About the Department of Defence

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To Apply

Position Contact	Damion Glassborow, 08 9580 6769
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=267C3179-8CE8-321E-5AB9-E3D79A07085D

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Education

Vacancy VN-0758595

Department of Education

Closing Date: Sunday 01 June 2025

People, Parliamentary and Communications
People Recruitment and Capability

Job Title	Assistant Director, Recruitment
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$125,220 - \$138,394
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	25/0317
Agency Website	https://www.education.gov.au/

Job Description

<https://dese.nga.net.au/?AudienceTypeCode=EXT-EDU>

Our department aims to create a better future for all Australians through education. Your role delivering quality recruitment services helps achieve this purpose.

As Assistant Director – Recruitment, you will manage an engaged, experienced team of Human Resource (HR) professionals to deliver quality, timely and efficient recruitment services as well as managing the department's Entry Level Programs, including Graduates, Apprentices and Trainees. In this role, you will be responsible for driving strategic recruitment initiatives and outcomes and ensuring the smooth delivery of recruitment services that are accurate, compliant and customer centred. You will also be focussed on ensuring the department's Entry Level Programs are managed effectively throughout the entire employee life cycle. This includes marketing the programs, onboarding and training new participants and working closely with managers and candidates to ensure a positive experience. The work is fast paced and will require a desire to provide superior service and resolve issues, prioritising customer needs whilst ensuring our obligations are met.

Our ideal candidate will have experience leading a small team to collaborate effectively to achieve team and department objectives. You will build leadership skills and capability in all team members and foster an inclusive and positive team culture. You will have a proactive mindset and use your initiative and judgment to solve complex problems. As a skilled communicator, you will engage with senior leaders and key stakeholders to ensure recruitment initiatives are implemented successfully to support business areas, drive improvements as well as enhance the candidate and employee experience.

Duties

In this role, your responsibilities will include the following:

- Provide expert recruitment and Entry Level Programs advice and guidance, monitor changes in APS employment conditions, recruitment policies, procedures and legislation, oversee compliance, share knowledge and identify emerging issues.
- Collaborate with senior leaders and key stakeholders, both within and external to the department, to drive data-driven recruitment solutions, merit-based outcomes and continuous improvement in recruitment processes and systems.
- Develop a strong understanding of the department's online recruitment system and lead the team to make enhancement to the system to improve efficiency and effectiveness of recruitment services.
- Support the strategic direction of the department and influence decision making, by researching, developing and providing accurate data, reporting and/or documentation for the Director and Senior Executive related to recruitment and broader HR initiatives.
- Support a continuous improvement approach and implement recruitment and Entry Level Program policies, procedures and frameworks that support the team's ongoing strategic and operational delivery of recruitment services.
- Lead and develop strategic recruitment initiatives and plans, ensuring adherence to best practice standards and compliance with APS and department requirements, to deliver workforce priorities.
- Foster an inclusive and positive team culture, provide leadership, and support team members to enhance their capability, professional development and contribute to a high performing team.

Eligibility

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

Security Clearance: This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain the required 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>

About the Department of Education

The Department of Education contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes through access to quality education and learning. A strong early childhood education system built around early learning and child care gives children the best start in life—supporting them to build social and behavioural skills to help

prepare them to transition to school. For parents and carers, affordable child care enables them to participate in the workforce, pursue further education or other opportunities to contribute to their community — bolstering the social wellbeing and economic prosperity of the nation. As children continue their journey through school, access to quality education creates the foundation for a bright future – it opens a world of possibilities and equips children and young people with the skills, knowledge, and career advice to prepare them for further work or study to fulfil their dreams. An affordable, and accessible higher education sector allows Australians and international students to pursue their passion in life or reskill for the jobs of the future. A strong higher education and research sector in step with national priority areas provides people with an opportunity to choose a career path that addresses skill shortages or the challenges of the future including, clean energy, advanced manufacturing, health, and education. Through education and learning, we change lives, create opportunities, and support Australia's economic success and social wellbeing.

To Apply

Position Contact	Stephen Sheehy, 02 6121 6117
Agency Recruitment Site	https://dese.nga.net.au/?AudienceTypeCode=EXT-EDU

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Finance

Vacancy VN-0758607

Independent Parliamentary Expenses Authority

Closing Date:Monday 02 June 2025

Travel Expenses and Contract Branch

Job Title	Procurement and Contracts Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$124,395 - \$160,482
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	Working from home options available
Classification	Executive Level 1
Position Number	9010045
Agency Website	https://www.ipea.gov.au/about-ipea

Job Description

<https://www.ipea.gov.au/about-ipea/employment>

Our ideal candidate

You will have proven experience in procurement and contract management activities in the Australian Government environment and are looking to contribute to a critical procurement process for the travel services provider. You will be able to work collegiately across teams and will be a respected leader to high performing teams to deliver a high calibre service in a fast-paced environment. You will have strong working legislative knowledge, particularly the Public Governance, performance and Accountability Act 2013.

The APS Work Level Standards provide five key characteristics about the broad job requirements and operating context for this role.

- Leadership and accountability
- Management diversity and span
- Stakeholder management
- Job context and environment
- Independence and decision-making

For further information regarding these key characteristics review the candidate information pack.
[Working at IPEA | Independent Parliamentary Expenses Authority](#)

Duties

Duties and Responsibilities

As the Assistant Director, procurement and contracts, within the Travel Expenses and Contract Branch you will support the Director to lead and manage multiple teams and functions.

One of the key responsibilities for the branch and a critical component to this role is the contract management and future procurement for the travel services provider to parliamentarians and their staff that must be used when booking travel and meet official travel needs. This is a critical infrastructure piece for the agency that underpins the services provided to our key

stakeholders.

The key responsibilities include:

- Contribute significant skills and expertise to, and lead in the delivery of, procurement activities for a contracted travel provider including planning, documenting, implementing, monitoring, and reporting in line with the Public Governance, Performance and Accountability Act 2013 (PGPA) and related rules and guidance.
- ongoing monitoring and management of high value contract outputs to ensure contract requirements and standards are achieved by providers.
- support the day-to-day management of travel related expenses and budgets for federal parliamentarians and their staff within agreed service level standards.
- engage with a variety of internal and external stakeholders to respond to complex enquiries and third-party arrangements.
- maintain accurate records, including generating reports to track performance and identify areas of improvement.

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position.

The successful applicant will be required to have or obtain and maintain a security assessment at the Baseline level.

Notes

Application

You are required to provide:

- A 750 word pitch with clear examples of how you meet the key responsibilities as well as the characteristics outlined in the 'our ideal candidate' section
- a resume of no more than three (3) pages
- Personal particulars form.

You will be assessed against how your work related qualities (skills, capabilities, personal qualities, experience and qualifications) align with the Australian Public Service Work Level Standards for this role. Detailed information on the work level standards can be found [here](#).

Consideration will also be given to the APS Code of Conduct and the APS Values which can be found on the Australian Public Service Commission website [here](#).

Written referee reports may be requested if you are shortlisted to interview stage.

Submission

You are required to complete a Personal Particulars form and forward this, along with your 750 word pitch and resume to: IPEARecruit@ipea.gov.au

If you have trouble submitting your application, please contact the IPEA Recruitment Team at: IPEARecruit@ipea.gov.au or on (02) 6215 3470

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

About the Independent Parliamentary Expenses Authority

The Independent Parliamentary Expenses Authority's (IPEA) roles and functions reflect those prescribed in the Independent Parliamentary Expenses Authority Act 2017 and include: • providing advice to parliamentarians and their staff on travel expenses, allowances, and related expenses • administering travel expenses, allowances, and related expenses, including processing these claims • reporting on work expense claims • auditing work expense claims

To Apply

Position Contact	Katrina Collins, 0461 568 002
Agency Recruitment Site	https://www.ipea.gov.au/about-ipea/employment

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Health

Vacancy VN-0758225

Aged Care Quality and Safety Commission

Closing Date:Monday 02 June 2025

Regulatory Operations
Risk Intake & Inspectorate Risk, Intake and Analysis

Job Title	Risk Intake and Analysis Officer (Intake)
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Perth WA, Sydney NSW, Canberra ACT, Adelaide SA, Melbourne VIC, Hobart TAS
Salary	\$86,204 - \$93,226
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	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	APS Level 5
Position Number	20035352
Agency Website	

Job Description

<https://www.agedcarequality.gov.au/careers-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.

Meet some of our people and learn more about the Commission and our Regulatory Strategy on our website www.agedcarequality.gov.au.

Risk, Intake and Analysis (RIA) Section:

The Risk, Intake and Analysis section provides a central point of escalation for risk within the Commission. The section conducts timely risk analysis and assessment of referred information across the Commission and develops recommendations on the most appropriate and effective responses to uncontrolled risk. The section facilitates timely response to risks, including engagement with providers to encourage positive organisational change and holding providers accountable for their performance. RIA is also responsible for proactive risk detection in partnership with referring teams and independently through analysis of referred risks over time. The section also analyses transactional and decision-making trends to provide information to governance bodies to inform policy adjustments.

Purpose of the position:

The Risk Assessment and Analysis Officer (Intake) plays a key role in assessing incoming risk referrals in line with relevant provider risk guidance, and relevant legislative, financial and administrative frameworks, guidelines and regulations. The role also provides administrative and operational support to the RIA section including managing incoming correspondence, records and data management.

Duties

- Independently coordinate and process incoming communications using sound judgment to prioritise tasks such as handling email queries, responding to general inquiries and triaging Commission risk escalations.
- Conduct thorough quality assurance audits and implement necessary updates to ensure compliance with data integrity and record management guidelines, escalating issues as needed.
- Review and assess risk escalations from various sources, convene meetings to gather or request more information and escalating to the appropriate team as needed.
- Under limited direction, apply sound foundational knowledge and adhere to legislative, financial, and administrative frameworks, guidelines, and regulations to support informed decision-making, while providing operational support within the section.
- Under limited supervision, provide project and administrative support for program management activities.
- Prepare high level written correspondence; for example, to justify returned risk escalations and provide insightful feedback on reports.
- Create tailored executive reports and comprehensive monthly risk escalation and referral reports for various Committees and the Executive.
- Support, mentor, and train new staff in familiarisation with RIA administration and internal data management systems including delegating tasks to other team members.
- Proactively collaborate with stakeholders, addressing moderately complex to complex inquiries and requests promptly.

Eligibility

To be successful in this role you will need to demonstrate the following:

- Well-developed knowledge, or the ability to quickly acquire, of aged care legislation, policy, regulatory frameworks and administrative decision-making principles.
- Intermediate Microsoft Office skills in Excel, Word, PowerPoint, Adobe, MS Teams and SharePoint.
- Experience in providing administrative support and project coordination in a demanding and dynamic office environment.
- Demonstrated experience with continuous improvement initiatives to improve operational processes, procedures, tools and guidance material to support the section and broader Commission strategic priorities.
- Sound judgement, strong analytical and problem-solving skills to prepare moderately complex data and operational reports.
- Highly developed written communication skills with ability to prepare evidence-based operational reports in alignment with the relevant aged care legislation, policy, regulatory frameworks and section key priorities.

Notes

Salary offered will be between \$86,204 - \$93,226 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

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 800-words, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **Monday 2nd June 2025 and 11:30PM AEST**.

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 Dona Attard by emailing dona.attard@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.

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 APSC Cracking the code Factsheet 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	Dona Attard, dona.attard@agedcarequality.gov.au
Agency Recruitment Site	https://www.agedcarequality.gov.au/careers-commission

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Home Affairs

Vacancy VN-0758458

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 01 June 2025

Regulation
Regulatory Operations Regulatory Insights

Job Title	Senior Analyst, Regulatory Insights
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Docklands VIC, Haymarket NSW, Barton ACT, Brisbane QLD
Salary	\$101,303 - \$115,406
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

As Australia's AML/CTF regulator and financial intelligence unit, AUSTRAC is responsible for detecting, deterring and disrupting criminal exploitation of the Australian financial system, to protect the Australian community from serious and organised crime.

AUSTRAC's unique value is our dual, interconnected regulation and intelligence functions, and our collaboration with industry and government partners in working towards the vision of a financial system free from criminal abuse. AUSTRAC's regulation hardens the financial sector against criminal exploitation, while our intelligence provides crucial information to national security and law enforcement partners.

The Senior Analyst is a member of the Regulatory Insights team within AUSTRAC's Regulatory Division. The Regulatory Division leads AUSTRAC's regulatory compliance and investigations functions, including AUSTRAC's efforts to monitor and support compliance with the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (AML/CTF Act).

The Regulatory Insights team delivers an analysis capability to proactively identify and assess risk within AUSTRAC's regulated population, communicating findings to relevant internal and external stakeholders.

Using various data and information sources, the team researches trends, vulnerabilities, and existing and emerging regulatory risks to deepen understanding of AUSTRAC's regulatory environment. The team produces written assessments to communicate insights and judgements

that assist to inform, target and prioritise AUSTRACs regulatory work.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Research, Analysis & Writing – Experienced in research, operational intelligence or strategic intelligence, including sound knowledge of research and intelligence processes, methodologies and techniques.
- Regulatory Environment – Possesses relevant experience in the AML/CTF regulatory environment (experience in other regulatory regimes is also desirable).
- Stakeholder Management - Developed interpersonal and stakeholder management skills and the ability to establish and maintain mutually beneficial working relationships with internal and external stakeholders such as AUSTRAC's leadership group, other AUSTRAC teams, partner agencies and other government agencies.
- Persuade and Influence - Demonstrated ability to clearly communicate key findings and influence decision making through a range of channels, including written products and verbal briefings.

Duties

The Senior Analyst, under limited direction, is responsible for:

- 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 industry.
- Collaborating with AUSTRAC's Data Division to support the development of data products and models.

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 1 Security Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

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

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	Ben Sheales, Please contact email listed below
Agency Recruitment Site	https://www.austrac.gov.au/

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Home Affairs

Vacancy VN-0758460

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 01 June 2025

Regulation
Regulatory Operations Regulatory Insights

Job Title	Senior Analyst, Regulatory Insights (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Haymarket NSW, Docklands VIC, Brisbane QLD, Barton ACT
Salary	\$101,303 - \$115,406
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

As Australia's AML/CTF regulator and financial intelligence unit, AUSTRAC is responsible for detecting, deterring and disrupting criminal exploitation of the Australian financial system, to protect the Australian community from serious and organised crime.

AUSTRAC's unique value is our dual, interconnected regulation and intelligence functions, and our collaboration with industry and government partners in working towards the vision of a financial system free from criminal abuse. AUSTRAC's regulation hardens the financial sector against criminal exploitation, while our intelligence provides crucial information to national security and law enforcement partners.

The Senior Analyst is a member of the Regulatory Insights team within AUSTRAC's Regulatory Division. The Regulatory Division leads AUSTRAC's regulatory compliance and investigations functions, including AUSTRAC's efforts to monitor and support compliance with the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (AML/CTF Act).

The Regulatory Insights team delivers an analysis capability to proactively identify and assess risk within AUSTRAC's regulated population, communicating findings to relevant internal and external stakeholders.

Using various data and information sources, the team researches trends, vulnerabilities, and existing and emerging regulatory risks to deepen understanding of AUSTRAC's regulatory environment. The team produces written assessments to communicate insights and judgements

that assist to inform, target and prioritise AUSTRACs regulatory work.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Research, Analysis & Writing – Experienced in research, operational intelligence or strategic intelligence, including sound knowledge of research and intelligence processes, methodologies and techniques.
- Regulatory Environment – Possesses relevant experience in the AML/CTF regulatory environment (experience in other regulatory regimes is also desirable).
- Stakeholder Management - Developed interpersonal and stakeholder management skills and the ability to establish and maintain mutually beneficial working relationships with internal and external stakeholders such as AUSTRAC's leadership group, other AUSTRAC teams, partner agencies and other government agencies.
- Persuade and Influence - Demonstrated ability to clearly communicate key findings and influence decision making through a range of channels, including written products and verbal briefings.

Duties

The Senior Analyst, under limited direction, is responsible for:

- 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 industry.
- Collaborating with AUSTRAC's Data Division to support the development of data products and models.

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 1 Security Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

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.

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

About the Australian 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	Ben Sheales, Please contact email listed below
Agency Recruitment Site	https://www.austrac.gov.au/

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Job Title	Senior Analyst, Regulatory Insights (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Docklands VIC, Haymarket NSW, Barton ACT, Brisbane QLD
Salary	\$101,303 - \$115,406
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

As Australia's AML/CTF regulator and financial intelligence unit, AUSTRAC is responsible for detecting, deterring and disrupting criminal exploitation of the Australian financial system, to protect the Australian community from serious and organised crime.

AUSTRAC's unique value is our dual, interconnected regulation and intelligence functions, and our collaboration with industry and government partners in working towards the vision of a financial system free from criminal abuse. AUSTRAC's regulation hardens the financial sector against criminal exploitation, while our intelligence provides crucial information to national security and law enforcement partners.

The Senior Analyst is a member of the Regulatory Insights team within AUSTRAC's Regulatory Division. The Regulatory Division leads AUSTRAC's regulatory compliance and investigations functions, including AUSTRAC's efforts to monitor and support compliance with the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (AML/CTF Act).

The Regulatory Insights team delivers an analysis capability to proactively identify and assess risk within AUSTRAC's regulated population, communicating findings to relevant internal and external stakeholders.

Using various data and information sources, the team researches trends, vulnerabilities, and existing and emerging regulatory risks to deepen understanding of AUSTRAC's regulatory environment. The team produces written assessments to communicate insights and judgements

that assist to inform, target and prioritise AUSTRACs regulatory work.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Research, Analysis & Writing – Experienced in research, operational intelligence or strategic intelligence, including sound knowledge of research and intelligence processes, methodologies and techniques.
- Regulatory Environment – Possesses relevant experience in the AML/CTF regulatory environment (experience in other regulatory regimes is also desirable).
- Stakeholder Management - Developed interpersonal and stakeholder management skills and the ability to establish and maintain mutually beneficial working relationships with internal and external stakeholders such as AUSTRAC's leadership group, other AUSTRAC teams, partner agencies and other government agencies.
- Persuade and Influence - Demonstrated ability to clearly communicate key findings and influence decision making through a range of channels, including written products and verbal briefings.

Duties

The Senior Analyst, under limited direction, is responsible for:

- 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 industry.
- Collaborating with AUSTRAC's Data Division to support the development of data products and models.

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 1 Security Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

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.

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

About the Australian 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	Ben Sheales, Please contact email listed below
Agency Recruitment Site	https://www.austrac.gov.au/

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Home Affairs

Vacancy VN-0758525

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 01 June 2025

Enterprise Enablement
Innovation and Technology Solutions IT Service Desk

Job Title	Senior Analyst, IT Service Desk
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	\$101,303 - \$115,406
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 discussed on commencement.
Classification	APS Level 6
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

As Australia's AML/CTF regulator and financial intelligence unit, AUSTRAC is responsible for detecting, deterring and disrupting criminal exploitation of the Australian financial system, to protect the Australian community from serious and organised crime. AUSTRAC's unique value is our dual, interconnected regulation and intelligence functions, and our collaboration with industry and government partners in working towards the vision of a financial system free from criminal abuse. AUSTRAC's regulation hardens the financial sector against criminal exploitation, while our intelligence provides crucial information to national security and law enforcement partners.

The Senior Analyst IT Service Desk is a key member of the IT Service Desk function, within AUSTRAC's Innovation and Technology Solutions Branch.

This role will work closely with all staff to support the operation of technologies in use by AUSTRAC, while taking ownership of IT support in AUSTRAC's Brisbane Office.

What are we looking for

Whilst we are looking for these capabilities, we also consider transferrable skills and encourage applicants who embody AUSTRAC's culture and values to apply.

- **Technology** - Implements and encourages work practices that support the efficient, effective and lawful use of technology.
- **Values Based** - Demonstrates the highest levels of professionalism and independence, whilst providing a high level of honest and impartial advice.
- **People Focussed** - Works collaboratively and maintains cooperative partnerships, while establishing a culture of cooperation within the team.
- **Deliver Client Focused Results** - Takes personal responsibility for own and team services provided to clients, while monitoring client satisfaction and taking action to address any shortcomings.

- Learn and Research - Investigates information and options from various sources to increase understanding of issues.
- Communicates Effectively - Presents information in a clear, timely and effective manner, which addresses task requirements while representing the work area professionally.
- Creative and Innovative - Open to and experiments with innovative approaches to working, whilst constantly looking for continuous improvement opportunities.
- Relate and Network - Develops productive professional relationships with a wide range of clients and stakeholders, whilst establishing professional networks both internally and externally to the organisation.
- Apply Expertise - Ensures optimal use of own and team's expertise in supporting business objectives, whilst demonstrating a high level of capability in applying technical, professional and specialist skills.

Duties

The Senior Analyst IT Service Desk, will under limited supervision:

- Take ownership of IT Support in the Brisbane Office, whilst developing positive relationships with Brisbane based staff, and VIP and executive support.
- Ability to develop strong professional relationships within a geographically dispersed team.
- Responsible for 2nd level support of IT technologies, with a willingness to provide 1st level support as required.
- May be required to participate in project work as new services are developed and implemented.
- Have the ability to approach complex technical issues and problems in an analytical and methodical manner.
- Mentoring junior service desk staff, whilst sharing knowledge and experience and helping to promote a high performing team.
- Ability to work in a Windows 10/11, Microsoft Office, M365, Active Directory/Azure and Microsoft Exchange environment.

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 Baseline Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds. We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

Please note that due to the nature of this role, although a hybrid work arrangement is supported, there is an expectation that considerable in office attendance will be required to ensure the quality provision of services to client groups.

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

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	ict.recruitment@austrac.gov.au, ict.recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0758618

Australian Transaction Reports and Analysis Centre
(AUSTRAC)

Closing Date:Sunday 01 June 2025

Enterprise Enablement
Innovation and Technology Solutions Products Customer Experience

Job Title	Senior System Analyst, Products Customer Experience
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC
Salary	\$101,303 - \$115,406
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 will be discussed on commencement
Classification	APS Level 6
Position Number	tba
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC is seeking a talented Senior System Analyst to join our Products Customer Experience team. We are looking for a collaborative and driven professional who thrives on delivering high-quality digital solutions and improving user experiences, all while contributing to AUSTRAC's mission to protect Australia from financial crime. As an ICT Senior System Analyst specialising in project transition from project to Business-As-Usual (BAU) operation, you will play a pivotal role in ensuring seamless handover, optimisation, and continuous improvement of ICT solutions. You will work closely with cross-functional teams, including Digital Transformation teams, BAU operations, and stakeholders, to bridge the gap between innovative solutions and sustainable business operations. Your focus will be on enhancing system functionality, backlog management, maintaining service continuity, and ensuring alignment with organisational objectives and you will play a critical role in transforming how AUSTRAC delivers its services. If you are ready to apply your expertise, embrace innovation, and make a meaningful impact, we would love to hear from you.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Proven experience in ICT System analysis, specifically in project transition to BAU
- Strong knowledge and application of Agile methodologies and Agile delivery frameworks
- Proficiency in technical documentation (e.g. API specifications, data mapping, system diagrams)
- Relevant Tertiary Qualification or professional certification in related field (e.g. Business Analysis, Project Management)

For more information about role and the capabilities we're looking for, please refer to the Candidate Pack in the [AUSTRAC Careers Page](#).

Duties

- **Agile Delivery:** Working within Agile frameworks to deliver projects iteratively and incrementally.

- **Transition Management:** Develop and execute transition plans to move ICT solutions to BAU operations.
- **Requirements Analysis:** Partnering with stakeholders to gather, analyse, and document business and technical requirements.
- **Process Mapping and Optimisation:** Develop process maps to illustrate end-to-end workflows, identifying improvement opportunities.
- **Backlog Management:** Supporting Product Owners to prioritise and refine the product backlog, breaking down epics and features.
- **System Optimisation and continuous improvement:** Recommending and implementing system improvements to enhance efficiency and user experience.
- **Technical and Operational Documentation:** Contributing to document the operational state of solution delivery while producing comprehensive technical documentation of systems and deliverables.
- **Stakeholder Engagement:** Managing communications to align stakeholders and ensure agreement on project objectives.

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 1 Clearance at a later stage.

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.
- **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.
- **Employer of Choice:** We have a strong reputation as an Employer of Choice, renowned for our exceptional work culture and outstanding employee census results which highlight our dedication to creating a positive and engaging environment.
- **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>

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	AUSTRAC ICT Recruitment, ict.recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0758622

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 01 June 2025

Enterprise Enablement
Innovation and Technology Solutions Products Customer Experience

Job Title	Senior System Analyst, Products Customer Experience (Affirmative Measures First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC
Salary	\$101,303 - \$115,406
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 will be discussed on commencement
Classification	APS Level 6
Position Number	tba
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC is seeking a talented Senior System Analyst to join our Products Customer Experience team. We are looking for a collaborative and driven professional who thrives on delivering high-quality digital solutions and improving user experiences, all while contributing to AUSTRAC's mission to protect Australia from financial crime. As an ICT Senior System Analyst specialising in project transition from project to Business-As-Usual (BAU) operation, you will play a pivotal role in ensuring seamless handover, optimisation, and continuous improvement of ICT solutions. You will work closely with cross-functional teams, including Digital Transformation teams, BAU operations, and stakeholders, to bridge the gap between innovative solutions and sustainable business operations. Your focus will be on enhancing system functionality, backlog management, maintaining service continuity, and ensuring alignment with organisational objectives and you will play a critical role in transforming how AUSTRAC delivers its services. If you are ready to apply your expertise, embrace innovation, and make a meaningful impact, we would love to hear from you.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Proven experience in ICT System analysis, specifically in project transition to BAU
- Strong knowledge and application of Agile methodologies and Agile delivery frameworks
- Proficiency in technical documentation (e.g. API specifications, data mapping, system diagrams)
- Relevant Tertiary Qualification or professional certification in related field (e.g. Business Analysis, Project Management)

For more information about role and the capabilities we're looking for, please refer to the Candidate Pack in the [AUSTRAC Careers Page](#).

Duties

- **Agile Delivery:** Working within Agile frameworks to deliver projects iteratively and incrementally.

- **Transition Management:** Develop and execute transition plans to move ICT solutions to BAU operations.
- **Requirements Analysis:** Partnering with stakeholders to gather, analyse, and document business and technical requirements.
- **Process Mapping and Optimisation:** Develop process maps to illustrate end-to-end workflows, identifying improvement opportunities.
- **Backlog Management:** Supporting Product Owners to prioritise and refine the product backlog, breaking down epics and features.
- **System Optimisation and continuous improvement:** Recommending and implementing system improvements to enhance efficiency and user experience.
- **Technical and Operational Documentation:** Contributing to document the operational state of solution delivery while producing comprehensive technical documentation of systems and deliverables.
- **Stakeholder Engagement:** Managing communications to align stakeholders and ensure agreement on project objectives.

Eligibility

This vacancy is open to Aboriginal and Torres Strait Islander people. This helps to support and grow Aboriginal and Torres Strait Islander employment in AUSTRAC and the APS. For more information see [Affirmative Measures Indigenous on the APSC website](#).

To be eligible for this role you:

- May be asked to provide evidence that you are a person of Aboriginal or Torres Strait Islander background, if an offer of employment is made.
- 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 at a later stage.

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.
- **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.
- **Employer of Choice:** We have a strong reputation as an Employer of Choice, renowned for our exceptional work culture and outstanding employee census results which highlight our dedication to creating a positive and engaging environment.
- **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.

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	AUSTRAC ICT Recruitment, ICT.recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0758626

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 01 June 2025

Enterprise Enablement
Innovation and Technology Solutions Products Customer Experience

Job Title	Senior System Analyst, Products Customer Experience (Affirmative Measures Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC
Salary	\$101,303 - \$115,406
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 will be discussed on commencement
Classification	APS Level 6
Position Number	tba
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC is seeking a talented Senior System Analyst to join our Products Customer Experience team. We are looking for a collaborative and driven professional who thrives on delivering high-quality digital solutions and improving user experiences, all while contributing to AUSTRAC's mission to protect Australia from financial crime. As an ICT Senior System Analyst specialising in project transition from project to Business-As-Usual (BAU) operation, you will play a pivotal role in ensuring seamless handover, optimisation, and continuous improvement of ICT solutions. You will work closely with cross-functional teams, including Digital Transformation teams, BAU operations, and stakeholders, to bridge the gap between innovative solutions and sustainable business operations. Your focus will be on enhancing system functionality, backlog management, maintaining service continuity, and ensuring alignment with organisational objectives and you will play a critical role in transforming how AUSTRAC delivers its services. If you are ready to apply your expertise, embrace innovation, and make a meaningful impact, we would love to hear from you.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody [AUSTRAC's culture and values](#) to apply.

- Proven experience in ICT System analysis, specifically in project transition to BAU
- Strong knowledge and application of Agile methodologies and Agile delivery frameworks
- Proficiency in technical documentation (e.g. API specifications, data mapping, system diagrams)
- Relevant Tertiary Qualification or professional certification in related field (e.g. Business Analysis, Project Management)

For more information about role and the capabilities we're looking for, please refer to the Candidate Pack in the [AUSTRAC Careers Page](#).

Duties

- **Agile Delivery:** Working within Agile frameworks to deliver projects iteratively and incrementally.

- **Transition Management:** Develop and execute transition plans to move ICT solutions to BAU operations.
- **Requirements Analysis:** Partnering with stakeholders to gather, analyse, and document business and technical requirements.
- **Process Mapping and Optimisation:** Develop process maps to illustrate end-to-end workflows, identifying improvement opportunities.
- **Backlog Management:** Supporting Product Owners to prioritise and refine the product backlog, breaking down epics and features.
- **System Optimisation and continuous improvement:** Recommending and implementing system improvements to enhance efficiency and user experience.
- **Technical and Operational Documentation:** Contributing to document the operational state of solution delivery while producing comprehensive technical documentation of systems and deliverables.
- **Stakeholder Engagement:** Managing communications to align stakeholders and ensure agreement on project objectives.

Eligibility

This vacancy is open to people with disability. These roles help to grow representation of people with disability in AUSTRAC and the APS. For more information see [Affirmative Measures Disability](#) on the APSC website.

To be eligible for this role you:

- May be asked to provide evidence that you are a person with disability, if an offer of employment is made.
- 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 at a later stage.

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.
- **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.
- **Employer of Choice:** We have a strong reputation as an Employer of Choice, renowned for our exceptional work culture and outstanding employee census results which highlight our dedication to creating a positive and engaging environment.
- **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.

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	AUSTRAC ICT Recruitment, ICT.recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Industry, Science, Energy and
Resources

Vacancy VN-0757858

Job Title	Anti-doping Analyst - LCMS and GCMS, Science & Technical 4
Job Type	Full-Time, Ongoing
Location	Various locations - NSW NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Office arrangements will be negotiated with successful candidates.
Classification	APS Level 4
Position Number	0837_04/25
Agency Website	https://www.industry.gov.au/

Job Description

<https://industrycareers.nga.net.au/?AudienceTypeCode=EXT>

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 team

The National Measurement Institute (NMI) is the Australian Government's national measurement

authority. We play an important role in the Australian economy. NMI does this by leading, maintaining and regulating Australia's measurement system.

We deliver world-class measurement products, advice and client services. NMI also administers the regulatory framework for measurement. Our national measurement standards are internationally recognised. We work to enhance and maintain these standards.

We value the different skills, knowledge and perspectives our employees bring. NMI provides all employees with learning and development opportunities. We work to give everyone an equal opportunity to contribute and progress.

The Chemical and Biological Metrology Branch provides measurement standards such as certified reference materials, these include pure chemicals, gas standards, matrix materials and DNA standards. The branch also co-ordinates proficiency testing programs to assist laboratories assess their ongoing quality and performance. The branch houses three of Australia's national testing laboratories for anti-doping, forensic drugs and ultra-trace analysis. The branch delivers services across all of these fields and carries out research and development to enhance our capabilities in line with national and international requirements.

The Australian Sports Drug Testing Laboratory (ASDTL), as part of the National Measurement Institute, is the only World Anti-Doping Agency (WADA) accredited laboratory conducting the testing of athlete samples in the Oceania region as well as conducting research in the field of human sports anti-doping. The ASDTL provides testing service to two key clients, Sport Integrity Australia (SIA) and Sport Integrity Commission New Zealand (SICNZ), as well as international sporting federation and anti-doping organisation.

The ASDTL is a proactive team that effectively manages diverse tasks under tight deadlines while ensuring delivery of high-quality services to stakeholders is maintained.

It is expected that our ideal candidate will be able to support and promote NMI's vision, mission and business objectives, by actively contributing to the ASDTL's team goals, strategies and work plans while achieving quality outcomes and adhering to documented procedures.

What's in it for you?

Working at NMI means you are joining one of the world leaders in measurement science. NMI has a diverse range of roles and priorities that will enable you to learn new skills and expand your career in interesting and exciting ways. As part of the department, employees at NMI are covered by the relevant enterprise agreement and benefits include:

- 15.4% employer superannuation contribution.
- 4 weeks annual leave per year.
- 18 days paid personal leave per year.
- maternity and paternity leave.
- a vacation care subsidy.
- \$235 healthy lifestyle subsidy.
- flexible working arrangements such as teleworking, part time and job sharing where possible.
- salary packaging which allows you to make certain payments using your pre-tax salary.
- access to study assistance.
- access to staff counselling services.

Our ideal candidate

Our ideal candidate will have:

- Demonstrated experience with gas chromatography coupled to mass spectrometry (GC-MS) and/or liquid chromatography coupled to mass spectrometry (LC-MS). Should also be able to demonstrate experience in instrument operation, maintenance and troubleshooting (essential).
- Demonstrated experience in sample preparation and analysis of small molecules in biological matrices (urine and blood) as it relates to anti-doping testing.
- Demonstrated working knowledge of the ISO 17025 accreditation requirements, WADA International Standard for Laboratories and technical documents related to operations of laboratory and the analysis of small molecules prohibited by WADA (desirable).
- Demonstrated oral and written communication skills and ability to work productively in a team and independently to ensure smooth workflow for the team (desirable).
- Experience using a laboratory information management system (LIMS) and/or other related laboratory database systems (eg chemical inventory) (desirable).

Our department has a commitment to inclusion and diversity, with an ambition of being the best possible place to work. This reflects the importance we place on our people and on creating a workplace culture where each and every one of us is valued and respected for our contribution. Our ideal candidate adds to this culture and our workplace in their own way. **Duties**

As an Anti-Doping Analyst within ASDTL, your key duties are:

- Service Delivery to Stakeholders: Perform sample preparation and analysis of small molecules in biological matrices (urine and blood) using GC-MS and/or LC-MS, while meeting key performance indicators such as turnaround times and quality system requirements related ISO/IEC 17025 and WADA accreditation.
- Instrument Maintenance: Perform calibration, maintenance and troubleshooting of instruments and equipment to ensure continuous workflow of analysis.
- Sample Management: Maintain accountability of samples and methods using laboratory information management system (LIMS) Sample Manager and other databases within ASDTL.
- Inventory: Perform stocktake of consumables used within peptide hormone analysis and order when requires.
- Research Activities and Method Validation: Assist in the activities of the research and development team to ensure the ASDTL methods are of high standard.
- Communication Skills: Prepare reports and/or methods and deliver presentations as required.

Eligibility

A Bachelor of Science (or equivalent) qualification ideally in chemistry and/or experience.

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 to fill future ongoing and non-ongoing Science and Technical 4 stream (S&T4) vacancies, should they become available within 18 months from the date advertised.

Some travel may be required.

This role is conducted on site and as such there is limited capacity to work flexibly outside of an ad-hoc basis. Please reach out to the contact officer to discuss further.

The laboratory offers flexible working arrangements but during major sporting events there is an expectation for all staff to work shifts and on weekends or public holidays.

Vaccination for Hepatitis B is required for this position. NMI will provide the vaccination for the successful applicant if required.

The position will be based in North Ryde, Sydney at the National Measurement Institute.

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

About the Department of 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 LGBTIQ+ 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	ChemBio Recruitment, N/A
Agency Recruitment Site	https://industrycareers.nga.net.au/?AudienceTypeCode=EXT

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Industry, Science, Energy and Resources

Vacancy VN-0758446

IP Australia

Closing Date: Monday 02 June 2025

Plant Breeder's Rights (PBR) and Oppositions

Job Title	General Manager, Plant Breeder's Rights (PBR) and Oppositions Group and Registrar of Plant Breeder's Rights
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$233,313 - \$274,516
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	Employees close to Canberra or Melbourne can maintain a hybrid approach of working in the office and from home.
Classification	Senior Executive Service Band 1
Position Number	EIGSES
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

Following a recent organisational realignment, IP Australia is creating a Plant Breeder's Rights (PBR) and Oppositions Group (Branch) from 1 July 2025 which will be responsible for providing specialist expertise to support the delivery of IP Australia's strategic objectives.

The Group is responsible for PBRs, which provide legal protection for new plant varieties to encourage private investment in plant breeding and commercialisation. PBRs grant their owners an exclusive right to commercialise their new varieties for up to 25 years. They enhance their rights owners' ability to collect royalties in directing the production, sale and distribution of varieties, to increase investment in research, development and commercialisation.

The Group is also responsible for the critical functions of Oppositions and Hearings across all IP Rights (patents, trade marks, design rights and PBRs). Oppositions processes for IP rights in Australia are formal mechanisms that allow third parties to challenge the registration of IP rights.

A core focus of IP Australia is enabling the reliable and efficient administration of IP Rights through resilient and secure technology systems and platforms. Our aim is to improve the delivery and quality of experience for our data and technology staff, customers and for our people. We have a high appetite for risk when it comes to technology enhancing our customer and staff experience, tempered against legal and public service obligations. To this end we are presently conducting various trials in the use of AI to enhance productivity.

Duties

We are seeking an experienced and confident leader who can work as part of a collaborative executive team to deliver the administration of PBR and Oppositions in support of the strategic objectives outlined in our [Corporate Plan](#).

This is an exciting time for the agency as we bring together our maturing data capability with our expertise in development and deployment of AI solutions to drive efficiency and ensure our data is utilised as a national asset. We are seeking to realise the benefits of our previous investments in these areas to lean into innovation with the goal of delivering efficient and financially sustainable services for our customers and the government. Maintaining high quality and timely IP rights, in accordance with our Performance Framework is a critical expectation of the government and our customers.

Key responsibilities for this role include:

- Administration of the PBR system in accordance with the Plant Breeder's Rights Act 1994.
- Chair the PBR consultative group to ensure stakeholder input to administration of the PBR system.
- Develop relationships with appropriate stakeholders in the IP rights system to support delivery of IP Australia's strategic objectives.
- Administration of the Oppositions and Hearing processes for all IP rights.
- Close collaboration with other IP Australia executive, particularly the Commissioner of Patents, Registrar of Trade Marks and the Registrar of Designs in the effective and efficient delivery of Oppositions and Hearing services across all rights, and the delivery of quality and practice support to patent examination.
- Legislative compliance in the delivery of PBR and Oppositions administration.
- Manage the Group's budget, optimising resource allocation and pursuing cost-effective solutions
- Build a strong talent pipeline to enable execution, exploration and experimentation
- Display and encourage others to follow the Secretaries' Charter of Leadership Behaviours, including the DRIVE (be Dynamic, be Respectful, have Integrity, Value others, Empower people) behaviours
- Leadership of approximately 51 staff and contractors – working from Canberra, Melbourne and remotely.

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.

It is a requirement of this position that the successful candidate must be able to obtain and maintain an Australian Government security clearance at the Negative Vetting 1 level. The successful applicant must be willing to disclose all relevant and required information.

Notes

Before applying, please obtain selection documentation from the Executive Intelligence Group vacancies [page](#) , Ref. No. 996. If, after reading the selection documentation, you require further information please contact Helen Innes at Executive Intelligence Group on (02) 6232 2200.

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 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 LGBTIQ+ 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>

About the IP Australia

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

To Apply

Position Contact	Helen Innes, Executive Intelligence Group, (02) 6232 2200
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Prime Minister and Cabinet

Vacancy VN-0758491

National Indigenous Australians Agency

Closing Date: Sunday 01 June 2025

Central
NT Strategy and Policy Various

Job Title	Senior Policy Officer and Assistant Director, Strategy and Policy
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Darwin NT
Salary	\$98,314 - \$143,993
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement.
Classification	APS Level 6;Executive Level 1
Position Number	NIAA/2025/067
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=B42BAE48-5D62-35AA-76A6-E3D75E5CDFBD>

We are seeking motivated individuals to fill the following roles across our Darwin, Nhulunbuy and Alice Springs Offices:

- Strategy, Planning and Coordination Senior Officer, Central Group
- Assistant Director, Strategy, Planning and Coordination, Central Group

The work of Central Group is responsible for a range of regional, NT-wide and nationally focused strategies, partnerships and programs. Regional programs include leading the Government's delegation to the annual Garma Festival in Arnhem Land, supporting large infrastructure projects and leading economic development, including the transition from mining. National strategic projects include delivering on the Government's commitments to remote food security, including implementing the remote food security strategy, developing and implementing a code for remote store operations and supporting a range of governance mechanisms. NT-based partnerships include leading strategic planning for Central Australia, supporting NT-based Closing the Gap partnerships and managing intergovernmental relationships.

As a **Senior Policy Officer** you will:

- provide appropriate advice and managing the resolution of issues or complaints
- undertake complex procedural, administrative and service-related tasks that support NIAA business activities
- gather and analyse relevant data to assess the impacts and outcomes for Indigenous Australians
- provide strategic advice and specialist expertise across a broad range of activities including economic empowerment programs and initiatives
- research, analyse and respond to complex technical enquiries and sensitive complaints, leveraging the expertise of others to assist in high quality responses and resolution
- develop branch risk management plans using the NIAA Risk Management Framework
- monitor risks and mitigate emerging risk and realised issues via effective policy and process.

In addition, as an **Assistant Director**, you will:

- oversee activities to set the strategic direction for the branch, aligned with NIAA Corporate Plan and Areas of Focus and broader strategic agenda of Government
- manage budget, business, risk and quality assurance planning processes for the group using the appropriate NIAA frameworks
- ensure the development of strategic and operational plans aimed at achieving identified outcomes within the branch and objectives of the Agency
- monitor and report on the performance and quality of branch outputs and projects, against key performance indicators and quality metrics
- review branch performance from a wide range of sources to analyse trends and implement interventions as necessary
- escalate ongoing systemic issues for review and correction, in consultation with the wider Branch Leadership Team
- prepare, review or delegate creation of reports, briefs or any other documents required by the Director, senior executive team, Agency governance committees and its advisory committees.

Duties

To be successful in this role, you will be authentic, act with integrity and deliver with purpose to achieve high quality results for First Nations people in the region and be required to demonstrate the following:

The **APS6 position** will demonstrate the following skills and attributes:

- create a culturally safe workplace by fostering an environment where the concept of culture and how it influences the workplace and interactions, is understood
- understand and exercise appropriate delegations and ensure decisions are governed by the application of regulations, best practice principles or the NIAA operating instructions and procedures
- make decisions using good judgement, expertise, and knowledge
- support the implementation of culturally appropriate strategies for working with people from diverse cultural backgrounds.

In addition, to be successful in an **EL1 Assistant Director** role you will also demonstrate the following attributes:

- oversee and facilitate strategic planning and executive management services to support the Operations and Delivery work program and other NIAA Senior Executives as required
- inform and advocate for evidence-based policy and programs
- work closely with First Nations people, federal and state/territory counterparts, and non-government partners
- model and promote the NIAA values and behaviours to deliver with purpose for First Nations people in Australia
- ensure effective messaging and activities related to organisation change are clear and modelled by the branch leadership team
- facilitate the provision of expert analysis and business intelligence to the leadership team who are overseeing the delivery of the work program to achieve outcomes for NIAA stakeholders, providers and partners.

Eligibility

- To be eligible for this position you must be an Australian Citizen.
- Occupants must be able to obtain and maintain a Baseline level security clearance, or hold a current security clearance of an appropriate level.
- Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

A non-ongoing offer may result in conversion to an ongoing offer of employment, however this must occur within 18 months from the opening date of this advertisement.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

Indigenous job seekers are encouraged to apply for this vacancy. If the job is 'Identified', then part or all of the duties impact on Indigenous Australian communities or their representatives.

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

About the National Indigenous Australians Agency

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Mary Peterson, (02) 6152 3051
Agency Recruitment Site	https://niaa.nga.net.au/?jati=B42BAE48-5D62-35AA-76A6-E3D75E5CDFBD

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0758346

Services Australia

Closing Date:Monday 02 June 2025

Infrastructure and Operations
Service Operations and Management Various

Job Title	24x7 ICT Support Engineers – Mainframe Operations
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Brisbane QLD
Salary	\$85,559 - \$109,518
Future Merit Locations	Canberra, Brisbane
Office Arrangement	On Site
Office Arrangement Details	This role is expected to be performed on site in the advertised locations.
Classification	APS Level 5;APS Level 6
Position Number	EXT-M-2025-772
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description

<https://servicesaustraliacareers.nga.net.au/cp/?audiencetypecode=ext>

About the job

Services Australia (the agency) is at the frontline of government service delivery, supporting millions of Australians.

We are TDP | Secure and simple digital government services that Australian's trust.

Technology and Digital Programs (TDP) makes it simple for Australians to interact digitally with government with some of the largest and most complex ICT environments in Australia.

Our solutions are scalable, adaptable and position the Group as an industry leader. We operate cutting edge technology solutions critical to Australians citizens across major life events.

Working in TDP, the opportunities are great and varied, you can grow your capabilities and develop a well-rounded career in ICT and Digital.

Be part of a dynamic, supportive and collaborative work environment.

What we do

The Infrastructure and Operations Division maintains national critical infrastructure for Services Australia and across government. We deliver a robust, secure, and resilient ICT environment so Australian citizens can access government services 24x7.

The Service Operations and Management branch is the process owner for processes, as defined under the Information Technology Infrastructure Library (ITIL).

We enable our stakeholders to achieve their objectives through the delivery of our goals:

- Making our services easier for people to use;
- Providing contemporary and tailored services; and
- Maintain purposeful and respectful relationships.

About the role

We are seeking enthusiastic tech-driven individuals with a willingness to learn and adapt to new technologies looking to commence an exciting career path in Information and Communications Technology (ICT). Information and Communications Technology (ICT) continues to be a key catalyst, enabler and driver of the agency's customer service transformation.

The Technology Services Group provides the underpinning technology and expertise to support the agency's vision in the provision of government services to Australians.

The 24x7 Operations Section provides the essential role in the monitoring and processing of the Agency's mainframe systems and business applications for Centrelink, Medicare (MCA), Child Support Program (CSP), the Department of Veterans' Affairs (DVA) and the Department of Health.

As an ICT Support Engineer – (Mainframe Operations) within the 24x7 Operations Centre you will be part of a team who perform all batch processing and adhoc for the Centrelink testing environments.

You'll support the mainframe production scheduling environment, monitor, triage, resolve or escalate issues during batch jobs runs for payments and reporting for Centrelink, Child support and Medicare. You'll be assisting in the renewal of mainframe operations skills in the agency. You'll be responsible for the training, mentoring and coaching of junior staff. You'll participate in learning activities and development opportunities for advancement to senior mainframe operations roles. You'll work with a highly skilled team of professionals who provide round the clock monitoring, using a world class video monitoring capability. Enabling our team to identify and respond quickly for the crucial monitoring requirements to support Services Australia and our Shared Service Partners. **Duties**

- Undertake a range of Production environment functions including batch monitoring, executing jobs and schedules in Control-M, OPC/TWS and Enterprise Manager.
- Actioning ad-hoc requests.
- BAU support of the mainframe production and test environments, actioning alerts, identifying potential issues, troubleshooting job failures, working with support teams and advising management of possible solutions.
- Assisting with problem and incident management and root cause analysis.
- Accurately record all incidents and service requests in corporate ITSM tool.
- Provide timely advice to managers on progress against accountabilities and on issues that require separate consideration and resolution.
- Exercising appropriate delegation in accordance with legislation and guidelines.

Eligibility

Essential requirements:

- Security clearance level required: Negative Vetting Level 1 (or ability to obtain and maintain).

Desirable qualifications:

- A minimum of two years working experience in a large mainframe environment at the APS6 level, or two years of ICT experience at the APS5 level.

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant's suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory COVID-19 vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption. **Notes**

Candidates must have the ability to work in a rostered 24 x 7 shift work environment. Current Shift rotation (12.25 hours per shift) is 2-day shifts, 2-night shifts, followed by 4 rostered days off. Day shifts start at 7am, night shifts start at 7 pm.

Services Australia's workforce operates using an agile approach, and all staff should be prepared to redeploy to critical frontline functions as required. Should you need to redeploy as part of the agency's surge workforce, all learning and development and technical/pastoral support will be provided to you to enable you to undertake that work.

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

About the Services Australia

We are one of Australia's largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and an LGBTI+ gold employer. When you work with us, you will be doing something that matters and be respected for the unique views and skills that you bring. What our people say about working with us: 'It's rare you find a job that provides such a direct link to the community' 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Carmen Gloster, 0423 161 286
Agency Recruitment Site	https://servicesaustraliacareers.nga.net.au//cp/?audiencetypecode=ext

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Treasury

Vacancy VN-0758606

Australian Securities and Investments Commission

Closing Date:Friday 06 June 2025

Job Title	Deputy General Counsel – Regulatory Legal Services
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Perth WA, Sydney NSW
Salary	-
Future Merit Locations	Melbourne, Adelaide, Brisbane, Canberra, Darwin, Hobart, Perth, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	50/50 hybrid work-from home
Classification	Senior Executive Service Band 1;Senior Executive Service Band 3
Position Number	ASIC/1858774
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226256375&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for all Australians.

- Lead the Regulatory Legal Services team
- Provide expert legal advice on critical issues impacting the Australian public
- National position – all locations considered

Duties

The purpose

The Legal Services Team is responsible for the delivery of legal services across ASIC and is instrumental in driving ASIC's reputation as a modern and effective regulator and enforcement authority.

As the Deputy General Counsel for Regulatory Legal Services, you will report to the General Counsel Executive Director. You will lead a high performing legal team dedicated to supporting ASIC's non-enforcement regulatory activities. The work of your team is essential in maintaining the integrity of the financial system and protecting consumers from harm.

Eligibility

About you

This is a senior legal position that requires admission to practice in an Australian jurisdiction and experience advising on complex regulatory matters, either within the private sector or a government agency.

We are looking for someone with the demonstrated ability to lead senior and experienced teams of lawyers across a diversity of areas in a fast-paced environment. Your exceptional management, leadership, interpersonal and relationship building skills will be key to your success in this role.

View the position description for more information or click 'apply' to start your application. Applications close at 11:59pm AEST, 6 June 2025.

Notes

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

We offer a range of **employee benefits** including:

- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click [here](#) to view ASIC's salary and benefits guide.
To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).
To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicky Amorosa, +61392803411
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226256375&in_orga

Parliamentary Department

Vacancy VN-0758447

Department of Parliamentary Services

Closing Date: Monday 02 June 2025

Information Services
ISD Sourcing

Job Title	Finance and Contract Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$97,841 - \$109,967
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements may be negotiated with the hiring department at the time of employment
Classification	APS Level 6
Position Number	JR32891
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentary_Services

Job Description

<https://jobs.dps.gov.au/>

Would you like to work in the Heritage listed and newly renovated WestBlock Building, supporting the delivery of services to the Australian Parliament, together with other benefits including free gym membership, free parking and a competitive salary?

Are you interested in being part of a transformational change, working in a busy and dynamic working environment with dedicated staff?

Are you interested in being part of a new team, dedicated to supporting the Division with uplifting their contract management and financial management?

The ISD-Sourcing team within the Information Services Division, provides contract management support and contract management services to support critical ISD services. Our team is newly created and will be working closely with business areas, providing contract management advice and procurement advice as well as supporting them with their financial management. In addition, the team ensures that invoices and purchase orders are effectively managed, so that the Division can meet their obligations under the PGPA Act 2013.

The Finance and Contract Officer will, work closely with the central procurement team and the ISD business areas to support

contracts that achieve value-for-money outcomes. In a collaborative environment, you will provide advice on best practice procurement and finance processes to meet business needs and align with government procurement directives, while fostering high engagement and commitment among diverse stakeholders.

We are looking for organised and self-motivated individuals with strong finance, contract management and problem solving skills, who can apply a can-do attitude. You must be able to work flexibly and be adaptable to change, willing to be part of a new team.

You will be participate in building the team culture and work collaboratively. Training and support is available to ensure you are successful in the role.

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

- The successful applicant will be required to obtain and maintain a Baseline Vetting (Protected/Restricted) security clearance.

Notes

At DPS, we acknowledge the value diversity brings. We are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We welcome applications from Aboriginal and Torres Strait Islander people, mature age people, people from diverse backgrounds and people with disability.

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports Australia's Parliament and parliamentarians through innovative, unified and client focused services. DPS is proud to be the custodian for Australian Parliament House (APH) as the working symbol of Australian democracy and as a significant destination for our citizens and international visitors alike. It is a place where more than 3,500 people work on sitting days and which nearly one million people visit each year.

To Apply

Position Contact	Kylie Charles, 6277 9314
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0758449

Department of Parliamentary Services

Closing Date: Monday 02 June 2025

Design Integrity and Collections
Design Integrity and Collections Design Integrity and Special Collections

Job Title	AUSPIC Image Cataloguer
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	\$80,672 - \$87,659
Future Merit Locations	Canberra
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 4
Position Number	JR32551
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentary_Services

Job Description

<https://jobs.dps.gov.au/>

The Department of Parliamentary Services (DPS) is recruiting for a Parliamentary Services Level 4 AUSPIC Image Cataloguer within Design Integrity and Special Collections (DISC). This position is being offered as an initial non-ongoing 12-month contract with the possibility of extension and the opportunity for flexible work from home arrangements.

DPS are responsible for a wide range of services and facilities, working closely with the Department of the Senate, the Department of the House of Representatives and the Parliamentary Budget Office to support the operations of the Parliament and its Committees.

The Design Integrity and Special Collections (DISC) Unit has several core roles which include:

- Manage the transfer and processing of Australian Parliament House (APH) records from the historic AUSPIC collection into a DAMS system. AUSPIC is the photographic service responsible for documenting an official pictorial record of the Australian Parliament. In addition, it provides services to parliamentary departments and other Commonwealth entities to cover official government business.
- Coordinate and catalogue resources that are integral to the design and construction of APH within the APH Archive.
- Coordinate consultation on matters that have the potential to affect the design intent of APH, to help ensure changes maintain or enhance the building and its precincts.

DISC AUSPIC collection staff collaborate with the photographic team and staff across DPS, to ensure that AUSPIC records are managed correctly and catalogued to support client engagement with the AUSPIC collection. DISC works with colleagues in DPS to ensure the original design intent of APH is well understood at every stage of design and construction of new building works and maintenance or the introduction of technological changes which may have an impact on APH.

Who we are looking for:

The successful applicant will have experience in creating and editing descriptive and rights metadata according to guidelines.

Ideally, have previous experience working with digital asset management systems. Applicants should have good attention to detail, research and problem-solving skills. Applicants should have demonstrated organisation and communication skills to work as part of a small collaborative team.

This project will enable access to and provide management for the AUSPIC historic photographic collection. An interest in Australian politics would be useful. Familiarity with record management and digital preservation standards and practices would be an advantage.

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

The successful applicant will be required to obtain and maintain a Baseline Vetting (Protected/Restricted) security clearance.

Notes

At DPS, we are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We encourage applications from Aboriginal and Torres Strait Islander people, people with disability, people with caring responsibilities, people who identify as LGBTQIA+, people from cultural and linguistically diverse backgrounds, people who identify as neurodivergent, and mature aged people.

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports Australia's Parliament and parliamentarians through innovative, unified and client focused services. DPS is proud to be the custodian for Australian Parliament House (APH) as the working symbol of Australian democracy and as a significant destination for our citizens and international visitors alike. It is a place where more than 3,500 people work on sitting days and which nearly one million people visit each year.

To Apply

Position Contact	Susan Emson, 02 6277 2573
Agency Recruitment Site	https://jobs.dps.gov.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758615

Bureau of Meteorology

Closing Date: Sunday 15 June 2025

Enterprise Services Group
Communications Program

Job Title	Communications Advisor - Flood Warning Infrastructure Network (FWIN)
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Hobart TAS, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
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	60019022
Agency Website	

Job Description

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

The Bureau's Flood Warning Infrastructure Network (FWIN) Program is leading a \$230 million Australian Government initiative to improve flood warning infrastructure in Australia's highest flood risk areas over the next 10 years. This will be done through the acquisition, upgrade and integration of key local government-owned, and some state government-owned rain and river level flood gauges into its existing flood warning network across Australia.

The FWIN Program has a dedicated Stakeholder Engagement and Communications Team who is seeking an experienced Communications Advisor to deliver strategic, planned and human-focused communications that highlights the work and benefits of the FWIN Program to internal and external audiences.

The role reports to the FWIN Manager, Stakeholder Engagement and works closely with the Bureau's Communications Program to ensure alignment with the Bureau Strategy 2022-2027 and the Bureau's Communications Plan.

Our work has a significant impact on the lives of many Australians. This is a role where you will feel like you are making a direct contribution to the Australian community by keeping audiences informed and engaged about improvements to Australia's flood warning network.

Our ideal candidate

This is a strategic communications role. You will have a strong strategic communications background with an in-depth understanding of adapting communication collateral for various platforms and channels. You will demonstrate resilience, attention to detail, ability to problem-solve, develop, and deliver effective communication and stakeholder engagement strategies.

The FWIN Program is a federal initiative working closely with local and state governments, you will have extensive experience working across all 3 levels of government and demonstrate a proven ability to negotiate outcomes, identify potential risks and issues, and meet competing deadlines.

Working in partnership with teams across the Bureau, you will have the ability to engage with all levels of the organisation to understand complex topics and make them accessible to diverse audiences. Your work will be underpinned by clear logic, considered thinking, and a solid evidence-base.

The Bureau is a national organisation and the FWIN Program will work across Australia, as such the ideal candidate may be required to travel to engage with our colleagues, partners, and customers.

Duties

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

1. Lead FWIN communication activities using a project management approach to determine priorities, objectives, and audiences.
2. Build strong and effective relationships to provide strategic communications support and advice.
3. Write and develop a range of communications content, collateral, and activities for various channels and platforms in alignment with the FWIN communications and engagement plan.
4. Ensure communication activities are effectively delivered and suggest strategies to sustain or improve communication actions.
5. Evaluate communication activities and report on issues/risks/successes to the Manager Stakeholder Engagement.
6. Proactively research and undertake personal development to build an in-depth understanding of the latest strategic communications and external engagement practices.

Eligibility

Mandatory

- To apply for this position you must be an Australian citizen.
- Relevant qualifications in communications, public relations or equivalent work experience.
- Ability to obtain and maintain a baseline security clearance.
- Ability to travel across Australia.

Qualifications

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, 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>

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	Stakeholder Engagement Manager, FWIN@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758633

Bureau of Meteorology

Closing Date: Monday 26 May 2025

Job Title	Computational Scientist
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Sydney NSW, Perth WA, Melbourne VIC
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	60017534
Agency Website	

Job Description

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

The Bureau's Research Program delivers world-class research aligned with the Bureau Strategy and the Research and Development Plan. It enables the development of weather and climate applications for the needs of the Australian community, supporting the Bureau's operational services, and advancing meteorological and earth system science in Australia and globally.

As a Computational Scientist within the Next Generation Modelling team, you will be involved in supporting and developing the Bureau's next generation of weather modelling systems. These systems are developed in an international collaboration with partner meteorological organisations. You will contribute to the development and installation of these systems on Australian high-performance computing (HPC) infrastructure. This work will include but is not limited to: testing, profiling, bug fixes, porting, task configuration and automation. You will be utilising the domain-specific language PSyclone for this work, and also contribute portability improvements to the new build system Fab.

You will be supporting our scientists with ongoing development and usage of the models and will be driving change that accelerates the Bureau's ability to rapidly update and improve our forecasting systems using modern software design and development methodologies. You will be documenting your work, and help

training scientists in using these next generation models. You will also be supporting machine learning applications with the help of subject matter experts.

We are looking for an innovative and highly motivated software developer to join the team. The ideal candidate will possess strong software development skills, experience working with large and complex scientific codes, the ability to develop effective working relationships across multi-disciplinary teams within the program. Through training and on-the-job learning, you will become an expert in the next generation of models and be part of the team that will deliver improved forecasts and services to all of Australia.

To be successful you will:

- Have demonstrated programming and scripting skills in a Linux environment.
- Be able to work through complex problems in complex environments.
- Demonstrate that you work successfully in a distributed team-based workplace to deliver project outcomes, whilst having the confidence to develop and test your own ideas.
- Have well-developed liaison, communication, and documentation skills.
- Have an ability to innovate and quickly respond to customer requirements.

Duties

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

1. Porting, installation, and testing of the next generation modelling system LFRic, which is developed in a cooperation with the UK Met Office.
2. Optimisation of computational models in an HPC environment using the domain-specific language PSyclone.
3. Document installed infrastructure and assist research and development staff with integrating the software into the Bureau numerical prediction systems.
4. Provide technical support and training to research staff engaged in research and development of the next generation modelling systems on HPC platforms, including machine learning weather forecasting applications like AIFS.
5. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

The successful applicant may be required to obtain, and maintain, a Baseline security clearance 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 is mandatory.

A degree of Doctor of Philosophy in computer science, mathematics, physics, or a related discipline from an Australian university, or a comparable overseas qualification is highly desirable.

Notes

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

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment

portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Joerg Henrichs, Next Generation Modelling Team Leader, Joerg.henrichs@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-0758635

Bureau of Meteorology

Closing Date: Monday 02 June 2025

Science & Innovation
Research

Job Title	Climate Scientist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Darwin NT, Melbourne VIC, Brisbane QLD, Adelaide SA, Perth WA, 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
Classification	
Position Number	60017290
Agency Website	

Job Description

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

The Bureau's Research Program sits within the Science and Innovation Group and is the main driver of science-based innovation in the Bureau of Meteorology. In supporting the Bureau to deliver impactful weather, climate, ocean and water information services, the research contributes to advancing meteorological and earth system sciences in Australia and globally. Research activities cover the broad fields of weather, climate, oceanography, earth systems modelling, data-set development, process studies, and application development.

The Climate Scientist role sits within the Event Attribution team as part of the Bureau's Research Program. The Event and Trend Attribution team conducts research to improve our understanding of extreme weather and climate events, examining historical frequency, forecasting these events and creating projections of these events. They contribute to research and services with a key focus on ensuring Australians are able to adapt to current and future natural hazards and associated disasters, as part of improving national Climate and Disaster Resilience.

The Climate Scientist will conduct research, both independently and under guidance, in event and trend attribution. They will devise, develop, document, run and analyse forecast experiments, analyse observational data and extremely large data sets based on output from earth system models and reanalyses using a variety of sophisticated statistical techniques. They will contribute to the delivery of research outputs and expert scientific advice for internal and external customers, including by documenting research in scientific publications and reports and presenting results at meetings and seminars.

Duties

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

1. Contribute to and undertake original research and associated development on extreme weather and climate events including publishing results in the scientific literature.
2. Contribute to the delivery of practical science-based solutions in response to identified customer or organisational needs, including supporting innovation which delivers greater impact and value from Bureau Services.

3. Work with clients, sponsors, services and stakeholders to understand their needs, develop proposals to address scientific and technical gaps, and drive innovation and scientific advancement with measurable impact and value.
4. Provide scientific advice to Bureau leaders and senior scientists and support them in delivering Team and Section plans and priorities.
5. Demonstrating commitment to the Bureau Way, the Bureau's Workplace Health Safety and Environment (WHSE), and diversity and inclusion initiatives.
6. 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.

The role also requires:

1. A very good understanding of analysing extreme weather and the physical processes that cause them in the Australian region. This includes knowledge of analysing major hazard types such as extreme temperatures, heavy rainfall, storms and tropical cyclones including their related rainfall and/or tracks, as well as the factors influencing Australian climate including naturally occurring climate variability and human induced climate change.
2. Flexibility to work effectively and productively as a member of a team under the direction of more senior scientists, and an ability to plan and undertake research and to publish research results.
3. Outstanding communication skills, including the ability to write science papers, work plans, present work orally, and translate science outcomes in ways which can be understood by non-expert audiences.
4. Excellent analytical and scientific programming skills, including extensive experience with UNIX (preferably in a high-performance computing environment), with scientific and visualisation languages such as Python, and running dynamical forecast models. Fortran experience is desirable.
5. Close collaboration with scientific and technical staff across the Research Program, and with other Bureau employees and external stakeholders. Experience liaising effectively with external stakeholders is an advantage.

Eligibility

A higher 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>

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	Pandora Hope, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758539

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date: Sunday 01 June 2025

Australian Antarctic
Assets & Technology Mechanical

Job Title	Mechanical Supervisor
Job Type	Full-Time, Ongoing
Location	Hobart TAS
Salary	\$124,861 - \$134,295
Future Merit Locations	Hobart
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite
Classification	Executive Level 1
Position Number	2025/902
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=D677D543-1E65-6A96-DD3B-E3D797DA2FB3>

The Australian Antarctic Division (AAD) is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water. As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals.

These goals are to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

The AAD also has responsibility for administering the Australian Antarctic Territory and the Territory of Heard Island and McDonald Islands.

The Assets and Technology (A&T) Branch provides and maintains the equipment and infrastructure to support the AAP. A&T Branch activities range from the maintenance of existing Antarctic stations and equipment through to the design, manufacture, testing, operation and procurement of advanced scientific equipment and systems. The Branch manages major infrastructure projects in support of AAP outcomes.

The Mechanical Section is a service based group providing support to the Australian Antarctic Program through the provision of power generation, mobile plant and operational support. **Duties**

The key responsibility of a Mechanical Supervisor is to utilise comprehensive, professional, trade-specific expertise, knowledge, skills and experience to lead the management and maintenance of a mixed fleet of Antarctic station-based, mobile and stationary machinery:

- Provide operational, maintenance, Antarctic customisation, compliance and safety/environmental risk management expertise for the following:
 - Diesel power generation
 - Low ground pressure tractors and sleds
 - Over-snow vehicles
 - Fuel storage and handling
 - construction and agricultural machinery
 - other mechanical equipment (e.g. chainsaws, augers, etc).
- Provide high level trade-specific leadership and support to station-based trade teams to successfully execute an allocated program of maintenance works:
 - Provide technical support and guidance to the maintenance teams, both by remote management and on site in Antarctica if required.
 - Assist in the resupply of parts and equipment on station.
 - Take a leading role in fostering a strong technical safety culture and developing systems for safe work practices, whilst identifying more efficient and innovative ways to improve station processes.
 - Be available for out of hours technical advice for trade staff on station for emergency or more complex technical issues
 - co-ordinate, develop and deliver training programs for expeditioner mechanical trade group.
- Maintenance planning, including:
 - Write operational and maintenance manuals and manage plans, programs and schedules to deliver preventative maintenance, using the IBM Maximo computerised maintenance management system.
 - Lead the development of short, medium and long-term asset maintenance strategies for Antarctic and sub-Antarctic stations.

- Selecting, specifying and procuring materials and equipment according to an annual budget and organising delivery to station.
- Preparing and assessing tender, contract and procurement-related documentation.
- Allocating resources for the identified maintenance programs.
- Contribute to maintenance management improvement, including failure analysis, work practice development, spare parts provisioning, inventory management, management systems development and implementation.
- Identify asset replacement requirements.
- Coordinate technical competence assessment aspects for the recruitment, selection and training of trade or technical expeditioners, including:
 - Assess applicants.
 - Developing selection reports.
 - Providing feedback for unsuccessful applicants.
 - Developing safety training information and systems and providing training where required for expeditioners, prior to deployment.
- Provide mechanical trade specific expertise and advice as a subject matter expert (SME) to support asset life cycle planning, including:
 - providing specialised advice about existing and new vehicle types in the areas of performance, capability and serviceability for Antarctic operations;
 - Provide advice on and monitor statutory compliance, compliance with Australian Standards (AS) and sound industry practice.
 - Provide a broad range of advice to the AAD Operations and Safety Branch and other clients as necessary for project support including remote power generation and plant.
- Conduct investigations into and report on incidents, equipment or maintenance practices and manage corrective actions through to completion.
- Develop and maintain positive working relationships with trade staff in Antarctica and with stakeholders including other AAD sections and external suppliers and consultants.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

- **Citizenship** - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.
- **Mandatory qualifications** - must have a trade certificate as a diesel mechanic founded on a full apprenticeship, or a related relevant technical qualification.

Notes

We currently have 2 vacancies available for immediate filling in Kingston, TAS. A merit pool for filling the same or similar position 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>

To Apply

Position Contact	Cameron Frost, 0419 819 657
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=D677D543-1E65-6A96-DD3B-E3D797DA2FB3

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0758568

Department of Climate Change, Energy, the
Environment and Water (DCCEEW)

Closing Date:Sunday 25 May 2025

Parks Australia
Kakadu National Park & Cultural Heritage Office of the Chief Remote Pilot

Job Title	Director, Ecosystem Analytics and Digital Delivery
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT
Salary	\$146,942 - \$170,725
Future Merit Locations	Canberra, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	A combination of working from home, working onsite and working remotely.
Classification	Executive Level 2
Position Number	2025/1290
Agency Website	https://www.dcceew.gov.au/

Job Description

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

- Deliver innovative environmental monitoring solutions to conserve and protect our unique natural and cultural heritage.
- Work in a dynamic team with a diverse range of skills and expertise.
- Undertake field operations in some of Australia's most iconic protected areas.

Who we are

The Office of the Chief Remote Pilot (OCRP) ensures safe and regulatory compliant drone operations and supports the use of drones and associated technologies capability across the Department. We provide and manage the policy and operational framework to ensure compliance with Civil Aviation Safety Authority (CASA) regulations and the requirements for managing enterprise risks. Other functions of the OCRP include:

- building capability in drones and next generation technologies that support cross-cutting applied science, compliance and protected area management activities, and safety and wellbeing of staff in operational settings
- driving innovation in environmental data collection, monitoring and downstream analytics to inform operational and regulatory decision-making and policy
- strengthening partnerships with other agencies, First Nations Peoples, industry and academia to enhance operational capability.

The ORCP facilitates cross-cutting science and innovation, using drones and by developing and testing cost effective and scalable environmental monitoring technologies with end users. We

provide actionable insights through integrating Edge compute, AI and data analytics, IoT, and cloud services to connect remote environmental monitoring to decision-makers. Through our base in Parks Australia, we develop environmental monitoring solutions in some of Australia's most iconic protected areas and partner with First Nations ranger groups in program delivery. **Duties**

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

- lead the development and delivery of digital methods and tools for measuring ecosystems, spatially and temporally, using fit for purpose models that provide analytics that can be used to make organisational decisions
- lead and manage complex Artificial Intelligence (deep learning) projects using sensor data across various environmental applications
- build capability in the use of Artificial Intelligence for ecosystem monitoring applications and collaborating with business areas to deliver on cross-cutting science and innovation
- lead and mentor the Science Operations team to deliver projects and outcomes
- in collaboration with the Director – Drone Operations and Emerging Technologies, initiate and lead the development and testing of cost-effective and scalable emerging technology solutions to meet a range of business outcomes, with a focus on environmental monitoring
- coordinate and manage the use of cloud computing across line areas for digital delivery of environmental data and analytics, including the coordination of remote teams' use of enterprise cloud services
- set strategic direction, develop long-term plans and implement operational strategies to deliver efficiencies in environmental data management, analytics and insights in meeting business outcomes
- oversee scientific and technical testing, development of experimental designs, analysis and evaluation including statistical analysis of complex data
- identify and manage risks in the context of policies and frameworks relevant to the use of AI, data and informational management
- develop and manage key strategic relationships with a broad range of stakeholders (e.g. other agencies, industry, relevant professional bodies and associations) and represent the Department in a range of forums
- oversee and prepare high level technical/professional reports, including journal articles and other professional publications.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

- **Citizenship** - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.
- **Security Clearance** - this position requires a **Negative Vetting 1** 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.
- **Other requirements:**
 - Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
 - Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
 - Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
 - Wear appropriate protective personal equipment and clothing to comply with departmental Work health & Safety policies and procedures.

- Note that the physical requirements of the role involve a combination of outdoor and office-base work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Note that you will be required to complete specific training (including refresher training) related to the role including remote area training, defensive training, first aid and CPR courses.
- Note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four-wheel drive vehicles.
- Note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly extended periods) under limited supervision or in teams.

Notes

We currently have one vacancy available for immediate filling in Canberra or Sydney. A merit pool for filling the same or similar position in Canberra or Sydney 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>

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Renee Bartolo, 0404 868 981
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758594

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date: Sunday 01 June 2025

People
Professional, Ethical Standards & Security Strategy Policy and Engagement

Job Title	Assistant Director
Job Type	Full-Time;Part-Time, Ongoing
Location	Darwin NT, Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$124,861 - \$134,295
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	A mixed working arrangement about where the employee will work – it can be a combination of working from home, working onsite, or working remotely
Classification	Executive Level 1
Position Number	2025/1394
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=4CD8938A-9CD2-BE6C-46A3-E3D7D32EAA42>

People Division, led by the Chief People Officer (CPO), provides human resources (HR) functions for the Department of Climate Change, Energy, the Environment and Water (the department) with a clear focus on the department's most valued asset: its staff.

Alongside contemporary HR functions, projects and strategies, People Division is also responsible for:

- enhancing the department's focus on safety
- enterprise bargaining
- cultural and change management, and the department's response to Australian Public Service (APS) reforms.

Professional and Ethical Standards Branch (PES) are the expert advisors on ethical conduct and accountability under the APS Code of Conduct, the APS Values and the Secretaries Charter of Leadership Behaviours. PES is the primary source in the department to promote, educate and empower our people to adopt a pro-integrity culture through capability development, advice and support in matters relating to conflict of interest, fraud, corruption and the behavioural expectations of the APS and department. PES is responsible for setting the integrity policy framework and work to prevent, detect, and respond to internal fraud, corruption and misconduct, liaising closely with internal stakeholders to build a pro-integrity culture through positive workplace values and behaviours.

The vacancies advertised are within the Strategy, Policy and Engagement section, which are responsible for managing the department's integrity framework, including reviewing and updating integrity policies. The team are the point of contact for general integrity engagement for the

department, such as developing integrity training and awareness sessions, preparing integrity communication. The team are the coordination point for all executive reporting, data reporting and trend monitoring. You will contribute to strategic and project work within the branch, including by supporting building awareness and understanding of the department's processes for managing reports of inappropriate behaviour, fraud and corruption disclosable conduct and serious and systemic corrupt conduct. **Duties**

- Leading the design, development, implementation and embedding of integrity related policies, procedures and related guidance materials.
- Mentoring and leading a team, including building capability through training, professional development and performance management processes.
- Providing expert advice on integrity related policy and procedures specific to the Branch's remit, such as the department's processes for managing reports of inappropriate behaviour, early intervention and local management action, Public Interest Disclosure procedures and matters that may give rise to serious or systemic corruption.
- Facilitating and delivering integrity engagement events and activities including training and awareness sessions.
- Oversee the preparation of complex and/or sensitive correspondence, briefs and documentation in a timely manner.
- Effectively manage competing priorities and strategic directions when achieving team planning and project outcomes in line with team goals and objectives.
- Working effectively with stakeholders across the department and externally to drive integrity prevention initiatives, including outreach, communication and awareness raising.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

- **Citizenship** - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.
- **Security Clearance** - this position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling in any Australian capital city. A merit pool for filling the same or similar position in any location in Australia 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>

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Danielle Malone, 0421 949 434
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=4CD8938A-9CD2-BE6C-46A3-E3D7D32EAA42

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758608

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Monday 02 June 2025

Parks Australia
Uluru-Kata Tjuta National Park and Indigenous Protected Areas UKTNP

Job Title	Visitor Services Officer
Job Type	Full-Time, Ongoing
Location	Uluru NT
Salary	\$54,516 - \$77,125
Future Merit Locations	Uluru
Office Arrangement	On Site
Office Arrangement Details	The successful applicant will need to work on site.
Classification	
Position Number	2025/1369
Agency Website	https://www.dcceew.gov.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.

Uluru & IPA Branch: Uluru-Kata Tjuta National Park is Aboriginal land, jointly managed by its traditional owners Anangu and Parks Australia. The park, 1,325 square kilometres in size, is in the spiritual heart of Australia's Red Centre in the Northern Territory, about 450 kilometres southwest of Alice Springs by road.

Duties

- Participate in the day-to-day operations of the Parks Entry Station and Cultural Centre.
- Assist with recording and financial accountability of Entry Station and Cultural Centre revenue, including receiving public monies.
- Process sale of park use tickets and passes, retail sales and tour operator and media permit payments.
- Respond to requests for information from park visitors and clients about the park, and provide information and advice about the parks cultural and natural values.
- Assist with the cleaning and maintenance of Cultural Centre and Entry Station.
- Assist in collection of data on visitor surveys and other survey projects.
- Assist in emergency response as required (e.g. search and rescue and wildfire response). This includes radio operations and response.
- All duties will be performed in accordance with Lease Agreement, Plan of Management and the Environment Protection and Biodiversity Act 1999 (EPBC Act).
- Assist development and delivery of high quality interpretive and educational presentations to visitors, school groups and resort staff.
- Share the Traditional Owner's vision for the future of the park and participate in the exchange of knowledge, experience and skills between Indigenous and non-Indigenous staff, the community and public and work with Indigenous staff and stakeholders that speak Pitjantjatjara and/or Yankunytjatjara as a first language.
- Effectively contribute as a member of a team to the joint management of a World Heritage listed National Park and participate in other duties as directed by the Visitor and Tourism Services Manager.

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

The successful candidate will need to:

- hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- hold and maintain a current manual drivers' licence and have the ability to drive a 4WD vehicle.

- wear an official uniform supplied by the department, including during field operations (ass applicable), in accordance with the department's uniform.

The successful candidate should note:

- relocation assistance is subject to negotiation.
- the ability to perform shift work is a requirement when applying for this position.
- you may be required to perform occasional out-of-hours and weekend work.

We currently have one vacancy available for immediate filling on site. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

Indigenous job seekers are encouraged to apply for this vacancy. If the job is 'Identified', then part or all of the duties impact on Indigenous Australian communities or their representatives.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Steven Baldwin, 0408 824 179
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the Environment and Water

Vacancy VN-0758617

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 29 May 2025

Job Title	Quantitative Wildlife Ecologist
Job Type	Full-Time, Ongoing
Location	Hobart TAS
Salary	\$124,861 - \$134,295
Future Merit Locations	Hobart
Office Arrangement	On Site
Office Arrangement Details	Successful candidates will be required to work onsite.
Classification	Executive Level 1
Position Number	2025/1164
Agency Website	https://www.dcceew.gov.au/

Job Description

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

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 AAD Science Branch leads, conducts and supports a world class program of scientific research and environmental management, consistent with national priorities through the Australian Antarctic Science Strategic Plan. The Branch provides research and advice to support Australia's Antarctic policy objectives, including participation in the Antarctic Treaty system and other international committees, commissions and intergovernmental panels. It manages and administers the Australian Antarctic Science Program and provides scientific and research advice to support regulatory and management decisions. The responsibilities of the Science Branch are diverse as we lead the Australian Government's scientific program in Antarctica. Our research addresses critical issues including climate change, ensuring sustainable and well managed Southern Ocean fisheries, the human footprint in Antarctica, and the conservation of Antarctic and Southern Ocean

wildlife. Our program covers physical and life sciences in the atmosphere, terrestrial and marine domains. The Branch provides scientific advice, conducts impact assessments, and undertakes targeted outreach promoting the value of Australian Antarctic science.

The Southern Ocean Ecosystems Program (SOEP) is responsible for delivering science stemming from sustained monitoring and targeted research of key biological components of Antarctica and the Southern Ocean. SOEP research ensures sustainable and well managed Southern Ocean fisheries to support protection, conservation and management of Antarctic wildlife with an understanding that krill are the foundation of the Southern Ocean ecosystem. Within this Program, the objective of the Seabird Conservation Team is to provide seabird research and monitoring to facilitate decisions to achieve ecosystem-based management approaches for fisheries, for understanding and minimising impacts from human activities across the Australian Antarctic program, and to understand the impacts of climate change on these important and iconic species. This work delivers on a range of interdisciplinary and policy-relevant projects, with research outputs informing international fora including the Convention for the Conservation of Antarctic Marine Living Resources (CCAMLR), the Agreement on the Conservation of Albatrosses and Petrels (ACAP), and monitoring of Antarctic Specially Protected Areas (ASPAs). The work directly supports the Australian Antarctic Strategy and 20 Year Action Plan (2022 Update), and the Australian Antarctic Science Decadal Strategy 2025-2035, contributing to international commitments and strategic research collaborations with other national and international programs.

Duties

- Lead and support processing, analysis, and interpretation of data from long-term seabird research and monitoring projects to support sustainable krill fisheries in east Antarctica – topics could include characterising krill-dependent species foraging behaviour, habitat requirements and spatial extent of key foraging areas, linking foraging locations with krill and prey density distributions to understand predator-prey interactions.
- Inform and contribute to the delivery of complex, multinational, multidisciplinary research initiatives, with an immediate urgency to model and predict the spread of H5 avian influenza (HPAI) given the current global outbreak to identify pathways of infection and how this could influence Australia's biosecurity measures.
- Contribute to the planning, prioritisation, preparation, collection, application of the field research program and archiving of data and other administrative requirements associated with delivering the Antarctic breeding seabird research program at the AAD.
- Verbal and written communication of key scientific outcomes to stakeholders throughout the AAD, in peer-reviewed scientific publications, as well as reports for state or Commonwealth agencies or international fora such as CCAMLR or at conferences.
- Provide expert advice relating to wildlife management and conservation or on submissions to international fora to key stakeholders in the AAD including the Antarctic and Environmental Regulation (AER) section, the Environmental Management Unit (EMU), the Australian delegation for the Committee on Environmental Protection of the Antarctic Treaty (ATCM-CEP), and the broader department.
- Expert advice, contribution of research for Australian submissions, or representational roles within national and international fora such as CCAMLR scientific Working Groups.
- Depending on the skills and interests of the successful candidate, the position will likely include opportunities to undertake remote fieldwork in small teams in Antarctica to deliver seabird research projects.
- Supporting branch, divisional and departmental priorities, and practicing an inclusive culture of safety, compliance and continuous improvement within Science Branch.

Please note that the successful applicant may be required to travel to the Antarctic and sub-Antarctic regions therefore they may be required to meet specific medical, adaptability and

personal qualities requirements appropriate to working in those environments.

In order to undertake travel to the Antarctic & sub-Antarctic regions they will need to:

- Demonstrate the range of personal qualities and interpersonal skills necessary to perform as a successful team member within isolated Antarctic and sub-Antarctic environments.
- Demonstrate an ability to effectively adapt and respond to the demands of living and working in an isolated and confined environment as determined by a psychological (adaptability) assessment.
- Be certified as fit for Antarctic service by the AAD's Polar Medicine Unit.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

- **Citizenship** - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.
- **Security Clearance** - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.
- **Mandatory qualifications** - a PhD in a relevant discipline (marine ecology, marine science or related field) from an Australian University or qualification of equivalent standard from an Australian or overseas university and demonstrated relevant experience commensurate with and appropriate to the duties of the position.

Notes

We currently have one vacancy available for immediate filling in Hobart. A merit pool for filling the same or similar position 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>

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Colin Southwell, 03 6232 3450
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Employment and Workplace Relations

Vacancy VN-0758587

Department of Employment and Workplace Relations (DEWR)

Closing Date: Monday 02 June 2025

Digital Solutions Division
Workplace Relations and Corporate Delivery Support Office (DSO)

Job Title	APS6 Delivery Support Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	\$101,833 - \$111,979
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	25/0589
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to a **Delivery Support Lead**, as a **Delivery Support Officer**, you will work as part of a small administrative team in one of the Information Technology delivery Branches within the Digital Solutions Division. You may be required to work in-line with Divisional standards and requirements to achieve the budget and finance related outcomes for your nominated Branch.

You will work day-to-day on matters relating to Project delivery, budget monitoring, and workforce planning. You will collaborate with the Branch Manager, Directors, and Lead Delivery Managers to track projects, resource requirements, and finances while providing strategic insights and supporting decision-making.

The successful applicant will receive the necessary training, mentoring, and guidance to perform the key responsibilities of the role and to advance their careers in the Australian Public Service (APS)

Duties

Responsibilities of the APS Level 6 Delivery Support Officer may include:

- Support Delivery Teams in reporting project progress using standard agile metrics.
- Collaborate closely with Delivery Teams and other agile practitioners to enhance agile practices within the Branch and across the division
- Assist Delivery Managers with monitoring projects milestones, identifying and monitoring risks.
- Support the Delivery Managers in ensuring that resource allocation aligns with workforce and project plans.
- Assist with the monitoring and reporting of workforce utilisation, including timesheets and capacity planning.
- Perform various administrative tasks as required, which may include assisting in contractor management processes, recruitment and other initiatives.

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Marsha Hodges, (02) 92799487
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0758624

Fair Work Ombudsman

Closing Date: Tuesday 10 June 2025

Legal Enforcement Branch 1

Job Title	Lawyer / Senior Lawyer (Criminal jurisdiction)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW, Adelaide SA, Brisbane QLD
Salary	\$100,493 - \$137,915
Future Merit Locations	Melbourne, Sydney, Adelaide, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid/flexible
Classification	APS Level 6;Executive Level 1
Position Number	25/039EA
Agency Website	http://www.fairwork.gov.au

Job Description

<https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D2489%2D43>

We are seeking highly motivated legal professionals to join the Office of Fair Work Ombudsman (OFWO) as a Lawyer or Senior Lawyer to provide legal advice and support relating to the OFWO's criminal jurisdiction. This is a unique opportunity to support a new investigative function for the OFWO, and to contribute to the development of the function's work practices and culture.

Positions are available as a Lawyer (APS6) and/or Senior Lawyer (Executive Level 1), based on the professional skills and experience of the successful candidate. Offers will be based on candidate performance and operational requirements.

About the OFWO

The OFWO is an independent statutory office established by the Fair Work Act 2009 (Fair Work Act). Our functions outline the responsibilities we have as set by the Fair Work Act and other legislation to achieve our purpose to:

- provide education, assistance, advice and guidance to employers, employees, outworkers, outworker entities and organisations
- promote and monitor compliance with workplace laws
- inquire into and investigate breaches of the Fair Work Act

- take appropriate enforcement action
- perform our statutory functions efficiently, effectively, economically and ethically.

From 1 January 2025, the Fair Work Legislation Amendment (Closing Loopholes) Act 2023 introduced a criminal offence for employers intentionally failing to pay employee entitlements. The OFWO is responsible for investigating possible offences and referring matters to the Commonwealth Director of Public Prosecutions (**CDPP**) or the Australian Federal Police (**AFP**).

What our employees say about us

We are one of the most engaged and high performing agencies in Australia; consistently scoring above average on employee engagement and wellbeing when surveyed against other APS agencies.

What we offer you

We provide a diverse, inclusive and supportive work environment with access to:

- **Security:** Job security and opportunities to gain experience in areas that interest you.
- **Flexibility:** Generous leave and flexible working arrangements
- **Training:** Great training and development opportunities
- **High Superannuation:** Competitive benefits, plus 15.4% superannuation
- **Employee Assistance Program:** a free counselling service for you and your family.

We Value Diversity

As part of the APS, we want to represent the community we serve. The OFWO embraces and celebrates diversity and welcomes all people to work with us. We have dedicated initiatives to encourage applications and to support people from diverse and underrepresented backgrounds working within our inclusive culture. We encourage and welcome applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds and mature age people.

About the Branches

The OFWO's Legal Enforcement Branch 1 is a busy team of professionals responsible for advising on investigations and litigation relating to Commonwealth workplace relations laws. We work with internal stakeholders to identify and progress compliance and enforcement outcomes. We also contribute to a range of innovative continuous improvement projects within the Agency.

The Branch is responsible for providing legal advice on the OFWO's criminal investigations and on the intersection of OFWO's criminal and civil jurisdictions, and engaging with key stakeholders, including the CDPP and AFP. **Duties**

The Opportunity

As an **APS6 Lawyer and EL1 Senior Lawyer**, you will have the opportunity to:

- advise on the development and implementation of a criminal investigation function for the OFWO in accordance with Commonwealth frameworks, the Australian Government Investigations Standards and applicable legislation. This includes working with stakeholders to develop guidance and educative material, investigative documents and processes to achieve quality outcomes which reflect the OFWO's dual civil and criminal jurisdictions, and which will support the OFWO in developing criminal investigation capability

- provide legal advice to the Criminal Investigations Branch, including regarding the use of compulsive powers, evidence management, issues relating to admissibility of evidence and duties of disclosure
- provide legal advice related to cooperation agreements pursuant to section 717B of the Fair Work Act
- assist with activities to build capability across the Branch and Agency in legal issues relating to criminal investigations and the intersection between OFWO's civil and criminal jurisdiction
- learn about and advise on workplace relations issues and provide practical advice on the Fair Work Ombudsman's functions and statutory tools, investigations and enforcement activities in the context of criminal investigations

As an **EL1 Senior Lawyer**, you will also have the opportunity to:

- Lead the overall management of work, including having carriage of any significant operational or strategic matters within the criminal jurisdiction;
- Lead, directly supervise (including by having direct reports) and mentor more junior lawyers to both enhance their capabilities and to achieve outcomes;
- Be responsible for fostering strong and productive relationships with internal and external stakeholders, including through providing strategic legal advice relating to the FWO's functions, investigations or compliance and enforcement tools;
- Contribute to the leadership of the Branch.

Please note: Executive Level employees will sometimes be required to work and be contactable outside of hours. Operational needs will often require you to work part of the week in your local office and some domestic travel will be required (including overnight); flexibility requests will be considered on a case-by-case basis.

Selection Criteria

We are seeking exceptional lawyers with a can-do attitude who are agile and adaptable, and who are committed to achieving fairness in Australian workplaces.

Generally, candidates will have the following legal experience:

- **APS 6 Lawyer** – more than 3 years of post-qualification practice experience;
- **EL1 Senior Lawyer** – 5 or more years of relevant post-admission experience.

Experience working in criminal law or a government regulatory environment is essential. Candidates who also have experience in workplace relations law or civil litigation will be highly regarded. Where candidates do not have workplace relations experience, you must have the capability to acquire new subject matter knowledge and demonstrate a willingness to engage with all aspects of the OFWO's work to ensure successful outcomes.

You will be capable of providing practical legal advice on a range of issues relating to criminal investigations in a dual (civil and criminal) regulatory environment. You will also be able to produce work autonomously with a proven track-record of achieving results within short time frames. You will show good legal and strategic judgment and an ability to deploy analytical and problem-solving skills to identify practical solutions and manage risk.

You will have excellent oral and written communication skills and be able to effectively convey your opinion, position or counter-position on a matter. You will adhere to the Australian Public

Service standards and provide legal services consistent with the Commonwealth's Legal Services Directions 2017 (including the Commonwealth's model litigant obligations).

At the **APS6 level**, you will be expected to help develop junior lawyers' capabilities. At the **EL1 level**, you will be expected to lead and directly manage more junior lawyers who will report to you.

Eligibility

- To be eligible for employment with the OFWO you must be an Australian citizen.
- The successful candidate must hold a current Australian Government Security Clearance (AGSVA) or be willing to undergo and obtain a Baseline security clearance (we will support you through this process).
- The successful candidate must hold a degree in Law from an Australian university (or overseas equivalent qualification) and be admitted, or eligible for admission, to the Supreme Court in your State and the High Court of Australia.
- The successful candidate will need to have (or be able to obtain) a practising certificate. At the EL1 level, you will also need to have a practicing certificate without a supervised legal practice condition (or the ability to obtain the same).

Notes

How to Apply

If you are excited about the opportunity, please tell us in no more than **800 words**:

- Why you want to apply for this role?
- How your skills and experience address the requirements of this role (with consideration of the selection criteria).

All applications must be submitted via our [online application system](#) through the OFWO website.

The OFWO has advertised these roles across classification levels in order to attract the right people for the right jobs. As part of the recruitment process, you will be assessed against the relevant classification levels using the [Integrated Leadership System](#), and candidates will be appointed to levels according to their skills, knowledge and experience.

If you have any questions about this recruitment exercise, please email recruitment@fwo.gov.au.

Please ensure you check your junk mail throughout the recruitment process, as sometimes our emails sent from our online system end up in junk mail folders

Applications close 11:00pm (AEST) on Tuesday 10 June 2025.

More Information

- Working with us and tips on applying, visit <https://www.fairwork.gov.au/about-us/careers>
- Office of the OFWO purpose and functions, visit <https://www.fairwork.gov.au/about-us/our-role-and-purpose>
- Office locations, visit <https://www.fairwork.gov.au/about-us/contact-us/offices>

The Fair Work Ombudsman (FWO) is an independent government agency created by the Fair Work Act 2009. The FWO is responsible for promoting harmonious, productive, cooperative and compliant workplace relations in Australia. Please visit the FWO website for further information. For a full list of our current office locations in each state, please visit: <https://www.fairwork.gov.au/contact-us/offices> The FWO provides a challenging and supportive work environment with access to great training and development opportunities and flexible working arrangements. To be eligible for employment with the FWO, you must be an Australian citizen.

To Apply

Position Contact	Recruitment Team, N/A
Agency Recruitment Site	https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D

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Employment and Workplace Relations

Vacancy VN-0758628

Fair Work Ombudsman

Closing Date: Sunday 01 June 2025

Legal and Specialist Advice Branch Pay Tools Team

Job Title	Pay Tools Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Bendigo VIC, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$92,824 - \$98,346
Future Merit Locations	Bendigo, Canberra, Melbourne, Sydney
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid/Flexible
Classification	APS Level 5
Position Number	25/040EA
Agency Website	http://www.fairwork.gov.au

Job Description

<https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D2489%2D43>

We are seeking Pay Tools Officers for our Bendigo, Canberra, Melbourne or Sydney office locations. Full-time and part-time hours are available. Offers will be based on candidate performance and operational requirements.

This recruitment process will be used to fill a current Ongoing position. This recruitment process may also be used to fill future Non-Ongoing opportunities over the next 18 months.

About the OFWO

The Office of the Fair Work Ombudsman (OFWO) is an independent statutory office established by the Fair Work Act 2009 (Fair Work Act). Our functions outline the responsibilities we have as set by the Fair Work Act and other legislation to achieve our purpose:

- provide education, assistance, advice and guidance to employers, employees, outworkers, outworker entities and organisations
- promote and monitor compliance with workplace laws
- inquire into and investigate breaches of the Fair Work Act
- take appropriate enforcement action
- perform our statutory functions efficiently, effectively, economically and ethically.

What our employees say about us

We are one of the most engaged and high performing agencies in Australia; consistently scoring above average on employee engagement and wellbeing when surveyed against other APS agencies.

What we offer you

We provide a diverse, inclusive and supportive work environment with access to:

- Great training and development opportunities
- Generous leave and flexible working arrangements
- Our Employee Assistance Program (EAP), a free counselling service for you and your family
- A competitive salary, plus 15.4% superannuation
- Rewards and recognition initiatives

We Value Diversity

OFWO has been accredited as a Breastfeeding Friendly Workplace since 2011. We are also members of the Australian Network on Disability and Pride in Diversity. We encourage and welcome applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds and mature age people.

About the Team

The Legal and Specialist Advice Branch provides specialised advice and content on workplace rights and responsibilities. Our Pay Tools Team proactively maintains our pay tools, including the Pay and Conditions Tool (PACT), pay guides and historical pay rates, and ensures they remain up to date, including by leading and coordinating the FWO's response to the Fair Work Commission Annual Wage Review (AWR) Decision.

The Pay Tools Team uses several IT systems to maintain and update the information available through our pay tools, including Oracle Intelligent Advisor and SharePoint. **Duties**

Typical Duties

In the role of Pay Tools Officer you will have the opportunity to:

- maintain the pay tools ensuring they are accurate and consistent by applying a strong attention to detail when using appropriate software and workflows to:
 - reflect Fair Work Commission decisions, including AWR.
 - reflect Library articles, technical advice or changes in the OFWO view.
 - enhance the user experience.
- maintain and use detailed knowledge of Australia's workplace relations system to analyse awards and award variation decisions to ensure PACT remains accurate.
- manage, record and respond to internal and external enquiries and feedback.
- manage own workload flexibly, independently and with limited direction, in a timely and efficient manner.
- rigorously test pay tool changes and undertake quality assurance activities.
- develop and maintain effective working relationships within the team and with internal and external stakeholders.
- contribute to a culture of continuous improvement and innovation in the Pay Tools Team.
- identify and engage with a growth mindset in learning and development opportunities.
- identify, assess and manage risks.

Selection Criteria

- Demonstrated understanding of the Australian workplace relations system, including the ability to interpret and apply provisions in modern awards.
- Ability to produce quality results with a high level of attention to detail.

- Time management skills including the ability to work independently, manage competing priorities and meet deadlines.
- Demonstrated proficiency in a range of IT programs and systems, or the ability to quickly become proficient in new IT programs and systems.
- Ability to think analytically, solve problems and make sound judgements.

Eligibility

- To be eligible for employment with the OFWO you must be an Australian citizen.
- The successful candidate must hold a current Australian Government Security Clearance (AGSVA) or be willing to undergo and obtain a Baseline security clearance.

A range of other conditions may be required depending on the role you are applying for. **Notes**

How to Apply

If you are excited about this opportunity, please tell us in no more than **800 words**:

- Why you want to apply for this role?
- How your skills and experience address the requirements of this role.

All applications must be submitted via our [online application system](#) through the OFWO website.

If you have any questions about this recruitment exercise, please email recruitment@fwo.gov.au.

Please ensure you check your junk mail throughout the recruitment process, as sometimes our emails sent from our online system end up in junk mail folders.

Applications close 11:00pm (AEST) on Sunday 1 June 2025.

More Information

- Working with us and tips on applying, visit <https://www.fairwork.gov.au/about-us/careers>
- Office of the OFWO purpose and functions, visit <https://www.fairwork.gov.au/about-us/our-role-and-purpose>
- Office locations, visit <https://www.fairwork.gov.au/about-us/contact-us/offices>

About the Fair Work Ombudsman

The Fair Work Ombudsman (FWO) is an independent government agency created by the Fair Work Act 2009. The FWO is responsible for promoting harmonious, productive, cooperative and compliant workplace relations in Australia. Please visit the FWO website for further information. For a full list of our current office locations in each state, please visit: <https://www.fairwork.gov.au/contact-us/offices> The FWO provides a challenging and supportive work environment with access to great training and development opportunities and flexible working arrangements. To be eligible for employment with the FWO, you must be an Australian citizen.

To Apply

Position Contact	Recruitment Team, N/A
Agency Recruitment Site	https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D

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Employment and Workplace Relations

Vacancy VN-0758528

Safe Work Australia

Closing Date: Sunday 08 June 2025

Policy and Consultation
Legal and Framework Policy Legal Services

Job Title	Government Lawyer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC, Adelaide SA, Darwin NT, Hobart TAS
Salary	\$102,410 - \$112,898
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	Office based in Canberra. Arrangements will be considered under hybrid/flexible
Classification	APS Level 6
Position Number	65104
Agency Website	https://www.safeworkaustralia.gov.au/

Job Description

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

We are seeking a Government Lawyer to provide advice on a range of legal matters to support Safe Work Australia (the Agency) to deliver its statutory functions and to ensure compliance with all relevant legislation and Australian Government policies.

As part of a dynamic and high-profile team you will be responsible for providing in-house legal services and corporate support to the Agency. The role will enable you to work closely with policy and corporate teams across the Agency.

Duties

The positions are located within the Legal Section and the role will provide you with the opportunity to:

- undertake legal research
- provide strategic, high quality and timely legal advice across a range of practice areas, including corporate and governance matters
- contribute to the Agency's legislative development projects, including instructing drafters from the Parliamentary Counsel's Committee and liaising with relevant stakeholders
- provide legal assistance to the Agency to help achieve its policy goals, including advising on proposed amendments to the model WHS laws, associated guidance materials, the model WHS laws and workers' compensation legislation.
- second counsel the work of more junior lawyers in the team
- review policies and procedures to ensure legal accuracy and compliance
- monitor case law for any developments that may be relevant to the operation of the model WHS laws or to the Agency's operations more generally
- monitor legislation and policy developments to identify and keep up to date on public sector governance issues
- prepare briefing material for the Executive and other stakeholders on legal developments affecting the Agency, including options for implementation.

Eligibility

Education and Experience

- Essential: A degree in laws from an Australian tertiary institution, or a comparable overseas qualification, which is appropriate to the duties of the position; and
- Essential: Admission as a legal practitioner, however described, of the High Court or the Supreme Court of an Australian State or Territory.
- Desirable: 1-3 years Post Admission Experience (PAE), or other relevant legal experience (eg legal and legislative policy experience).

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>

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	Laura McGee, (02) 4979 3522
Agency Recruitment Site	https://www.safeworkaustralia.gov.au/about-us/careers/current-vacancies

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