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APSJobs - Vacancies Daily

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Vacancies

Vacancy VN-0771214

Australian Children's Education and Care Quality Authority

Closing Date:Sunday 09 August 2026

National Register and Innovation
National Register

Job Title	Senior Policy and Project Officer
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	\$106,584 - \$145,629
Future Merit Locations	Sydney, Melbourne, Adelaide, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office.
Classification	
Position Number	581
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

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

Senior Policy and Project Officer

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

About [ACECQA](#)

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

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

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

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

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

The Role

The Senior Policy and Project Officer provides policy advice and support for the implementation, operation and continuous improvement of the National Early Childhood Worker Register (the National Register). The position will report to, and support the Manager Register Operational Policy and Practice and works with internal teams and jurisdictions to ensure policy settings, operational processes and system use are effective, consistent and aligned to the National Register's intent as a child safety tool. The position contributes to the ongoing operation of the National Register, including implementation of enhancement, operational policy development, stakeholder support and performance monitoring.

This role is full-time and fixed term (**12 Months**) at ACECQA **Band 5/6 (\$106,584- \$145,629)**.

Duties

Key Accountabilities

- Identify, research, analyse, consult and devise options to resolve policy, legislative, operational and business system issues that support ACECQA's strategic objectives and projects.
- Review, interpret and provide advice on policy, procedural, business systems, and legislative matters for internal and external stakeholders.
- Manage policy and project initiatives, including undertaking research and consultation, coordinating committees, tracking and monitoring project plans, and maintain risk, issue and action logs.
- Prepare communications, briefs, reports, submissions and policy papers.
- Work cooperatively across ACECQA to contribute to project objectives.
- Build and maintain effective working relationships with officers in regulatory authorities and the Australian Government and other external stakeholders to achieve organisational goals.
- Develop and influence legislative policy and operational policies and procedures for the NQF.

- Provide timely and accurate completion of tasks and projects, including ad hoc policy and project tasks.
- Maintain consistent, transparent and accurate records in line with ACECQA's Records policies and procedures.
- Act ethically and professionally in accordance with ACECQA's values of Integrity, Commitment, Respect and Collaboration.
- Other duties as required

Eligibility

Key Selection Criteria

- Highly developed conceptual, analytical and research skills, including the ability to work with legislation,

operational policy and procedure, complex business systems and associated materials.

- Experience working with operational policy, regulatory system or implementation of government systems and processes.
- Excellent oral communication and writing skills, including experience preparing clear and concise submissions, policy options papers, internal and external communications or similar.
- Effective teamwork skills and high levels of initiative, including the ability to achieve results and outcomes in a timely manner.
- Demonstrated ability to build and sustain productive working relationships with internal and external

stakeholders, including the state and territory governments and other key stakeholders.

- Demonstrated capacity to communicate effectively and negotiate confidently.
- Proven ability to contribute to policy development, complex issues resolution, legislative interpretation and project management.

Highly desirable skills, knowledge and experience:

- Knowledge of current trends, issues and policy in the education and care or related sectors

Notes

How to apply

The closing date for applications is **04 August 2026** at 11.59pm.

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

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

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

Targeted Questions

1. Describe a time when you identified a policy, legislative, operational or business process issue and developed solutions to improve outcomes. How did you research and analyse the issue, consult with stakeholders, provide advice, and implement continuous improvement initiatives that resulted in enhanced policy implementation and operational processes?
2. Tell us about a project or initiative you managed in a fast-paced environment involving multiple teams, stakeholders or committees. How did you coordinate activities, manage risks and issues, adapt to changing priorities, and drive continuous improvements that strengthened policy outcomes, operational processes or system performance?

All complete applications will be acknowledged.

More information

If you have any questions about the role or recruitment process, please contact the Recruitment team at recruitment@acecqa.gov.au.

Notice to agencies

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

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

About the Australian Children's Education and Care Quality Authority

To Apply

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

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- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Vacancy VN-0771227

Australian Children's Education and Care Quality Authority

Closing Date:Friday 07 August 2026

Business Services Group
Human Resources

Job Title	Senior Human Resources Advisor, Development
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	\$130,608 - \$145,629
Future Merit Locations	Sydney, Melbourne, Adelaide, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office.
Classification	
Position Number	583
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

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

Senior Human Resources Advisor, Development

- Help children have the best start in life through high quality education & care
- Shape the future of learning and workforce capability
- Lead meaningful projects that drive organisational improvement

About [ACECQA](#)

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

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

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

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

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

The Role

The Senior Human Resources Adviser supports the HR Manager, Development and broader HR team in the delivery of learning and development initiatives and organisational development programs that enhance organisational culture, capability, and employee development. The role is responsible for undertaking research, developing learning content, and coordinating project activities to ensure programs are high quality, aligned to organisational priorities, and responsive to workforce needs. The position also contributes to the enhancement of systems, processes, and workforce insights to support continuous improvement and effective workforce planning.

This role is full-time and fixed term **(12 months)** at ACECQA **Band 6 (\$130,608- \$145,629)**.

Duties

Key Accountabilities

- Work with the HR Manager and the HR team in the execution, delivery and implementation of varied HR

projects, policies and new initiatives related to topics such as workforce planning, organisational culture

initiatives, leadership/capability development, and learning and development.

- Prepare project documentation, status reports, and governance updates to support decision-making.
- Support the end-to-end development lifecycle of learning initiatives, including scoping, design, development, and implementation. Incorporate adult learning principles and inclusive design practices.
- Support facilitation readiness through preparation of session materials, facilitator guides, and briefing documents.

- Contribute to the successful delivery of learning programs through coordination and logistical support.
- Ensure content aligns with organisational strategy, values, policies and guidelines and desired culture outcomes.
- Collaborate and consult with key stakeholders.
- Maintain consistency and quality across all learning assets through adherence to instructional design standards and brand guidelines.
- Assist in the management and reporting of culture and leadership projects by tracking timelines, deliverables, and stakeholder inputs.
- Utilise evaluation frameworks to analyse feedback, learner data, and evaluation results to continuously improve learning content and program effectiveness.
- Manage and organise learning resources within learning management systems (LMS) or digital platforms.
- Stay informed on emerging tools, technologies, and best practices in learning and development to enhance innovation.
- Contribute to the uplift of learning systems and tools, including tracking participation, ROI measurement, skills gap analysis, and workforce planning insights.
- Contribute to fostering a culture of continuous learning and leadership excellence across the organisation.
- Build and maintain effective working relationships with a diverse range of internal and external stakeholders.
- May also be required lead, motivate and develop a small team of staff to deliver projects and activities to

support ACECQA's objectives

Eligibility

Key Selection Criteria

- Experience in learning and development, training, organisational development, or a related HR discipline.
- Instructional design and facilitation skills, with a sound understanding of adult learning principles and contemporary learning methodologies.
- Experience developing, implementing and evaluating learning, workforce development, or people-focused initiatives, strategies, and programs.
- Demonstrated knowledge and understanding of HR theory, principles, legislation and trends, as well as HR best practices in public and private sector applied to clear strategic plans and interventions, and advice to clients

- High-level project management skills with a record of successfully delivering projects through to completion.
- Excellent communication and stakeholder engagement skills, including the ability to prepare documentation for a range of audiences, provide advice, negotiate outcomes, and maintain discretion when handling sensitive matters.
- Experience using Learning Management Systems (LMS), digital learning tools, and HR information systems, including the ability to analyse data and generate workforce insights to support decision-making and continuous improvement.
- Strong research, analytical and problem-solving skills, with the ability to identify issues, evaluate options, and recommend practical solutions.
- Demonstrated ability to exercise initiative, sound judgement, and work independently while contributing effectively as part of a team.
- A degree in Human Resource Management, Organisational Development, Education, Learning and Development, or a related discipline, or an equivalent combination of qualifications and experience.

Highly desirable:

- Team leadership or project resource leadership experience
- Certification in training delivery
- L&D system experience (Go1, LearnUpon or similar platforms).

Notes

How to apply

The closing date for applications is **7 August 2026** at 11.59pm.

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

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

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

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

Targeted Questions

1. Describe a key project you have led from initiation through to completion, including the outcomes achieved.
2. Describe the learning and development programs you have designed and developed and outline your experience facilitating or delivering learning programs.

All complete applications will be acknowledged.

More information

If you have any questions about the role or recruitment process, please contact the Recruitment team at recruitment@acecqa.gov.au.

Notice to agencies

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

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About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, 61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/

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Vacancy VN-0771367

Australian Children's Education and Care Quality Authority

Closing Date: Sunday 16 August 2026

Leadership, Quality and Regulatory Support Group
Quality Support Program

Job Title	Quality Support Facilitator (Aboriginal Identified), Quality Support Program
Job Type	Part-Time, Non-Ongoing
Location	Adelaide SA, Sydney NSW, Melbourne VIC, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	\$106,584 - \$126,066
Future Merit Locations	Adelaide, Sydney, Melbourne, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office.
Classification	
Position Number	576
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

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

Quality Support Facilitator (Aboriginal Identified), Quality Support Program – full time or part-time position

- Join a strengths-based team supporting children's education and care services across New South Wales, some of which operate in regional and remote Aboriginal and or Torres Strait Islander communities and teams.
- Culturally safe working environment
- Opportunity under our hybrid working arrangements policy to work remotely, and/or from our office located on Gadigal Land in Sydney CBD.

About [ACECQA](#)

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

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

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

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

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

The Role

The **Quality Support Facilitator (Aboriginal Identified) – Quality Support Program (QSP)** works with children's education and care services across New South Wales to strengthen quality practice and improve outcomes for children. Through culturally safe professional learning, coaching and tailored support, you will partner with services, communities and colleagues to build capability, support compliance with the National Law and National Regulations, and strengthen practice aligned with the National Quality Standard. The role also contributes to the development of culturally responsive resources and supports services in their continuous improvement journey within the National Quality Framework.

The role (Full-time or Part-time) and fixed-term (until Wednesday 30 June 2027) at ACECQA Band 5 (\$106,584 - \$126,066).

Duties

Key Accountabilities

- Through the use of professional learning and support approaches, including goal setting, coaching techniques, workshops and webinars work directly with NSW children's education and care services to meet or exceed the NQS and/or the National Law and Regulations.
 - Build and maintain collaborative, effective, genuine and culturally safe professional relationships with education and care services to identify, implement and achieve identified quality improvement goals, increase program participation and engagement and achieve program outcomes.
 - Work cooperatively and collaboratively within the Quality and compliance Projects Teams, LQRS teams, and across ACECQA, to achieve the identified objectives and results.
- Australian Children's Education & Care Quality Authority Page 1 of 2

- In collaboration with the Quality and Compliance Managers, support the develop and deliver of engaging, relevant and culturally safe professional learning materials for webinars, communities of practice, workshops, resources, and other activities as needed to support outcomes and engagement.
- Ensure program related documentation is developed, accurate, managed and stored to comply with all ACECQA policies and procedures, timelines and stakeholder expectations.
- Prepare briefs, reports and respond to regular and urgent requests for information as required.
- Conduct, deliver and assist with organising travel, service visits, meetings, workshops, webinars and/or events located across NSW/QLD as required by the project schedule and plans.
- Adhere to ACECQA's policies, procedures and Code of Conduct and demonstrate behaviours that support the building of an inclusive and agile performance culture and act ethically and professionally in accordance with ACECQA's values of Integrity, Commitment, Respect and Collaboration.
- Other duties as required.

Eligibility

Essential

- An Aboriginal and/or Torres Strait Islander person: as per the Racial Discrimination Act 1975.*
- Demonstrated experience in and contemporary knowledge of culturally safe professional learning and support approaches within education and care, particularly Aboriginal and Torres Strait Islander services.
- Strong knowledge of and extensive experience in the delivery of children's education and care (particularly in regional and remote Aboriginal and Torres Strait Islander communities), the NQF, and the embedding of quality improvement outcomes and management and governance systems to ensure alignment with the National Quality Standard and National Law and Regulations.
- Developed interpersonal, written and verbal communication skills, including a demonstrated ability to research and interpret information and communicate across a diverse range of audiences, including the development and delivery of presentations, resources and/or online learning that is culturally safe.
- Proven ability to develop culturally safe, collaborative, positive and productive working relationships with internal and external stakeholders and negotiate with confidence to support program outcomes.
- Demonstrated ability to use a range of technologies and learn new systems quickly and efficiently.
- Tertiary qualifications in children's education and care, education and/or adult learning or an equivalent level of industry experience.
- Ability to undertake frequent travel including regional and remote locations and hold a full driver's license.

Desirable

- Experience working with multiple service types including, Aboriginal and/or Torres Strait Islander services, early childhood settings (long day care and preschools/kindergartens), family day care and outside school hours care settings.
- Qualifications, training and/or experience in mentoring/coaching practices.

Notes

How to apply

The closing date for applications is 16 August 2026 at 11.59pm.

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

To apply, please register with the ACECQA [Recruitment Candidate Portal](#), navigate to Quality Support Facilitator (Identified), Quality Support Program vacancy and click **Apply for Job**. The application process will require you to:

- Attach a CV of no more than 5 pages which demonstrates your ability to meet the responsibilities.
- Provide the details of at least 2 referees who have directly supervised you within the last 2 years of employment.

All complete applications will be acknowledged.

More information

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

Notice to agencies

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

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

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, 61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/

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Vacancy VN-0771369

Australian Security Intelligence Organisation

Closing Date:Monday 24 August 2026

Job Title	Intelligence Development Program 2027 and 2028 intakes
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$100,425 - \$118,220
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	04020252026
Agency Website	www.asio.gov.au

Job Description

www.asio.gov.au/careers

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful, we need talented people who are highly capable, dedicated, adaptable and resilient.

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

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

Duties

The Opportunity

As an intelligence professional, you will have a diverse and rewarding career, making a difference every day. You will embrace the complexity of the security environment, confront challenges and drive investigative outcomes that make real world change. With your team, you will collect information and use your critical thinking and communication skills to connect the dots – to stop terrorists and catch spies.

Your role will place you at the centre of the intelligence cycle – you will:

- Assess and validate incoming information.
- Direct investigative action to mitigate emerging threats.
- Play a critical role in delivering accurate, relevant, and timely intelligence to support informed decision-making.

ASIO is seeking applications for **Intelligence Analysts** for the **2027** and **2028 intakes**. Successful candidates will undertake a 12-month development program with comprehensive training in intelligence assessment, analysis and advice. Participants will develop the fundamental skills and knowledge required to gain an Intelligence Analyst licence. This is also the entry point for those seeking a career as an Intelligence Officer, an internally selected program offering training in the collection of human intelligence (HUMINT).

As an Intelligence Analyst you will have the opportunity to build a diverse career across a range of specialised analytical areas. You will identify and investigate patterns and anomalies, draw intelligence value from large volumes of information, solve complex problems, and develop subject-matter expertise to make intelligence assessments and produce high-quality advice. Intelligence Analysts drive ASIO's identification and mitigation of national security issues, and deliver impactful advice and assessments that inform government, national security partners and industry.

ASIO Intelligence Analysts are proactive team players who work together to drive outcomes. We encourage you to apply if you are curious and creative, have good judgement, are a critical thinker and enjoy working with a dynamic team.

Find out more about [working at ASIO](#).

Opportunities for licenced ASIO Intelligence Analysts

Once you have obtained an Intelligence Analyst licence, there are multiple opportunities to specialise or to further develop your skills. Intelligence professionals in ASIO regularly move positions, meaning you can have many jobs within the Organisation.

Following the 12-month training, you may be placed in:

- **Discovery.** Finding the crucial piece of intelligence in a large dataset, discovering the 'unknown unknowns'.
- **Investigations.** Taking one piece of security intelligence and finding how it fits into the big picture, to uncover the individuals seeking to harm Australia.
- **Strategic analysis.** Applying high-level analytical tradecraft to identify early indicators of change in the security environment and generating advice for decision-makers at all levels of Government.
- **Targeting analysis.** Employing specialised analytical tradecraft to identify, develop, and enhance operational opportunities and outcomes.
- **Threat analysis.** Using a range of information sources to build thematic expertise and develop an understanding of threats to Australia and Australians.

The skills and context you gain as an Intelligence Analyst are crucial to becoming an Intelligence Officer. Before applying to be an Intelligence Officer, all applicants will complete a minimum two-year domestic posting. You will further develop your skills, gain critical corporate knowledge with on-the-job experience, and develop a deep understanding of the security environment – all of which will help you in the field.

Intelligence Officers meet with members of different communities to help mitigate security threats, while also building ongoing confidential relationships with people to collect information to assist ASIO to achieve its mission. As an Intelligence Officer you will be trained in human intelligence (HUMINT) skills, equipping you to collect privileged information from valued human sources to inform security intelligence requirements.

It takes a team with a mix of skills to collect the dots and connect the dots. No matter what role you are in, you will contribute to our mission and our success. A multitude of careers in ASIO are unlocked via an Intelligence Analyst licence, allowing you to find your fit.

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

Eligibility

What you will bring

We invite applications from people with the following attributes:

- An interest in national security.

- Exceptional judgement and the ability to provide impartial advice.
- The ability to gather, research and analyse information to prepare written and oral briefings.
- Critical thinking, complex problem solving and logical reasoning.
- The ability to operate independently and as part of a team.
- The ability to demonstrate personal and professional resilience and adaptability.
- High-level interpersonal and verbal communication skills.
- The ability to build productive relationships across ASIO and with partners.
- The motivation and aptitude to undertake a comprehensive 12-month development program.
- A diverse range of skills, qualifications and life experience.

Eligibility

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

- an Australian citizen.
- assessed as suitable to hold and maintain a TOP SECRET-Privileged Access (TS-PA) security clearance.
- candidates who apply for subsequent Intelligence Officer training must have an Australian drivers licence. This criteria only applies following the completion of the Intelligence Analyst training and a defined period of employment.

Reasonable adjustments

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

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

- Significant training and development as part of a 12-month development program.
- A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.
- Employer superannuation contributions of 15.4%.

- A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.
- Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.
- Study assistance, including financial support and study leave for tertiary education.
- Access to 7 staff-led diversity and inclusion networks.
- Access to an Employee Assistance Program (EAP).
- Mentoring opportunities.

Location

These positions are located in Canberra and applicants must be willing to relocate. Relocation assistance is provided to successful candidates where ASIO requires you to relocate. Intelligence professionals at ASIO rotate through different postings, which may require you to move cities.

How to apply

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

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

- A current CV outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you may have undertaken.
- A written pitch of no more than 2 pages outlining what skills, qualities and knowledge you will bring to ASIO.
- Details of 2 referees, which must include your current manager and a previous manager.

Your pitch is an opportunity to tell us why you are interested in an intelligence career with ASIO. In support of your application, candidates are encouraged to refer to ASIO's People Capability Framework.

This framework outlines the capabilities and skills required for ASIO's workforce (see below):

- Strategic Thinking.
- Achieves Results.
- Productive Working Relationships.

- Personal Drive and Integrity.
- Communicates with Influence.
- Demonstrated skills and experience relevant to the role.

Read the [ASIO People Capability Framework](#) and [Core Capability Guide](#), available on ASIO's website. Ensure your responses address the relevant capabilities and levels outlined in these frameworks.

Suitability assessments are valid for 24 months. Candidates found unsuitable during the assessment process will not be eligible to reapply for the Intelligence Development Program for a period of 24 months. If you have previously applied since August 2024, we encourage you to confirm your eligibility before reapplying.

Use of AI in the recruitment process

ASIO does not use any form of artificial intelligence at any point in the recruitment process.

All applications are reviewed by a selection panel. We recognise some applicants may use AI technologies to draft applications or prepare for interviews. If you wish to use AI, we recommend doing this only for initial drafts and ensure that your application is personalised and accurately reflects your skills, experience and qualifications.

Additionally, be aware of the privacy policies of any AI tool you use. Be mindful of the information you are entering into AI tools (personal details, work history, etc) and how using it may link you to potential ASIO employment, noting that you are expected to be discrete and maintain confidentiality with your application.

If you are invited to attend interview, the use of AI tools and recording devices during interview is strictly prohibited. Should AI tools or recording services be detected, your application, and any future applications may be discontinued.

The recruitment selection process - timeframes

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

We ask all applicants for their patience throughout the process.

As we are recruiting for Intelligence Development Program, Intelligence Analyst 2027 and 2028 intakes, candidates can expect the following timeframes for the recruitment selection process:

- Program advertised 28 July 2026 to 24 August 2026.
- Online testing will run in the first week of September 2026.

Assessment centres will likely run from Septemeber through to November 2026.

Employment conditions

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

Australia Workplace Equality Index

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

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

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 02 6263 7888
Agency Recruitment Site	www.asio.gov.au/careers

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Vacancy VN-0771332

Job Title	Regulatory Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Perth WA, Hobart TAS, Sydney NSW
Salary	\$88,834 - \$96,829
Future Merit Locations	Adelaide, Brisbane, Canberra, Melbourne, Perth, Hobart, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Split work on site / work from home options available
Classification	APS Level 5
Position Number	To be confirmed
Agency Website	https://www.asqa.gov.au/

Job Description

<https://asqacareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2D9273%2D>

Please note: This recruitment process is being used to create a Merit Pool, to be drawn upon over the next 18 months. It may be used to fill ongoing or non-ongoing vacancies both within ASQA and for similar roles across the APS.

Who we are

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

What we do

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

Why we do it

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

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

Visit our website for more information [about ASQA](#), including our role and how we regulate.

Duties

About the Opportunity

The **Registration and Performance** branch is looking to create a merit pool to be utilised over the next 18 months.

The Branch comprises four operational areas including Market Entry, Registration, Performance Monitoring and Service Delivery, each contributing to a consistent, risk based and transparent regulatory framework across the VET sector. For detailed information on each of these areas, please refer to the Job Information Pack.

About the Role

The **Regulatory Officer** is an APS5 regulatory role that can operate across any of the operational areas within the Registration and Performance Branch.

Regulatory Officers are responsible for delivering timely regulatory outcomes, drawing on information from multiple sources and risk-based analysis to inform decision making, supporting Senior Regulatory Officers and Assistant Directors.

The role requires strategic and operational work, stakeholder engagement, sound decision making, shows judgement and strong communication.

Skills and experience

To succeed in this role, you will have:

- Ability to understand regulatory frameworks and the principles of effective regulation. Including the ability to quickly acquire knowledge of VET legislation and regulatory frameworks.

- Developed analytical and problem-solving skills to support well-reasoned recommendations based on evidence.
- Developed written communication skills with demonstrated experience in preparing high quality reports, reasoning statements or other regulatory materials.
- Developed interpersonal skills with demonstrated negotiation, conflict resolution and engagement skills with internal and external stakeholders.
- Ability to work independently under strict deadlines with demonstrated skills in effective time management, working with competing priorities and managing a case load effectively in line with agreed performance indicators.
- Demonstrated commitment to promote diversity, model the APS Values, APS Employment Principles and promote compliance with the APS Code of Conduct.

What we offer

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

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

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

You will have access to:

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

Benefits of working in the APS

- **Purpose and meaning** - the Australian Public Service (APS) offers a clear purpose and meaningful work where you can make a positive impact in people's lives.

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

Eligibility

Eligibility to apply

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

Notes

How to apply

Please read the Australian Public Service Commission's (APSC) [Principles for candidate use of AI in recruitment](#) to understand the expectations related to the ethical, responsible and transparent use of AI when engaging in an APS recruitment process.

Visit [Current vacancies](#) for more information.

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

Please include the following in your application:

- a one-page pitch detailing your skills, background, and experience relevant to the role.
- a resume/CV, including the name and contact details of two referees (one should be your current supervisor/manager).

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

If you have questions about this exciting opportunity, please contact **Erin Conlon, Director, Performance Monitoring** via Erin.Conlon@asqa.gov.au.

Use of AI by the Panel:

Selection panels may use basic artificial intelligence tools (such as Microsoft Copilot) to assist with administrative tasks during the recruitment process. This may include, for example, summarising information or drafting or refining documentation. We use AI to help us work more efficiently, but we do not use AI to make assessment and selection decisions about candidates.

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

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

Applications close: Sunday, 9 August 2026 at 11:30pm (AEST)

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

About the Australian Skills Quality Authority (ASQA)

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

To Apply

Position Contact	Erin Conlon, Erin.Conlon@asqa.gov.au
Agency Recruitment Site	https://asqacareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2

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Vacancy VN-0771391

Defence Housing Australia

Closing Date:Tuesday 11 August 2026

Service Delivery
Asset Management Maintenance Compliance

Job Title	Maintenance Contract Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Gungahlin ACT, Newstead QLD, Parramatta NSW, Port Melbourne VIC, Carrington NSW
Salary	\$104,793 - \$120,411
Future Merit Locations	Gungahlin, Newstead, Parramatta, Port Melbourne, Carrington
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in line with the DHA Enterprise Agreement.
Classification	APS Level 6
Position Number	493956
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking an experienced Maintenance Contract Manager to join the Asset Management Team. Apply now and enjoy a rewarding career at DHA!

Duties

About us

DHA was established in 1988 following passage of the Defence Housing Australia Act 1987 (DHA Act) to provide adequate and suitable housing for, and housing related services to, members of

the Australian Defence Force (ADF) and their families. We remain committed to our purpose of providing housing, and housing related services, to ADF members and their families to support Defence's operational needs.

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

To find out more about DHA, please refer to our [website](#) or read our latest [Annual Report](#).

About your team

The Contractor Management Team (CMT) is responsible for the strategic management, governance and performance oversight of DHA's national repairs and maintenance contractor arrangements.

The team provides national leadership for contractor governance, contract administration, performance monitoring, compliance assurance and continuous improvement activities to ensure accordance with contractual obligations. maintenance services are delivered safely, effectively and in accordance with contractual obligations.

CMT works closely with Regional Service Operations, the Maintenance Contact Centre and key corporate stakeholders to drive contractor performance, manage risk, deliver value for money and support the achievement of DHA's asset management objectives by monitoring and reporting on contractor KPIs; ensuring compliance and value for money objectives are met; and the provision suitably skilled Residential Maintenance Services contractors.

Eligibility

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

Notes

Benefits for working at DHA include:

- 15.4% superannuation
- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per year
- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work

- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- A dedicated Employee Assistance Program for you and your family to access in times of need
- ADF partner employment conditions when posting to a new location

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

How to apply

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

For further information on the position, please refer to the Candidate Information Pack through the [online careers site](#).

Applications close: 11:55pm AEST Tuesday, 11 August 2026. Any questions? Please contact Rowena Weder T: 07 3156 8938 E: Rowena.Weder@dha.gov.au

Order of Merit

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

Inclusion and Diversity

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

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

About the Defence Housing Australia

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

To Apply

Position Contact	Rowena Weder, 07 3156 8938
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0771375

Department of the House of Representatives

Closing Date: Tuesday 11 August 2026

People Strategies Office
Serjeant-at-Arms Office

Job Title	Assistant Director, Wellbeing and Work Health and Safety
Job Type	Full-Time, Non-Ongoing
Location	Capital Hill ACT
Salary	\$130,043 - \$145,054
Future Merit Locations	Capital Hill
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	9700
Agency Website	https://www.apg.gov.au/About_Parliament/Employment/Department_of_the_House_of_Representatives

Job Description

https://www.apg.gov.au/About_Parliament/Employment/Careers_at_the_Department_of_the_House_of_Representatives

The Department of the House of Representatives is seeking applications from those interested in directly supporting the work of the House of Representatives and members of Parliament at Parliament House in Canberra.

About the department

The Department of the House of Representatives provides services to support the efficient conduct of the House of Representatives, its committees and certain joint committees, and provides a range of services and facilities for Members of Parliament in Parliament House. The department also promotes the work of the House in the community and supports the conduct of the Parliament's international and regional relations.

About the role

The Assistant Director, Wellbeing and Work Health and Safety (WHS) is responsible for WHS policy and legislative updates and driving key initiatives aligned with wellbeing strategy, health, and injury case management.

Reporting to the Director, Performance and Culture, the successful candidate will promote a safe and inclusive culture and provide specialist advice on WHS risk management, promote and enhance the department's Employee Assistance Program, and implement innovations and processes to improve health, safety and the wellbeing of employees.

Duties

Duties

The Assistant Director will:

- In conjunction with the Director, Performance and Culture, provide leadership and support to the Performance and Culture Team and encourage continuous improvement and development of staff.
- Manage and provide complex advice on non-compensable and compensable health related claims, including conducting incident investigation and risk management activities.
- Proactively contribute to the development, implementation and review of the department's work, health and safety management to ensure legislative and regulatory compliance.
- Implement WHS initiatives to enhance the effectiveness of workplace health and safety and monitor performance outcomes. This includes coordinating the department's Work Health and Safety Committee, and providing regular reports and updates on safety initiatives and incidents.
- Collaborate closely with Health and Safety Representatives to identify and address workplace hazards, ensuring compliance with safety regulations.
- Oversee the successful delivery of the department's early intervention program and wellbeing program, including streamlining processes and implementing initiatives.
- Represent the Office and the department at commonwealth networks, working groups and forums.

Eligibility

To be eligible, applicants must:

- Be an Australian citizen;
- Undertake a National Police check;
- Obtain and maintain a security clearance at the Baseline level.
- Tertiary qualifications in a related discipline or equivalent experience in a similar role are desirable.

Notes

Applications must include a 2-page pitch noting suitability against the selection criteria, and details of two referees. See the Applicant information pack for further information on how to apply.

Applications close 11:59 pm, Tuesday 11 August 2026.

Visit the [Department of the House of Representatives](#) vacancy page, and apply online.

For further information, please contact the recruitment team on 02 6277 4745, or at recruitment.reps@aph.gov.au

About the Department of the House of Representatives

The Department of the House of Representatives provides services to support the efficient conduct of the House of Representatives, its committees and certain joint committees, and also provides a range of services and facilities for Members of Parliament in Parliament House. The department also promotes the work of the House in the community and supports the conduct of the Parliament's international and regional relations.

To Apply

Position Contact	Recruitment Team, 02 6277 4745
Agency Recruitment Site	https://www.aph.gov.au/About_Parliament/Employment/Careers_at_the_Department_of_the_House_o

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Vacancy VN-0771360

Job Title	Product Owner - Eye on the Reef
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Cairns QLD, Canberra ACT
Salary	\$121,312 - \$132,962
Future Merit Locations	Various locations - QLD, Townsville, Cairns, Canberra
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	Executive Level 1
Position Number	1111T
Agency Website	

Job Description

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

We are seeking an experienced, outcomes-focused, **Product Owner** to join our Science for Management section. You will work closely with Reef Authority staff, management partners and stakeholders to help scope, design and implement digital tools and products that contribute to understanding the health and resilience of the Reef and the effectiveness of management actions.

The position is responsible for the oversight and coordination of technology maintenance and evolution for the Eye on the Reef Program, which enables users to submit reef health observations and survey data in near real-time. The digital platforms that support the Eye on the Reef Program include a phone application, website, web application and database.

As Product Owner, you will lead a small team to ensure these platforms deliver maximum value to users, and support critical reef monitoring and management objectives. You will be required to exercise sound decision-making and judgement to enable the completion of work to a high quality, within designated timeframes by managing resources, setting work area priorities and plans, managing workflows, developing execution strategies, understanding and evaluating business outcomes, knowledge sharing, guiding and coaching team members to develop them professionally.

You will be responsible for overseeing project and contract management within an agile environment; coordinating established working groups and governance processes; and preparing high quality advice, information and reporting products.

Why join the Reef Authority?

Working at the Reef Authority is an opportunity to contribute to the long-term protection of one of the world's most significant natural environments while building a rewarding career in the Australian Public Service.

We offer a supportive and inclusive workplace, flexible work arrangements, opportunities for professional development and the chance to work alongside people who are passionate about protecting the Great Barrier Reef.

Duties

- Lead a small team to deliver on the strategic roadmap for the Eye on the Reef digital product, in alignment with organisational strategic objectives and priorities.
- Oversee project planning, execution and governance including: financial oversight, risk and issue management, ensuring compliance with whole-of-government requirements, resource allocation, dependencies, and benefits realisation.
- Coordinate established governance processes related to delivery of the Eye on the Reef Program, including working group and Steering Committee. Build and maintain trusted working relationships with technical and non-technical stakeholders, including vendors.
- Provide high quality advice to the Eye on the Reef Steering Committee and executive staff on the digital product, strategic roadmap, and delivery priorities based on value, urgency, dependencies, and strategic alignment.
- Assist with the section's planning, reporting and evaluation processes to support the Reef Authority's strategic objectives.

Eligibility

What you'll bring

- Experience leading technical teams and delivering digital products in complex environments.
- Strong stakeholder engagement skills and the ability to build productive working relationships across technical and non-technical audiences.
- Experience managing technology projects, contracts or programs and balancing competing priorities.
- Sound judgement, problem-solving skills and the ability to deliver high-quality outcomes in a changing environment.
- Strong written and verbal communication skills, with the ability to explain complex information clearly.

Essential requirements

- Demonstrated experience in managing and leading technical teams.
- Proven track record of delivering digital products, preferably in the public service or other complex stakeholder environments.
- Project, contract and/or program management experience with technology-based outcomes.

Desirable qualifications or equivalent experience

- 5 years experience as a Product Owner or Product Manager (or equivalent in ICT delivery).
- Understanding of the Australian Government's procurement rules and experience in contract management in the Australian Public Service.
- Familiarity with relevant digital policies including the Digital Service Standard, accessibility requirements, and security protocols.
- Understanding of whole-of-government requirements for ICT.
- Understanding of design thinking and human-centred design.
- Strong understanding of Agile methodologies and experience using Azure DevOps.

Notes

Employment with the Reef Authority is subject to:

- Conditions prescribed within the Public Service Act 1999.
- Australian Government Security Vetting Agency (AGSVA) granting a security clearance at the required level.
- Evidence of citizenship status.
- Evidence of qualifications required of the role.
- Evidence of a completed national police-check with no risks identified by the Reef Authority.
- The CEO of the Reef Authority, or their Delegate, approving a Notice of Engagement.
- The [Australian Government Security Clearance Application Guide Book](#) provides information on minimum eligibility requirements for holding a security clearance at the required level. Please ensure that you are able to provide the necessary documents if you apply for the position. More information on the security clearance vetting process is available on the [AGSVA website](#).

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Dr Chloe Schauble, 0467 159 617
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0771362

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 16 August 2026

Major Projects Science for Management

Job Title	Project Manager - Digital Delivery
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Cairns QLD, Townsville QLD, Canberra ACT
Salary	\$99,733 - \$111,702
Future Merit Locations	Various locations - ACT, Various locations - QLD
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	1112T
Agency Website	

Job Description

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

We are seeking an experienced digital specialist to join our Science for Management section. You will work closely with Reef Authority staff, management partners and stakeholders to help scope, design and implement digital tools and products that contribute to understanding the health and resilience of the Reef and the effectiveness of management actions.

The position is responsible for supporting the technology maintenance and evolution for the Eye on the Reef Program, which enables users to submit reef health observations and survey data in near real-time. The digital platforms that support the Eye on the Reef Program include a phone application, website, web application and database.

This position will work within an agile delivery environment to ensure these platforms deliver maximum value to users, and support critical reef monitoring and management objectives. This includes providing project and contract management; supporting governance processes and liaising with working groups; planning and conducting user research; preparing information and reporting products; and contributing to a range of other communication and engagement activities.

Duties

What you'll do

- Support delivery of the strategic roadmap for the Eye on the Reef product, in alignment with organisational strategic objectives and priorities. You'll lead the delivery of product maintenance and enhancements in an agile environment, work with stakeholders and vendors to translate business needs into technical solutions, contribute to reporting and information products, and support cyber security and compliance initiatives, including alignment with the ISM, PSPF and Essential Eight.
- Support established governance processes related to delivery of the Eye on the Reef Program, including working group and Steering Committee.
- Assist with the section's planning, reporting and evaluation processes to support the Reef Authority's strategic objectives.

Why join the Reef Authority?

Working at the Reef Authority is an opportunity to contribute to the long-term protection of one of the world's most significant natural environments while building a rewarding career in the Australian Public Service.

We offer a supportive and inclusive workplace, flexible work arrangements, opportunities for professional development and the chance to work alongside people who are passionate about protecting the Great Barrier Reef.

Eligibility

What you'll bring

- Qualifications (or equivalent experience) in project management, information technology, cybersecurity or a related discipline, together with demonstrated experience leading digital projects or service delivery.
- Experience providing digital service or application management, project management services, or user research.
- Excellent written and verbal communication skills, with the ability to build strong stakeholder relationships.
- High level problem-solving and risk mitigation skills, together with a curious, open-minded approach that values the ideas and contributions of others.
- The flexibility to adapt to changing organisational priorities while working collaboratively to deliver outcomes.

Essential requirements

- Qualifications (or equivalent experience) in project management, information technology, cybersecurity or related discipline.
- Demonstrated experience in leading digital projects or service delivery.

Desirable qualifications or equivalent experience

- Proven experience managing the build of a digital tool or product.
- Familiarity with Agile delivery and tools such as Azure DevOps.
- Understanding of design thinking, human-centred design, and user research approaches.
- Experience in procurement, budgeting and contract management, preferably in Commonwealth government environments.

Notes

Employment with the Reef Authority is subject to:

- Conditions prescribed within the Public Service Act 1999.
- Australian Government Security Vetting Agency (AGSVA) granting a security clearance at the required level.
- Evidence of citizenship status.
- Evidence of qualifications required of the role.
- Evidence of a completed national police-check with no risks identified by the Reef Authority.
- The CEO of the Reef Authority, or their Delegate, approving a Notice of Engagement.
- The [Australian Government Security Clearance Application Guide Book](#) provides information on minimum eligibility requirements for holding a security clearance at the required level. Please ensure that you are able to provide the necessary documents if you apply for the position. More information on the security clearance vetting process is available on the [AGSVA website](#).

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Rohana Rogan-Darvill, 0499 732 066
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Attorney-General's

Vacancy VN-0771376

Australian Human Rights Commission

Closing Date:Monday 10 August 2026

Projects & Partnerships
Workplace and Community Education Workplace and Community Education

Job Title	Administration Officer
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Sydney NSW, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - WA WA, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT, Various locations - VIC VIC
Salary	\$79,125 - \$86,246
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid, Remote
Classification	APS Level 4
Position Number	1237
Agency Website	

Job Description <https://ahrc.recruitmentplatform.com/details.html?jobId=406&jobTitle=Administration%20Officer>

The Australian Human Rights Commission (the Commission) is Australia's national human rights institution, dedicated to fostering a society where human rights are upheld, protected, and celebrated. We envision an Australia where every individual is valued equally in dignity and rights.

Our mission involves promoting and safeguarding the human rights of all Australians by:

- Advising all levels of government and various public and private organisations.
- Strengthening laws, policies, and practices while providing accessible investigation and conciliation services.
- Engaging inclusively with civil society, communities, and the private sector.
- Raising awareness about human rights and offering educational resources.
- Collaborating with partners to cultivate a culture of respect for human rights across the nation.

The Workplace and Community Education Team fulfils the Commission's statutory obligation to provide

We are looking for an experienced and organised Administration Officer to join our team. You will play a key role in ensuring the smooth functioning of the Workplace and Community Education

team. In this varied role, you will be the first point of contact for community members seeking information about available human rights education resources, and for agencies inquiring about our workplace training programs.

This full-time / part time, non ongoing position offers a competitive salary range of \$79125 - \$86,246 per annum plus 15.4% superannuation.

This is a 12 month parental cover position.

We offer flexible, hybrid and remote work options.

Duties

What You'll Do:

- Monitor shared team inboxes, ensuring timely, accurate and professional responses in accordance with mailbox management procedures provided
- Respond to requests for fee-for-service training, including workshops and eLearning licensing
- Provide logistical support for training delivery, including venue bookings, catering, materials and printing when needed
- Book travel and accommodation using the Commission's travel system
- Provide user support for the LMS, including troubleshooting access, permissions and technical issues, and escalating where required
- Administer course setup and maintenance, including content uploads, updates and configuration
- Support system functionality through basic configuration and language updates
- Liaise with system vendors to resolve technical issues and support system improvements
- Carry out Financial & Contract Administration
- Maintain records and documentation in line with organisational requirements (including SharePoint)
- Maintain tracking systems and report on workshop participation, eLearning enrolments and completions, training feedback, revenue data, output and indicator data Prepare quarterly and annual reports
- Maintain website content update tracker and provide basic website content updates using content management systems (e.g. Squiz)

Eligibility

What We're Looking For:

- Experience providing administrative support with minimal supervision
- Strong organisational skills and attention to detail with the ability to work independently
- Excellent written and oral communication, capable of engaging with diverse stakeholders
- Computer skills including Learning Management System (e.g. Totara LMS)

- Knowledge of Microsoft Office suite
- Understanding of contemporary human rights issues within Australia (desirable)

Notes

Why Join Us?

By becoming a part of our team, you'll play a vital role in influencing public conversations about human rights and making a meaningful impact. If you're ready to use your skills to support a cause that matters, we want to hear from you!

Apply Now! Help us shape the future of human rights in Australia. Join us in making a difference!

Applications close: 5pm AEDT 10 August 2026

Notes

We value inclusivity and diversity and seek people who support and model the behaviours we promote in our workforce. We strongly encourage applications from First Nations Australians, mature workers, people from culturally and linguistically diverse backgrounds, culturally and marginalised communities, carers, LGBTIQ+ and people with disability.

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS). An Agency Head may waive the requirement for citizenship prior to engaging an individual where it is appropriate to do so.

The Commission is committed to providing an accessible, inclusive work environment to enable people with a disability to participate fully in all aspects of employment. Applicants are encouraged to request reasonable adjustment as required to assist your participation in this recruitment process.

Please note this position is advertised as Non-Ongoing. The successful applicant would be employed for an initial period of up to 12 months if extended the maximum period will be two years in total. The merit pool / list established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future non-ongoing vacancies in the Commission where the duties are of a similar nature.

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

How to Apply

Please provide a resume and a statement (maximum of 2 pages) outlining your interest in this position(s), your experience that would lead to impactful outcomes in the role, and the skills and capabilities you bring.

The successful candidate will demonstrate the ability to fulfill the requirements of the role in an impartial and respectful manner as required by the APS Code of Conduct. The successful candidate will uphold the integrity and independence of the Australian Human Rights Commission.

As part of the recruitment and selection process, applicants will be required to consent to and undergo background checks which may include character and social media checks.

For more Information

Information about the role and Commission practices may be sought from Jesse Fulcher via email jesse.fulcher@humanrights.gov.au

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

About the Australian Human Rights Commission

To Apply

Position Contact	Jesse Fulcher, jesse.fulcher@humanrights.gov.au
Agency Recruitment Site	https://ahrc.recruitmentplatform.com/details.html?jobId=406&jobTitle=Administration%20Officer

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Defence

Vacancy VN-0771230

Department of Defence

Closing Date:Monday 10 August 2026

Joint Capabilities Group
Joint Training Command

Job Title	Operations Administration Assistant
Job Type	Full-Time, Ongoing
Location	Macleod VIC
Salary	\$81,868 - \$89,377
Future Merit Locations	Macleod
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 4
Position Number	JCG/04098/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=26BE4081-A93D-7D31-E453-ED20170E6C69>

Duties

The Role

The APS 4 Operations Administration Assistant role supports the Operations Branch within the Headquarters of Joint Training Command in an operations registry function. They are required to perform operational, procedural, administrative and business support tasks. This includes maintaining accurate records and files in accordance with Defence work practices and procedures. It will require ability to correlate information across several systems; and then on-forward to appropriate staff or organisations, while maintaining internal correspondence registers of activities

conducted. They will support internal business administration for the Operations Branch allowing the team to effectively complete normal roles and functions across the Headquarters.

About our Team

Headquarters Joint Training Command (JTC) is the Headquarters for the Defence Force School of Signals Melbourne Vic, Defence School of Intelligence Canungra QLD, Defence Force School of Policing Holsworthy NSW, Defence Force School of Space and Cyber in Canberra ACT, and the Defence Force School of Music Melbourne Vic. JTC is seeking an APS 4 Operations Administration Assistant to provide support to HQ JTC Operations Cell. This position will be located at Simpson Barracks, Macleod VIC.

Working within JTC you will be a key team member within the Operations Cell. This team consistently delivers a high standard of outputs and each role within the team contributes to supporting the delivery of capability.

Our Ideal Candidate

The successful applicant will be a highly motivated and organised individual able to work autonomously and as part of a team to provide administrative support including database management.

The APS 4 Operations Administration Assistant role supports the Operations Branch within the Headquarters of Joint Training Command in an operations registry function. They are required to perform operational, procedural, administrative and business support tasks. This includes maintaining accurate records and files in accordance with Defence work practices and procedures. It will require ability to correlate information across several systems; and then on-forward to appropriate staff or organisations, while maintaining internal correspondence registers of activities conducted. They will support internal business administration for the Operations Branch allowing the team to effectively complete normal roles and functions across the Headquarters, as well as support the compilation of information for databases as well reports and returns.

Eligibility

Security Clearance:

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

Notes

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

About the 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	MAJ Ryan Jenkins, 03 9290 2532
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=26BE4081-A93D-7D31-E453-ED20170E6C69

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Defence

Vacancy VN-0771254

Department of Defence

Closing Date:Monday 10 August 2026

ARMY
Forces Command

Job Title	Quality Assurance Officer
Job Type	Full-Time, Ongoing
Location	Bandiana VIC
Salary	\$89,841 - \$96,829
Future Merit Locations	Bandiana
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 5
Position Number	ARMY/03634/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=2B147384-58E9-4A6B-F94D-ED201A292AE6>

Duties

The Role

The Quality Assurance Officer is responsible for implementing and maintaining quality assurance systems, processes and documentation to ensure organisational compliance with relevant standards, legislation and ADF doctrinal requirements.

The role primarily conducts data quality administration tasks, including audits, inspections and compliance reviews, monitors data quality performance, investigates quality issues and non-conformances, recommends corrective actions to support continuous improvement and oversees data remediation tasks.

The position also provides advice and training to staff, maintains accurate quality records, and liaises with internal stakeholders and subordinate units to promote data quality integrity and organisational effectiveness. The secondary function of the role is support to the Army Logistic Training Centre (ALTC) Training Cell in the planning and management of training governance and data administration within ALTC.

About our Team

The Training Cell is responsible for the effective management, scheduling and data quality administration of training governance and administration processes in support of ALTCs mission to deliver Army's Directed Training Requirement (DTR). Key tasks include; managing the DTR planning cycle and scheduling of training in order to achieve DTR; supervising and monitoring Training Support Requests (TSR); managing in-year training through the review, submission, tracking and data entry of Course Session Amendment Request (CSAR), and; management and supervision of exported training processes.

The Training Cell provides oversight, guidance and direction regarding PMKeyS PD&T governance and administration processes—managing data quality remediation tasks in conjunction with ALTC units. Additionally, the cell provides key training data and reporting functions, through maintenance of the ALTC training management report.

Our Ideal Candidate

Successful candidates will demonstrate a high level of attention to detail, strong analytical and problem-solving skills, and a commitment to continuous improvement. They will possess integrity, professionalism and sound judgement when assessing compliance matters, along with the ability to work independently, manage competing priorities and build effective working relationships across teams. Strong communication, organisational and data analysis skills are essential, as is experience with training management systems, auditing practices and policy development.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kaylene Richter, 02 6053 5421
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2B147384-58E9-4A6B-F94D-ED201A292AE6

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Foreign Affairs and Trade

Vacancy VN-0771297

Australian Centre for International Agricultural Research (ACIAR)

Closing Date:Thursday 13 August 2026

Australian Centre for International Agricultural Research

Job Title	Chief Executive Officer
Job Type	Full-Time, 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	Work From Home;On Site
Office Arrangement Details	Full-time, Canberra-based role requiring regular domestic and international travel
Classification	Statutory Appointment
Position Number	0001
Agency Website	https://www.aciar.gov.au

Applications open Tuesday 28 July 2026 and will close 11:30pm AEST on Thursday 13 August 2026

The Australian Centre for International Agricultural Research (ACIAR) is seeking an accomplished executive leader for the role of Chief Executive Officer. This statutory appointment leads ACIAR, a specialist Australian Government agency within the Foreign Affairs and Trade portfolio, delivering international agricultural research partnerships across the Indo-Pacific.

Reporting to the Minister for Foreign Affairs, the Chief Executive Officer will oversee organisational performance and governance, and drive high-impact research-for-development programs that support food security, poverty reduction, sustainable agriculture and stronger regional partnerships.

This Canberra-based appointment is for a five-year term and offers the opportunity to lead a respected Commonwealth agency with a distinctive international mandate. The successful candidate will bring strong executive leadership, financial and organisational management capability, experience working across government and research sectors, and the ability to build trusted relationships with domestic and international stakeholders.

Duties

In this role you will be required to:

- Set the strategic vision for ACIAR, inspiring purpose and direction across the agency.
- Provide leadership to empower the efficient and productive functioning of the Centre.
- Advise and report to the Minister, the Commission and the Policy Advisory Council on ACIAR's overall strategy, research and capacity-building programs, and accountability of operations.
- Represent Australia at high-level international meetings, including meetings of the Consultative Group on International Agricultural Research and its sub-committees or task forces.
- Represent ACIAR before government and Parliament, and to Australian industry and the domestic and international scientific research community.
- Interact effectively at the highest levels with agencies across the Foreign Affairs and Trade portfolio, the broader Australian Public Service, universities, CSIRO and state departments.
- Negotiate agreements with collaborating country governments and facilitate collaborative partnerships with developing country government agencies and research institutions.
- Contribute to national and international reviews in scientific research and development assistance.
- Lead and manage the ACIAR Executive team and oversee appropriate people management systems for staff and contractors in Australia and overseas.
- Ensure ACIAR operates in compliance with all relevant legislative and policy frameworks, with a particular focus on Commonwealth financial and resource management obligations, including oversight of ACIAR's annual budget, financial governance, procurement, risk, audit and assurance.

OUR IDEAL CANDIDATE

The successful candidate will bring high-level expertise in leading a complex organisation and driving effective research partnerships across government, universities, research organisations and business. They will combine a strong focus on outcomes, with the discipline required to run an efficient, accountable and high-performing Commonwealth agency.

They will demonstrate strong financial and organisational management capability, and a clear understanding of governance, probity, risk and accountability in a Commonwealth context. They will be able to translate strategy into practical delivery, align resources to priorities, and ensure ACIAR operates effectively within the expectations of government, ministers, Parliament and stakeholders.

The successful candidate will also be an accomplished people leader, with the ability to build a cohesive and high-performing executive team, foster a positive and inclusive organisational culture, and lead staff and locally engaged employees across Australia and overseas. They will bring credibility, resilience and strong communication skills, and will be able to inspire confidence across a diverse network of domestic and international partners.

They will have a record of leading change, driving innovation and engaging others in solutions to emerging global and regional challenges, preferably in a research management, international development and/or public sector context.

HOW TO APPLY

Your application should include:

- Your personal details.
- A statement of claims, or short pitch, of approximately 1000 words addressing the requirements of the role.
- Contact details for two referees.

As a part of your application, you will be required to provide a statement of claims, or short pitch, of approximately 1000 words addressing the requirements of the role. Your application will be assessed on your ability to demonstrate the skills, knowledge, experience and qualifications required to perform the role successfully. Relevant examples and achievements will strengthen your application. Your statement of claims, short pitch, is your opportunity to tell us why you are the right candidate for the role.

Please let us know if you require any adjustments to participate fully in this recruitment process. All requests for reasonable adjustments will be considered and managed in consultation with you.

Applications should be submitted by clicking the Apply button and following the instructions provided by Beaumont & Beaumont.

For enquiries about the recruitment process, please contact Beaumont & Beaumont ensuring you quote their reference number:

Name: Beaumont&Beaumont

Email: dfat@beaumontandbeaumont.com.au

Phone: (02) 6126 4500 | Quote Reference number:11754

Eligibility

To be eligible for appointment, candidates must be Australian citizens or hold permanent residency and be willing to apply for Australian citizenship.

Certified copies of tertiary qualifications and other appropriate documentation must be presented on request.

This is a security-designated position. The successful candidate must have, or be able to obtain, an Australian Government security clearance at Negative Vetting Level 2 and maintain that clearance for the duration of the appointment.

Notes

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

About the Australian Centre for International Agricultural Research (ACIAR)

The Australian Centre for International Agricultural Research (ACIAR) is a statutory agency within the Australian Government's Foreign Affairs and Trade Portfolio. It operates under the Australian Centre for International Agricultural Research Act 1982. ACIAR invests in collaborative research and knowledge-sharing partnerships to improve the livelihoods and resilience of smallholder farming, fishing and forestry communities in Africa, South Asia and the Indo-Pacific. We work with governments and institutions to grow food more efficiently, increase food system resilience, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably. Our partnerships prioritise economic, social and environmental benefits for partner countries, and contribute to the development of our international and Australian partner institutions' research, policy and leadership

capabilities. Further information on our current projects, programs and priorities can be found at <https://www.aciar.gov.au/>. It's important to note that ACIAR are responsible for commissioning research, not undertaking research.

To Apply

Position Contact	Beaumont&Beaumont, (02) 6126 4500
Agency Recruitment Site	http://beaumontandbeaumont.com.au/11754

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Industry, Science, Energy and Resources

Vacancy VN-0771356

IP Australia

Closing Date: Tuesday 11 August 2026

Finance and People Services Financial Management Office

Job Title	SAP Helpdesk Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	various locations in ACT
Salary	\$90,321 - \$96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	This role is a preferred ACT office-based position but other locations and working arrangements will be considered
Classification	APS Level 5
Position Number	1835
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

As an APS Level 5 SAP Helpdesk Analyst, you will play a key role in supporting and improving IP Australia's SAP Financial Systems and related enterprise applications.

You will provide frontline system support, investigate and resolve incidents and service requests, support SAP security and access administration, participate in testing and release activities, and contribute to the successful delivery of system enhancements and transformation initiatives.

The role offers hands-on experience across:

- SAP Financial Systems support and administration
- SAP security, user provisioning and access governance
- System testing, defect management and release activities
- Business process improvement and service management
- Knowledge management, documentation and operational reporting
- SAP S/4HANA transformation and business readiness activities.

You will work closely with Finance, Human Resources, Information Technology teams and external service providers while developing highly sought-after SAP, ERP and business systems capability.

This is an excellent opportunity for someone looking to build a career in enterprise applications, financial systems support and digital transformation, with a clear development pathway into APS Level 6 and senior Financial Systems roles.

Duties

The successful candidate will be able to demonstrate:

- Experience supporting SAP, ERP or other enterprise business applications
- Good communication, customer service, analytical and problem-solving skills
- The ability to investigate issues, support testing activities, and contribute to system improvements
- The ability to work collaboratively with stakeholders and build productive working relationships
- The ability to work independently, manage competing priorities and deliver quality outcomes
- Personal drive, integrity and a commitment to continuous learning and service excellence.

While we are looking for an individual who is willing to learn and develop in the role, our ideal candidate will have experience in SAP, enterprise systems support, testing, service management or related business applications.

Knowledge of financial systems and SAP security would be advantageous but is not mandatory.

Eligibility

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).

All applicants offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check involves reviewing your background & personal circumstances to minimise risks in giving access to IP Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Some applicants may be able to obtain and maintain a security clearance at a specified clearance level – please check the vacancy information section for security clearance requirements.

The successful applicant must be willing to disclose all relevant and required information.

Notes

We are looking to fill this position on an ongoing basis. Future positions may be offered on an ongoing or non-ongoing basis subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months initially with the possibility of extension.

At the end of the recruitment process, a merit pool of suitable candidates may be created. Those found suitable will be advised that they have been placed in the pool. The merit pool is valid for 18 months from the date the process was advertised. The merit pool may be used throughout the period to fill similar positions in the event positions become vacant.

IP Australia acknowledges that those with diverse experiences, perspectives, and backgrounds enhance our workplace and our capability for innovation. Aboriginal and/or Torres Strait Islander People, People with Disability and LGBTIQ+ people are encouraged to apply for any advertised position, that they may be suitable for, within IP Australia.

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

About the IP Australia

IP Australia is the Australian Government agency that drives innovation by administering intellectual property (IP) rights, including patents, trade marks, designs, and plant breeder's rights. Our mission is simple: to help Australians turn great ideas into reality through a world-class IP system that fuels creativity, investment, and economic growth. Working with us means being part of a team that influences global IP frameworks, supports trade agreements, and educates businesses and individuals on the value of IP. We're not just about protecting ideas—we're about enabling innovation that benefits everyone. At IP Australia, we foster an inclusive and diverse culture where every individual feels respected and valued. We believe that diversity drives innovation, and we are committed to creating a workplace where everyone can thrive and reach their full potential. We understand the importance of flexibility and wellbeing. That's why we offer hybrid work arrangements, flexible hours, and programs to support mental health and overall wellbeing. Our focus on psychological safety ensures that employees feel secure and supported in their roles. Professional growth is a priority for us. We provide opportunities for skill development, education support, and clear pathways for career progression. Whether you're starting your career or looking to advance, IP Australia offers the tools and resources to help you succeed. Our benefits are designed to support your lifestyle and future. With competitive conditions such as 15.4% superannuation contributions, salary packaging options, and family-friendly policies, we make sure our employees are well taken care of. Finally, integrity is at the heart of everything we do. We uphold the highest standards of fairness and respect, maintaining a workplace built on trust and collaboration. At IP Australia, you'll be part of an organisation that values both people and purpose.

To Apply

Position Contact	Gaye Turner, (02) 6283 2998
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Industry, Science, Energy and Resources

Vacancy VN-0771371

Net Zero Economy Authority

Closing Date: Sunday 09 August 2026

Corporate Branch ICT and Security

Job Title	Assistant Director – ICT Service Delivery Manager
Job Type	Full-Time; Part-Time, Ongoing
Location	Canberra ACT
Salary	\$130,638 - \$148,889
Future Merit Locations	Various locations - ACT, Various locations - NSW, 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	Executive Level 1
Position Number	26/03_EXT
Agency Website	http://www.nzea.gov.au/

Job Description

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

We are currently seeking to fill a Service Delivery Manager role at the Executive Level 1 classification, to operate and mature our ICT service delivery function under our newly established PROTECTED Cloud ICT environment and corporate operating model. This includes running and continually improving ITSM processes, administering and optimising the ServiceNow platform, embedding continual service improvement practices, and maintaining effective software and asset management. The role requires ongoing collaboration with NZEA business areas, vendors and stakeholders to sustain efficient, secure, and user-focused services.

We are looking for an experienced in IT Service Delivery Manager who is adaptable, has a service delivery mindset and is accustomed to fast-paced changing environments. The successful candidate will have expertise in administering, configuring and optimising ServiceNow ITSM

processes and workflows in a live production environment and be process driven with attention to detail and enjoys working in a collaborative environment in a multi-disciplinary team.

Duties

In addition to the general responsibilities and duties outlined in the [Work Level Standards](#) for the Executive Level 1 level, key responsibilities and priorities include (but are not limited to):

- ServiceNow administration and Optimisation: own and maintain ITSM processes and workflows in ServiceNow, including change and release management, aligned with ITIL best practice. Manage enhancement requests, configure forms, and iterate on functionality and user experience in response to business demand.
- Service Delivery and Team Enablement: Embed ITSM processes in day-to-day operations and ensure alignment with operational goals.
- Contribute to NZEA's ICT strategy delivery by identifying opportunities for innovation and efficiency in ongoing service delivery and train, mentor and uplift team members on service management practices.
- Software and Asset Management: Operate and maintain Software Asset Management processes, ensuring ongoing compliance, optimisation, and alignment with NZEA policies. Work with procurement to manage ICT software and subscription licensing, including renewals and true-ups.
- Service Delivery Excellence: Manage ICT services against agreed service levels, ensuring continued alignment with business objectives and government standards.
- Vendor and MSP Management: Manage Managed Service Providers (MSPs) against contracted service levels — service reviews, performance reporting, escalation and remediation — to sustain high-quality ICT services.
- Continual Service Improvement: Drive a standing CSI programme, using service data, trend analysis and user feedback to improve ITSM processes and user experience.
- Maintain and enhance documentation, workflows, and service management practices as the environment evolves and to support good governance hygiene practices. Collaborate with internal and external stakeholders to ensure IT processes remain appropriately documented and maintained.
- Risk Management: Identify and mitigate risks in service delivery and ensure cybersecurity considerations remain embedded in all processes.
- Collaboration: Collaborate with internal and external stakeholders to sustain service quality and support delivery of ICT work packages.

For further details on the behaviours and capabilities we are seeking in the ideal candidate, please refer to the downloadable Candidate Information Pack by clicking [Apply Now](#).

Eligibility

Under section 22(8) of the [Public Service Act 1999](#), employees must be Australian citizens to be employed in the APS unless the Agency Head has agreed otherwise, in writing. To be eligible for a position at the Authority, you should be an Australian Citizen at the closing date of application, unless exceptional circumstances apply.

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

Successful applicants will be assessed through our pre-employment screening checks, including a Nationally Coordinated Criminal History Check, and will normally be subject to a six-month probation period if new to the APS, or if they have not yet completed their probation period elsewhere in the APS.

Notes

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

About the Net Zero Economy Authority

The Net Zero Economy Authority (the Authority) is established by the Net Zero Economy Act 2024 as a statutory agency. Its mission is to empower the regions, workers and communities most affected by Australia’s transition to a net zero emissions economy to anticipate and respond to the risks and opportunities of the transition. The Authority is in the Department of Industry, Science and Resources Portfolio. It is led by an independent Board and Chief Executive Officer. To work toward our vision, we have defined three core missions that guide our efforts across the Authority: • Help workers in coal and gas facilities affected by the transition to prepare for and find new well paid, safe and secure jobs. • Support communities significantly affected by the transition to net zero to prosper, including through economic development and investment. • Be a trusted and influential voice to build understanding of, and shape policy on, the regional net zero transition. Find out more about Who We Are on the Net Zero Economy Authority website: <http://www.nzea.gov.au/>

To Apply

Position Contact	Linda Rademakers, 02 5154 1086
Agency Recruitment Site	https://netzero.nga.net.au/

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0771389

National Film and Sound Archive of Australia

Closing Date:Sunday 09 August 2026

Audiences, Brand and Content Editorial and Content

Job Title	Editorial Projects Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Pymont NSW
Salary	\$121,755 - \$132,713
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	You may apply for flexible working arrangements
Classification	Executive Level 1
Position Number	86654
Agency Website	https://www.nfsa.gov.au/

Job Description

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

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year. The NFSA is in a period of significant change. Following increased Government investment, the institution is in a process of digital transformation, establishing the NFSA as Australia's most dynamic and valued cultural organisation. We are rebuilding our curatorial workforce and developing the NFSA's capacity to digitise our collection at scale – to preserve it for the future, to make sure it can be discovered, and to share it with all Australians.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne. We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

The National Film and Sound Archive of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for these principles in theory and practice.

About the Team

The Editorial and Content team is part of the Audiences, Brand and Content branch. Based in Sydney and working closely with colleagues in Canberra and Melbourne, the team delivers best practice, data informed publishing that connects the NFSA's collection with audiences through dynamic cultural conversations.

A high volume of content is produced across the NFSA website and social media platforms, with a focus on growing reach, relevance and audience diversity. Working across editorial, curatorial and technical disciplines, it also delivers major projects that connect engaging ways to discover the audiences with the national audiovisual collection.

Editorial and Content works closely with Curatorial, First Nations Engagement, Marketing, Communications, Production, and Enterprise colleagues to deliver this ambitious content while managing rights, reputation and risk.

The Opportunity

The Editorial Projects Manager leads the planning and delivery of complex, cross-functional editorial initiatives that support the NFSA's digital transformation and audience strategy. A key

focus of the role is the development and optimisation of the NFSA website as a national content destination. The role is a key driver in unlocking and publishing more of the NFSA collection online through stronger systems, governance and scalable publishing frameworks. By optimising workflows, content pipelines and metadata practices, the role enables greater discoverability, reach and audience engagement.

Reporting to the Director of Editorial and Content, this leadership role combines large scale project oversight with hands on editorial content delivery. The role establishes delivery frameworks, manages interdependencies across teams, and ensures editorial, technical, curatorial and rights priorities are aligned and realised at scale.

The position leads a small team and works closely with stakeholders across the organisation. It requires an experienced project leader with strong technical and editorial fluency, capable of operating in complex and fast-moving environments with evolving priorities. While not primarily an editing or content production role, it requires strong editorial judgement, audience-centred storytelling capability, content strategy expertise, and confidence operating in a high-visibility publishing environment. The role also requires the ability to balance creative, curatorial, technical and audience considerations to deliver engaging and discoverable content experiences.

This is a high-impact opportunity to shape how the NFSA delivers large-scale editorial projects, grows its website as a national content destination, and builds sustainable systems to support long-term audience growth.

The ideal candidate will bring experience working in a cultural, media, publishing or content-led organisation, with a strong understanding of digital products, audience behaviour and contemporary storytelling approaches.

Please note: This recruitment process is intended to fill both current and future vacancies. While the position on offer is ongoing, a merit pool of suitable applicants may be established to fill similar ongoing or non-ongoing positions within the next 18 months.

Duties

Under broad direction, this position is responsible for delivering the following functions:

- Lead the planning and delivery of complex editorial projects, including collection publishing workstreams, taxonomy governance and shared workflow improvements.
- Lead and develop a small team responsible for editorial publishing operations and website delivery, setting priorities, supporting performance and building capability.
- Ensure effective management of publishing schedules, CMS workflows, collection publishing governance and content production activities.
- Translate strategic objectives into clear delivery plans, including milestones, resourcing, governance and reporting.

- Manage stakeholder relationships across Editorial, Digital, Curatorial and Rights teams, along with the broader Audiences, Brand and Content Branch, coordinating delivery, managing expectations and resolving issues.
- Establish project frameworks, governance and delivery processes to plan work, track progress and oversee interdependent activities across editorial, digital and curatorial systems (CMS, metadata and taxonomy).
- Identify and manage risks, constraints and changes, adapting delivery approaches in response to evolving priorities.
- Oversee quality assurance to ensure consistency, discoverability and alignment with NFSA publishing standards, applying sound editorial, rights and creative judgement.
- Champion the use of data and audience insights to inform editorial decision-making, optimise content and publishing strategies, improving performance, discoverability and accessibility of NFSA editorial products, supporting measurable growth in reach, engagement and audience value.
- Collaborate with colleagues to ensure a cohesive and positive team culture, including leading by example and playing an active role in developing an optimum workplace culture for all employees.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Proven experience in delivering large-scale projects in evolving environments, establishing governance frameworks and managing timelines, dependencies and risk.
2. Highly developed team leadership skills, including the ability to build trust, influence outcomes, manage performance and coordinate work across multidisciplinary teams.
3. Highly developed communication and stakeholder engagement skills, with demonstrated ability to lead complex cross-functional initiatives, build productive relationships across diverse stakeholder groups, and drive collaboration.
4. Strong editorial, storytelling and digital publishing experience, including content strategy, audience development and product thinking, with the ability to apply sound editorial judgement.
5. Strong editorial and technical literacy, including experience working with CMS platforms, metadata, taxonomy, publishing systems, information architecture and audience insights to optimise content performance, quality and audience outcomes.

Eligibility

Desired Skills and Experience

Mandatory:

- Tertiary qualifications in communications, journalism, publishing, media, project management or a related discipline, or equivalent professional experience.

Desirable:

- Experience operating in complex stakeholder environments, including in the public sector, cultural institutions or other high-profile content-led organisations.
- Experience with digital publishing platforms, content management systems and content discoverability practices.

How to Apply

When applying via our online e recruitment system, please provide:

- A written application of no more than 1,000 words addressing the selection criteria, outlining how your skills and experience meet the requirements of the role.
- Your current resume.
- Links to relevant projects, digital publishing initiatives or editorial products you have led or significantly contributed to.

In addition to an application and your resume, the assessment process for this position may also include an interview and referee reports.

We welcome and encourage applications from people with disability, the LGBTIQ+ communities, from Aboriginal and/or Torres Strait Islander people, and people from culturally and linguistically diverse backgrounds.

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

RecruitAbility

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

About the National Film and Sound Archive of Australia

The National Film and Sound Archive of Australia (NFSA) is the national agency concerned with the visibility, usability and sustainability of Australia's audio-visual heritage. The NFSA's mission is to collect, preserve, and share the national audio-visual collection for others to learn, experience and create with it.

To Apply

Position Contact	Kate Scott, kate.scott@nfsa.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/nfsa/production/

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Treasury

Vacancy VN-0771390

Job Title	Senior Data Architect
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 2
Position Number	1937333
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226650249&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

ASIC's Data & Analytics Technology team is seeking a talented and accomplished Senior Data Architect to join their high performing team. The successful candidate will lead the design of data architecture solutions for integration, analytics and reporting, ensuring alignment with enterprise standards.

- **Sydney or Melbourne locations**
- **Permanent Full-Time position**
- **Salary from \$181,284 to \$191,949 (depending on experience) + 15.4 % superannuation**
- **Applications close at 11:59pm AEST, Sunday 2 August 2026**

The team

ASIC's Digital, Data & Technology group delivers a broad suite of IT capabilities to support ASIC. We are currently driving major technology initiatives that will accelerate our transformation across key areas including virtualisation, data analytics, mobility, and cloud. The Data & Analytics Technology team underpins these efforts by providing essential services to our primary stakeholder, the Data & Analytics Office.

The role

As a Senior Data Architect, you will lead the design and delivery of ASIC's enterprise data architecture, developing scalable, secure and integrated data solutions that support the organisations strategic transformation objectives. You will establish data models, standards and governance frameworks to enable effective data integration, analytics and decision-making, ensuring data capabilities are aligned with business needs and enterprise strategy.

More specifically, you will:

- Develop business cases and strategic proposals and analyse business and technical requirements for data-centric initiatives and projects.
- Design and deliver solution and data architectures for inbound and outbound data integration, data lakes, business intelligence, reporting and advanced analytics platforms.
- Define and implement data quality frameworks and develop robust solutions for data migration, conversion and integration.
- Lead data architecture and design activities, ensuring alignment with ASIC's enterprise architecture vision, standards, principles and technology blueprints.
- Drive architectural decision-making to deliver secure, scalable, resilient, adaptable and maintainable solutions that meet enterprise standards and best practices.
- Ensure technology solutions effectively meet business requirements while remaining cost-effective, operationally sustainable and resilient in production environments.

Duties

About you

The ideal candidate for this role is a highly experienced Senior Data Architect with a strong track record of designing and delivering enterprise-scale data solutions, integration platforms and analytics capabilities. You will combine deep technical expertise with strategic thinking, ensuring data architectures are secure, scalable and aligned to business objectives. An effective stakeholder manager, you will collaborate across business and technology teams to deliver innovative, resilient, and value-driven outcomes.

In addition, you will have:

- Demonstrated expertise in solution design, with the ability to develop technology-agnostic enterprise data architectures that support current and future business needs.
- Strong experience in designing and implementing data integration, movement and transformation solutions, including the use of modern data platforms such as Databricks.
- Proven capability in the architecture and delivery of business intelligence, reporting and analytics solutions across a range of technologies and platforms.
- Relevant industry certifications, such as AWS, Microsoft Azure or TOGAF are highly desirable.
- Exceptional stakeholder engagement and relationship management skills, with the ability to influence and collaborate across diverse business and technical groups.
- Proven ability to work effectively with Enterprise Architecture, Design and Analysis, Service Delivery and Project Delivery teams to achieve successful business outcomes.

Click 'apply' to start your application. Applications close at 11:59pm AEST, Sunday 2 August 2026.

About ASIC

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

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

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

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

Click [here](#) to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Simeon Whitelake, +61299112986
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_inCounter=226650249&in_orga

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Parliamentary Department

Vacancy VN-0770654

Department of Parliamentary Services

Closing Date:Wednesday 30 June 2027

Information Services
Digital Recording Services Hansard

Job Title	DPS Hansard Temporary Employment Register 2026/2027
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This position requires onsite work at one of the DPS office locations in Canberra
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	JR33353
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentary_Services

Job Description

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

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports the functions of the Australian Parliament and the work of Parliamentarians through the provision of professional services, advice and facilities, the ongoing maintenance of Australian Parliament House (APH); and ensuring the building, and the important activity that takes place within, are accessible.

Employing over 1,000 people, DPS works to deliver a diverse range of services including: security, reporting and broadcasting, library research, catering, visitor experience, art collections, building design integrity, Hansard, information technology and maintenance. The Department also has corporate and administrative functions including Human Resources, to support a growing diverse workforce.

Are you what the Australian Parliament House Hansard team are looking for?

The Department of Parliamentary Services (DPS) seeks to attract, develop and maintain a pool of non-ongoing transcribers and editors within Hansard at Australian Parliament House. Hansard is responsible for the production of the reports of the debates and proceedings of the Parliament of Australia and its committees. A Temporary Employment Register has been established to identify people with suitable transcription and/or editing skills who are interested in non-ongoing employment in Hansard. The positions are physically based in Canberra. Non-ongoing work may be offered during periods of peak workload, particularly parliamentary sitting weeks and Senate estimates weeks. Non-ongoing work is generally offered between Monday and Friday, and often includes night work. Work may be offered on an hourly, part-day or daily basis depending on operational requirements.

We work in a dynamic and fast-paced environment and are looking for people who can deliver under pressure, manage competing priorities and respond quickly and flexibly to change. Hansard transcribers and editors:

- have excellent attention to detail;
- have proficiency in spoken and written English comprehension;
- are reliable, organised, punctual and prepared to work long and irregular hours;
- have a strong interest in current affairs;
- thrive on deadlines;
- enjoy working in a team environment.
- a willingness to learn and develop in the workplace is also a must.

If this sounds like the opportunity you are looking for, we want to hear from you!

The Temporary Employment Register

This register is designed to establish a database of appropriately skilled and experienced individuals, who may, at short notice, be further assessed to fill temporary non-ongoing positions for up to 18 months. Non-ongoing (temporary) employment opportunities may be offered on a full-time, part-time or intermittent / irregular (casual) basis.

You will only be contacted regarding your application if a vacancy arises that matches your skills and experience. There is no guarantee that an offer of employment will be made whilst your application remains on the register.

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the opportunities and submit your application.

Eligibility

The successful applicant will be required to obtain and maintain a security clearance at the level specified.

Notes

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

About the Department of Parliamentary Services

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

To Apply

Position Contact	Assistant Directors Hansard, 02 6277 8202
Agency Recruitment Site	https://jobs.dps.gov.au/

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0771117

Australian Energy Regulator

Closing Date:Wednesday 12 August 2026

Office of the CEO

Job Title	Executive Assistant/Senior Executive Assistant
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$93,004 - \$115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Employees are required to work in the office a minimum of 2 days per week
Classification	APS Level 5;APS Level 6
Position Number	AER-26
Agency Website	http://www.aer.gov.au/

Job Description

The AER is seeking to fill an APS6 Executive Assistant role and establish an APS5 merit pool for future vacancies.

An Executive Assistant at the AER provides executive support to two AER leaders (either Board members and/or senior executives), in addition to administrative and secretariat support to AER committees, branches and projects. Executive Assistants report to the AER leaders they support.

Duties

- Provide high level executive support to senior executives and Board members, including inbox management and diary management, with discretion, attention to detail and strong communication skills.
- Demonstrate strong communications skills and maintain productive relationships with staff across the AER and with stakeholders to support effective workflows and ways of working.
- Proactively assess and prioritise a high volume of incoming papers, emails and telephone enquiries and take appropriate follow up action.
- Provide secretariat support for meetings, including preparing agendas and minutes, liaising with staff across the business to collate papers, managing invitations and RSVP's, arranging meeting rooms, video conference bookings and catering.
- Provide supervision and line management to an APS4 Administrative Assistant.

- Use AER business systems to maintain accurate record keeping and robust review and clearance processes.
- Ensure straightforward financial processes, such as credit card reconciliation and invoices being paid, are undertaken on the behalf of senior executives, Board Members' and/or work area's behalf.
- Assist in managing documents across the AER including proof reading, editing, drafting and collating.
- Ensure travel is booked, managed and acquitted.
- Use their judgement to accurately interpret circumstances, policies and guidance etc, and facilitate the best course of action.
- Provide general administrative support to teams and projects.

Eligibility

- Australian Citizenship – our successful candidate must be an Australian Citizen
- Security clearance – our successful candidate is required to hold, or have the ability to obtain and maintain a security clearance at the required level
- Employment check – your suitability for employment will be assessed through a screening process.

Notes

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

About the Australian Energy Regulator

The Australian Energy Regulator (AER) works to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. We regulate electricity networks and covered gas pipelines, in all jurisdictions except Western Australia. We set the amount of revenue that network businesses can recover from customers for using these networks. From 1 July 2026, the AER structurally separated from the Australian Competition and Consumer Commission (ACCC) and transitioned into a standalone non-corporate Commonwealth entity with its own accountable authority, staff and budgetary control. The separation of the AER from the ACCC is a significant regulatory reform aimed at improving the governance and operational autonomy of the AER.

To Apply

Position Contact	Mary Campbell, 0408 081 832
Agency Recruitment Site	

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771353

Australian Energy Regulator

Closing Date: Wednesday 12 August 2026

Legal Corporate and Information Services
Corporate – People and Culture

Job Title	Senior Advisor, Employee Relations
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$102,947 - \$115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Employees are required to work in the office a minimum of 2 days per week
Classification	APS Level 6
Position Number	AER-29
Agency Website	http://www.aer.gov.au/

Job Description

Reporting to the Assistant Director, Employee Relations, the Senior Human Resources Advisor, Employee Relations plays a key role in providing support and expert advice on a range of complex human resources (HR) related matters including performance and conduct, enterprise bargaining, reviews of employment related actions, employment entitlements and conditions, and policy review and development.

The role is also responsible for fostering a high-performance culture across the AER by supporting career and professional development planning for individuals.

Duties

- Support the AER with workplace change, including establishing the HR capability, functions and services required of the Employee Relations team post-legal separation.
- Assisting with the enterprise bargaining process, including supporting claims development, drafting of a new agreement, and all other tasks required to support this process.
- Provide high-level advice and case management of employee relations matters, including highly sensitive and complex matters. This includes supporting managers with informal and formal performance management, as well as supporting preliminary assessments and formal investigations.
- Partner with the AER Capability team and AER managers to identify and deliver on opportunities to support individual employees' professional development.
- Provide expert advice to the AER on interpreting and applying the Enterprise Agreement and HR related legislation.
- Develop managers capabilities and organisational understanding of employee relations and performance policies, practices and procedures across the organisation.
- Review, develop and maintain people policies, industrial instruments and procedures to support the Enterprise Agreement and the AER.
- Undertake the Secretariat function for the AER's Employee Council.
- Support the delivery of allocated projects and activities as required.
- Contribute to a strong values-based AER community by fostering the AER archetypes.

Eligibility

- Australian Citizenship – our successful candidate must be an Australian Citizen
- Security clearance – our successful candidate is required to hold, or have the ability to obtain and maintain a security clearance at the required level
- Employment check – your suitability for employment will be assessed through a screening process.

Notes

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

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About the Australian Energy Regulator

The Australian Energy Regulator (AER) works to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. We regulate electricity networks and covered gas pipelines, in all jurisdictions except Western Australia. We set the amount of revenue that network businesses can recover from customers for using these networks. From 1 July 2026, the AER structurally separated from the Australian Competition and Consumer Commission (ACCC) and transitioned into a standalone non-corporate Commonwealth entity with its own accountable authority, staff and budgetary control. The separation of the AER from the ACCC is a significant regulatory reform aimed at improving the governance and operational autonomy of the AER.

To Apply

Position Contact	Gabriel Fattal, 02 6243 3059
Agency Recruitment Site	

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771354

Australian Energy Regulator

Closing Date: Wednesday 12 August 2026

Legal Corporate and Information Services
Corporate – People and Culture

Job Title	Senior Advisor, Employee Relations - Affirmative Measures – Indigenous
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$102,947 - \$115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home
Office Arrangement Details	Employees are required to work in the office a minimum of 2 days per week
Classification	APS Level 6
Position Number	AER-29
Agency Website	http://www.aer.gov.au/

Job Description

Reporting to the Assistant Director, Employee Relations, the Senior Human Resources Advisor, Employee Relations plays a key role in providing support and expert advice on a range of complex human resources (HR) related matters including performance and conduct, enterprise bargaining, reviews of employment related actions, employment entitlements and conditions, and policy review and development.

The role is also responsible for fostering a high-performance culture across the AER by supporting career and professional development planning for individuals.

Duties

- Support the AER with workplace change, including establishing the HR capability, functions and services required of the Employee Relations team post-legal separation.
- Assisting with the enterprise bargaining process, including supporting claims development, drafting of a new agreement, and all other tasks required to support this process.
- Provide high-level advice and case management of employee relations matters, including highly sensitive and complex matters. This includes supporting managers with informal and formal performance management, as well as supporting preliminary assessments and formal investigations.
- Partner with the AER Capability team and AER managers to identify and deliver on opportunities to support individual employees' professional development.
- Provide expert advice to the AER on interpreting and applying the Enterprise Agreement and HR related legislation.
- Develop managers capabilities and organisational understanding of employee relations and performance policies, practices and procedures across the organisation.
- Review, develop and maintain people policies, industrial instruments and procedures to support the Enterprise Agreement and the AER.
- Undertake the Secretariat function for the AER's Employee Council.
- Support the delivery of allocated projects and activities as required.
- Contribute to a strong values-based AER community by fostering the AER archetypes.

Eligibility

- Australian Citizenship – our successful candidate must be an Australian Citizen
- Security clearance – our successful candidate is required to hold, or have the ability to obtain and maintain a security clearance at the required level
- Employment check – your suitability for employment will be assessed through a screening process.
- The filling of this vacancy is intended to constitute an affirmative measure under Section 31 of the Australian Public Service Commissioner's Directions 2022. This vacancy is open only to Aboriginal and/or Torres Strait Islander peoples.
- This initiative helps to increase the number of Aboriginal and Torres Strait Islander peoples employed in the Australian Public Service, to better reflect the diversity of the Australian community.

Notes

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To Apply

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0771370

Job Title	Executive Assistant
Job Type	Full-Time, Non-Ongoing
Location	Perth WA, Townsville QLD
Salary	\$79,053 - \$89,076
Future Merit Locations	Perth, Townsville
Office Arrangement	On Site
Office Arrangement Details	Flexible Work Arrangements considered including hybrid working (where suitable)
Classification	APS Level 3;APS Level 4
Position Number	22091
Agency Website	https://www.aims.gov.au/docs/about/about.html

Job Description <https://careers.aims.gov.au/page.php?pageID=160&windowUID=0&AdvertID=920197>

Duties

We are seeking a highly organised and proactive Executive Assistant to provide exceptional executive and administrative support to two Research Program Directors (RPDs). As an Executive Assistant you will play an integral role in supporting the delivery of major long-term initiatives aligned with the organisation's strategic vision.

You will be responsible for coordinating a broad range of executive, administrative, financial, and stakeholder engagement activities, ensuring the Directors can focus on achieving strategic objectives. Key responsibilities of this role include:

- Providing high-level executive and administrative support to two Research Program Directors.
- Managing complex calendars, meetings, email inboxes, travel arrangements, and daily administrative requirements, including coordinating business priorities and escalate urgent matters as required.
- Preparing and managing business documents, correspondence, reports, presentations, and briefing materials.
- Providing financial administration support, including purchasing, invoice processing, and corporate credit card reconciliations.
- Coordinating end-to-end meeting administration, including agenda preparation, minute-taking, action tracking, and distribution of outcomes.
- Working closely with Executive Assistants and support teams to ensure a consistent and seamless service delivery model.

- Handling confidential and sensitive information with discretion, professionalism, and sound judgement.

Eligibility

You are an experienced Executive Assistant or Senior Administrator who thrives in a complex environment and enjoys supporting senior leaders. You have exceptional organisational skills, strong attention to detail, and the ability to manage multiple priorities simultaneously. To be successful in this role, you will demonstrate:

- Proven experience providing executive administrative support to senior leaders within a complex or fast-paced environment.
- Maturity, flexibility, sound judgement, and discretion, with the ability to maintain strict confidentiality when managing sensitive information.
- Highly developed organisational and time management skills, with demonstrated experience coordinating executive diaries and inboxes, travel arrangements, meetings, appointments, credit card acquittals, and ethical purchasing processes.
- Exceptional oral and written communication skills, with strong attention to detail and a proven ability to build and maintain effective stakeholder relationships.
- A proactive, solutions-focused approach and a commitment to providing exceptional executive support.

Notes

Apply now and join a world leading organisation with attractive working conditions. In line with our [Enterprise Agreement](#), the successful candidate will be rewarded with:

- AIMS AOF Level 3 (3.1-3.5) salary (\$79,053 to \$89,076 per annum) plus 15.4% superannuation
- Full-time, 12-month Temporary (Labour hire) opportunity
- Located in Townsville (Qld) or Perth (WA)
- 9-day fortnight, enjoy a long weekend each fortnight
- Flexible Work Arrangements considered including hybrid working (where suitable)
- Generous and supportive leave entitlements
- Access to Commuter car fleet arrangements to travel to site (in Townsville only)
- Employee Assistance Program

Discover more about [Working at AIMS | AIMS](#).

Please note:

Non-Australian Citizens must hold an appropriate Visa with working entitlements that allows paid employment with AIMS from commencement and for the full term of the appointment, depending on the relevant [Department of Home Affairs](#) current policies.

Next Step

Further information about this exciting and challenging opportunity is outlined in the Candidate Information Pack which is available to download from our website www.aims.gov.au. If, after

reviewing the position description and selection criteria included in the Candidate Information Pack, you believe that your qualifications, experience and professional capabilities will enable you to successfully deliver the position responsibilities, we encourage you to make an application via our website.

Submitting your Application: Please ensure that you have your completed documents (selection criteria responses, resume and cover letter) ready to attach to your online application form via our e-recruitment system which can be accessed via our website www.aims.gov.au.

Position enquiries are to be directed to [Mathew Hamilton](#), Operations Coordinator at m.hamilton@aims.gov.au. *Applications must be made through our website per above.*

Applications close: **MONDAY, 10 AUGUST 2026 (11.45PM, AEST).**

AIMS acknowledges Aboriginal and Torres Strait Islander peoples as Australia's first scientists. We pay our deepest respects to Elders past, present and future, and the custodians of the land and sea Country on which we work.

About the Australian Institute Of Marine Science

AIMS is a world leader in tropical marine science and conducts research supporting environmental sustainability and economic growth in Australia's tropical oceans. Through our highly skilled and innovative staff, state-of-the-art infrastructure, strong national and international collaborative relationships and valued technical support, we are helping to build Australia's national marine science capability so that together we can meet the challenges facing our marine estate. The Institute operates from facilities in Townsville Queensland, Darwin Northern Territory and Perth Western Australia.

To Apply

Position Contact	Mathew Hamilton, 0000 0000
Agency Recruitment Site	https://careers.aims.gov.au/page.php?pageID=160&windowUID=0&AdvertID=920197

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771330

Bureau of Meteorology

Closing Date: Wednesday 12 August 2026

Data & Digital
Observing Systems & Operations

Job Title	ISM TO/PO AWS Systems Integration Officer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	\$99,734 - \$111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60001117
Agency Website	

Job Description

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

The occupant of this position is a member of the Operational Technology and Engineering (OTE) Section. The role of the OTE Section is to ensure the development, delivery and operation of measurement equipment and systems meet the Bureau's performance and functional requirements. This includes the following sensors/networks:

- Radar and Wind Profilers
- Automatic Weather Stations
- Solar Radiation
- Upper Air
- Flood Warning
- Sea Level
- Aircraft Based Observations

Operational Technology and Engineering is made up of a diverse team of specialists and engineers responsible for the development and design of engineering and technological solutions, incorporating level three support, on a range of technologies spanning from radars to rainfall stations, drifting buoys to dedicated observations and satellites to ships at sea in order to meet business needs.

This position focuses on the activities to support the Bureau's current and future network of Automatic Weather Stations, particularly the configuration, software, testing and rollout aspects of these systems.

To succeed in this role, you will have:

- Proven ability to work within a team environment.
- Demonstrated experience in prioritising and managing numerous concurrent tasks.
- Strong communication and liaison skills.
- Enthusiasm and drive.
- Experience in software (including scripting) development, equipment testing, verification and operationalising and the ability to communicate these outcomes through written procedures/reports, and presentations.

Duties

The successful candidate will have responsibility to ensure the AWS Network meets the Bureau's current and future needs. To deliver this, the position holder will be broadly responsible to undertake the following duties:

- A demonstrated understanding of all aspects of the AWS network equipment, including operation, maintenance and interaction/communication with other Bureau systems, particularly data ingestion and external control.
- Develop, review and update software and scripts (particularly Python) following defined processes.
- Assist with the planning, development, execution, and reporting of equipment testing.
- Assist with the development of documentation required to operationalise instrument systems.
- Translate and apply high level goals and outcomes, identifying issues and uncertainties and incorporate these into advice, planning, decision making and implementation.
- Work collaboratively, communicate effectively with internal and external stakeholders and influence the work of teams.
- Exercise Financial Delegation in accordance with Bureau Policies which includes holding a Commonwealth Government Credit Card.
- Evaluate and ensure that the delivered equipment and systems meet requirements and legislative, policy and regulatory frameworks.
- Evaluate activities to understand critical factors for success and engage in continuous improvement and innovation.
- Encourage the incorporation of HSE considerations into the design and implementation of Bureau equipment and systems.

- Comply with all Bureau Work Health and Safety Policies and procedures. Take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your actions and systems of work.
- 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.
- Occasional travel for work duties may be required.

Eligibility
Notes

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About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Phil Heintze, 0499 444 657
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Bureau of Meteorology

Closing Date: Wednesday 12 August 2026

Enterprise Services
Organisational Development

Job Title	Senior Change Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Melbourne VIC, Cairns QLD, Darwin NT, Hobart TAS, Sydney NSW, Perth WA
Salary	\$99,734 - \$111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60014908
Agency Website	

Job Description

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

We are seeking an experienced Organisational Change Management professional to support the Enterprise Change Team by delivering the bureau's Change Management Service Offering.

This role plays a key part in supporting the bureau's Strategy 2022-2027, providing change management support and expert guidance to executive sponsors, program and project managers, as well as other enabling roles such as business analysts and communications professionals.

The successful candidate will support change leads to build and maintain strong relationships with key business areas and stakeholders to ensure that change impacts are understood, and activities address the needs of impacted stakeholders. They will also contribute to the development and implementation of effective strategies to enable the successful adoption and sustainment of new ways of working designed by project teams.

The role coordinates targeted training as well as supports the delivery of coaching, using the Prosci change methodology, to bureau leaders and teams to build capability to lead and sustain effective change adoption.

Additionally, the role will be responsible for maintaining aspects of the bureau's change management framework and approach, key artefacts, tools, templates, and reports.

Experience working within government and familiarity with delivering projects that have a customer or community impact is highly desirable.

Duties

Under the direction of the Manager, People Partners and Change, this role is required to:

- Work with program and project delivery teams (which may span multiple portfolios) to contribute to the planning and execution of effective change management activities, including conducting sizing and risk and change impacts assessments.
- Capture and analyse data through stakeholder engagement to develop evidence-based change management activities that address change impacts.
- Support the development of end-to-end change management plans that align with the Awareness, Desire, Knowledge, Ability, and Reinforcement (ADKAR) model to ensure impacted groups adopt and sustain new ways of working.
- Conduct assessments to gauge the effectiveness of change management activities and ensure business readiness.
- Provide coaching as required to support the application of effective change management practices for people leaders and project managers
- Maintain key change management artefacts, tools, templates, and reports for assigned programs and projects and contribute to the change team's organisational reporting on change impacts and portfolio health.
- Maintain strong relationships with key business partners, including the Enterprise Project Management Office (EPMO), and stakeholders involved in delivering the bureau's Strategy 2022-2027.
- Assist the change lead roles to deliver Prosci training courses to targeted bureau people leaders and impacted teams
- Maintain professional knowledge in change management and continue to develop expertise in relevant skills and methodologies.
- Comply with all bureau work health and safety policies and procedures and take reasonable care of your own health and safety, as well as that of employees, contractors, and visitors who may be affected by your actions.
- Demonstrate commitment to the Australian Public Service (APS) Values, Employment Principles, and Code of Conduct.

Eligibility

Desirable

- Experience working within government.
- Certification in the PROSCI change management methodology (ADKAR) or equivalent
- A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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To Apply

Position Contact	Nick Faulkner, 0424 360 766
Agency Recruitment Site	https://bomcareers.nga.net.au/

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