



Commonwealth of Australia
APSJobs - Vacancies Daily
PS27 Daily Gazette Thursday - 10 July 2025.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS27 Weekly Gazette Thursday - 10 July 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 PS27 Weekly Gazette Thursday - 10 July 2025.pdf.

Gazette Lodgement Inquiries

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Vacancies

Vacancy VN-0760455

Australian Electoral Commission

Closing Date: Friday 25 July 2025

Enabling and Regulation Group
Legal Services Branch Corporate Law

Job Title	Principal Government Lawyer, Corporate Law
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA
Salary	\$140,833 - \$164,008
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	Executive Level 2
Position Number	2025-119 10176
Agency Website	https://www.aec.gov.au/

Job Description

<https://candidate.aurion.cloud/aec/production/vacancies/2912619447503498~1/edit>

The Legal Services Branch is a dynamic team that provides legal, commercial, and regulatory advice and conducts investigations to ensure the integrity of Commonwealth electoral systems and processes. The Branch also has an active role supporting and increasing capabilities across the AEC through training and guidance.

The Branch is headed by the Chief Legal Officer, is comprised of roughly 20 lawyers and is divided into three legal teams Corporate Law, Regulatory Law, and Electoral Law. The Branch is based primarily in Canberra and in Brisbane (out-posting for this role will be considered on a case-by-case basis depending on skills and experience).

The Corporate Law team advises on and manages litigation in the fields of commercial law, employment law and privacy law.

The Electoral Law team advises on laws concerning elections and referendums and provides general statutory interpretation and administrative law advice.

The Regulatory Law team ensures compliance with offences in electoral legislation, and where necessary seeks enforcement in the courts (civil or criminal). This includes the authorisation requirements, multi voter and non-voter requirements, anti-avoidance compliance and regulatory litigation.

Duties

The current vacancy is for a Principal Government Lawyer, Corporate Law in the Legal Services Branch. The AEC is also seeking to establish a talent pool for other potential Principal Government Lawyer positions in the event of vacancies in those positions (such as Principal Government Lawyer, Regulatory Law and Principal Government Lawyer, Electoral Law).

Principal Government Lawyers at the AEC lead teams that undertake legal work and provide advice. The Principal Government Lawyers address matters with a high level of complexity or sensitivity and must utilise professional and technical knowledge and exercise significant judgement.

Principal Government Lawyers report to the Chief Legal Officer and are members of the Branch leadership team, which means they are involved in leadership and practice management initiatives and decision-making for the Branch.

The Principal Government Lawyer, Corporate Law will

Deliver high quality strategic legal advice to the AEC in relation to:

- commercial law and contract management, particularly in relation to the commercial negotiation AEC's internal ICT modernisation project, funding and disclosure reform program and a diverse range of procurements to support the staging of elections and referenda and the AEC's business as usual functions,
- employment law matters, including Fair Work Commission and Australian Human Rights Commission complaints, and
- privacy matters.
- Mentor junior lawyers to develop legal expertise and capacity within the Legal Services Branch and the AEC.
- Understand the legal, policy and political environment in which Commonwealth officers work and the independent and politically neutral nature of the AEC.

- Communicate and make decisions using professional judgement, factoring in risks and being sensitive to the context.
- Develop and manage key strategic internal and external relationships, this may include promoting, representing and negotiating on behalf of the AEC.
- Contribute to election and referendum preparation and delivery activities in accordance with the election and referendum readiness framework, according to individual accountabilities and responsibilities.
- Perform additional duties or assume responsibility of functions as directed by Management from time to time.
- Manage a high volume of legal requests and matters (e.g. licences of polling venues and leases of Out-Posted Centres), along with the urgency to resolve these matters, which will increase significantly prior to and during electoral and referendum events.
- The Principal Government Lawyer, Corporate Law is responsible for acting as an escalation point in respect to any commercial contractual disputes.

To excel you'll have:

- Admission as a legal practitioner however described, of the High Court or the Supreme Court of a State or Territory of Australia with at least five or more years post admission work experience providing legal services.
- Demonstrated ability to undertake complex legal analysis and apply significant judgement to provide expert professional advice and outcomes.
- Extensive experience in successfully leading legal teams and delivering results within time restraints while managing competing priorities.
- Demonstrated ability to think flexibly and assist business areas to pragmatically resolve complex problems.
- Proven ability to communicate with influence, negotiate outcomes and manage stakeholder relationships, including across a geographically dispersed network.
- Demonstrated ability to lead staff while developing capabilities and embedding professionalism.
- Demonstrated personal drive and integrity whilst achieving results within legislative and budget parameters.

Eligibility

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

Notes

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

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	Tim Mason, (02) 5137 2305
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912619447503498~1/edit

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- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Vacancy VN-0760335

Job Title	ASD6 Corporate Support Team Lead - Joint Defence Facility Pine Gap (JDFPG) Alice Springs, NT
Job Type	Full-Time, Ongoing
Location	Alice Springs NT
Salary	\$98,345 - \$110,886
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	2 year term transfer position at the Joint Defence Facility Pine Gap Alice Springs, NT
Classification	APS Level 6
Position Number	ASD/05217/25
Agency Website	https://www.asd.gov.au/careers

Job Description

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

About the Team

The Joint Defence Facility Pine Gap (JDFPG) located in Alice Springs, NT seeks an energetic, highly organised and task-oriented Corporate Support Team Lead to be part of a diverse and collaborative team, supporting Government of Australia (GoA) staff who work day and shift work. You will be part of a small multi-national and multi-agency team that focuses on support to staff and senior management.

JDFPG is a central element of Australia's intelligence relationship with the United States of America, and makes a vital contribution to the Defence and national interests of both countries, and to the broader Five-Eyes partnership. The multi-national, multi-agency environment supports high-end intelligence collaboration, innovation and development of advanced capabilities to address emerging global security threats.

About the Role

Are you an energetic, highly organised and task-oriented Corporate Support Team Lead? The JDFPG is looking for someone like you, who thrives in being a part of a diverse and collaborative team that supports the evolution of the organisation and delivery of new outcomes, while ensuring the maintenance of business-as-usual activities.

Key duties include:

- The delivery of recruitment.
- Support relocation of staff.
- Ability to work with key stakeholders to identify workforce strategic requirements.
- Branch budget.
- Performance management.
- Provide trusted professional and technical advice.
- Review and provide strategic advice on a range of policies.
- Provide people advice and support to staff and engage in a range of activities support various visits to the Facility.

This vacant term transfer position is located at the Joint Defence Facility Pine Gap (JDFPG) in Alice Springs, NT for a minimum two year posting (with possible extension offers at delegate discretion) to then return to an ASD at level position (based at an interstate ASD office) at the end of term transfer.

Note: This is a Monday to Friday day position (not shift work).

Further Information can be found at: [I'm changing my career | Australian Signals Directorate](#)

Duties

The role will require excellent interpersonal communication skills to rapidly build and maintain productive working relationships with our multi-national workforce, as well as engage closely with internal and external stakeholders. The ideal candidate for this position will have:

- Excellent communication and interpersonal skills (written and verbal).
- Strong stakeholder engagement skills and a demonstrated ability to work collaboratively with a range of people, including at an internal and external senior executive level.
- The proven ability to exercise sound judgement, discretion, and integrity including the ability to maintain confidentiality and privacy.
- Demonstrate attention to detail, with the ability to take responsibility for own actions and accurate completion of work.
- The ability to work in a fast-paced environment, manage competing priorities and triage effectively while still ensuring key targets are met.
- Experience implementing strategic HR initiatives, and experience leading and managing a team to be high performing and collaborative.

Eligibility

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

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

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

Security Clearance - The preferred candidate must hold and maintain a Top Secret Positive Vetting security clearance.

It is a condition of employment that applicants maintain the requisite security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

The following skills and experience are highly desirable, but not mandatory:

- Tertiary qualifications, industry certification or equivalent experience in human resources or a discipline related to the role.

The preferred candidate must hold and maintain a Top Secret Positive Vetting security clearance.

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

About the Australian Signals Directorate

To Apply

Position Contact	ASD Recruitment, asd.recruitment@defence.gov.au
Agency Recruitment Site	https://www.asd.gov.au/careers

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Vacancy VN-0760485

Australian Signals Directorate

Closing Date: Sunday 27 July 2025

People & Skills

Job Title	ASD EL1 HR Careers
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Brisbane QLD
Salary	\$122,685 - \$138,388
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Information Pack
Classification	Executive Level 1
Position Number	ASD/05905/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

We are seeking energetic, highly organised and task-orientated EL1 Human Resource professionals to be part of a diverse and collaborative team supporting the evolution and strategic direction of the organisation.

The HR functions within ASD include, but are not limited to the delivery of recruitment and engagement activities in support of the REDSPICE targets, workforce planning, learning and development to meet organisational capability requirements, leadership, and implementation of WHS and diversity and inclusion initiatives.

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

About the Role

EL1 HR Career opportunities are available across a range of human resource functions within the People & Skills Division. In these roles, you will bring creativity, enthusiasm and an outcomes focus, to leading a team to deliver high quality outcomes that align with the agency's organisational priorities.

ASD are looking for individuals who have the proven ability to lead and demonstrate their experience in shaping and delivering strategic HR objectives and thrive in a varied fast-paced environment.

HR Case Management

The HR Case Management team provides advice and guidance on all areas of personnel case management including probation, performance management, medical case management, conduct and change management, as well as providing general advice and assistance on HR related matters. The HR Case Management team primarily supports ASD's Senior Executive Service and middle management to provide HR advice and support the provision of people services.

A role in this team will require individuals to oversee daily case management activities and lead the implementation of related HR projects, while maintaining the upmost levels of integrity, confidentiality and professionalism.

Proactive communication is essential to this role, as is the ability to coordinate day-to-day case management initiatives to drive optimum and sustained outcomes. The team operates in a

fast-paced operational environment and the ability to meet tight deadlines while managing competing priorities is crucial to this role, as are effective stakeholder engagement skills and problem solving abilities.

Please note: Positions are only available in Brisbane - QLD.

Recruitment & Attraction

The Recruitment and Attraction team play an instrumental role in enabling ASD's expansion (REDSPICE) and supporting the evolution of our organisation.

Our team facilitates and supports end-to-end recruitment activities for ASD; which includes agency-wide, specialist and Entry Level Program recruitment activities. We operate in a dynamic, fast paced team environment, where our people are encouraged to be innovative, creative and contribute to continuous improvement. We pride ourselves on providing approachable, quality customer service and advice to our stakeholders, underpinned by legislative and policy frameworks.

In this role, you will be responsible for an allocated group within ASD, where you will oversee the recruitment processes. You will contribute to the development and implementation of recruitment strategies that align with ASD's organisational goals and objectives, while building and maintaining internal and external stakeholder relationships.

You will be managing and mentoring a small team of recruitment officers, fostering a positive and productive work environment.

Please note: Positions are only available in Canberra - ACT.

SES Support

The Senior Executive Service (SES) Support team provide specialised, high quality advice and service to SES and their support staff. Services provided by the team include SES on boarding, induction and off boarding; policy and advice on SES remuneration and employment conditions; management of Executive Assistant and Executive Officer recruitment rounds; managing SES learning and development; coordinating SES conferences; and management of the SES Performance Leadership Framework.

The SES Support team provides regular reporting to ASD's Chief Operating Officer and the broader senior executive leadership team on SES matters, to enable ASD to manage current and anticipated SES workforce requirements.

Individuals with highly developed stakeholder engagement skills, advanced oral and written communication skills, in-depth knowledge of contemporary employment practices regarding key management personnel, and the ability to innovate and adapt in a demanding environment are highly desired. You will be leading and mentoring a small team to foster an encouraging and productive work environment.

Please note: Positions are only available in Canberra - ACT.

Work Health and Safety

The Work Health and Safety team are responsible for keeping our workplaces safe and enhancing employee health and wellbeing. The team leads health safety and wellbeing programs, systems and initiatives to ensure all workplaces across the Agency are as safe and healthy as possible. We provide information, advice and guidance on general WHS and legislative matters, oversees compliance, due diligence and assurance activities and works in conjunction with the ASD Leadership team to ensure safety is at the forefront of ASD's daily business and operational activities.

The EL1 Work Health and Safety Manager is required to exercise a considerable degree of independence, apply superior problem solving and time management skills and possess excellent communication skills to provide expert WHS guidance and advice. They will have in-depth knowledge of WHS Legislation, policies and procedures and have the ability to effectively engage with Stakeholders driving safety initiatives to achieve optimum and sustained outcomes.

The EL1 Work Health and Safety Manager is accountable to plan, lead and manage a range of human and physical resources and exercise the associated people and financial responsibilities to achieve business outcomes. They will manage a team and may be required to develop and implement work plans, set performance indicators, and review individual, team and business performance, focusing on identifying opportunities for building team capability and continuous improvement. This is a fast-paced operational environment and the ability to meet tight deadlines while managing competing priorities is necessary.

To be successful in the role of EL1 Work Health and Safety Manager, you will need to be a highly capable and experienced WHS professional who is comfortable working in a changing environment and has a solid understanding of best practice WHS to help develop and deliver a range of WHS services and Wellbeing programs.

Workforce Strategy, Planning and Enterprise Resource Planning

The Workforce Strategy, Planning and Enterprise Resource Planning (ERP) team is responsible for delivering workforce planning focusing on delivery of the future workforce needed under REDSPICE. The team supports ASD's journey to modernise, integrate and transform the approach to managing finances, human resources, logistics, engineering, maintenance and estate operations through ERP.

The EL1 will independently lead a team to deliver, coordinate and manage key project milestones for ASD as part of the ERP program. Ensuring clear and consistent communication and engagement with the broader agency and executive team. Building and sustaining effective relationships with complex stakeholders to drive agreed business outcomes and project deliverables. The role will also need to quickly understand and solve complex systems and problems, and provide clear advice on the effect to the agency, ensuring interpretation and compliance with legislative, policy and regulatory frameworks.

Please note: Positions are only available in Canberra - ACT.

Skills Payments

The Skill payments team is responsible for the planning for and delivery of ASDs specialist pay scheme with a focus on helping ASD to attract and retain the skilled people it needs under REDSPICE.

The EL1 will lead the team to deliver key project milestones for ASD's Skill payment review program, while providing support communications and engagement activities related to the LIGHTYEAR scheme. The EL1 will work collaboratively within a small team to refine and deliver a practical, sustainable payment program including but not limited to leading the development of skill frameworks, including assessment.

To be successful in the role of EL1 Skills Payments, you will need to be a highly capable and experienced professional who is comfortable working in an evolving environment; you will require highly developed stakeholder engagement skills, advanced oral and written communication skills, and great problem solving approach and skills.

Please note: Positions are only available in Canberra - ACT.

Further information can be found at: [HR Careers | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au/hr-careers)

Duties

We are seeking professional leaders with demonstrated experience in the HR industry that possess the following skills and attributes:

- Demonstrated experience managing the responsibilities of their respective HR stream.
- Experience leading and implementing strategic HR initiatives.
- Resilient with proven capacity to manage high performing teams.
- Exceptional communication and interpersonal skills (both written and verbal).
- Demonstrated attention to detail, with the ability to take responsibility for own actions and accurate completion of work.
- Strong stakeholder engagement skills and demonstrated ability to proactively build and sustain positive working relationships with team members, senior leadership and stakeholders.
- Ability to work in a fast-paced environment and manage competing priorities, while ensuring key objectives are met and delivered in a timely manner.
- Ability to exemplify ASD Values with the proven ability to exercise sound judgement, discretion and integrity, including the ability to maintain confidentiality and privacy.

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

Eligibility

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

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

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

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

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

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

Notes

Highly desirable skills, qualifications and experience; however not mandatory:

- 3 years relevant experience in one or more Human Resources functions
- Degree in Business - Human Resource Management
- Diploma and/or Masters in Human Resources
- Certificate IV Human Resource Management
- Other industry specific qualifications or experience

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0760468

Department of Finance

Closing Date: Thursday 24 July 2025

Corporate
Legal and Assurance Assurance and Risk

Job Title	Business Continuity and Assurance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$98,022 - \$119,634
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Canberra Based
Classification	APS Level 6
Position Number	2025/065
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE BRANCH

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

LAB comprises four core teams:

- Assurance & Risk is responsible for enterprise risk management, internal and external audit liaison, assurance monitoring and business continuity. The team also supports the Performance and Risk Committee of Executive Board and the independent Audit and Risk Committee.

- Public Law is responsible for providing strategic legal advice on statutory interpretation; administrative law; employment law matters; FOI; strategic legal advice on information requests (including responding to third-party information requests and Royal Commissions); coordinating the privacy function; and legislation liaison.
- Commercial Law is responsible for providing strategic commercial and corporate legal advice, drafting negotiating, dispute resolution across a wide range of activities of the department, including procurement, contracts (and memoranda of understanding), real property, intellectual property, and management of some commercial litigation.
- Integrity is responsible for integrity framework and reporting, enterprise fraud and corruption control policies, public interest disclosures, conflict of interest management, and the Insider Threat Program.

Duties

THE OPPORTUNITY

The Business Continuity and Assurance Officer has responsibility for systems, processes, and resources enabling the Department to address risks to delivery of business-critical activities, including by building capability and capacity to maintain and implement business continuity plans during disruptive events. The role is a key element of the Department's Enterprise Risk Management Framework and will drive related activities that develop, test, and assure the Department's capability, systems, and processes.

In consultation with the Director and Assistant Directors (Assurance & Risk) –

- Providing discipline-specific advice on:
 - Enabling the Accountable Authority to meet their responsibilities under the Public Governance, Performance and Accountability Act 2013 and related regulations, legislation, frameworks, and policies.
 - The Assurance Framework, and related policies and program of work.
 - Business continuity planning, systems assurance, and risk management.
 - The Department's Enterprise Risk Management Framework.
 - Continuously improving frameworks, processes, products, and tools in use, ensuring they meet Department needs and reflect better practice.
- Developing and delivering a work program covering:
 - Business continuity planning – facilitating minimum critical elements being in place across the Department, including business impact assessments, periodic reviews, and links to enterprise risk insights, reporting, and advice.
 - Assurance – planning for and testing controls and treatments for risks to business continuity, as well as other facets of enterprise risk management.
 - Both proactive and reactive processes, projects, and initiatives.
 - Maintenance of feedback loops and the flow of insights (and escalation) across all three lines of defence in the Department's assurance model.
- Building a positive risk management and assurance culture through:
 - Developing and delivering training activities and supporting resources.

- Facilitating workshops and opportunities for teams to assess, plan, and mitigate risks to the achievement of the Department's strategic objectives.
 - A range of tools and methodologies to test preparedness and resilience, including desktop scenarios, simulations, pre- and post-incident analyses, and lessons learned to identify weaknesses and changes needed.
 - Keeping abreast of best practice, global, national and industry-specific assurance, business continuity, and enterprise risk and resilience issues.
-
- Building partnerships with stakeholders by:
 - Initiating and maintaining relationships within and outside the Department.
 - Establishing a reputation as a credible, trusted advisor, maintaining a responsive service that meets the needs of a range of stakeholders.
 - Developing high quality written and verbal advice to a range of audiences.
 - Delivering a balance of proactive and reactive communications, ensuring stakeholders have access to the information and guidance they need.
 - Influencing others to take an enterprise-wide approach risk and assurance.
 - Navigating ambiguity and remaining resilient in the face of setbacks.
-
- Undertaking research and producing business insights for a range of audiences by:
 - Developing reporting processes and products to ensure decision-makers receive clear, compelling advice and practical solutions.
 - Developing guidance for a range of users on better practices for developing, gathering, and reporting on evidence against various assurance processes.
 - Assessing evidence of business activities, having regard to operating and external contexts, and other factors relevant for decision-makers.
 - Utilising judgement and critical reasoning to identify what matters most and linkages between disparate events of consequence to the Department.
-
- Supervising junior staff to deliver routine and emergent priorities, building capability through coaching and mentoring, and leading change initiatives.

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

About the Department of Finance

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

To Apply

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

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Vacancy VN-0760497

Department of Finance

Closing Date: Thursday 24 July 2025

Corporate
Legal and Assurance Commercial Law/Public Law

Job Title	Legal Officer and Senior Legal Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Canberra Based
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	2025/105
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE BRANCH

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

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

- Integrity is responsible for integrity framework and reporting, enterprise fraud and corruption control policies, public interest disclosures, conflict of interest management, and the Insider Threat Program.

Duties

THE OPPORTUNITY

Legal & Assurance Branch is seeking high performing APS 5, APS 6 and Executive Level 1 Legal Officers and Senior Legal Officers to fill vacancies in the Public Law and Commercial Law teams.

Core duties will include:

- promoting and managing relationships with internal and external stakeholders including senior executives.
- working collaboratively within the team, other enabling functions in Finance, internal clients, and stakeholders.

For the Public Law team, we are seeking:

- lawyers with skills and experience relevant to administrative law, including privacy and FOI, who can draft practical and technically sound legal advice, reflecting a proper understanding of Finance's operations and strategic environment.

For the Commercial Law team, we are seeking:

- experienced commercial lawyers who are able to provide legal advice and drafting that is practical and technically sound, reflecting a clear understanding of Finance's operations and strategic environment.

In addition, core duties at the Executive Level 1 level may include:

- managing staff to deliver aspects of complex advising matters.
- contributing to the leadership of the team and stewardship of a positive and supportive culture.

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.

MANDATORY QUALIFICATIONS

A degree in law from an Australian tertiary institution, or a comparable overseas qualification, admission as a legal practitioner in an Australian Court, and eligibility to hold a restricted Government practising certificate.

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.

A position may be offered as ongoing or non-ongoing subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months. A specified term may be extended up to a maximum period of 18 months.

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

About the Department of Finance

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

To Apply

Position Contact	Charmaine Sims, (02) 6215 3957
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0760341

Department of Home Affairs

Closing Date:Wednesday 23 July 2025

People
Health Safety & Wellbeing Injury Management

Job Title	Director, Injury Management
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - NT NT, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - WA WA
Salary	\$136,260 - \$177,318
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	Executive Level 2
Position Number	138849
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/138849/>

The Injury Management Section provides support and advice across the Workers' Compensation, Non-Compensation and Early Intervention streams to build a positive health and illness/injury management culture and workplace environment by promoting and supporting the early and safe return to work for staff with illness or injury.

Our ideal candidate

- Experience in Human Resources
- Strong leadership, stakeholder management, facilitation, engagement, and coaching skills
- Embodies a strong client focus, including anticipating needs, distilling the core issues from complex information and providing solutions to ensure outcomes are met
- Has highly developed communication skills, intuitively selecting appropriate channels, content and tone for diverse purposes and audiences, including our Executive
- Develops and manages strategic relationships whilst working collaboratively to ensure objectives are achieved

Duties

- Lead a team responsible for the delivery of people-centric initiatives to support the overall health and wellbeing of our staff within a geographically dispersed workforce.
- Drive improvements to systems and procedures within the Branch and more generally across the Division.
- Lead, motivate and inspire your team, fostering a collaborative and high performance work environment.
- Ensure compliance with relevant legislation, governance requirements, policies and procedures.
- Oversee the preparation of complex and sensitive correspondence, briefs, and documentation in a timely manner for senior executives and external parties such as regulators, courts, arbitrators.

Eligibility

To be eligible for the position you must be an Australian Citizen.

The successful candidate will be required to obtain and maintain a Baseline Vetting (AGSVA) security clearance, and:

- ABF Workers will also be required to obtain and maintain an Employment Suitability Clearance (ESC).
- Home Affairs Workers will also be required to obtain and maintain an Onboarding Check.

In certain circumstances, an Employment Suitability Clearance (ESC) may be required in addition to, or in lieu of, an Onboarding Check, which will be determined by the delegate as necessary.

Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

The Department may provide relocation assistance to eligible APS employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances. For further information please enquire with the contact officer listed in the advertisement.

Information about employment and advice on how to apply for vacancies can be obtained from the Department's website at <https://www.homeaffairs.gov.au/about-us/careers>.

Candidates should be aware that in roles where vaccination against COVID-19 is required by public health orders/directions or other legislation proof of vaccination will be required. If a candidate is not fully vaccinated or is unwilling to be vaccinated within a reasonable time period, they may not be offered that role.

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

About the Department of Home Affairs

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

To Apply

Position Contact	Amanda Johnston, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/138849/

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Vacancy VN-0760471

Department of Home Affairs

Closing Date: Wednesday 23 July 2025

Cyber Risk Services
Cyber Risk Services Cyber Engagement and Delivery

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$115,443 - \$134,865
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	Executive Level 1
Position Number	138609
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/138609/>

About our team

The Cyber Delivery Management Office within the Cyber Engagement and Delivery (CED) Section is responsible for providing Program and Project Management services to uplift cyber capabilities for the Department.

The CED Section also provides cyber security strategy, communication, education and training products and services to facilitate organisational and behavioural change to enable a cyber-secure environment through:

- Tailored and repeatable cyber security awareness communication products to increase organisational understanding of cyber threats and vulnerabilities
- Design and delivery of bespoke cyber security education and training packages
- Providing advice and guidance on the development of strategic communication on cyber security
- Development of strategic plans to enhance and enable cyber security resilience across the department.

Our ideal candidate

- Demonstrated experience developing staff and managing large teams in a large, complex and changing ICT or cyber security environment, including defining and delivering outcomes
- At least 5 years' experience with medium to large government organisations or similarly sized private sector organisations
- Strong financial skills, demonstrated experience in managing project budgets
- Demonstrated experience in managing resource allocation across a project of work to ensure technical, financial and quality outcomes are achieved
- Extensive experience and knowledge in managing complex technology or cyber security projects.

Duties

- Establish suitable governance structures for a project including conducting complex transition planning, disposal or closure of projects, systems, facilities, equipment or platforms
- Lead and apply effective risk management in accordance with the appropriate risk management plan and the department's risk management framework
- Monitor, review and continually improve risk management within the team to encourage innovation and best practice
- Manage, resolve and provide advice regarding issues that impact delivery of a project, using correct methods and escalating when required
- Manage and review the development of stakeholder engagement plan and manage expectations
- Provide relevant stakeholders project cost estimates based on departmental financial framework and track throughout the project lifecycle.

Additional information

Preferred Requirements:

- Experience in managing cyber security functions are highly desirable
- Formal qualifications, or relevant experience in ICT, Cyber Security, Business Administration or Project Management are highly desirable
- Knowledge and experience in organisational change and communications frameworks are desirable.

Eligibility

To be eligible for the position you must be an Australian Citizen.

The successful candidate will be required to obtain and maintain a Baseline Vetting (AGSVA) security clearance, and:

- ABF Workers will also be required to obtain and maintain an Employment Suitability Clearance (ESC).
- Home Affairs Workers will also be required to obtain and maintain an Onboarding Check.

In certain circumstances, an Employment Suitability Clearance (ESC) may be required in addition to, or in lieu of, an Onboarding Check, which will be determined by the delegate as necessary.

Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

The Department may provide relocation assistance to eligible APS employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances. For further information please enquire with the contact officer listed in the advertisement.

Information about employment and advice on how to apply for vacancies can be obtained from the Department's website at <https://www.homeaffairs.gov.au/about-us/careers>.

Candidates should be aware that in roles where vaccination against COVID-19 is required by public health orders/directions or other legislation proof of vaccination will be required. If a candidate is not fully vaccinated or is unwilling to be vaccinated within a reasonable time period, they may not be offered that role.

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

About the Department of Home Affairs

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

To Apply

Position Contact	Sarah Spackman, 0467 436 624
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/138609/

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Vacancy VN-0760489

Department of Home Affairs

Closing Date:Wednesday 23 July 2025

Maritime Border Command & OSB
MBC Chief Of Operations MBC Operations

Job Title	Senior Border Force Officer - Maritime Border Command - MBC Operations
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 5
Position Number	JR 138573
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/138573/>

About our team

Maritime Border Command (MBC) is Australia's lead civil maritime authority responsible for safeguarding our extensive maritime border. We are enabled by both the Australian Border Force (ABF) and the Australian Defence Force (ADF) to protect Australia's national interests by conducting civil maritime security operations to deter, detect and respond to illegal activities in the Australian Maritime Domain.

MBC operates as a multi-agency authority, structured as a standing Multi-Agency Task Force (MATF). Headquartered in Canberra, MBC is part of the ABF and includes officers from ABF, and ADF.

The Operations Directorate within MBC is responsible for planning and coordinating civil maritime security operations from MBC Headquarters in Canberra. This involves the deployment of ABF and ADF vessels, as well as ABF and Air Force surveillance aircraft, to combat threats such as drug trafficking, illegal fishing, and unauthorised maritime arrivals.

Our operations are managed through the 24/7 Australian Maritime Border Operations Centre (AMBOC), which maintains awareness of suspicious activities and partners with various agencies to manage risks. The AMBOC coordinates ABF and ADF resources to address security risks in Australia's maritime zone, leveraging combined assets from the ABF and ADF. This collaborative approach ensures efficient responses to threats facing our borders.

The AMBOC offers both shift and non-shift roles. Non-shift positions provide a unique opportunity to balance non-shift and shift work. Staff in non-shift roles must be ready and able to fill shift positions at short notice, ensuring seamless operational support into the AMBOC. Staff in a shift role must be able to commit to a permanent rotating roster that includes days, nights, and weekends.

These roles provide a unique opportunity to work in a multi- agency taskforce with a dynamic culture, exposure to a variety of tasks in a role that will keep you challenged and engaged. You will have access to comprehensive training and be provided professional development opportunities.

Our ideal candidate

We seek candidates with diverse backgrounds who demonstrate personal drive, initiative, and strong attention to detail. Successful candidates will ideally:

- Exhibit strong communication skills
- Have operational knowledge to support internal and external stakeholders
- Build positive relationships with those in key roles
- Be self-motivated and adaptable to changing work environments
- Show good judgment and decision-making under pressure
- Effective written and verbal communication skills
- Good time management and the ability to prioritize tasks
- Strong research and analytical skills to inform decisions
- Ability to apply relevant legislation responsibly.

Duties

Highly Desirable

Strong presentation and briefing skills.

Mandatory

Ongoing Shift Role - must be able to commit to a permanent rotating roster that includes days, nights, and weekends.

Non-shift - must be able to fill shift positions on short notice as required.

This is an exciting opportunity for those who are dedicated to protecting Australia's maritime interests, and you'll play a key role in our team!

Additional Information

Our successful candidate must:

- Satisfy a probation period.
- Swear an oath or make an affirmation into the ABF and be uniformed if the position requires.
- Actively participate in career management (postings and deployments either intra or interstate).

Eligibility

To be eligible for the position you must be an Australian Citizen.

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

- ABF Workers will also be required to obtain and maintain an Employment Suitability Clearance (ESC).
- Home Affairs Workers will also be required to obtain and maintain an Onboarding Check.

In certain circumstances, an Employment Suitability Clearance (ESC) may be required in addition to, or in lieu of, an Onboarding Check, which will be determined by the delegate as necessary.

Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

The Department may provide relocation assistance to eligible APS employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances. For further information please enquire with the contact officer listed in the advertisement.

Information about employment and advice on how to apply for vacancies can be obtained from the Department's website at <https://www.homeaffairs.gov.au/about-us/careers>.

Candidates should be aware that in roles where vaccination against COVID-19 is required by public health orders/directions or other legislation proof of vaccination will be required. If a candidate is not fully vaccinated or is unwilling to be vaccinated within a reasonable time period, they may not be offered that role.

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About the Department of Home Affairs

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

To Apply

Position Contact	Roberto OLIVARES, 0434 945 159
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/138573/

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Vacancy VN-0760475

Federal Circuit and Family Court of Australia

Closing Date: Thursday 24 July 2025

FCFCOA - Division 1 and Division 2
Office of the Deputy Principal Registrar

Job Title	Legal, Policy and Complaints Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Parramatta NSW, 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 arrangement may be negotiated in line with operational requirements.
Classification	APS Level 6
Position Number	0387-05-25
Agency Website	https://www.fcfcga.gov.au/

Job Description

<https://fcjobs.nga.net.au/?jati=CD81F13D-AA42-99C8-9DA9-E404C316D30E>

Federal Circuit and Family Court of Australia (Division 1 and Division 2)

Total package: \$109,125 – \$116,620 per annum, including 15.4% superannuation

(Base salary \$94,563 – \$105,910 plus 15.4% superannuation)

Position Overview

The Legal, Policy and Complaints Officer is part of a discrete team assisting the Deputy Principal Registrar of the FCFCOA and will also work closely with the staff assisting the Chief Justice and Chief Executive Officer and Principal Registrar (CEO/PR) of the FCFCOA. The Deputy Principal Registrar is responsible for assisting the Chief Justice and the CEO/PR in the management of the business and administrative affairs of the FCFCOA.

The Legal, Policy and Complaints Officer supports the Chief Justice, CEO/PR, the Deputy Principal Registrar and other senior members of the National Operations team on key legal and policy projects with a focus on managing complaint and feedback processes, development of procedural and policy documents, preparing complex correspondence and reports, and data and trend analysis.

This role has a wide-range of tasks and responsibilities across the Courts and all areas of the Courts' jurisdiction. The person appointed to this position will be someone who is excellent at prioritising work, is highly motivated and organised, and possesses strong communication skills. The successful candidate will also be able to work under pressure in a high-volume environment.

Some limited travel may be required.

Duties

The Legal, Policy and Complaints Officer is responsible for assisting the Deputy Principal Registrar and national operations team with the administration of the Courts by undertaking a range of duties, including:

- providing high level legal, policy and administrative support to the DPR and national operations team including in support of case management and project initiatives;
- providing high level support and coordination of:
 - the Courts' complaint processes including close analysis of complaints and escalation where necessary, policy and procedure development, data reporting and analysis;
 - the Courts' feedback processes including policy and procedure development, data reporting and analysis; and
 - requests made under the Freedom of Information Act (FOI) including search coordination as well as decision-making under the FOI Act;
- undertaking legal and policy research and analysis, including to assist with policy development, case management processes and training material;
- assisting with the preparation, drafting and coordination of complex correspondence, presentations, conference papers and reports, including submissions or information to or for Judges, Registrars, Court Child Experts, Government and/or Parliament;
- providing regular data reporting and analysis to the Chief Justice, CEO/PR, Deputy Principal Registrar and Senior Executives and monitoring the distribution of data and reports to other staff as required;
- handling sensitive material and information, including in relation to complaints, on behalf of the Chief Justice, CEO and Principal Registrar, Deputy Principal Registrar and other key National Operations staff;
- responding to enquiries from litigants, legal representatives and stakeholders arising from complaint and feedback and FOI processes;
- communicating effectively with a wide range of internal and external stakeholders; and
- other duties as required.

Eligibility

Mandatory Qualifications

Completion of a legal degree or in final year of studies.

Competencies and Experience

- Experience working in a professional environment, such as a Court, law firm or Commonwealth, State or Territory public service.
- Knowledge of family law, general federal law and the Federal courts system.
- Familiarity with the principles of public sector governance and accountability.

Selection Criteria

1. Demonstrated high-level organisational skills, including attention to detail, excellent time-management skills, the ability to set and manage competing priorities, multitask, work effectively under pressure and apply planning and problem-solving skills.
2. Professional discretion, including tact and diplomacy, and an understanding of how to handle sensitive information with a high level of confidentiality and discretion.
3. Strong coordination skills and the demonstrated ability and initiative to develop processes and procedures and oversee their implementation across teams.
4. Strong oral and written communication and liaison skills; the ability to communicate with people at all levels.
5. Well-developed legal and policy research, analysis and drafting skills, including the ability to research primary and secondary legal material and prepare complex correspondence.
6. The ability to work autonomously and as part of a team.
7. Demonstrated experience and understanding, or ability to acquire such knowledge quickly, of the Family Law Act 1975, the Federal Circuit and Family Court of Australia Act 2021, Court Rules and Regulations; and the jurisdiction and practices and procedures of the FCFCOA (Division 1) and the FCFCOA (Division 2).
8. Demonstrated proficiency with technology, including the use of electronic legal resources and Microsoft applications, and the ability to learn and use the Court's case management systems and technology.
9. A demonstrated understanding and commitment to the application of the Australian Public Service (APS) Values, to abide by the APS Code of Conduct and the ability to comply with the principles of Workplace Diversity and Occupational Health and Safety.

Notes

How to apply

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

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

Eligibility

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

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

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

Diversity and inclusion

The Courts are committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from people with disability, First Nations people, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds, mature age workers and young workers. The Courts are committed to supporting an inter-generational workforce, gender equity and families.

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

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

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Amanda Morris, Amanda.Morris@fcfcoa.gov.au
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=CD81F13D-AA42-99C8-9DA9-E404C316D30E

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Vacancy VN-0760516

National Portrait Gallery of Australia

Closing Date:Monday 28 July 2025

Corporate Services

Job Title	Governance and Risk Manager
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$119,560 - \$140,814
Future Merit Locations	Parkes
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	6773
Agency Website	https://www.portrait.gov.au/

Job Description

<https://www.portrait.gov.au/content/employment/>

The Position

The Governance and Risk Manager manages corporate governance and risk, and reports operationally to the Chief Operating Officer. The role manages the Governance and Risk Coordinator (APS6) and works closely with the Executive Office.

Duties

Specific Tasks

1. Overseeing the preparation of the Gallery's corporate governance framework including development, implementation and monitoring of the Corporate Plan, the Annual Report and strategic planning.
2. Undertake performance reporting against the corporate governance framework to ensure the effective delivery of, and compliance with the Gallery's accountability obligations and corporate goals and objectives.
3. Manage enterprise risk, including updating and monitoring of the enterprise risk register and managing Comcover insurance arrangements. The role also provides support to business areas in implementation of the NPG risk framework.
4. Manage the Gallery's internal audit processes and reporting to the Audit Committee5. Manage business continuity planning, and in coordination with the Manager Facilities and Collections Manager, manage emergency management.
5. Assist and provide direction to the Governance and Risk Coordinator on Board and Committee secretariat matters.
6. Maintain the Gallery's policy registers ensuring policies are reviewed and updated as required.8. Perform the role of the Fraud Control Officer and ensure the fraud prevention and control framework meets the requirements of the Commonwealth Fraud Control Guidelines 2011.
7. Manages relationships with key stakeholders and requests for information, including the Board and Office of the Arts.
8. Providing assistance to the Chief Operating Officer in compliance with a variety of legislative obligations.

Eligibility

Selection Criteria

1. Demonstrated understanding of governance and reporting cycles in a Commonwealth Government Environment.
2. Strong knowledge and experience of developing and implementing risk management frameworks and business continuity management practices consistent with best practice.
3. Experience or understanding of corporate governance practices, including strategic secretariat support.
4. Strong communication and negotiation skills, including the preparation of corporate, policy and briefing documents.
5. Demonstrated conceptual and analytical skills with the ability to understand strategic priorities and stakeholder expectations in a cultural environment.
6. A high degree of personal integrity and accountability with a demonstrated capacity to achieve results under pressure.

Desirable Qualifications, Experience or Training

Certificate IV in Government (Fraud Control) or equivalent

Notes

Applicant Information

In no more than two A4 pages, please tell us how your skills, knowledge, experience and qualifications make you the best person for this job.

Email your application, a current CV and the application coversheet to hrservices@npg.gov.au by the deadline listed below.

If you need more information, please get in touch with Trent Birkett, Chief Operating Officer on (02) 6102 7190 or by email at trent.birkett@npg.gov.au.

Applications close midnight Monday 28 July 2025

About the National Portrait Gallery of Australia

We acknowledge the Ngunnawal and Ngambri peoples, the Traditional Custodians of the Canberra region, upon whose lands the National Portrait Gallery stands. The National Portrait Gallery reflects the face of Australia and increases understanding and appreciation of Australian people and their stories through the art of portraiture. Guided by our values of creativity, innovation, inclusivity and integrity, our purpose is to develop a national portrait collection and provide the broadest possible access to all Australians. We do this through presenting engaging exhibitions and live and educational programs onsite in our award-winning building in Canberra, offsite across Australia, and on demand. The Gallery is a dynamic and inclusive workplace and recognises the great contribution of our team. We're committed to the health, safety and wellbeing of our team and our visitors, and to sustaining a safe workplace and inclusive culture. We support flexible working practices, including working from home, and respect family and caring responsibilities. The Gallery is committed to equal opportunity and diversity. We welcome applications from First Nations people, LGBTQIA+ people, people with a disability, and people from culturally and linguistically diverse backgrounds.

To Apply

Position Contact	Trent Birkett, (02) 6102 7190
Agency Recruitment Site	https://www.portrait.gov.au/content/employment/

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Attorney-General's

Vacancy VN-0760464

Australian Federal Police

Closing Date:Wednesday 30 July 2025

Job Title	ACT Policing - Policy Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$84,458 - \$99,285
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	
Position Number	REQ 14829
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14829/>

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

The Legislation and Governance section leads the ACT Policing law reform and policy agenda and supports the Executive on law enforcement forums, budget policy, performance analysis and statistical reporting, and provides governance and compliance support. The section is comprised of teams that cover the following:

- Governance & Compliance
- National Forums
- Budget Policy
- Legislation & Policy
- Performance Statistics

Applications are sought from suitably qualified applicants wishing to be considered for the role of Team Member, Policy Officer predominantly in the Legislation and Policy team however this round will also be used to establish a merit pool for any other future vacancies in the broader Legislation and Governance section.

The Legislation and Policy team coordinates whole-of-agency engagement on legislative review and reform. The team provides policy advice to the ACT Policing Executive through research and by drawing on the relevant subject matter experts within the organisation. The primary remit of the Legislation and Policy team is to uphold advocacy for first responders to ensure that government initiatives and policies are practicable for real-world outcomes. The team plays a key role in delivering tangible benefits to the workforce and the ACT community.

ACT Policing Legislation and Governance's main services include:

- Providing critical advice to law makers on the impacts of reforms on policing.
- Coordinating whole of agency involvement to develop ACTP's position on key domestic law enforcement policy matters.
- Coordinating responses for information requests from other policing and justice jurisdictions.

- Maintaining ACTP's Governance Instrument Framework.
- Maintaining the ACT Policing's Lessons Management System, including capturing lessons and recommendations identified and assisting in the implementation of best practice.
- Provide critical statistical, analytical and performance monitoring.
- Supporting the development of budget business cases to drive ACTP's strategy to increase capacity and capability with tangible outcomes for the frontline.
- Formulating and coordinating advice to ACTP Executive, ACT Government, and senior ACTP Officers.

What will you do?

Team Members in this portfolio are responsible for supporting their team to progress bodies of work through to finalisation, while also proactively contributing to a positive culture within their small team and broader section.

Successful applicants will play a key role in achieving outcomes for ACT Policing within the regulatory framework, AFP Code of Conduct, and 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 looking for someone who:

- Will support the team to lead and shape legislation and policy directly relevant for ACT Policing, as well as the community more broadly. The team works across a broad raft of policy themes including sexual assault, family violence, recidivism, juveniles in the criminal justice system, traffic and firearms laws, and illicit drugs. The team makes a tangible impact on the criminal justice outcomes in the ACT, including working to ensure justice for victims and ensuring the safety of the community.
- Will thrive in a fast paced and dynamic environment and have a track record of adaptability and delivering results.
- Is eager to delve into policing issues and government processes.

Applicants will be highly regarded for their ability to:

- Research, evaluate, analyse and formulate solutions to existing and emerging policy issues.
- Establish and maintain productive and cooperative working relationships, contributing to positive outcomes.
- Proactively develop and maintain current knowledge of key policy issues and best practices, the strategic environment and focus on professional development.

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.

Desirable Requirements

- Tertiary qualifications in relevant field.
- Relevant qualification or extensive experience and knowledge in area of expertise.

Notes

This role is located in Canberra, Australian Capital Territory and applicants are expected to be based in Canberra.

Band Level

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	Jennifer Hodge, 02 5126 6954
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14829/

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Attorney-General's

Vacancy VN-0760329

Australian Financial Security Authority

Closing Date:Thursday 24 July 2025

Job Title	Assistant Director Partnerships and Evaluation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$116,203 - \$136,790
Future Merit Locations	Adelaide, Brisbane, Hobart, Melbourne, Perth, Sydney, Canberra
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	On Site, Flexible and Hybrid arrangements available
Classification	APS Level 6
Position Number	30820
Agency Website	

Job Description

<https://www.afsa.gov.au/current-vacancies>

About the role

The **Regulatory Operations Group** operationalises AFSA's strategy, delivering integrated end to end regulatory services that supports clients through AFSA systems and ensures compliance in line with AFSA's approach to regulation to people centric, outcomes focused, harms based, intelligence led, and strengths based.

The Education and Outreach (E&O) function within the Regulatory Operation Group educates and engages across sectors and programmes to target interventions to improve compliance. The section leads and manages targeted education and outreach activities with priority audience groups.

The **Assistant Director Partnerships & Evaluation** will lead a team to achieve E&O strategic objectives. They will support implementation of the E&O strategy by identifying, facilitating, and fostering partnerships to reach priority audiences. Further, they will engage in regular and systematic reviews of E&O outputs to ensure an environment of continuous improvement.

Duties

- Identify, assess, and cultivate strategic partnerships with organisations, institutions and community groups that can help E&O reach its priority audiences.
- Develop and maintain strong, mutually beneficial relationships with partners to enhance the impact and reach of education initiatives.
- Work collaboratively with teams within the E&O section to evaluate education programs and outreach activities, using data-driven methods to assess their effectiveness and impact.
- Support the development of evaluation frameworks and tools to systematically baseline and measure program outcomes against established goals and KPIs.

Key qualifications, accreditations and experience

- Excellent written and verbal communications skills in an education or communications context.
- Excellent organisational skills and the ability to pro-actively meet deadlines.
- Demonstrated experience leading a team in an education and outreach environment.
- Demonstrated experience developing, implementing and evaluating educational campaigns.
- Demonstrated experience building and leveraging long-term professional partnerships.

Please note there is an operational requirement to be in the office at least 2 days per week for this role, and some travel will be a requirement.

All duties will be performed in accordance with:

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

Why AFSA?

You will enjoy excellent conditions including:

- Generous superannuation (15.4%)
- A modern work environment
- Access to Employee Assistance Provider
- Flexibility to balance work and personal life (including working from home arrangements and flexible start and finish times where applicable).

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

Eligibility

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

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

How to apply

Applications close on **Thursday 24 July 2025 at 11:59 PM AEST**. To apply for this role, please click the 'Apply' button.

Notes

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

About the Australian Financial Security Authority

To Apply

Position Contact	Recruitment, recruitment@afsa.gov.au
Agency Recruitment Site	https://www.afsa.gov.au/current-vacancies

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Attorney-General's

Vacancy VN-0760512

Fair Work Commission

Closing Date: Sunday 27 July 2025

People and Culture
Enabling Services

Job Title	Assistant Director, Learning and Development
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Melbourne VIC
Salary	\$123,597 - \$133,756
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	Executive Level 1
Position Number	2163
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

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

The Assistant Director, Learning and Development has a broad scope and is primarily responsible for delivering the Commission's strategic learning and capability development strategies and principles from conception to implementation. This includes the evaluation of the existing Learning and Development Strategy (the L&D Strategy) and the development of new strategies and programs suitable for our complex and diverse operating environment.

This role coordinates all learning and development activities and partners with key Member and staff groups to deliver targeted and sustainable learning outcomes. The Assistant Director will also

work flexibly across the People and Culture team to provide advice and support to senior and executive leaders and deliver other strategic projects that enhance people services and support provided to Commission Members and staff

Duties

- Evaluate the effectiveness of the Commission's existing L&D Strategy, and develop project and implementation plans to deliver new and enhanced L&D strategies and learning initiatives.
- Use data and other sources of evidence to report on learning compliance and activities undertaken to help inform the effectiveness of programs as well as maintaining oversight of L&D budgets and return on investment.
- Establish and maintain relationships with key external stakeholder groups and APS networks, including L&D system and service providers, including managing service level agreements and contracts with external program providers.
- Finding cost-effective solutions to maximise on-the-job and experiential learning, including through enhancing the use of the Commission's learning management system (LearnHub).
- Develop a coordinated focus and approach to learning and development, including keeping abreast of developments in learning and development more broadly.
- Support the National Coordinator, Member Training and Public Engagement to source, coordinate and deliver programs within Member's Professional Development.
- Manage other People and Culture projects as required to deliver business improvement and innovation of People and Culture services.
- Provide high-level strategic and generalist HR advice and engage in problem-solving, providing solutions to support key Commission stakeholders.
- Prepare briefs for the Executive Management Committee providing regular updates on the progress of L&D Strategy initiatives, budget and program delivery, aligned with the Commission's Organisational Capability objectives.
- Perform other duties as required by the Director, People and Culture.

Eligibility

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

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

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

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions.

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

Non-ongoing vacancies may be filled for maximum period of 2 years.

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

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

About the Fair Work Commission

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

To Apply

Position Contact	Recruitment, (03) 8656 4543
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

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Department of Defence

Closing Date: Thursday 24 July 2025

Defence Digital Group
Enterprise Systems

Job Title	Organisational Change Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DDG/05520/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E97B4207-3291-98D8-426B-E402E749D61F>

Duties

The Role

Defence Digital Group (DDG) is delivering Defence ICT capability of the future - capitalising on best in class global platforms supported by best in class sovereign capabilities. By adopting modern architecture and platforms that are scalable, reliable, performant and safe, we will meet the demand of our integrated Defence force to be ready to fight and win in the digital age. DDG is building a team of Organisational Change Managers to ensure this new capability is understood, embraced and embedded.

Our successful candidates will work with various Programs and Projects across different technology and end-user domains to plan and deliver OCM activities including but not limited to, stakeholder analysis, engagement and communication, product training development and delivery, change impact analysis, benefits realisation assessment and ongoing change reinforcement.

About our Team

You will be supported by a chapter of other OCM professionals, including an SME OCM Chapter Lead to whom you will report. Your chapter will provide you with professional development and peer support to ensure your continual growth in the OCM career and of your general APS skills. The Department will be creating merit pools to fill vacancies across the Organisation over the next 18 months.

Our Ideal Candidate

Our ideal candidates will:

- Be comfortable working in fast paced project environments with competing priorities.
- Extensive experience in developing change management plans, change impact assessments, change readiness assessments, communication products and other artefacts in support of ICT projects.
- Experience in implementing change and communication plans for large digital transformations.
- Awareness and understanding of relevant industry best practice change management frameworks like Prosci.
- Ability to lead and support a small team, whilst also supporting the Change Chapter and the wider project management office to build trust and buy-in from across Defence. A commitment to continuous improvement.
- Excellent ability to engage and sustain stakeholder relationships and be a strong communicator in a diverse and complex environment.
- Sense of adventure and a drive to deliver.

Eligibility

Security Clearance

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

Notes

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

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	Darren Krause, 0497 848 469
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E97B4207-3291-98D8-426B-E402E749D61F

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Defence

Vacancy VN-0760182

Department of Defence

Closing Date:Thursday 24 July 2025

Defence Science and Technology Group
Sensors and Effectors

Job Title	Senior Researcher – RF Signal Processing Specialist
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	
Position Number	DSTG/04125/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=14ED153C-9657-7D2E-4A25-E402E81A6524>

Duties

The Role

We are looking for a highly motivated individual to work under limited guidance to conduct synthetic experiments and develop high fidelity real-time threat simulators to inform RF countermeasure and tactics development for the Royal Australian Air Force (RAAF). The individual will:

- Liaise with internal and external customers and stakeholders
- Support the airborne countermeasure development and validation work program
- Support Modelling and Simulation (M&S) objectives for the Air Electronic Warfare Cooperative Test and Evaluation Project Arrangement (Air CTE PA) with international partners
- Conduct analysis using high fidelity M&S
- Contribute to model development

About our Team

The Surveillance Systems (SS) Major Science and Technology Capability (MSTC) within DST Group's Sensors and Effectors Division (SED) drives the application of science and technology to solve problems and deliver solutions for the Australian Government and the Australian Defence Force (ADF) and improve their capabilities in radar surveillance.

One of the key roles of the Science and Technology Capability (STC) is to apply multi-disciplinary approaches to research, sophisticated M&S, integrated HWIL testing and operation-relevant field experimentation to demonstrate how the survivability of current and future ADF platforms in modern battlefields can be enhanced through advanced RF EA strategies, tactics and techniques implementation.

The STC develops innovative S&T in RF EA that can be delivered by industry and transitioned into Defence capability to enhance the protection of ADF platforms from advanced RF threats in current and future battlefields.

Our Ideal Candidate

Our Ideal Candidate will be an enthusiastic researcher who has well developed leadership, communication and interpersonal skills. They will apply their experience and knowledge to advanced R&D in the areas of M&S and HWIL activities that are required for supporting this STC effort and has the following skills:

Experience and knowledge in at least one or more of the following areas:

- M&S using the MATLAB and Simulink products.
- Exposure to the threat modelling analysis program (TMAP), CHIMERA, or a similar simulation environment which aims to facilitate the exchange of models between developers.

- Software engineering techniques for easing the interchange of models and/or components between various M&S environments
- Domain knowledge and experience in radar systems
- Domain knowledge and experience in electronic warfare
- Domain knowledge and experience in guided weapons
- Domain knowledge and experience in RF countermeasures

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

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

- 4008 Electrical Engineering
- 4009 Electronics, Sensors & Digital Hardware
- 4013 Geomatic Engineering
- 4099 Other Engineering

Division 46 – Information & Computing Sciences

- 4602 Artificial Intelligence
- 4605 Data Management & Data Science
- 4606 Distributed Computing & Systems Software
- 4609 Information Systems

Division 51 – Physical Sciences

- 5108 Classical Physics

Notes

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

About the Department of Defence

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To Apply

Position Contact	Byron Hatfield, 08 8393 4996
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=14ED153C-9657-7D2E-4A25-E402E81A6524

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Defence

Vacancy VN-0760188

Department of Defence

Closing Date:Thursday 24 July 2025

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

Job Title	Inquiry and Assessment Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	IGADF/05457/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A3BBFFDD-FA16-77DE-A6B6-E402E896A533>

Duties

The Role

The Office of the Inspector-General of the Australian Defence Force (IGADF) has two exciting opportunities for motivated and professional candidates to join the inquiry teams within two sub-directorates.

The roles include:

- Undertaking initial triage and detailed assessments of complaints to determine validity, identify potential harms, and recommend appropriate resolution pathways aligned with IGADF procedures.
- Interviewing complainants, respondents, and witnesses professionally, demonstrating trauma-informed and sensitive communication practices.
- Drafting concise, evidence-based reports and recommendations, ensuring adherence to the Australian Government Style Manual and IGADF formatting standards.

About our Team

The Directorate of Inquiries and Investigations supports the IGADF to deliver their statutory functions. The sub-directorates seeking officers:

Assessments

The Assessments team reviews and evaluates submissions and referrals made to the IGADF concerning the military justice system. Submissions may relate to the conduct of ADF members, administrative processes, or broader systemic issues. Working under the Deputy Director, the team conducts triage and detailed assessments to determine the appropriate course of action—such as referral, inquiry or other resolution pathways. The work promotes transparency, accountability, and procedural fairness across Defence.

Military Police Professional Standards (MPPS)

The MPPS team manages submissions and referrals concerning the conduct and professional standards of ADF Military Police. The team is responsible for assessing these matters and, where appropriate, conducting inquiries into allegations of serious or deliberate policing misconduct to determine whether a Military Police member remains fit and proper to serve. The work upholds the integrity and accountability of Military Police conduct across the ADF.

Our Ideal Candidate

- Demonstrate resilience, adaptability, and sound judgment suitable for sensitive oversight responsibilities.
- Have strong verbal and written communication skills, with the ability to effectively convey complex outcomes to diverse audiences.
- Has experience handling complex or sensitive complaint, including those requiring a trauma-informed approach.
- Demonstrated ability to effectively manage confidential and sensitive information.
- Demonstrated ability to interpret and apply relevant legislation, policies, and guidelines.

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	Nicole Cook, 02 5131 8253
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A3BBFFDD-FA16-77DE-A6B6-E402E896A533

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Defence

Vacancy VN-0760251

Department of Defence

Closing Date:Thursday 24 July 2025

Defence Science and Technology Group
Science Strategic Planning and Engagement

Job Title	Web Project Support Officer
Job Type	Full-Time, Non-Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Edinburgh, Fairbairn, Fishermans Bend
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	DSTG/04465/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=853CE63B-4DC8-3891-72B3-E403245784F7>

Duties

The Role

The Web Project Support Officer will work closely with the project leads and engage with key stakeholders to assist in delivering the Defence Intranet Renewal Project throughout its key milestones. This role will require a hands-on approach to managing content migration, assisting with internal communications, and ensuring the smooth implementation of changes within DSTG.

The Web Project Support Officer will draw on their experience in working with digital projects, as well as their excellent collaborative and stakeholder management skills to:

- Assist in the migration of intranet content from the current DSTG SharePoint site to the new platform. This includes organising, categorising, and ensuring content is current and transitioned across in consultation with the relevant content/page owners and in alignment with project timelines.
- Help produce internal communication materials (e.g., emails, newsletters, intranet announcements) to alert staff about upcoming changes, system updates, and migration milestones.
- Provide administrative support to the project team, including scheduling meetings, coordinating tasks.
- Support the collection of user feedback on the new intranet platform, helping to identify any issues or improvements.

About our Team

The Web Project Support Officer role sits within the Defence Science Communications (DSC) branch within Defence Science and Technology Group (DSTG).

As a multidisciplinary team of trusted communication experts, DSC partners with internal and external stakeholders to produce diverse, dynamic and engaging communications that enables collaboration, shapes attitudes, builds relationships and promotes trust in Defence.

The digital team are the custodians of DSTG's internal and external digital channels, including its public-facing website and Intranet presence, which directly contribute the successful delivery of the overall organisational and DSTG-specific strategies. DSC's mission is to Champion Defence Innovation, Science and Technology (IS&T) through engagement and storytelling.

Our Ideal Candidate

The Web Project Support Officer will use a hands-on approach to managing content migration, assisting with internal communications, and ensuring the smooth implementation of changes within the group.

Additionally, the Web Project Support Officer will have a good level of experience in web content management, particularly with Intranets, and an understanding and appreciation of web standards.

The successful candidate will also have experience in working within multi-disciplinary teams and must work collaboratively and creatively to contribute to the timely delivery of key milestones within the project.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Hamish Dean, 0420 608 139
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=853CE63B-4DC8-3891-72B3-E403245784F7

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Defence

Vacancy VN-0760261

Department of Defence

Closing Date:Thursday 24 July 2025

Security and Estate Group
Service Delivery Division

Job Title	Director Service Delivery - NSW
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Williamtown NSW
Salary	\$139,681 - \$167,659
Future Merit Locations	Sydney, Williamtown
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	SEG/05200/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A1F6A5D2-9C47-324F-0A37-E4035C4BE8F2>

Duties

The Role

The Director Service Delivery (DSD) NSW leads an integrated and regionally devolved workforce responsible for the delivery of base support and estate functions across a geographical region.

The DSD is responsible for the effective integration, coordination and provision of a wide range of estate services across the Defence base estate footprint as well as promoting effective integration and alignment of the regional services to ensure national consistency objectives, innovation reform and group outcomes are delivered.

The position is also an advocate and champion for other APS personnel within the allocated geographical area of their responsibilities including working closely with their peers across the group and broader enablers to support customer centred delivery and national outcomes.

Key responsibilities include reviewing team and business performance, identifying and capitalising on opportunities for continuous improvement and innovation.

About our Team

This key leadership position reports to the Assistant Secretary Regional Services within the Service Delivery Division of the Security and Estate Group. The Director Service Delivery – NSW is one of five Executive Leadership positions that are form the East-West Zone (East-West Zone covers the ACT, NSW, SA and WA regions).

The DSD-NSW is responsible for the geographically dispersed Base, Estate and Environment management teams responsible for the provision of base, office and estate support within NSW. These teams deliver customer focused outcomes through effective, integrated partnerships with senior members of the Australian Defence Force Services, customers, contract partners and other stakeholders. The team work in a dynamic, multifaceted and high tempo environment that brings rewarding challenges and a great sense of purpose.

Our Ideal Candidate

To be effective in this high profile role you will think strategically and work interdependently with other Defence functions, and be a strong team player focused on achieving effective outcomes. This will require highly developed communication and relationship management skills.

The successful candidate will have previously demonstrated:

- A high order of people leadership capability - DSD's are responsible for leading a large and devolved service delivery team within their direct line of responsibility as well as effectively influencing and engaging with our contract partners to support the delivery of effective and integrated services and reforms.
- Effective and well developed stakeholder relationship skills - the ability to foster networks and build strong relationships across organisational boundaries is a critical skill required in this role.
- Capability to effectively drive and embed change and reform in their teams - the ability to influence change and well as embed and drive achieving results through their people.

Your recognized strengths will be:

- Ability to successfully lead and manage geographically dispersed teams, practicing inclusive leadership and collaboration at the team, branch and division levee.
- Have exceptional stakeholder engagement skills.
- Exceptional written and verbal communication skills, including the ability to negotiate and be persuasive.
- Demonstrate resilience and personal accountability for the quality, timeliness and delivery of results.
- Understand the political and strategic environment Defence and the Zones, Branch and Division operate.
- Curiosity, growth mindset and commitment to continuous professional development for both yourself and your teams.

- You will display initiative, good judgement and a positive, proactive approach. You are solutions focused, can ‘think on your feet’ and manage multiple complex and competing priorities in a calm and logical manner.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Jason Armstrong, 0408 419 811
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A1F6A5D2-9C47-324F-0A37-E4035C4BE8F2

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Defence

Vacancy VN-0760269

Department of Defence

Closing Date: Thursday 24 July 2025

Security and Estate Group
Service Delivery Division

Job Title	Security Advisor
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details
Classification	APS Level 6
Position Number	SEG/05649/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C3439003-5C1B-3BC2-3E11-E4035D5FFBDE>

Duties

The Role

The Security Advisor (APS 6) plays a key role in supporting managing security pass office functions and access to Defence properties. Tasks include undertaking auditing and compliance activities, providing technical advice on building access control systems, building access card creation and maintenance and reviewing relevant security policy and administrative procedures and developing instructional documents. The position requires close collaboration with a range of internal and external security stakeholders and Managed Service Providers that support Defence access control arrangements.

About our Team

The Directorate of Security Operations (DSO) is responsible for implementing and enhancing network access control systems across Defence nationally, including developing project plans for the management

of security system capabilities.

The National Pass Office (NPO) within DSO provisions Defence employees with the Defence Common Access Cards (DCAC). The NPO provides advice to all staff enquiries in accordance with the Defence

Security Principles Framework.

The NPO is responsible for the Defence DCAC Portal including portal improvements and Level 2 Help Desk functions. The NPO plays a critical role at planned major exercises during the year for Defence,

providing support and advice on the management of DCACs at major events.

The NPO engages with internal and external stakeholders such as the Physical Access Control System sustainment support team and manages the contract renewal of the Gallagher electronic access control

licence.

Our Ideal Candidate

We are looking for candidates with previous experience managing electronic security systems including Gallagher (or similar), Electronic Access Control, Pass Office functions and the creation and management of building access passes. A general understanding of Australian Government Protective Security Policy Framework.

Duties include:

- Providing and articulating technical and security advice for complex procedural, operational, and business support work within an integrated workforce.
- Working closely with and providing system requirements and operational functionality advice to the Defence Common Access Card (DCAC) portal team and assisting the Physical Access Control System (PACS) support team to ensure Defence's functionality and security requirements.
- Providing professional policy advice for complex work and contribute to strategic planning, program and project development.
- Lead a team and be accountable to set work priorities and manage workflows.
- Stakeholder engagement in relation to complex issues and provide security advice.
- Escalating and coordinating support activities that affect system-related services.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Karen Clarke, 02 6132 7306
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C3439003-5C1B-3BC2-3E11-E4035D5FFBDE

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Defence

Vacancy VN-0760283

Department of Defence

Closing Date:Thursday 24 July 2025

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Program Director
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$139,681 - \$167,659
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 2
Position Number	CASG/05666/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=153B03A8-16B1-A96B-9244-E4035F0CB9A3>

Duties

The Role

Where no two days are the same, Electromagnetic Warfare and Intelligence Systems Land Systems Program Office (EWIS Land SPO) is looking for an experienced, enthusiastic and energised leader who will manage a diverse workforce of project, commercial, engineering and logistics professionals.

In this role, you will be accountable to the SPO Director for the analysis, performance measurement and governance of the Counter Explosive Hazards and Tactical Electronic Warfare Programs managed by the SPO. You will be directly accountable for managing all project, commercial and in-service support to Land Electromagnetic Warfare and Intelligence capabilities ensuring they remain safe and fit for purpose.

Essential to your success will be your ability to lead and draw together the multi-disciplined teams who work in the unit. Key attributes include outcomes-focus, ability to marshal geographically dispersed teams to draw on their specialist contributions and building and maintaining relationships with stakeholders across EWIS Land SPO, Defence and Defence industry. You will demonstrate pride in your ability to problem-solve and responsiveness to changing objectives, pressures, and priorities.

Please note: As a Negative Vetting 2 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. The successful candidates may be able to commence a role with a lower clearance however, failure to attain the NV2 security clearance may necessitate a role change. Please ensure you understand the eligibility requirements for security clearance by visiting AGSVA when considering these positions.

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

EWIS Land SPO is a fast-paced workplace, in an innovative environment, that may be the perfect place for you to make your mark. We pride ourselves in having a positive, collaborative and inclusive workplace which is always striving to be high performing and high achieving. The SPO is responsible for the delivery of two highly complex programs; Counter Explosive Hazards and Tactical Electronic Warfare.

We are comprised of members from various geographic locations and disciplinary backgrounds with diverse skills working together to deliver and support capabilities to the ADF and external Government agencies. This includes Force Protection Electronic Countermeasures, Explosive Ordnance Disposal Robots, Deliberate Route Clearance as well as Tactical Electronic Warfare systems.

Electromagnetic Warfare and Intelligence Systems Branch in Joint Systems Division is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within CASG. We deliver, integrate and sustain intelligence and electromagnetic warfare capabilities into a wide range of air, land and maritime platforms and systems. We have a high performing culture and are faced with complex challenges in our role to defend Australia and its interests.

Our Ideal Candidate

The successful candidate will have a strong and broad understanding across all aspects of the project and product life cycle. They will have the ability to exercise judgement under pressure, an eye for detail, strong analytical skills, well-developed governance skills, applied business and commercial acumen.

As a confident communicator, who is collaborative, attentive and can effectively manage a geographically dispersed team, you will use your demonstrated skills and have a well-developed understanding and working knowledge of all of the following areas:

- Extensive experience in all aspects of project management and/or product management across multiple lifecycle stages including transition into sustainment, obsolescence forecasting and life-of-type analysis.
- Extensive experience spanning commercial acumen, strategic planning, complex stakeholder engagement and negotiation skills.
- A demonstrated experience of managing a budget and the multi-disciplinary workforce required to deliver prioritised outcomes.
- A proven ability to lead a geographically dispersed team to achieve quality outcomes in a high tempo environment.
- A strategic thinker who can demonstrate a high level of understanding of the National Defence Strategy, Integrated Investment Program and related Defence strategies and its impact for the acquisition, delivery and sustainment of capability.
- Highly developed communication skills, self-drive, and initiative with the ability to influence others both up and down the management chain to achieve tasks and business objectives.
- If you are high performing, enjoy stakeholder engagement, and can lead and develop a team to achieve outcomes, this is the job for you!

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Vanessa Lowe, 02 5130 4806
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=153B03A8-16B1-A96B-9244-E4035F0CB9A3

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Defence

Vacancy VN-0760285

Department of Defence

Closing Date: Sunday 27 July 2025

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Project Support 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/05725/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C3EC88D1-F588-BEFC-AEE8-E4035F562459>

Duties

The Role

Land Command, Control, Communications & Computer Systems (LC4S) Branch is seeking a highly motivated and skilled Project Support Officer professional who is able to provide support in delivering business outcomes. Within the Project Management function an APS6 Project Support Officer is accountable under broad direction to perform and achieve complex project support work within an integrated workforce.

They are accountable to ensure they have knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements. An APS 6 Project Support Officer will work independently with the opportunity for reasonable autonomy and accountability for the achievement of outcomes.

They will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures. They will provide detailed project management technical, professional and policy advice in relation to complex work and contribute to strategic planning, program and project management and policy development.

Key responsibilities include:

- Manage a range of project activities and coordinate project inputs in accordance with organisational practices, methods and standards appropriate to the complexity of the project.
- Contribute to the management of schedule, risk, budget and resources, preparation of briefings, submissions, reports and returns relating to the project progress and issues in accordance with organisational requirements.
- Apply professional practices and project management methodologies.
- Identify risks and opportunities and take accountability in planning, decision making and priority setting.
- Work collaboratively with key stakeholders and team members by building effective relationships and participating in group activities.
- Support and contribute to the development of briefs, reports including government submissions documents for delegate and committee consideration.

About our Team

LC4S Branch under Joint Systems Division is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within CASG, delivering and sustaining C4 technology to Army and the Joint Force. The Project Support Officer position is based within Russell Offices Canberra within the LC4S Program Management Office team that provides support to Projects & Products across the Branch.

Our Ideal Candidate

Joint Systems Division within CASG is a world-leading complex enterprise with a heavy dependence on information technology and its personnel. We are not only looking for a competent professional but also a collaborator, contributor, communicator and a team player to be part of our highly integrated workforce.

Personal (interpersonal) skills:

- Outcome focused, highly motivated, organised and proactive team players.
- Well-developed and demonstrated project management skills and ability to contribute to and undertake strategic planning.
- Experienced in developing and implementing work plans, set performance indicators, and review individual, team and business performance, focusing on identifying opportunities for building team capability and continuous improvement.
- Sound initiative and judgement in the interpretation of policy and the application of practice and procedures to ensure it aligns with the strategic objectives.
- Excellent communication skills and proven ability to liaise with various levels of stakeholders in relation to complex issues.
- Experienced in managing teams and harnessing skills across teams to deliver outcomes.
- Values team work and performs well in a diverse and integrated environment.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Petroula Saragas, 02 6212 0894
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C3EC88D1-F588-BEFC-AEE8-E4035F562459

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Defence

Vacancy VN-0760313

Department of Defence

Closing Date:Thursday 24 July 2025

Defence Intelligence Group
Intelligence Capability Division

Job Title	Project Manager - Major Projects
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Wollongong NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Adelaide, Canberra, Wollongong
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DIG/05696/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C3D83A4B-7216-BC4E-9A08-E4035FDB8307>

Duties

The Role

Are you seeking an opportunity to support and enable Defence Intelligence Mission and shape the future of Defence Intelligence Group's (DIG) estate and infrastructure portfolio? Two APS 6 Project Manager vacancies are available to work onsite either in Adelaide, Canberra or Wollongong.

As the DIG Estate project manager you will:

- Use experience to apply project management methodologies to administrative and technical activities.
- Analyse capital investment proposals for estate and infrastructure across the DIG and oversee the implementation of infrastructure projects.
- Provide advice and recommendations on the effective use of the DIG estate in accordance with capability requirements and Defence strategic estate planning initiatives.

About our Team

Effective estate and infrastructure is critical for the Defence Intelligence Group (DIG) to be able to enable its people to deliver Defence capability. The DIG Estate directorate performs the critical interface function between the DIG business units and the Security and Estate Group (SEG) for all property matters.

Our Ideal Candidate

DIG is seeking an experienced and motivated project manager to join the Estate Planning & Property directorate located in Canberra, Adelaide or Wollongong to deliver Estate and infrastructure projects in co-ordination with multiple stakeholders across Defence and the National Intelligence Community.

To be successful in this role you will:

- Be experienced and proficient in project management methodology.
- Be results focused with the ability to work both independently and as part of a team.
- Demonstrate ability to elicit requirements and develop solutions to meet agreed outcomes.
- Have strong written and oral communication including demonstrate interpersonal skills and a proactive attitude to relationship building with relevant stakeholders.
- Be able to work in a fluid environment by remaining flexible, agile and adaptable.
- Possess well-developed analytical and problem-solving skills.
- Demonstrate excellent attention to detail.
- Have the ability to operate with a strategic focus.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Name Withheld, 02 4223 6506
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C3D83A4B-7216-BC4E-9A08-E4035FDB8307

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Defence

Vacancy VN-0760316

Department of Defence

Closing Date:Thursday 31 July 2025

NAVY
Head Navy Engineering

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details
Classification	APS Level 6
Position Number	NAVY/05738/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=75A151CE-F53E-B336-CEC3-E4039922C7BC>

Duties

The Role

The Naval Materiel Seaworthiness Assurance Agency (NMSwAA) works across the depth and breadth of Navy Capability from program inception all the way through to retirement. The APS6 Business Intelligence Officer will support the NMSwAA Officer-in-Charge - Information and Analytics in supporting, maintaining and developing NSMwAA's information analysis capability. They will maintain an up-to-date database of NMSwAA's materiel assurance data, using our online information management system, and analyse it to identify trends and issues across the entire Naval Enterprise.

They will work independently and will exercise initiative to provide detailed data analysis, technical, professional and policy advice regarding complex work and contribute to strategic planning, program and project management and policy development. As part of this work, they will engage with stakeholders within the team and across the naval enterprise to investigate and report on issues. They will also contribute to maintenance and future development of the information management system, and perform a range of business support functions.

About our Team

NMSwAA provides the Chief of Navy with justified confidence that Navy's maritime platforms can deliver the required capability to government. A significant part of our role is appreciating that Navy offers an extensive range of assets in some of the most rapidly developing areas in Defence. Our team, consisting of members from diverse backgrounds and experience, bring together an extensive knowledge and ability base from which we can drive forward our mission.

NMSwAA offers the opportunity to work, contribute and provide the Chief of Navy with risk-based assurance that Seaworthy Materiel is being delivered throughout a mission system's Capability Lifecycle. We offer competitive salary, flexible hours, generous leave, and flexible working arrangements to support work-life balance. We foster a culture of continual career development through professionalisation and training programs. This is an integrated team of Military and APS, with staff currently based in Sydney, Perth, Adelaide and Canberra.

Our Ideal Candidate

A high performing individual will have (or ability to sharpen) the following attributes:

- Ability to understand data architecture and taxonomy and use this knowledge to extract actionable information.
- Ability to acquire bespoke skill-sets and formulate best practice methodologies.
- Contribute to strategic planning, program and project management, providing advice on innovation and business improvement.
- Effectively communicate insight derived from analysis to support decision-making.
- Work effectively in a team by building productive working relationships.
- Willingness to seek clarity on the reasoning of decisions.

Eligibility

Security Clearance:

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

Notes

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

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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	Peter Vi, 02 6192 7706
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=75A151CE-F53E-B336-CEC3-E4039922C7BC

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Defence

Vacancy VN-0760321

Department of Defence

Closing Date:Thursday 24 July 2025

NAVY
Head Navy Engineering

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	NAVY/05740/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=92494F11-86AF-213C-9142-E4039990DBC4>

Duties

The Role

The Naval Materiel Seaworthiness Assurance Agency (NMSwAA) works across the depth and breadth of Navy Capability from program inception all the way through to retirement. The APS5 Business Intelligence Officer will support the NMSwAA Quality Manager in ensuring that NMSwAA's activities are done under a credible and defensible quality management system. They will contribute to development and review of tools and procedures, and gather and analyse data to assure that they are used effectively. They will also contribute to a range of administrative and business support functions, and will have the opportunity to shape the processes for these tasks, which will have a meaningful and lasting impact on the organisation. They will interpret and provide advice within the governance function area based on legislation, policy and procedures. They will undertake research and analysis, conduct reviews, assessments, and investigations and perform procedural, clerical, administrative support work to achieve results.

About our Team

NMSwAA provides the Chief of Navy with justified confidence that Navy's maritime platforms can deliver the required capability to government. A significant part of our role is appreciating that Navy offers an extensive range of assets in some of the most rapidly developing areas in Defence. Our team, consisting of members from diverse backgrounds and experience, bring together an extensive knowledge and ability base from which we can drive forward our mission.

NMSwAA offers the opportunity to work, contribute and provide the Chief of Navy with risk-based assurance that Seaworthy Materiel is being delivered throughout a mission system's Capability Lifecycle. We offer competitive salary, flexible hours, generous leave, and flexible working arrangements to support work-life balance. We foster a culture of continual career development through professionalisation and training programs. This is an integrated team of Military and APS, with staff currently based in Sydney, Perth, Adelaide and Canberra.

Our Ideal Candidate

A high performing individual will have (or ability to sharpen) the following attributes:

- Ability to understand data architecture and taxonomy and use this knowledge to extract actionable information.
- Monitor and report on governance compliance of the quality management system.
- Draft processes, standard operating procedures, work instructions and plans.
- Support internal reporting on key performance indicators, and track actions from recommendations of various activities and report on progress to senior leadership.
- Work effectively in a team by building and sustaining productive working relationships with others.
- Willingness to seek clarity on the reasoning of decisions.
- Ability to acquire bespoke skill-sets and formulate best practice methodologies.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Peter Vi, 02 6192 7706
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=92494F11-86AF-213C-9142-E4039990DBC4

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Defence

Vacancy VN-0760328

Department of Defence

Closing Date:Thursday 24 July 2025

Security and Estate Group
Service Delivery Division

Job Title	Security Advisor
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	SEG/05713/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=BA397E28-7FEA-E17A-656F-E4039A3BD46F>

Duties

The Role

Within the Project Management team, the APS 5 Security Advisor is to work under general direction and exercise judgement with respect to how procedures and guidelines are interpreted and applied. The Security Advisor is to have experience in managing projects and be capable of prioritising and managing tasks, monitoring workflow, and communicating issues that may impact on the work area. The Security Advisor is to demonstrate broad experience working in the areas of electronic and physical security, be a confident communicator, both verbally and in writing. The APS 5 will be required to undertake specialist research and analysis, conduct reviews, assessments and perform procedural, clerical, administrative support work with supervisor guidance to achieve results.

About our Team

The Directorate of Security Operations (DSO) provides physical security services and contracted access

control personnel across the Defence Estate. DSO is responsible for implementing and enhancing network

access control systems across Defence nationally, including developing project plans for the management

of security system capabilities.

The position supports security related projects associated with the National Defence Strategy and Integrated Investment Program.

The position also plays a key role in addressing areas of noncompliance associated with the national

networked Gallagher Electronic Access Control System/s (EACS) and, developing and implementing a

strategic plan to network the EACS at existing and future Defence bases.

Our Ideal Candidate

An APS 5 Security Advisor will demonstrate an ability to develop and maintain internal and external relationships and respond to stakeholder needs and expectations.

The APS 5 should have:

- A well-developed understanding of project management in a security context.
- An ability to provide advice based on sound subject matter knowledge.
- Have a demonstrated ability to work under limited guidance,
- Identify problems or issues and resolve them or raise with management.
- Be capable of exercising judgement, making independent decisions and being accountable for outcomes.
- Be a confident communicator with well-developed written and verbal communication skills.
- Have the ability to target communications to diverse audiences.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Shane Byrne- Smith, 0456 775 111
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BA397E28-7FEA-E17A-656F-E4039A3BD46F

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Defence

Vacancy VN-0760358

Department of Defence

Closing Date: Thursday 07 August 2025

Defence Intelligence Group
Intelligence Capability Division

Job Title	Intelligence People Strategy Advisor
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT, Canberra ACT, Wollongong NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DIG/05765/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=02EF3C71-A313-C3DF-F99B-E4044A1BBBE5>

Duties

The Role

Opportunity exists to join Defence Intelligence Group (DIG) and contribute to supporting Australia's national security and strategic objectives. We are seek motivated people with passion, creativity, good judgement and adaptability to achieve our missions. The positions will drive workforce initiatives that are specific to the Defence Intelligence Enterprise and enable the critical outputs for Defence.

The areas of focus for the roles available in the Intelligence People Function may include, but are not limited to:

- Strategic Workforce Planning to uplift Defence Intelligence Enterprise Workforce.
- Implementation of Defence People System Initiatives.
- Supporting Delivery of Workforce Professionalisation Plan.
- Support Design and Implementation of Workforce Modernisation Activities.

The Intelligence People Strategy Advisor is accountable under broad direction to perform and achieve complex task and activities within an integrated workforce while working to agreed priorities and outcomes that support the Defence Intelligence Enterprise (DIE) workforce initiatives.

About our Team

The successful candidates will have an exciting opportunity to help shape of work of the Directorate and how it can best provide workforce capability functions, in support of DIG and the wider DIE. You will have the opportunity to work as part of a motivated, collaborative, flexible team and engage with key stakeholders across the Group and other parts of the Defence Organisation.

Our Ideal Candidate

The ideal candidate will be highly motivated, well-organised and have strong time management skills. There will be opportunities to nurture the partnerships we have with our stakeholders by advocating for transparency, collaboration and delivery with confidence.

To succeed in this role, applicants will be required to demonstrate:

- High levels of administrative and organisational abilities.
- Behaviours and actions that align with Defence Values and Behaviours.
- Ability to lead a team and contribute to building a cohesive team environment.
- Strategic and critical thinking to navigate ambiguity in a fast-paced environment.
- Display well-developed oral and written communication and time management skills.
- Excellent judgement, problem solving skills and initiative; Excellent Liaison skills.
- Ability to work independently and also be team focused and function in a collaborative environment.
- Ability to handle highly sensitive information in accordance with government security requirements.

The APS 6 Intelligence People Strategic Advisor will be accountable for organising their workflow and making independent decisions relating to their area of responsibility. They will interpret and provide advice within the Intelligence People function based on legislation, policy and procedures. They will undertake specialist research and analysis, conduct reviews, assessments to achieve results.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Name withheld, 02 6192 7769
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=02EF3C71-A313-C3DF-F99B-E4044A1BBBE5

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Defence

Vacancy VN-0760359

Department of Defence

Closing Date:Thursday 24 July 2025

Strategy Policy & Industry
Defence Industry Policy

Job Title	Defence Export Controls Compliance
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$86,887 - \$93,066
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	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	SPI/05742/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=069ACC41-89C6-8232-21F5-E4044A818DF7>

Duties

The Role

The work of the Compliance and Regulation function in Defence is to examine, assess, inspect, monitor and investigate compliance and/or eligibility within applicable legislative, regulatory and policy frameworks. Engage and communicate with stakeholders, including contributing to and participating in, compliance promotion and education initiatives to inform and educate the regulated community on the requirements of relevant legislation and rules. Assess applications for the issue and renewal of licenses and permits, or the payment of financial benefits. Interpret, analyse and evaluate information and data to conduct regulatory, compliance and eligibility risk-based assessments.

Within the Compliance and Regulation function, an APS5 Compliance Assessment Officer is accountable under limited direction to perform and achieve complex compliance or eligibility assessment work within an integrated workforce. They are accountable to have and maintain a well-developed understanding of compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements.

About our Team

Defence Export Controls Branch (DEC) is the Commonwealth regulator responsible for the movement of Defence-related goods, technology and services both within and outside Australia. DEC supports stakeholders from government, industry, higher education and research sectors, and private individuals to meet their obligations under Australia's export control laws. The Regulatory Compliance Directorate's purpose is to promote and measure industry and academia's compliance with Australia's export control laws, and assess, investigate and respond to non-compliance, as required.

Our mission is to deliver a framework introducing an audit and assurance function that measures the rate of compliance, which may be used to identify non-compliance. This is executed through assessment and investigation of suspected non-compliance that have been reported through either voluntary disclosures or referral from other agencies. We engage and collaborate with internal and external stakeholders, such as with the Australian Sanctions Office, Australian Border Force and the Australian Federal Police to monitor, disrupt and in some instance prosecute deliberate non-compliance.

Our Ideal Candidate

Our ideal candidate will preferably have experience in audit work, a can do attitude, and an overall commitment to providing high quality support to deliver best practice policy development.

Traits of people that will thrive in the team include:

- Highly motivated. We want someone who is keen to kick goals and takes the initiative to achieve results.
- Excellent judgement and problem solving skills. You will need these when dealing with complex situations or stakeholders.
- Great at building relationships. There are many different people who have a stake in the outcomes we are trying to achieve,, and you will need to be able to make relationships with them work.
- Good communication skills. We want someone who can write short, sharp and to-the-point, and make sure what they produce makes sense to their target audience.

Things will change, and we want someone who is able to shift their approach and be innovative as required. You will fit best if you are adaptable and resilient in your approach to kicking goals.

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	Andrew Sheargold, 02 5130 4852
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=069ACC41-89C6-8232-21F5-E4044A818DF7

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Defence

Vacancy VN-0760364

Department of Defence

Closing Date:Thursday 24 July 2025

Strategy Policy & Industry
Defence Industry Policy

Job Title	Engagement and Support Outreach Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$86,887 - \$93,066
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	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	SPI/05755/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D57EA131-54C2-8B87-A9B6-E4044AC31472>

Duties

The Role

Defence Export Controls Branch (DEC) is the Commonwealth regulator responsible for the movement of Defence-related goods, technology and services both within and outside Australia. DEC supports stakeholders from government, industry, higher education and research sectors, and private individuals to meet their obligations under Australia's export control laws.

If you are someone who enjoys a challenge and you want to contribute to the future of Defence, we want to hear from you. As an APS 5 Outreach Officer you will work in the Engagement and Support Directorate within Defence Export Controls Branch (DEC). DEC plays a key role in protecting Defence capability by contributing to Australia's counter-proliferation efforts and supporting Australian industry through the timely consideration of export permits.

The right person for this role will be a confident communicator, with an ability to build and sustain stakeholder relationships. They will be responsible for actively managing key stakeholder relationships to meet key business outcomes as required.

DEC is part of the Strategy, Policy, and Industry (SP&I) Group within Defence. SP&I Group is keen to explore opportunities for public servants from all backgrounds. The work of SP&I Group encompasses an array of roles that will enable you to utilise your abilities to the utmost – and develop new ones that will enrich your future prospects. Working within SP&I Group is more than just a job; it offers opportunities over the course of a career to work across diverse national and international security and policy matters of national significance.

About our Team

Outreach plays a pivotal role within the Engagement and Support team of Defence Export Controls (DEC). It is instrumental in driving Defence's strategic engagement objectives domestically, in the region and globally through the meticulous planning and coordination of national and international events. Outreach is also responsible for expanding DEC's global presences, building and maintaining international relationships, and driving initiatives that foster global collaboration.

Our Ideal Candidate

To be successful in this role, you will need to be able to:

- Demonstrate the ability to develop productive relationships with diverse stakeholders;
- Plan, coordinate and deliver online and in-person events;
- Liaise with internal and external stakeholders, including planning exercises and managing sensitivity with professionalism;
- Lead by example and contribute to team cohesion, setting priorities and maintaining high standards of service delivery;
- Demonstrate strategic thinking and problem solving skills;
- Stay adaptable and solutions-focused while supporting operational and organisational needs;
- Work independently with reasonable autonomy and accountability for the achievement of business outcomes; and
- Be accountable for ongoing self-improvement, professional development and active contribution towards business improvements.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

The Department of Defence employs around 18,000 Australian Public Service (APS) employees. Defence APS employees work in a wide variety of critical roles, Australia wide, enabling our three services Navy, Army and Air Force, to do their job. Defence has a range of Australian Public Service (APS) career opportunities that offer interesting, challenging, and unique work. Our workforce includes administrative support, accountants, intelligence analysts, engineers, policy advisors, graphic designers, lawyers, social workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit <https://www.defence.gov.au/jobs-careers>

To Apply

Position Contact	Kymme Flanagan, 02 6249 0102
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D57EA131-54C2-8B87-A9B6-E4044AC31472

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Defence

Vacancy VN-0760372

Department of Defence

Closing Date:Thursday 24 July 2025

Strategy Policy & Industry
Defence Industry Policy

Job Title	Customer Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	SPI/05774/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=60D305FA-1E9C-B71B-5D65-E4044B5EEB26>

Duties

The Role

Defence Export Controls Branch (DEC) is the Commonwealth regulator responsible for the movement of Defence-related goods, technology and services both within and outside Australia. DEC supports stakeholders from government, industry, higher education and research sectors, and private individuals to meet their obligations under Australia's export control laws.

If you are someone who enjoys a challenge and you want to contribute to the future of Defence, we want to hear from you. As an APS 5 Outreach Officer you will work in the Engagement and Support Directorate within Defence Export Controls Branch (DEC). DEC plays a key role in protecting Defence capability by contributing to Australia's counter-proliferation efforts and supporting Australian industry through the timely consideration of export permits.

The right person for this role will be a confident communicator, with an ability to build and sustain stakeholder relationships. They will be responsible for actively managing key stakeholder relationships to meet key business outcomes as required.

DEC is part of the Strategy, Policy, and Industry (SP&I) Group within Defence. SP&I Group is keen to explore opportunities for public servants from all backgrounds. The work of SP&I Group encompasses an array of roles that will enable you to utilise your abilities to the utmost – and develop new ones that will enrich your future prospects. Working within SP&I Group is more than just a job; it offers opportunities over the course of a career to work across diverse national and international security and policy matters of national significance.

About our Team

The Customer Service Support Team (CSS) play a critical role in supporting the Defence Export Controls Branch and our industry partners in submitting export applications, navigating the export control framework and liaising with other teams to give timely guidance on a wide range of enquires from Industry, Academia and the general public. Support is provided via a general enquiries in box, and phone. CSS work closely with the other teams in the Engagement and Support Directorate to achieve business outcomes for the Defence Export Controls Branch and Defence Trade, Regulation and Industrial Collaboration Division.

Our Ideal Candidate

To be successful in this role you will need to be able to:

- Manage a wide variety of activities including answering emails and phone calls from external and internal stakeholders.
- Working independently with reasonable autonomy and accountability for the achievement of business outcomes.
- Prioritise workload under minimal direction.
- Demonstrate and apply the skills, knowledge and experience necessary to provide guidance and service for a range of complex activities.
- Work collaboratively, build and sustain effective relationships and working with Branch business teams.
- Communicate in a clear, concise and articulate manner.
- Be accountable for ongoing self-improvement, professional development and active contribution towards business improvements.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kymme Flanagan, 02 6249 0102
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=60D305FA-1E9C-B71B-5D65-E4044B5EEB26

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Defence

Vacancy VN-0760377

Department of Defence

Closing Date:Thursday 24 July 2025

Strategy Policy & Industry
Defence Industry Policy

Job Title	Senior Auditor / Compliance Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	SPI/05778/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=4B7E184C-639B-ED2B-0C39-E4044BED4897>

Duties

The Role

Within the Regulatory Compliance Directorate, there are numerous roles vacant including as an APS 6 Auditor or as an APS 6 Compliance Assessment Officer.

As an APS 6 Auditor you will work in the Regulatory Compliance Directorate within Defence Export Controls Branch (DEC). DEC plays a key role in protecting Defence capability by contributing to Australia's counter-proliferation efforts and supporting Australian industry through the timely consideration of export permits.

Your role:

- Accountable to conduct audits of programs, processes, systems and functions to provide assurance that export risks facing Defence are addressed and managed.
- Plan, manage and conduct audits of export permit holders within timeframes and in-line with the Defence Export Controls Compliance Framework to achieve the regulatory compliance business objectives of DEC Branch.

- Design audit plans, develop papers and reports, and contribute to the development of audit processes and procedures to achieve audit objectives.
- Apply auditing standards, policies, procedures, strategies to determine appropriate course of action for complex audit activities around export control activities.
- Engage professionally with stakeholders on audit issues in order to provide and obtain information and discuss audit findings with stakeholders.
- Analyse evidence and data, identify audit findings, develop recommendations and contribute to the preparation of papers and reports against audit objectives of identified issues and risk.

As an APS 6 Compliance Assessment Officer you will work in the Regulatory Compliance Directorate within Defence Export Controls Branch (DEC). DEC plays a key role in protecting Defence capability by contributing to Australia's counter-proliferation efforts and supporting Australian industry through the timely consideration of export permits.

Your role:

- Under broad direction, perform complex compliance assessment work, in accordance with applicable legislation, policies and procedures and work to agreed priorities and outcomes.
- Accountable to provide detailed compliance assessment reports outlining outcomes and developing appropriate compliance responses.
- Develop, implement and review compliance assessment and regulatory procedures, practices and frameworks.
- Contribute to the maintenance and review of compliance case management systems.
- Build and sustain effective relationships with team members, management and internal and external stakeholders.
- Research, interpret and provide advice on regulatory compliance obligations based on professional judgement, evaluating risks and in the context of a complex and changing environment.

About our Team

Defence Export Controls Branch (DEC) is the Commonwealth regulator responsible for the movement of Defence-related goods, technology and services both within and outside Australia. DEC supports stakeholders from government, industry, higher education and research sectors, and private individuals to meet their obligations under Australia's export control laws. The Regulatory Compliance Directorate's purpose is to promote and measure industry and academia's compliance with Australia's export control laws, and assess, investigate and respond to non-compliance, as required.

Our mission is to deliver a framework introducing an audit and assurance function that measures the rate of compliance, which may be used to identify non-compliance. This is executed through assessment and investigation of suspected non-compliance that have been reported through either voluntary disclosures or referral from other agencies. We engage and collaborate with

internal and external stakeholders, such as with the Australian Sanctions Office, Australian Border Force and the Australian Federal Police to monitor, disrupt and in some instance prosecute deliberate non-compliance.

Our Ideal Candidate

Our ideal candidate will preferably have experience in audit work, a can do attitude, and an overall commitment to providing high quality support to deliver best practice policy development.

Traits of people that will thrive in the team include:

- Highly motivated. We want someone who is keen to kick goals and takes the initiative to achieve results.
- Excellent judgement and problem solving skills. You will need these when dealing with complex situations or stakeholders.
- Great at building relationships. There are many different people who have a stake in the outcomes we are trying to achieve, and you will need to be able to make relationships with them work.
- Good communication skills. We want someone who can write short, sharp and to-the-point, and make sure what they produce makes sense to their target audience.

Things will change, and we want someone who is able to shift their approach and be innovative as required. You will fit best if you are adaptable and resilient in your approach to kicking goals.

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	Andrew Sheargold, 02 5130 4852
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4B7E184C-639B-ED2B-0C39-E4044BED4897

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Education

Vacancy VN-0760514

Australian Research Council

Closing Date: Thursday 24 July 2025

Corporate and Enabling Services Governance and Corporate Reporting

Job Title	Assistant Director, Governance and Corporate Reporting
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$119,401 - \$128,580
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 negotiated with the successful candidate
Classification	Executive Level 1
Position Number	ARC25-015
Agency Website	www.arc.gov.au

Job Description

<https://candidate.aurion.cloud/arescoun/production/redirect/to/dmFjYW5jaWVzLzI5MTI2MTg0NDQ3OTc3OTk-Ms!>

About the Position

The Assistant Director position works within the Governance and Corporate Reporting team and is responsible for managing and delivering a range of the agencies corporate reporting requirements, including:

- ARC Corporate plan
- ARC Annual Report
- Annual performance statements and performance measure development and reporting
- Portfolio budget statements
- Branch Plans and operational reporting
- ARC's planning and reporting framework.
- Assisting with other governance requirements as required such as internal audit and risk management.

Duties

Duties and Tasks

The Governance and Corporate Reporting Section is seeking an Assistant Director with experience or knowledge in corporate reporting and governance, or the ability to quickly gain this knowledge, to join the team. The role will include a range of governance activities, including:

- Plan and manage the drafting of the annual report, corporate plan, operational report, annual performance and portfolio budget statements.
- Develop and administer performance measures for corporate reporting in line with the Public Governance, Performance and Accountability Act 2013 (PGPA Act).
- Provide high quality advice to Directors and Senior Leadership regarding the work of the team, including preparing highly complex written briefings and reports, drafting Ministerial briefs and providing input to parliamentary requests.
- Consult and collaborate with staff from across the ARC.
- Manage the planning and reporting framework and other supporting documents.
- Effectively manage a small team to achieve deliverables and grow employee capabilities.
- Assist with a range of other governance related activities (e.g. risk and audit) and administering the ARC's governance and risk enterprise system.

Required Skills and Knowledge

Skills and knowledge required for this role:

- The ability to lead and successfully manage projects by developing clear plans to appropriately scope the required resources and timeframes to accomplish outcomes and confidently manage any issues that arise.
- Ability to identify and respond to strategic and legislative opportunities and challenges in an evolving environment.
- Proven ability to deliver highly clear, strategic written documents that meet stakeholder needs.
- Excellent judgement, strong attention to detail and an ability to manage multiple priorities and respond flexibly in a constantly changing work environment.
- High level relationship management skills, with the ability to build and sustain strong networks and relationships within the agency and external stakeholders.
- Demonstrated ability to motivate, guide and develop staff for high performance.
- Strong research and analytical skills, including the ability to collate and interpret highly complex information.
- Ability to understand the ARC's role in the Australian research landscape and the associated strategic direction and priorities of the Agency.

Our Ideal Candidate

We are looking for a collaborative leader with excellent organisational and communication skills and an interest and/or experience in corporate reporting and governance.

You can be entrusted to make sound judgment calls, work with a broad range of stakeholders, and can perform your role with a high degree of accuracy.

You will have personal drive, agility, and the ability to think quickly and respond positively in an environment of change while managing both your work and that of your team's effectively.

What you'll gain from the experience

You will have an opportunity to lead the crafting and development of key ARC corporate and governance documents, working with stakeholders across all areas of the agency, including with senior executives. You will build upon your understanding of legislative requirements, including the PGPA Act, enhancing your communications skills, while applying strategic planning and thinking to these important documents.

About our Team

The Governance and Corporate Reporting Section sits within the Corporate and Enabling Services Branch of the ARC, and is responsible for managing and delivering a range of the ARC's governance and corporate reporting requirements. We are a friendly and diverse team who work closely together and cooperatively across the agency. We enjoy delivering high quality products, whilst embracing innovative solutions and methods in achieving our goals and those of the ARC.

Diversity and Inclusion

We welcome applications from candidates with diverse backgrounds including but not limited to; Aboriginal and Torres Strait Islander peoples, people who identify as LGBTIQ+, people with a disability, and people from a culturally and linguistically diverse background.

The ARC expects all staff to understand workplace diversity, workplace participation, a safe working environment and access and equity principles, and to promote these principles in the development and implementation of policies and programs.

Eligibility

- Must be an Australia citizen
- Undergo ID Verification Check
- Undergo Criminal History Check

Notes

About the Australian Research Council

The ARC is a non-corporate Commonwealth entity established under the Australian Research Council Act 2001 (ARC Act), located within the Australian Government's Education portfolio, and reporting to the Minister for Education. The ARC is a vital component of Australia's innovation and research system. It plays an integral role in supporting the research sector to produce excellent and impactful research for Australia's economic, social, environmental and cultural benefit through the delivery of the NCGP. The NCGP funds excellent pure basic, strategic basic and applied research in all disciplines except medical research. The ARC's broader remit includes the provision of high-quality research policy advice to the Australian Government, supporting research integrity and promoting ethical research, evaluating the excellence, impact and depth of Australian research and expanding Indigenous Australian knowledge systems. It also facilitates partnerships between researchers and industry, government, community organisations and the international community.

To Apply

Position Contact	Xin Hou, (02) 6287 6672
Agency Recruitment Site	https://candidate.aurion.cloud/arescoun/production/redirect/to/dmFjYW5jaWVzLzI5MTI2MTg0NDQ3O

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Education

Vacancy VN-0760476

Department of Education

Closing Date:Thursday 24 July 2025

Programs and Student Experience
Gender-based Violence Reform Strategy and Regulatory Enforcement

Job Title	Director, Strategy and Regulatory Enforcement
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	\$147,352 - \$176,877
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 2
Position Number	25/0373
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

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

The Gender-based Violence Reform Branch is seeking experienced, passionate and driven individuals to join us in various roles, supporting the establishment of the Branch and spearheading transformative change across the higher education sector. The Branch's mission is to ensure that higher education providers are safe for all students and staff, and that they are effectively preventing and responding to gender-based violence (GBV).

Central to this effort is the establishment of the National Code to Prevent and Respond to GBV, a new regulatory framework designed to embed accountability, drive cultural change, and promote effective responses. Under the Code, higher education providers will be required to respond to GBV in a way that prioritises the wellbeing of students and staff and actively address the factors that drive GBV.

The **Director, Strategy and Regulatory Enforcement** will drive a proactive, evidence-informed, and outcomes-focused regulatory approach that promotes safety, accountability, and cultural change in tertiary institutions. This critical leadership role will drive regulatory influence, shape strategic regulatory approaches and drive legal enforcement activities to ensure providers comply with their responsibilities to create safe, inclusive, and respectful learning environments. The

Director will drive the strategic review, analysis and advice on the application and impact of the National Code and connect broader policy objectives for transformational change to address gender-based violence.

Duties

In this role, your responsibilities will include the following:

- Leading the design, implementation, and evolution of the regulatory strategy to address GBV in higher education, aligned with national policy and legislative objectives.
- Defining clear regulatory expectations for prevention, response, and institutional governance in line with evidence-based practice.
- Providing high-level strategic advice to the Executive on emerging risks, legal trends, and opportunities.
- Interpreting complex legislation and regulatory instruments, translating them into actionable regulatory strategies and advice.
- Collaborating with legal counsel and external regulators to ensure consistent legal and regulatory enforcement across jurisdictions.
- Undertaking horizon scanning and regulatory foresight to identify emerging trends, risks, and opportunities relevant to the regulatory remit.
- Engaging with key stakeholders including government agencies, peak bodies, and institutions to drive reform and shape the future of GBV regulation.
- Facilitating an inclusive and positive team culture, provide strong leadership, and support team members in enhancing their capability and professional development, while ensuring employee engagement and wellbeing.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the Public Service Act 1999 including:

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

About the Department of 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	Larissa Hinds, (02) 6121 5790
Agency Recruitment Site	https://education.nga.net.au/?AudienceTypeCode=EXT-EDU

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Education

Vacancy VN-0760479

Department of Education

Closing Date:Thursday 24 July 2025

Programs and Student Experience
Gender-based Violence Reform Regulatory Operations

Job Title	Director, Regulatory Operations (EL2)
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement
Classification	Executive Level 2
Position Number	25/0374
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

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

The Gender-based Violence Reform Branch is seeking experienced, passionate and driven individuals to join us in various roles, supporting the establishment of the Branch and spearheading transformative change across the higher education sector. The Branch's mission is to ensure that higher education providers are safe for all students and staff, and that they are effectively preventing and responding to gender-based violence (GBV).

Central to this effort is the establishment of the National Code to Prevent and Respond to GBV, a new regulatory framework designed to embed accountability, drive cultural change, and promote effective responses. Under the Code, higher education providers will be required to respond to GBV in a way that prioritises the wellbeing of students and staff and actively address the factors that drive GBV.

The **Director, Regulations Operations** is responsible for leading the establishment and delivery of an effective regulatory scheme that will drive positive change to prevent and reduce gender-based violence in the higher education sector. The role will develop and oversee regulatory operations, ensuring good regulatory practice and effective management of risk. The role will work part of a collaborative team to support delivery of the regulatory strategy for the National Code.

Duties

In this role, your responsibilities will include the following:

- Leading the development and implementation of the regulatory operating model for the regulatory function, including compliance and enforcement policy and operating policies and procedures.
- Providing strategic and operational leadership, including setting priorities, mentoring staff, managing performance, and supporting a safe and healthy workplace.
- Leading regulatory operations, applying delegated powers in line with legislative mandates and applying precedent, policy, procedures and guidelines to situations involving a high level of complexity and sensitivity.
- Developing and maintaining strong stakeholder relationships, working collaboratively with internal teams, fellow regulators, and external partners.
- Overseeing intelligence, audit, and quality control programs, managing risk, assessing threats, and ensuring operational consistency through clear policies and procedures.
- Delivering expert advice and high-quality outputs, including briefs, reports, and regulatory guidance to support executive decision-making and sector compliance with the National Code.
- Driving strategic initiatives and continuous improvement, including planning and implementing priorities, reviewing prevention and response plans, and contributing to policy development in complex and sensitive contexts.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the Public Service Act 1999 including:

- **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.
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To Apply

Position Contact	Larissa Hinds, (02) 6121 5790
Agency Recruitment Site	https://education.nga.net.au/?AudienceTypeCode=EXT-EDU

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Education

Vacancy VN-0760483

Department of Education

Closing Date:Thursday 24 July 2025

Programs and Student Experience
Gender-based Violence Reform Education and Engagement

Job Title	Director, Education and Engagement (EL2)
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement
Classification	Executive Level 2
Position Number	25/0375
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

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

The Gender-based Violence Reform Branch is seeking experienced, passionate and driven individuals to join us in various roles, supporting the establishment of the Branch and spearheading transformative change across the higher education sector. The Branch's mission is to ensure that higher education providers are safe for all students and staff, and that they are effectively preventing and responding to gender-based violence (GBV).

Central to this effort is the establishment of the National Code to Prevent and Respond to GBV, a new regulatory framework designed to embed accountability, drive cultural change, and promote effective responses. Under the Code, higher education providers will be required to respond to GBV in a way that prioritises the wellbeing of students and staff and actively address the factors that drive GBV.

The **Director, Education and Engagement** will lead the development and delivery of education, engagement, and capacity-building strategies to support the implementation of a new national regulatory scheme to prevent and respond to gender-based violence (GBV) in the higher education sector. The role is central to driving system-wide cultural change through sector engagement, awareness-building, and the promotion of evidence-based best practice in prevention and response. Working across higher education providers, this role ensures institutions understand their obligations under the National Higher Education Code to Prevent and Respond to Gender-based Violence (the National Code).

Duties

In this role, your responsibilities will include the following:

- Leading strategic development and implementation of education and engagement initiatives to support implementation of the National Code across the higher education sector.
- Promoting best practice approaches to prevention and response, ensuring strategies are inclusive, trauma-informed, and informed by lived experience.
- Providing expert and strategic advice to the Executive on engagement risks, opportunities, and GBV initiatives.
- Developing clear regulatory guidance and oversee forums, communities of practice, and learning events to build sector capability and shared accountability.
- Collaborating across teams to ensure engagement insights inform regulatory strategy, risk assessment, and continuous improvement.
- Facilitating an inclusive and positive team culture, provide strong leadership, and support team members in enhancing their capability and professional development, while ensuring employee engagement and wellbeing.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the Public Service Act 1999 including:

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

About the Department of 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	Larissa Hinds, (02) 6121 5790
Agency Recruitment Site	https://education.nga.net.au/?AudienceTypeCode=EXT-EDU

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Social Services

Vacancy VN-0760411

National Disability Insurance Agency

Closing Date: Sunday 27 July 2025

National Contact Centre

Job Title	APS4 National Contact Centre Service Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD
Salary	\$76,737 - \$85,174
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 4
Position Number	1953_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

Are you looking for a new role where you can make a difference and further develop your customer service skills? Look no further! These roles are an exciting and rewarding opportunity to join our National Contact Centre (NCC), a critical function of the NDIA! We have multiple opportunities to join the NDIA as an APS4 Service Officer within NDIA's NCC.

The NCC is the primary communication channel for people to contact the NDIS. The NCC responds to telephone, email and webchat enquiries from NDIS participants, prospective participants, providers, organisations and the general public. This role presents a great opportunity to represent the NDIA and work with the community to ensure the successful delivery of NDIA services.

We have multiple APS4 NCC Service Officer positions available in our NCC location of QLD - Robina.

The NCC operates between 8am and 8pm Monday to Friday excluding Public Holidays. This role involves a flexible mix of inbound and outbound calls, email processing and Webchat, requiring you to work rotating shift patterns of 7.5 hours per day, Monday to Friday. Shift preferences can be requested and may be granted depending on business needs.

Duties

As an APS4 National Contact Centre Service Officer, you will play a vital role in providing exceptional customer service and support to those who contact the NDIS National Contact Centre. Your efforts will contribute to the NDIA's objectives to create a world-class National Disability Insurance Scheme, and you will have the opportunity to positively impact the lives of many individuals and their families.

To be successful in this role we are looking for candidates that can demonstrate:

- Empathy and patience while communicating with callers
- Previous call centre and customer service experience
- Effective communication skills when under pressure
- A willingness to put the participants at the heart of everything they do

Eligibility

The ideal candidate will have a background working within a contact centre or service delivery environment, with the ability to handle sensitive and personal information with utmost integrity. You will be able to work collaboratively within a team and foster a positive work culture and environment.

To join our team, you will have:

- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Nicole Moore, 07 5501 6932
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760412

National Disability Insurance Agency

Closing Date: Sunday 27 July 2025

National Contact Centre

Job Title	APS4 National Contact Centre Service Officer (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 4
Position Number	1953_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

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The NCC is the primary communication channel for people to contact the NDIS. The NCC responds to telephone, email and webchat enquiries from NDIS participants, prospective participants, providers, organisations and the general public. This role presents a great opportunity to represent the NDIA and work with the community to ensure the successful delivery of NDIA services.

We have multiple APS4 NCC Service Officer positions available in our NCC location of QLD - Robina.

The NCC operates between 8am and 8pm Monday to Friday excluding Public Holidays. This role involves a flexible mix of inbound and outbound calls, email processing and Webchat, requiring you to work rotating shift patterns of 7.5 hours per day, Monday to Friday. Shift preferences can be requested and may be granted depending on business needs.

Duties

As an APS4 National Contact Centre Service Officer, you will play a vital role in providing exceptional customer service and support to those who contact the NDIS National Contact Centre. Your efforts will contribute to the NDIA's objectives to create a world-class National Disability Insurance Scheme, and you will have the opportunity to positively impact the lives of many individuals and their families.

To be successful in this role we are looking for candidates that can demonstrate:

- Empathy and patience while communicating with callers
- Previous call centre and customer service experience
- Effective communication skills when under pressure
- A willingness to put the participants at the heart of everything they do

Eligibility

The ideal candidate will have a background working within a contact centre or service delivery environment, with the ability to handle sensitive and personal information with utmost integrity. You will be able to work collaboratively within a team and foster a positive work culture and environment.

To join our team, you will have:

- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

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

requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Nicole Moore, 07 5501 6932
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760413

National Disability Insurance Agency

Closing Date:Sunday 27 July 2025

National Contact Centre

Job Title	APS4 National Contact Centre Service Officer (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 4
Position Number	1953_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

Are you looking for a new role where you can make a difference and further develop your customer service skills? Look no further! These roles are an exciting and rewarding opportunity to join our National Contact Centre (NCC), a critical function of the NDIA! We have multiple opportunities to join the NDIA as an APS4 Service Officer within NDIA's NCC.

The NCC is the primary communication channel for people to contact the NDIS. The NCC responds to telephone, email and webchat enquiries from NDIS participants, prospective participants, providers, organisations and the general public. This role presents a great opportunity to represent the NDIA and work with the community to ensure the successful delivery of NDIA services.

We have multiple APS4 NCC Service Officer positions available in our NCC location of QLD - Robina.

The NCC operates between 8am and 8pm Monday to Friday excluding Public Holidays. This role involves a flexible mix of inbound and outbound calls, email processing and Webchat, requiring you to work rotating shift patterns of 7.5 hours per day, Monday to Friday. Shift preferences can be requested and may be granted depending on business needs.

Duties

As an APS4 National Contact Centre Service Officer, you will play a vital role in providing exceptional customer service and support to those who contact the NDIS National Contact Centre. Your efforts will contribute to the NDIA's objectives to create a world-class National Disability Insurance Scheme, and you will have the opportunity to positively impact the lives of many individuals and their families.

To be successful in this role we are looking for candidates that can demonstrate:

- Empathy and patience while communicating with callers
- Previous call centre and customer service experience
- Effective communication skills when under pressure
- A willingness to put the participants at the heart of everything they do

Eligibility

The ideal candidate will have a background working within a contact centre or service delivery environment, with the ability to handle sensitive and personal information with utmost integrity. You will be able to work collaboratively within a team and foster a positive work culture and environment.

To join our team, you will have:

- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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

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

requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Nicole Moore, 07 5501 6932
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760429

National Disability Insurance Agency

Closing Date:Sunday 27 July 2025

National Contact Centre

Job Title	APS3 National Contact Centre Service Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD, Midland WA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 3
Position Number	1952_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

Are you looking for a new role where you can make a difference and further develop your customer service skills? Look no further! These roles are an exciting and rewarding opportunity to join our National Contact Centre (NCC), a critical function of the NDIA! We have multiple opportunities to join the NDIA as an APS3 Service Officer within NDIA's NCC.

The NCC is the primary communication channel for people to contact the NDIS. The NCC responds to telephone, email and webchat enquiries from NDIS participants, prospective participants, providers, organisations and the general public. This role presents a great opportunity to represent the NDIA and work with the community to ensure the successful delivery of NDIA services.

We have multiple APS3 NCC Service Officer positions available in our NCC locations WA - Midland and QLD - Robina.

The NCC operates between 8am and 8pm Monday to Friday excluding Public Holidays. This role involves a flexible mix of inbound and outbound calls, email processing and Webchat, requiring you to work rotating shift patterns of 7.5 hours per day, Monday to Friday. Shift preferences can be requested and may be granted depending on business needs.

Duties

As an APS3 National Contact Centre Service Officer, you will play a vital role in providing exceptional customer service and support to those who contact the NDIS National Contact Centre. You will contribute to the NDIAs objectives to create a world-class National Disability Insurance Scheme and have the opportunity to positively impact the lives of many individuals and their families.

To be successful in this role we are looking for candidates that can demonstrate:

- Empathy and patience while communicating with members of the public
- Previous call centre and/or customer service experience
- High-level verbal and written communication skills
- A commitment to providing excellent outcomes for our participants and partners

Eligibility

The ideal candidate will have a background working within a contact centre or service delivery environment, with the ability to handle sensitive and personal information with utmost integrity. You will be able to work collaboratively within a team and foster a positive work culture and environment.

To join our team, you will have:

- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, WA - Midland, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Natalie Hines, 07 5502 4082
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760430

National Disability Insurance Agency

Closing Date:Sunday 27 July 2025

National Contact Centre

Job Title	APS3 National Contact Centre Service Officer (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD, Midland WA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 3
Position Number	1952_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

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We have multiple APS3 NCC Service Officer positions available in our NCC locations WA - Midland and QLD - Robina.

The NCC operates between 8am and 8pm Monday to Friday excluding Public Holidays. This role involves a flexible mix of inbound and outbound calls, email processing and Webchat, requiring you to work rotating shift patterns of 7.5 hours per day, Monday to Friday. Shift preferences can be requested and may be granted depending on business needs.

Duties

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- Empathy and patience while communicating with members of the public
- Previous call centre and/or customer service experience
- High-level verbal and written communication skills
- A commitment to providing excellent outcomes for our participants and partners

Eligibility

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- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, WA - Midland, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

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

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To Apply

Position Contact	Natalie Hines, 07 5502 4082
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760431

National Disability Insurance Agency

Closing Date: Sunday 27 July 2025

National Contact Centre

Job Title	APS3 National Contact Centre Service Officer (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Robina QLD, Midland WA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 3
Position Number	1952_07/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

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Duties

As an APS3 National Contact Centre Service Officer, you will play a vital role in providing exceptional customer service and support to those who contact the NDIS National Contact Centre. You will contribute to the NDIAs objectives to create a world-class National Disability Insurance Scheme and have the opportunity to positively impact the lives of many individuals and their families.

To be successful in this role we are looking for candidates that can demonstrate:

- Empathy and patience while communicating with members of the public
- Previous call centre and/or customer service experience
- High-level verbal and written communication skills
- A commitment to providing excellent outcomes for our participants and partners

Eligibility

The ideal candidate will have a background working within a contact centre or service delivery environment, with the ability to handle sensitive and personal information with utmost integrity. You will be able to work collaboratively within a team and foster a positive work culture and environment.

To join our team, you will have:

- A positive contemporary attitude to people with a disability, whilst promoting inclusion and diversity
- A willingness to work within a team environment
- Attention to detail with the ability to learn new processes

Notes

While this role is ideally performed from QLD - Robina, WA - Midland, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Natalie Hines, 07 5502 4082
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760473

National Disability Insurance Agency

Closing Date:Wednesday 23 July 2025

Strategic Communications Division
Platform and Channels Branch Foundational Communications

Job Title	NDIA EL1 Assistant Director Communications
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Surry Hills NSW, Brisbane QLD, Geelong VIC, Richmond VIC
Salary	\$120,530 - \$131,919
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	May consider remote working arrangements
Classification	Executive Level 1
Position Number	1801_06/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

Our participants, Our people, Our purpose

Currently, there are around 5.5 million Australians with a disability. The National Disability Insurance Agency (NDIA) implements the National Disability Insurance Scheme (NDIS), which is one of the biggest social reforms in the country since Medicare. As an Agency, we support more than 717,000 participants with a significant and permanent disability, and the families and carers of those living with disability. For many Australians, this will be the first time they receive the disability support they need. The NDIA is designed to enhance the quality of life and increase economic and social participation for people with disability and will mean a peace of mind for every Australian.

A new role awaits

We have EL1 roles available in the Agency's Foundational and Project Communications teams within the Strategic Communications Division.

The Foundational Communications team is responsible for championing simple, clear and consistent communications with an audience-led, content design approach. Here, innovation and inclusivity go hand in hand. This creates a dynamic environment where diverse ideas and perspectives are key to our mission. Our team's culture is a highlight for our staff members. You

will enjoy a culture of continuous learning and collaboration. Your work directly contributes to enhancing the lives of Australians with disability.

The Project Communications team supports participants through significant changes, ensuring they feel empowered, informed and confident in navigating the NDIS. We ensure communications are shaped with, and for, participants, reflecting preferences and lived experience. We drive continuous improvement to enhance communication, with a focus on accessibility, relevance and community needs.

The Foundational and Project Communications teams are a place where your communications skills and passion for social impact can flourish. This makes every day at work both challenging and rewarding.

Duties

Where you can add value

Duties of the Role may include but not limited to:

- Providing leadership, planning, resource management, performance management and decision making for the team.
- Providing high-level strategic communications advice and overseeing the development and execution of communications plans.
- Managing key internal and external stakeholder relationships, representing and negotiating on behalf of Strategic Communications to advance the NDIA's interests across a range of forums. For example, attendance at internal multidisciplinary team (MDT) meetings.
- Drafting and reviewing content (with team and stakeholders) in line with content design principles and content governance framework. Developing content maintenance plan and supporting website and content redevelopment project.
- Managing the Agency's catalogue of national products, including content design, review, printing, accessible formats, warehousing and ordering.

Enough about us, let's talk about you

Our ideal candidate will have:

- Experience in an equivalent team leadership position
- Experience in government/sector communications desirable
- Understanding of content design
- Experience in writing and editing accessible web copy and written products
- Experience in change and project management
- Familiarity with the Australian Government Style Manual

Eligibility

Your NDIA Experience

We work as one team. We are accepting, diverse and driven. We take a shared approach to making progress. We welcome and support each other and encourage different ideas, insights

and opinions. We empower and enable each other to be our best. We collaborate, connect and work together to create a workplace that makes us proud. And while we're based far and wide across the country, we make sure nobody feels they are out on their own.

- Access to higher superannuation and above market leave entitlements
- Competitive remuneration and working conditions that support a positive work life balance
- Work for an agency where you will enjoy a socially diverse and inclusive culture

While this role is ideally performed from Surry Hills NSW, Brisbane QLD, Geelong and Richmond VIC, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

Applications for this role close on Wednesday 23 July 2025, 11.30pm AEST

Notes

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Cath Coad, 0408 039 931
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760520

National Disability Insurance Agency

Closing Date: Wednesday 23 July 2025

Board Ministerial and Parliamentary Division
Board Secretary Ministerial and Parliamentary Branch Ministerial and
Parliamentary

Job Title	EL1 Ministerial and Parliamentary
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Deakin ACT
Salary	\$120,530 - \$131,919
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Working from home arrangements can be discussed with your line manager.
Classification	Executive Level 1
Position Number	1489_05/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Ministerial and Parliamentary Branch has a new and exciting opportunity within the branch as EL1 Assistant Director - Ministerial and Parliamentary.

The Ministerial and Parliamentary teams are exceptional to work with, as we take on the vital role of managing and nurturing the NDIA's relationship with the Minister for Health, Disability and Ageing and the Minister for the NDIS and their offices, as well as leading the Agency on Parliamentary matters. The opportunity to work closely with Ministers is a privilege and an exciting part of an Australian Public Service (APS) career. The partnership between a Minister, their staff and the APS is a critical part of Australia's democracy.

Ministers and their staff and the APS work in different, but complementary, operating environments. Each Minister and their staff work differently, but awareness of underlying principles will contribute towards a productive and trusting relationship between them and the APS.

Duties

Where you can add value

Parliamentary and Ministerial (PM) provide coordination and support services as well as advice on ministerial and parliamentary protocols to the ministerial offices, the NDIA Executive and staff. Your responsibilities may include but are not limited to:

- Providing timely, objective and strategic advice and guidance on matters relating to parliamentary and ministerial processes.
- Leading a small team of 1-3 people, including managing day-to-day tasks and providing coaching and mentoring to support their capability development.
- Managing ministerial correspondence and submissions; senate estimates and question time briefs; other briefing material to support the NDIA executive and Minister.
- Managing the Senate Estimates and parliamentary committee coordination process, including hearing preparations and post-hearing activities
- Managing and coordinating regular updates on the status of parliamentary inquiry action plans and government responses.

Enough about us, let's talk about you

We are seeking an enthusiastic, visionary leader with a proven track record in public service and experience in ministerial or parliamentary. The ideal candidate will possess exceptional communication and interpersonal skills, demonstrating the ability to engage and inspire diverse stakeholders. Ideally you will have a strategic lens and the ability to identify opportunities and risks, as well as a commitment to building the capability of your team. Conceptual and analytical skills and the ability to succinctly explain complex issues will contribute to your success in the role.

Eligibility

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

Notes

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

About the National Disability Insurance Agency

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To Apply

Position Contact	Renee Barter, 0428 466 046
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0760522

National Disability Insurance Agency

Closing Date:Friday 25 July 2025

Chief Financial Officer Division
Budget Management Strategy Support External Budgets and Costings

Job Title	APS6 Finance Officer - External Budgets (Professional Stream)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Deakin ACT, Surry Hills NSW
Salary	\$100,215 - \$106,950
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible working arrangements may be considered.
Classification	APS Level 6
Position Number	1777_06/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

Our participants, Our people, Our purpose

Currently, there are around 5.5 million Australians with a disability. The National Disability Insurance Agency (NDIA) implements the National Disability Insurance Scheme (NDIS), which is one of the biggest social reforms in the country since Medicare. As an Agency, we support more than 717,000 participants with a significant and permanent disability, and the families and carers of those living with disability. For many Australians, this will be the first time they receive the disability support they need. The NDIA is designed to enhance the quality of life and increase economic and social participation for people with disability and will mean a peace of mind for every Australian.

Your NDIA Experience

We work as one team. We are accepting, diverse and driven. We take a shared approach to making progress. We welcome and support each other and encourage different ideas, insights and opinions. We empower and enable each other to be our best. We collaborate, connect and work together to create a workplace that makes us proud. And while we're based far and wide across the country, we make sure nobody feels they are out on their own.

- You will work for a socially inclusive and culturally diverse workplace, that is making a meaningful impact to the lives of more than 600,000 Australians.
- Access to higher superannuation and above market leave entitlements
- Competitive remuneration and working conditions that support a positive work life balance
- Access to ongoing professional development and learning

Duties

A new role awaits

The NDIA's Budget Management Strategy Support Branch is seeking an APS6 Finance Officer to join their External Budget and Costings team.

The External Budget and Costings team is responsible for the development and management of the agency's external budget and new policy proposal costing activities in the Agency. The team is the primary point of liaison for the Agency on external budget matters with other Commonwealth Government Agencies, notably the Department of Finance, the Department of Social Services and the Department of Health and Aged Care.

This role is within the professional job stream and the APS6 Finance Officer must possess relevant academic qualifications.

Where you can add value

The APS6 Finance Officer will contribute to team responsibilities including the calculation and entry of budget estimates, liaising across the Agency and with external agencies on new policy proposals, and preparation of the Agency's external budget documentation (Portfolio Budget Statements).

Responsibilities of the role may include:

- Preparation and execution of external budget and reporting activities, including preparation of reporting to the Department of Finance.
- Updating annual estimates and monthly profiles in alignment with Government's budget processes - including accurate input into the Central Budget Management System (CBMS).
- Preparation of New Policy Proposal costings
- Participating in liaison and negotiation with the Departments of Finance, Social Services, and other external stakeholders as required on budget related matters.
- Developing team operating procedures and user guides, and working flexibly across the finance function as required.

Enough about us, let's talk about you

The ideal candidate will have strong technical accounting skills with the ability to extract, analyse, and interpret data. They will be able to present key findings and recommendations to stakeholders and manage positive relationships across Agency and inter-Agency teams.

They will demonstrate the capacity to work with independence to achieve established priorities, quality outcomes, and work area and Agency goals.

Advanced Excel and use of SAP and CBMS systems would be an advantage.

This position is within the professional job stream and the officer must possess relevant academic qualifications with membership of Chartered Accountants Australia and New Zealand (CA), Certified Practicing Accountants (CPA) or other equivalent professional finance bodies (or holding equivalent finance related post graduate qualifications).

Eligibility

- Successful candidates will be required to undergo a pre-employment National Police History check, and provide evidence of Australian Citizenship. Failure to do so may jeopardise your offer of employment.
- Dependent on the role the appropriate Working with Children / Working with Vulnerable People check may be required as per State/Territory legislation. In addition to these checks, a Worker Screening Check issued by the relevant State/Territory worker screening unit will also be required for any role for which the normal duties are likely to require more than incidental contact with people with disability.

Notes

- This position will be offered as ongoing or non-ongoing.
- If the position is offered as non-ongoing, this will be for a specified term of up to 12 months, with the possibility of extension up to two years.
- Should a non-ongoing position become ongoing, then a merit list established through this selection process may be used to fill the vacancy on an ongoing basis.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Amanda Phillips, 03 8416 1767
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Treasury

Vacancy VN-0760402

Australian Bureau of Statistics

Closing Date:Wednesday 23 July 2025

Technology and Security
Strategic Projects Data Integration

Job Title	Senior Dynamics Solution Designer (APS 6), Senior Dynamics Architect (EL 1), Strategic Projects - Data Integration
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Belconnen ACT, Brisbane QLD, Melbourne VIC, Adelaide SA, Perth WA, Hobart TAS
Salary	\$95,714 - \$135,953
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6;Executive Level 1
Position Number	25/SPDI_SD_APS6_EL1
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=EC2B9B32-5210-8966-517C-E4044F7C7542>

The Australian Bureau of Statistics (ABS) is looking to fill the position of Senior Dynamics Solution Designer (APS6) or Senior Dynamics Architect (EL1) in the Data Integration section. This is permanent position at the APS 6 or Executive Level 1 classification level.

A technical specialist role requires extensive understanding, engagement and delivery experience within the specialist area to work as part of the technical team and closely with the business areas.

Your role will be a good balance between leadership, application development and application integration. The team aims to reduce administrative burden for managing Data Integration systems, so we build applications and processes to enable that. While we deliver new functionality within the Dynamics applications, we also consider how best to do so sustainably to support Security, Architecture and Collaboration considerations which often extend beyond the applications in use.

We have some exciting work coming up which provides opportunities to show your architectural expertise. Examples include, using myDATA as an authorisation service to other Data Integration applications, using okta as a third party identity provider to our Portal, providing bespoke Azure Function Apps to deliver customised Table exports, configuring D365 Queues for use with M365 Mailboxes, architecting solutions for how to provide information to and from Dataverse with other applications within different tenants, how to support and maintain plug-ins.

Because the data we maintain in the system contains personally identifiable information (PII), security and privacy considerations are highly important, and solutions must be developed with security in mind, particularly and integrations with other systems.

Duties

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

Senior Dynamics Solution Designer (APS6):

- at least two years of Dynamics development experience including PowerApps design, Power Pages (Portal) development and Power Automate development supporting end to end architecture
- experience in Javascript development for Power Pages (Portal)
- experience in accepting complex business requirements and be able to advise clients on best approaches and when to/not to apply customisation
- demonstrated ability to work productively in a team comprised of technical peers and business representatives whilst providing regular support and guidance to the project team on coding, issue resolution and execution
- ability to lead technical design discussions for EPIC style features.

Senior Dynamics Architect (EL1):

- at least three years of Dynamics development experience including PowerApps design, Power Pages (Portal) development and Power Automate development supporting end to end architecture, with a focus on strategic alignment with business
- experience in Javascript across a range of platforms, including development for Power Pages (Portal)
- demonstrated ability to lead a productive team of Dynamics developers while providing leadership, best practice, support and guidance
- deep understanding and application of architecture and security patterns while designing solutions - for example, data management scenarios which extend beyond Dataverse, or authentication and authorisation scenarios which extend beyond local authentication within Portal
- comprehensive experience of Power Platform integrations.

Desirable skills for both levels include:

- experience in refactoring solutions for simplification when new requirements arise
- experience with Azure Entra Groups, App Registrations, Certificates, Function Apps, Application Insights and Storage accounts to support Portal activities
- experience with third-party identity provider (e.g. Okta) integration with Portal
- portal plugin experience
- experience in understanding how to securely read to and from Dataverse both within the application and portal via Web API and Portal API, but also with other applications.

The role will be offered at either the APS6 or EL1 level depending on the successful candidate's skills and experience. Web application skills and experience will be considered to complement Dynamics experience.

Eligibility

- You must be an Australian citizen at the time you apply.
- You may need to obtain (or hold) and maintain at least a Baseline security clearance.
- ABS employees who have access to market sensitive information are restricted in market trading activities.

You may not be allowed to trade in financial products while employed. This role is not restricted in trading.

Please read the ABS Recruitment Guide for more information on how the ABS manages recruitment exercises, how to request an adjustment to the selection process, plus hints on how to prepare a written statement.

Notes

To apply, you will need to upload your resume, provide referee details and respond to:

In no more than 750 words, please describe a system or significant set of requirements you have designed and developed: include information about the business requirements you transformed into Dynamics components, the customisations you developed, any portal or power automate components, and any integrations which were required.

We strongly encourage you to utilise at least 75% of the word limit.

Applications close at 11:30 p.m. (AEST), Wednesday 23 July 2025.

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

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	• Rachael Oldmeadow, 0429 327 487
Agency Recruitment Site	https://abs.nga.net.au/?jati=EC2B9B32-5210-8966-517C-E4044F7C7542

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Job Title	Work Health & Safety Advisers
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Belconnen ACT, Perth WA
Salary	-
Future Merit Locations	Belconnen, Perth
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid model of WFH and office
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	25/Census_WHS
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=E1A18F41-4C6E-76FB-1A71-E404C4356903>

The Australian Bureau of Statistics (ABS) is looking to recruit suitably experienced Work Health & Safety professionals for our Census Work Health and Safety Team:

- Work Health and Safety Officer (APS5)
- Senior Work Health and Safety Adviser (APS6)
- Principal Work Health and Safety Adviser (EL1)

These are temporary positions up to 18 months duration.

Duties

As a Work Health and Safety Officer or Adviser, you will provide guidance on work health and safety matters, management and compliance to support the 2026 Australian Census workforce. This workforce is large and diverse, with 30,000 people working in the field across Australia to support the public to participate in the 2026 Census.

You will support a safe, successful Census delivery against the WHS legislative framework and the ABS Work Health and Safety Management System. You will have strong capability in stakeholder engagement and an ability to build and maintain effective working relationships to support collaboration and a safety-first culture.

About you

The successful candidates will possess all, or most of the following:

- excellent communication skills and a skilled user of computer and telephone systems
- ability to achieve results in a dynamic, fast-paced environment
- capacity to work with speed and accuracy within established procedures
- ability to remain composed and manages stress effectively
- capacity to respond positively to differences and communicate respectfully with a diverse range of stakeholders
- experience in incident response or WHS incident management
- ability to hold and maintain, or be able to receive a Baseline Security Clearance.

Qualifications in Work Health and Safety or Public Safety will be highly regarded.

To be considered at the EL1 or APS6 level, you will be an effective leader and have demonstrated capability in work health and safety risk management, regulatory engagements, incident investigation, hazard management and audit.

To be considered at the APS5 level, you will have transferable organisation, communication and information management skills.

How to apply

To apply, complete an online application form, upload your resume, provide referee details and submit a statement (up to 500 words) describing how your skills and experience are relevant to the role(s) you are applying for.

Eligibility

To be eligible to apply to these positions you must currently be an Australian citizen.

Notes

Current Salaries

Principal Work Health and Safety Adviser (EL1): \$117,593 - \$135,935

Senior Work Health and Safety Adviser (APS6): \$95,714 - \$108,092

Work Health and Safety Officer (APS5): \$85,204 - \$95,705

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	Dominic Tassell, (02) 9268 4943
Agency Recruitment Site	https://abs.nga.net.au/?jati=E1A18F41-4C6E-76FB-1A71-E404C4356903

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0760371

Department of Veterans' Affairs

Closing Date: Sunday 27 July 2025

Veteran Experience and Transition
Grants and Hubs

Job Title	Senior Grants / Project Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Perth WA
Salary	\$101,449 - \$115,199
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	EXT-2025-0263
Agency Website	https://www.dva.gov.au/

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

The Grants and Hubs Branch is responsible for delivery of most of DVA's grant programs, including design and delivery of annual, ad hoc and one-off grants, delivery of the Veterans' and Families Hubs Program and associated initiatives. The work of the Branch has a high profile in both Government and the ex-service community and assists DVA to deliver community-driven outcomes to support the veteran community.

Our team members must deliver effective, high-quality results, whilst supporting and enabling each other through sharing of their expertise and technical knowledge. They work closely with the veteran community, including a wide range of ex-service and community organisations, federal, state and territory government agencies, and a range of internal and other external stakeholders. Additionally, our team members promote a healthy and safe workplace environment, and model ethical behaviour in accordance with the APS Code of Conduct and APS Values.

We are looking for motivated self-starters with strong grants management, and / or contract management skills, communication skills, or the proven ability to attain and further develop these skills quickly. The successful applicants will be passionate about designing and delivering grants and projects to support the veteran community and enjoy working in a dynamic environment.

The successful applicants will have the ability to build and maintain effective relationships with internal and external stakeholders, including at senior levels. You will work with a high level of autonomy, operating under broad direction in a fast-paced and busy environment.

Duties

- reviewing, interpreting and applying key information and documentation for the purposes of designing and delivering DVA grants programs and projects and programs of work
- reviewing, managing and delivering grants administration policies and frameworks whilst seeking to identify best practice and reducing risk across grants programs and projects and programs of work
- grants, project and program management and providing accurate advice and monitoring, identifying problems, risks, and issues and supporting mitigation and management
- managing and contributing to the accuracy of processes, updating systems and guidelines with contemporary data
- assessing and processing of grant applications, project documentation, variations to contracts and grant agreements, proposals and project plans
- preparing and contributing to policy advice on complex grant and program administration matters including ministerial briefs
- providing secretariat support to committees and working groups, contribute to reporting and other governance processes
- monitoring progress and reporting against grants and project delivery working closely with internal and external stakeholders
- supervising staff and representing the Branch in relevant forums
- identifying, recommending and developing changes to guidelines, systems and processes to improve efficiency, clarity and effectiveness of grants, projects and programs of work undertaken by the Branch
- undertake assessments of performance reports and financial acquittals
- leading and or supporting reporting such as (but not limited to) reporting to the Department's Executive, responding to Questions on Notice, Senate Orders and AusTender/GrantConnect reporting.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

Successful applicants engaged into the APS will be subject to a probation period.

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

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

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Maisi Ahuja, 0455 143 746
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0760374

Department of Veterans' Affairs

Closing Date: Sunday 27 July 2025

Veteran Experience and Transition
Grants and Hubs

Job Title	Grants / Project Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT, Perth WA
Salary	\$92,302 - \$96,191
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	EXT-2025-0262
Agency Website	https://www.dva.gov.au/

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

The Grants and Hubs Branch is responsible for delivery of most of DVA's grant programs, including design and delivery of annual, ad hoc and one-off grants, delivery of the Veterans' and Families Hubs Program and associated initiatives. The work of the Branch has a high profile in both Government and the ex-service community and assists DVA to deliver community-driven outcomes to support the veteran community.

Our team members must deliver effective, high-quality results, whilst supporting and enabling each other through sharing of their expertise and technical knowledge. They work closely with the veteran community, including a wide range of ex-service and community organisations, federal, state and territory government agencies, and a range of internal and other external stakeholders. Additionally, our team members promote a healthy and safe workplace environment, and model ethical behaviour in accordance with the APS Code of Conduct and APS Values.

We are looking for motivated self-starters with strong grants management, and / or contract management skills, communication skills, or the proven ability to attain and further develop these skills quickly. The successful applicants will be passionate about designing and delivering grants and projects to support the veteran community and enjoy working in a dynamic environment.

The successful applicants will have the ability to build and maintain effective relationships with internal and external stakeholders, including at senior levels. You will work with a high level of autonomy, operating under broad direction in a fast-paced and busy environment.

Duties

- supporting the delivery of grants and projects through the lifecycle of grants, utilising project management tools, especially providing administration and governance support
- managing, assessing and processing of grant applications, project documentation, variations to contracts and grant agreements, proposals and project plans
- contributing to funding recommendations and decision-making for grant applications, proposals and project plans
- contributing to grant processes and advice through development of briefing packs
- monitoring progress against grants and project delivery working closely with other areas of DVA and the Community Grants Hub
- monitoring and updating relevant reporting, and providing insights to manage grants, and project delivery
- developing and maintaining compliant and useful grants and or project templates and standard operating procedures
- reviewing and contributing to grants and / project administration policies and frameworks
- drafting and contributing to responses to ministerial and other requests and collaborate with a range of internal and external stakeholders.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

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DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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To Apply

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Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0760421

Bureau of Meteorology

Closing Date:Thursday 24 July 2025

Data & Digital
Observing Systems & Operations

Job Title	Field Services Technician
Job Type	Full-Time, Ongoing
Location	Perth WA
Salary	\$84,228 - \$91,809
Future Merit Locations	Perth
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 5
Position Number	60015429
Agency Website	

Job Description

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

We are seeking enthusiastic and qualified Electronics, Electrical or Instrumentation Technician or Engineers, ideally with previous field experience.

Who are you?

You have an appetite for working in remote locations, so a willingness to travel is essential.

You are a suitably qualified team player who likes to get hands-on in the field, and the prospect of seeing many parts of Australia excites you.

Who are we?

The Observing Operations Hubs are the Bureau of Meteorology's Technical Operations centres comprising of 8 Hubs, one in each capital city and Cairns.

Staff based at the Observing Operations Hub travel far and wide and into remote areas, utilising 4WD's, planes, boats and helicopters to maintain service delivery within the various instrumentation networks. This includes:

- Rain Radars
- Automatic Weather Stations (AWS)
- Upper-Air monitoring systems (Sounding Balloons)
- Sea Level Monitoring Stations
- Wave and Wave height buoys
- Satellite ground reception and space weather instruments
- Flood warning/rainfall monitoring systems
- Cooperative observers, volunteer rainfall stations
- Communications, telemetry and instrumentation systems

We are part of a national maintenance workforce and there is every likelihood of travel to other parts of Australia on occasion to support the other seven Hubs around the country.

We offer specialised, in-house competency-based training on all our equipment and will ensure you have the necessary tools and skills to undertake this work.

We strive to deliver exceptional customer service, as we engage with stakeholders, contractors, support staff and the Australian public.

We promote a diverse and inclusive workplace culture that prioritises the health, safety and wellbeing of all our staff.

You will report to and be mentored by a Team Lead in the Observing Operations Hub.

Duties

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

1. **Maintenance & Operations:** Undertake routine and detailed operational diagnostics, fault finding, repair and return to service of moderate to complex field equipment. Verify the performance of meteorological instruments against calibrated reference standards. At a medium level of difficulty, take, record and report observations from meteorological systems. Undertake site inspections and document the meteorological exposure and maintain associated records.
2. **Asset and Service Management:** Support a strong asset management culture and consistent usage of enterprise asset management system (IBM Maximo) to accurately record asset information, asset performance and issue stakeholder communication. Adhere to service management processes based on the ITIL framework and work to meet service level targets for maintenance completion and outage restoration response times.
3. **Documentation & Record Keeping:** Prepare operational and technical maintenance reports and associated documentation. Undertake administrative tasks such as finance reconciliations, procurement, inventory records, stores and stock control.
4. **Travel & Incident Response:** Regular travel away from your home base by air, sea and road is an essential part of this role. Field work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances are payable.
5. **Supervision:** Mentor, manage, supervise and develop junior staff.
6. **Data Quality:** Manage Observation network data quality through remote monitoring. Diagnose and triage faults within the Observations networks as they arise.
7. **Liaison and Representation:** Liaise with various internal and external stakeholders at the appropriate level and represent the Bureau in a professional manner in accordance with Australian Public Service values and Code of Conduct. Respond to queries on observing assets in your area of responsibility and provision of asset information and data.
8. **Quality Management:** Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.
9. **Other Relevant Duties:** Undertake other relevant Hub, station, field and business duties as required, such as new site selection, installations, decommissioning of assets, project support and work package delivery.
10. **Compliance:** Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
11. **Diversity & Inclusion:** Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.
12. **WHSE:** 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

Mandatory qualifications

- A Certificate III (AQF Level 3 or above) electronics or electrical preferred from an Australian educational institution, OR
- A comparable overseas qualification, which is appropriate to the duties, OR
- Relevant experience and training, which enables the employee to competently perform the duties at this level, OR
- Other comparable qualifications, which are appropriate to the duties

Successful applicants will be required to:

- Hold a Current Australian Drivers Licence
- Eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

Desirable competencies

Applicants should hold or have the capability to acquire:

- Electrical Test and Tag
- Working at heights
- National Restricted Electrical Licence (NREL)
- Remote First Aid
- 4WD Competency

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, traversing uneven terrain including steep riverbanks, long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment.

Notes

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

About the Bureau of Meteorology

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	Michelle Mews, 0408 305 728
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0760443

Bureau of Meteorology

Closing Date: Thursday 24 July 2025

Data & Digital
Observing Systems & Operations

Job Title	Field Services Technician
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 5
Position Number	60014526
Agency Website	

Job Description

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

We are seeking enthusiastic and qualified Electronics, Electrical or Instrumentation Technician or Engineers, ideally with previous field experience.

Who are you?

You have an appetite for working in remote locations, so a willingness to travel is essential.

You are a suitably qualified team player who likes to get hands-on in the field, and the prospect of seeing many parts of Australia excites you.

Who are we?

The Observing Operations Hubs are the Bureau of Meteorology's Technical Operations centres comprising of 8 Hubs, one in each capital city and Cairns.

Staff based at the Observing Operations Hub travel far and wide and into remote areas, utilising 4WD's, planes, boats and helicopters to maintain service delivery within the various instrumentation networks. This includes:

- Rain Radars
- Automatic Weather Stations (AWS)
- Upper-Air monitoring systems (Sounding Balloons)
- Sea Level Monitoring Stations
- Wave and Wave height buoys
- Satellite ground reception and space weather instruments
- Flood warning/rainfall monitoring systems
- Cooperative observers, volunteer rainfall stations
- Communications, telemetry and instrumentation systems

We are part of a national maintenance workforce and there is every likelihood of travel to other parts of Australia on occasion to support the other seven Hubs around the country.

We offer specialised, in-house competency-based training on all our equipment and will ensure you have the necessary tools and skills to undertake this work.

We strive to deliver exceptional customer service, as we engage with stakeholders, contractors, support staff and the Australian public.

We promote a diverse and inclusive workplace culture that prioritises the health, safety and wellbeing of all our staff.

You will report to and be mentored by a Team Lead in the Observing Operations Hub.

Duties

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

1. **Maintenance & Operations:** Undertake routine and detailed operational diagnostics, fault finding, repair and return to service of moderate to complex field equipment. Verify the performance of meteorological instruments against calibrated reference standards. At a medium level of difficulty, take, record and report observations from meteorological systems. Undertake site inspections and document the meteorological exposure and maintain associated records.
2. **Asset and Service Management:** Support a strong asset management culture and consistent usage of enterprise asset management system (IBM Maximo) to accurately record asset information, asset performance and issue stakeholder communication. Adhere to service management processes based on the ITIL framework and work to meet service level targets for maintenance completion and outage restoration response times.

3. Documentation & Record Keeping: Prepare operational and technical maintenance reports and associated documentation. Undertake administrative tasks such as finance reconciliations, procurement, inventory records, stores and stock control.
4. Travel & Incident Response: Regular travel away from your home base by air, sea and road is an essential part of this role. Field work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances are payable.
5. Supervision: Mentor, manage, supervise and develop junior staff.
6. Data Quality: Manage Observation network data quality through remote monitoring. Diagnose and triage faults within the Observations networks as they arise.
7. Liaison and Representation: Liaise with various internal and external stakeholders at the appropriate level and represent the Bureau in a professional manner in accordance with Australian Public Service values and Code of Conduct. Respond to queries on observing assets in your area of responsibility and provision of asset information and data.
8. Quality Management: Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.
9. Other Relevant Duties: Undertake other relevant Hub, station, field and business duties as required, such as new site selection, installations, decommissioning of assets, project support and work package delivery.
10. Compliance: Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
11. Diversity & Inclusion: Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.
12. WHSE: 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

Mandatory qualifications

- A Certificate III (AQF Level 3 or above) electronics or electrical preferred from an Australian educational institution, OR
- A comparable overseas qualification, which is appropriate to the duties, OR
- Relevant experience and training, which enables the employee to competently perform the duties at this level, OR
- Other comparable qualifications, which are appropriate to the duties

Successful applicants will be required to:

- Hold a Current Australian Drivers Licence
- Eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

Desirable competencies

Applicants should hold or have the capability to acquire:

- Electrical Test and Tag

- Working at heights
- National Restricted Electrical Licence (NREL)
- Remote First Aid
- 4WD Competency

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, traversing uneven terrain including steep riverbanks, long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment.

Notes

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

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To Apply

Position Contact	Michelle Mews, 0408 305 728
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Bureau of Meteorology

Closing Date: Wednesday 23 July 2025

Job Title	General Manager Organisational Resilience and General Counsel
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Canberra ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Senior Executive Service Band 1
Position Number	60018176
Agency Website	

Job Description

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

The Bureau of Meteorology is seeking applications from suitably qualified persons for appointment to the position of General Manager – Organisational Resilience.

The Bureau is Australia's weather, climate, water, oceans and space weather agency. Our work touches the lives of all Australians every day. Our products and services include observations, forecasts, warnings, analysis and advice. They cover Australia's atmosphere, water, oceans and space environments.

The General Manager Organisational Resilience and General Counsel works with the Bureau's Executive and the Senior Leadership to build the Bureau's capability to proactively understand, manage and respond to range of obligations, risks and adverse events.

The Organisational Resilience Program includes functions such as legal services, freedom of information, audit, quality assurance, business continuity planning and incident management, risk

management, work health and safety, environmental sustainability and our meteorological authority office.

The Program seeks to provide proactive support and advice to staff across the Bureau to meet regulatory requirements, inform risk-based decision making and provide guidance through unexpected events.

In the role, you will require the capacity to operate at a strategic and whole of enterprise level and have experience related to provision of legal services and risk management, together with exceptional stakeholder relationship skills, and ability to engender trust and respect.

The following skills and experience are required:

- substantial technical expertise in the delivery of complex legal services
- substantial practical experience in managing a legal team and overseeing risk related issues in complex organisations
- strong legal, analytical and problem-solving skills
- strong communication skills and ability to work collaboratively with executive stakeholders
- at least 10 years' post admission experience.

Duties

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

- Provide high-level strategic and operational subject matter expertise and recommendations to the CEO / Director of Meteorology, the Executive Team, and the Senior Leadership Team.
- Perform the role of the Bureau's General Counsel in accordance with the Australian Government General Counsel Charter. Provide intellectual leadership and judgement to advise Group Executive on complex legal and regulatory issues. Provide high level oversight and guidance for the Legal Services team and FOI and Privacy teams.
- Lead a team to effectively deliver the diverse functions and activities of the Organisational Resilience Program.
- Lead the Meteorological Authority Office, including activities to ensure the quality and effectiveness of Meteorological Authority Office. This includes products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing Meteorological Authority Office certification of compliance with the ISO 9001 quality management Standard.
- Perform the role of the Bureau's Chief Risk Officer. Drive the development of risk management policy and processes (including regarding fraud and insurance) and culture with the Bureau. Drive the development of crisis/incident management and business continuity policy and practice within the Bureau. Provide high level oversight and guidance for the Risk, Resilience and Audit team.
- Develop, manage and oversee the Bureau's internal audit program, including liaising with Group Executives and managing relationship with audit provider. Build strong relationships with the Bureau's Audit Committee and oversee the Audit Committee program of work.

- Provide leadership to ensure the Bureau meets its health and safety, rehabilitation and environmental obligations.
- Ensure the capability of the people within the Organisational Resilience Program aligns with the Bureau, Enterprise Services Group, and Program's objectives. In doing so, provide performance feedback, professional development and mentoring, and a safe and supportive working environment to achieve retention, succession and sustainability, and to build capability across the teams in the Program.
- Build and manage relationships with General Managers and Group Executives as well as external stakeholders including regulators, other Commonwealth departments and Bureau customers.
- As a member of the Enterprises Services Group leadership team:

a) contribute to the implementation the Bureau's Strategic Plan 2022-27.

b) in conjunction with other Enterprise Services General Managers, formulate and implement the Enterprise Services Group Plan, and

c) develop and implement the business areas Program plan, strategies and priorities that align to the Enterprise Services Group Plan and the Bureau's Strategic Plan

- Exercising the appropriate powers, authority, delegations, and discretions under the relevant legislation including the *Public Service Act 1999* and the *Public Governance, Performance and Accountability Act 2013*.

Eligibility

Australian Citizenship

As a minimum requirement you must have:

- a law degree and be admitted to practice in any Australian jurisdiction.
- the capacity to hold and maintain an Australian lawyer practising certificate.

Notes

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

About the Bureau of Meteorology

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	Tim Abrahams, A/Group Executive Enterprise Services, ge_enterprise_services@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-0760470

Bureau of Meteorology

Closing Date: Thursday 24 July 2025

Job Title	Engagement and Regulations Specialist
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Hobart TAS, Darwin NT, Perth WA
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019036
Agency Website	

Job Description

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

The Engagement and Regulations Specialist supports the Bureau's mission to deliver increased value and impact to Australia – through provision of specialist advice, customer engagement and relationship management – focused on our water regulations and standards functions.

The Bureau is central to the quality and availability of water information across the country, having been entrusted as Australia's water information agency via the Water Act 2007. It delivers its water information functions through collaboration with over 200 data provider organisations named in the Water Regulations 2008.

In response to the following drivers of change: (i) Government investment in the Murray–Darling Basin Plan and focus on the water markets reform agenda; (ii) rapid technological advancements; and (iii) shifts in customer expectations and requirements, the Bureau is seeking an experienced engagement professional to provide leadership in our water regulations and standards activities.

The Engagement and Regulations Specialist plays an integral part in the Bureau's Water Markets Reform program, which aims to improve trust and transparency in water trading across the Murray–Darling Basin. A key responsibility of this program is to prepare the Bureau and

stakeholders for new statutory obligations under Parts 5A and 7A of the Water Act 2007 (Cth). The role will involve building and maintaining strong stakeholder relationships, managing communication channels, and leading proactive engagement to encourage the adoption of new systems and work practices. It will also contribute to communication strategies that support broader transformation and change initiatives.

Additionally, the Engagement and Regulations Specialist will support the seamless transition of the Water Market Reforms program responsibilities and resources into the BAU operations of the Water Regulations and Standards section. This section supports the fundamental role of the Bureau under the Water Act 2007 and Water Regulations 2008 to lead and administer the collection and sharing of national water information.

The successful candidate will have an eye for detail and quality, and first-hand experience of policy or regulatory processes in a government setting. They will develop and oversee the delivery of engagement, education and compliance processes to ensure best practice regulation. They will be innovative, building relationships with and learning lessons from other regulators. They will strive to maximise the value the water regulations and data standards deliver to the country while minimising burden on regulated entities.

The Engagement and Regulations Specialist is a strategic leader and communicator who is highly self-motivated, agile and team orientated. They will develop deep subject matter expertise to support their leadership responsibilities.

This role will provide specialist advice, reports and consultation with external and internal stakeholders to advance water information and water markets information regulatory reform and to embed these into ongoing operations. The successful applicant will work closely with the Regulatory Design and Engagement Lead, Water Markets Reform program and Water Regulations and Standards teams to deliver integrated and collaborative solutions that are grounded through strong stakeholder and customer engagement.

Duties

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

- Providing detailed engagement advice on the development and implementation of water regulations and standards across the Bureau and to regulated data providers.
- Leading the management of customer communication channels, developing key communication material, ensuring that regulated entities receive clear, timely, and consistent information.
- Providing expert advice on policy, complex problem solving and issues management for internal and external stakeholders.
- Maintaining a high level of knowledge of relevant legislation, regulatory frameworks and policy and program initiatives as they relate to key customers and priorities of the Australian Government.
- Work with a level of independence, under broad direction, with a concurrent need to resolve issues and deliver quality outcomes.

- Communicate and make decisions with a high level of impact on the functional area and the potential to impact more broadly on agency operations and externally.
- Leading customer-focused consultation, engagement and regulations development activities across a broad group of Commonwealth, State/Territory and water sector stakeholders.
- Supporting the delivery of the Agriculture and Water Program Plan and undertaking other tasks related to Bureau priorities as required.
- Maintaining very high written and verbal communication skills, which reflect the trust and quality associated with the Bureau brand.
- Representing the Bureau in public, government and industry forums, in a professional manner that represents the quality and trust associated with the Bureau brand.
- Committing to continuous personal development, including the development of subject matter expertise in customers' business processes, regulatory and policy environments, and in the application of Bureau capabilities to customer challenges and opportunities.
- Demonstrating commitment to APS Values, Employment Principles, Code of Conduct and the Bureau's Social Justice Strategy
- Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for their own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

The successful candidate may be required to obtain a baseline security clearance.

Notes

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

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To Apply

Position Contact	Idske Galema, Regulatory Design and Engagement Lead, idske.galema@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-0760320

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

Closing Date:Thursday 31 July 2025

Australian Antarctic
Assets & Technology Mechanical

Job Title	Fibreglasser/Spray painter
Job Type	Full-Time, Ongoing
Location	Kingston TAS
Salary	\$84,794 - \$93,020
Future Merit Locations	Kingston
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in Kingston, TAS
Classification	APS Level 5
Position Number	2025/1940
Agency Website	https://www.dcceew.gov.au/

- APS5 \$84,794 - \$93,020 Plus 15% super
- Permanent role with the Australian Antarctic Division
- Located in Kingston, Tasmania

Who we are

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

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

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

The 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. The AAD Mechanical Workshop provides equipment maintenance and refurbishment, technical support and training services to support the Australian Antarctic program.

For more information about us please visit our website.

Duties

- undertake fibreglass repairs and modifications to the Antarctic all-terrain vehicles (Hagglunds) or other fibreglass related projects
- complete abrasive blasting and spray painting of vehicles and machinery components
- perform mechanical strip down, repair and assembly of components for equipment refurbishments
- undertake work outside of primary trade to assist other trades with the construction, refurbishment and maintenance of AAD plant and equipment

- construction and repair of specialised equipment
- liaise with contractors and suppliers to source and maintain required materials/products in order to deliver the workshop program outcomes within strict timeframes.

What you'll gain from the experience

- Unique work environment: Supporting and modifying plant for use in Antarctica.
- Professional growth: Work as part of a multi-disciplinary, highly motivated, and high performing team with access to a wide range of professional development opportunities.
- Supportive workplace: Join a team that celebrates diversity, has a positive workplace culture, and is supportive of flexible work arrangements.

Mandatory qualifications

- A Trade Qualification in a relevant field with experience in Fibreglassing, Spray Painting and Abrasive Blasting.

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

Eligibility

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

Notes

We currently have one vacancy available for immediate filling in Kingston TAS. A merit pool for filling the same or similar position in Kingston TAS may be established at the conclusion of this selection process.

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

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

To Apply

Position Contact	Cameron Frost, 0419 819 657
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0760407

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

Closing Date:Thursday 24 July 2025

International Environment, Reef and Oceans
Ocean & Wildlife Marine Species Conservation

Job Title	Director
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Townsville QLD, Perth WA, Sydney NSW
Salary	\$146,942 - \$170,725
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
Classification	Executive Level 2
Position Number	2024/3512
Agency Website	https://www.dcceew.gov.au/

Job Description

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

Who we are

The International Environment, Reef and Ocean Division leads and influences Australia's engagement on a range of environment-related international agreements and treaties – including those relating to oceans, wildlife trade and migratory species – and oversees a range of Pacific environment programs. The division contributes to the protection and sustainable management of Australia's wildlife, ocean, marine and migratory species, and the Great Barrier Reef. The division comprises the International Environment Branch, the Great Barrier Reef Branch and the Ocean and Wildlife Branch.

The Ocean and Wildlife Branch is responsible for the conservation, protection and sustainable management of the environment. It represents Australia's international wildlife trade interests, facilitating the listing and conservation planning of marine threatened species and ecological communities under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). The Branch also assesses the environmental performance of commercial harvest operations of Australian marine (including commercial fisheries) and terrestrial wildlife consistent with the requirements of the EPBC Act. The Branch is leading delivery of Australia's Sustainable Ocean Plan and providing a focal point for domestic ocean matters in the department. The Branch manages Australia's implementation of the Convention on the Conservation of Migratory Species - Memorandum of Understanding on the Conservation of Migratory Sharks, the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) and the List of specimens taken to be suitable for live import.

The Marine Species Conservation Section supports the Commonwealth Threatened Species Scientific Committee, facilitating the listing and conservation planning responses for, marine threatened species and ecological communities under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act), including 'Conservation Dependent' listed species. The Section works closely with the Sharks and Rays Conservation Section in the Branch, who coordinates shark and ray conservation policy and Australia's contribution to the Convention on the Conservation of Migratory Species Memorandum of Understanding on the Conservation and Management of Migratory Sharks, the Sustainable Fisheries Section in the Branch and other parts of the department.

Duties

In the role, you will lead the Section to:

- Support the Commonwealth Threatened Species Scientific Committee (TSSC) in providing its advice on threatened species and ecological community listing assessments and recovery planning under the EPBC Act with a particular focus on marine species.

- Collate and synthesise all available data/information and assessing marine species' threatened status according to the EPBC criteria (based on the International Union for Conservation of Nature Red List categories and criteria).
- Draft conservation planning documents, including priority conservation actions.
- Carry out cross-jurisdictional, public and expert consultation on draft listing assessments and conservation planning documents.
- Engage with national recovery teams, which can include Traditional Owners, state and territory governments (including fisheries management agencies), non-government organisations, scientific experts and industry representatives.
- Draft documentation including government briefs, ministerial and departmental correspondence, meeting and workshop records, and TSSC meeting papers.
- Contribute line area advice on referred actions and strategic assessments that may impact marine Matters of National Environmental Significance.
- As an active member of the branch leadership team, the director will contribute to strategic planning, innovation, business improvement and performance initiatives.
- The successful applicant will operate under broad direction and exercise a considerable degree of independence.

Eligibility

Mandatory Qualifications

- A degree from an Australian tertiary institution in a discipline of Science or Fisheries with a relevant major or another equivalent discipline with a relevant major, or
- A degree in a relevant discipline from a comparable overseas institution, or
- Demonstrated equivalent work experience in a relevant field

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.

Mandatory qualifications – your suitability for employment will be dependent on you holding relevant mandatory qualifications.

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

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.

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

To Apply

Position Contact	Belinda Jago, 0417756350
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Employment and Workplace Relations

Vacancy VN-0760400

Department of Employment and Workplace Relations
(DEWR)

Closing Date:Thursday 07 August 2025

Workplace Relations Legal Division

Job Title	Assistant Secretary Senior Executive Lawyer – Identified Position
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA, Perth WA, Hobart TAS, Darwin NT
Salary	-
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 1
Position Number	25/0836
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to the Chief Counsel/First Assistant Secretary, Workplace Relations Legal Division, the Senior Executive Lawyer is responsible for leading a branch of lawyers to develop legislation and provide expert legal advice on cutting edge workplace relations issues and policy.

You will be an outstanding leader with exceptional stakeholder management, communication and legal skills with demonstrated experience in leading complex legislative programs or deep knowledge of the workplace relations framework.

You will work with the Chief Counsel and other Senior Executive Lawyers to contribute to the strategic leadership of the division to manage a busy legal practice and work collaboratively with colleagues in policy and legal branches to deliver legal policy objectives.

You will demonstrate a collaborative working style with a strong focus on building effective relationships both within the department and externally, as well as the capability to develop and strengthen teams within in your branch.

Duties

The Senior Executive Lawyer's duties and responsibilities will include:

- leading and being accountable for delivering the government's workplace relations legislative agenda as it relates to your branch
- leading the provision of clear, accurate, timely and strategic written and oral advice on complex legal matters in accordance with legal professional obligations
- providing professional supervision, management and leadership of legal teams providing practical, timely and client-focused legal advice to stakeholders, and building capability of those teams
- collaborating across legal and policy divisions both internally and externally on legal policy issues
- building and sustaining productive relationships with internal and external stakeholders to ensure cooperative, solution-focused legal service delivery within constrained timeframes
- representing the department at Senate Estimates hearings, parliamentary inquiries and other external-facing meetings and events
- developing the strategic direction for the branch to support higher level agency objectives
- actively contributing to the strategic leadership of the Division, fostering positive change and improved work practices, and
- supporting legal teams to provide expert legal advice and briefings to stakeholders.

You must also be able to demonstrate:

- significant technical expertise in the delivery of complex legal services and the development of complex legislation
- exceptional judgment, problem solving skills and efficiency
- high standards of integrity and professionalism
- a strong track record of achieving outcomes in line with corporate goals, influencing processes and building staff capability, and
- strong leadership skills and experience managing legal branches and/or policy branches.

Eligibility

Qualifications and education

- Must have tertiary qualifications in law
- Must be admitted as a practitioner, however described, of the High Court or the Supreme Court of an Australian State or Territory
- Must hold a practising certificate or be eligible to hold a practising certificate
- Must have a high degree of expertise, and extensive experience, in legal policy and/or legal advice.

Notes

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

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

About the Department of 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	Sarah Godden, 0437 858 193
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0760438

Department of Employment and Workplace Relations (DEWR)

Closing Date:Thursday 07 August 2025

Workforce Australia Provider Support
Western Australian State Office Western Australian State Office

Job Title	Australian Government Job Coordinator, Kalgoorlie – Identified Position
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Kalgoorlie WA
Salary	\$125,220 - \$138,394
Future Merit Locations	Kalgoorlie
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27.
Classification	Executive Level 1
Position Number	25/0724
Agency Website	https://www.dewr.gov.au/

Job Description

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

This position is available initially on a non-ongoing basis for a period of up to 2 years. Future positions may be offered on an ongoing basis.

Do you like building relationships and solving problems to make a difference to people's lives? Got great networks in your community? Interested in working for the department but not wanting to move to Canberra? Then this may be the role you have been looking for. This is not a standard 'desk' job. The position is based in the Kalgoorlie region, with a focus on making sure local needs are addressed, and local voices inform government policy and programs.

Reporting to the Western Australia State Office, your role as an Australian Government Job Coordinator will be to support local workforce needs in the Kalgoorlie Region, in partnership with business and communities. You will do this in a practical and on-the-ground way that involves talking to people, identifying and solving problems. You will develop a Local Jobs Plan and work with a Local Jobs and Skills Taskforce to initiate projects and activities that are based on local needs, and which support regional employment opportunities. You will make a difference to the lives of local people.

Each day will be different, and you will often be out on the road, talking to people throughout the region. You'll need a high level of self-sufficiency and initiative as well as a passion for helping people to collaborate and deliver outcomes for your community. The successful candidate will be provided with the tools of the trade to work remotely which include a mobile phone, laptop and access to a car.

The position requires a physical presence in the region as you are expected to be available for face-to-face meetings and community engagements with stakeholders, at least four days a week. Not all meetings will be in office hours and the role is likely to require some out of hours work within the region.

Duties

Your role will operate within the Western Australia State Office and in partnership with the Region Lead, delivering the Local Jobs Program. As an Australian Government Jobs Coordinator, you will bring together key stakeholders including employers, employment services providers, and education and training organisations to collaboratively address the challenges and opportunities in the region.

Along with a Program Officer and with the support of the State team, you will establish and work with a local taskforce to identify regional jobs and skills priorities and work to achieve them.

You will need to understand and help the community access the supports and opportunities that different levels of government provide to help people build skills and move into employment. You may need to bring these supports together, identify any gaps and collaborate to find solutions to them. You will play a key role in helping the community access funding to address national and local priorities.

As an Australian Government Job Coordinator, you will:

- Support the employment priorities of the region by building and sustaining productive and collaborative working relationships with employment service providers, training and industry providers, peak body organisations, employers, community organisations and education providers to maximise support for all job seekers.
- Drive engagement and discussion between Australian Government agencies, state government, councils and community-based organisations to understand what the community needs to deliver effective employment and skills initiatives.
- Collate and share relevant information and evidence with the Department to support employment services reform.
- Based on your understanding of community needs, drive initiatives, provide advice and inform policy development so that government initiatives work for and make a practical difference to those who need it.

Eligibility

Qualifications and education

- A driver’s licence and home internet is essential for this role.
- A Working with Vulnerable People check (or ability to attain one) is essential for this role.

Notes

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

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

About the Department of 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	Danielle Savage, 0488 153 643
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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

Employment and Workplace Relations

Vacancy VN-0760466

Job Title	Senior Policy Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA, Darwin NT, Brisbane QLD, Hobart TAS
Salary	\$102,353 - \$112,763
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We have offices located in Canberra and Sydney. Split offering under hybrid/flexible, or flexible for those located remotely where no office is nearby
Classification	APS Level 6
Position Number	Various
Agency Website	https://www.safeworkaustralia.gov.au/

Job Description

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

This is your opportunity to contribute to the health and safety of 13.5 million Australians. At Safe Work Australia (the Agency), you'll work on nationally significant projects that shape work health and safety (WHS) policy and practice.

We have Senior Policy Officer roles available across a number of dynamic teams in the Agency's Policy and Consultation Group, with interesting and dynamic work.

The Policy and Consultation Group is responsible for:

- coordinating and developing national policies in relation to WHS and workers' compensation matters
- supporting implementation of the model WHS legislation and reform of the legislative framework
- providing policy advice on the model WHS laws in relation to high-risk workplaces, psychosocial hazards, hazardous chemicals and occupational diseases, including infectious diseases, silicosis and asbestosis, and
- supporting policy consultation and engagement activities.

The Legal and Framework Policy Branch is currently:

- undertaking a best practice review of Australia's model WHS laws
- leading national WHS policy on psychosocial risks including harmful behaviours such as sexual harassment, workplace bullying and violence
- leading the development of proposals and initiatives to improve workers' compensation arrangements, and to promote national consistency in such arrangements, and
- leading legislative and regulatory reforms, including to improve the legal protections for gig workers.

The Hazards and Industries Branch is currently leading national WHS policy:

- related to workplace hazardous chemicals, including workplace exposure standards and major hazard facilities
- on the management of workplace risks that could lead to the development of illness or occupational disease, including from biological hazards, asbestos, carcinogens and lead.
- including delivering on high-profile policy work to manage the risks of exposure to respirable crystalline silica at work and to prevent Australian workers developing silicosis, and
- on a range of other matters covered in the model WHS Regulations related to high risk work and industries, including reforms to crane licensing and the development of and tailored industry guidance for the healthcare and social assistance industry.

A merit list will be established to fill current and future vacancies within the Policy and Consultation Group.

Duties

As part of a small, collaborative agency, you'll gain exposure across the organisation and develop valuable skills in policy, communication, and project management.

We're seeking skilled, motivated professionals from a range of disciplines and backgrounds who:

- work well in a team and communicate effectively
- write clearly and persuasively
- think critically and solve problems
- deliver accurate, timely advice
- are eager to learn and grow

In this role you will:

- Drive national WHS policy development and reform, including more complex projects
- Undertake complex research and analysis to inform evidence-based policy and provide strategic advice
- Prepare high-quality policy documents, including options papers, briefs, reports and guidance materials
- Lead project management planning, monitoring, and delivery

- Drive stakeholder engagement and consultation activities, including anticipating stakeholder needs
- Represent the Agency in stakeholder forums where required
- Work collaboratively within the team and contribute to a supportive and inclusive workplace, including building relationships
- Contribute to innovation and business process improvement
- Supervise and mentor junior staff

Eligibility

To be eligible for employment with the Agency, you must be an Australian citizen, and you will be required to successfully undergo a police record check.

The successful applicant must be able to obtain and maintain a minimum of a Baseline level security clearance or hold a current security clearance of an appropriate level. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.

Notes

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

About the Safe Work Australia

Safe Work Australia (SWA) is a leading national policy body for work health and safety (WHS) and workers' compensation. We are a small Agency of around 100 people yet our work plays a significant role in the lives of 13.5 million working Australians and their families through the provision of guidance to create safer and more productive workplaces, and the prevention of work-related death, injury and illness. We provide generous terms and conditions and flexible working arrangements. We are committed to professional development, health and wellbeing, as well as maintaining an engaged and enthusiastic workforce. Our Agency has an active Workplace Inclusion Network and social club, and we participate in a range of corporate and charitable activities. We pride ourselves on being an inclusive workplace. People from a culturally and linguistically diverse background, LGBTIQ+ people, Aboriginal and Torres Strait Islander people, people with disability and people with parenting or caring responsibilities are strongly encouraged to apply. Centrally located in the Nishi Building in Canberra, our office has easy access to a variety of cafés and restaurants. We are also close to Lake Burley Griffin which provides excellent views as well as walking and cycle paths.

To Apply

Position Contact	Ali Alaraji, (02) 6218 4002
Agency Recruitment Site	https://www.safeworkaustralia.gov.au/about-us/careers/current-vacancies

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