Commonwealth of Australia
Electronic Public Service Gazette
PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Weekly Vacancy Notices

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The date of publication of this Gazette is PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

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

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Public Service Gazette - Vacancy Notices

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[Job No] ISSN 1835-2480

2025/2026 Christmas / New Year arrangements (Gazette)

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

The new dates are:

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

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

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

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

Vacancies

Vacancy VN-0771592

Australian Children's Education and Care Quality Authority

Closing Date:Tuesday 18 August 2026

Policy & Regulatory Systems
Regulatory Systems

Job Title	Solutions Architect
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	$130,608 - $167,283
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	588
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

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

Solutions Architect

- **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 Solutions Architect is responsible for designing and guiding technology solutions for medium-sized projects in a Microsoft Azure environment. The role ensures solutions are secure, scalable, supportable, and aligned with business needs, using technologies such as Azure, Microsoft 365, Dynamics 365, and the Power Platform.

The Solutions Architect provides high-level design guidance, assesses solution options, and supports delivery teams in implementing effective solutions. The role focuses on overall solution architecture and cloud enablement, while ensuring alignment with security, technology standards, and operational requirements. This role also supports proof-of-concept activities and validates proposed technologies and approaches.

This role is full-time and fixed term to **30 June 2027** at ACECQA Band 6/7 ($130,608-$167,283).

Duties

Key Accountabilities

· Solution Design & Architecture

- Provide solution architecture input for mid-level projects and initiatives, with a focus on Azure-based infrastructure, platform services, integration, security, and non-functional requirements.
- Design end-to-end solutions using Microsoft technologies (Azure, M365, Dynamics 365, Power Platform), ensuring they are scalable, secure, resilient, and aligned with enterprise architecture standards.
- Develop solution architectures, high-level designs (HLDs), and detailed technical specifications.

- Define and recommend appropriate architecture patterns for cloud-hosted solutions, including hosting, networking, identity, integration, data flow, and operational support models.

· Azure Cloud Platform Guidance

- Provide subject matter guidance on the effective use of Azure services and cloud-native patterns.
- Recommend suitable Azure infrastructure and platform components based on project requirements, risk profile, and operational needs.
- Promote the adoption of proven cloud design principles, reusable patterns, and standard approaches across projects.
- Advise on infrastructure and environment considerations including networking, connectivity, identity, access, resilience, monitoring, backup, and disaster recovery.
- Support alignment with cloud governance, security, and platform standards.

· **Stakeholder Engagement**

- Collaborate with business stakeholders to understand strategic objectives and translate into technical solutions.
- Act as a trusted advisor to senior leadership on technology decisions.
- Facilitate workshops, design reviews, and architecture governance forums.

· **Delivery & Implementation Oversight**

- Work with development and delivery teams to provide architecture guidance throughout the project lifecycle.
- Support teams in resolving design issues, trade-offs, and technical risks without taking ownership of detailed application-level design or coding decisions.
- Participate in design reviews, architecture discussions, and project checkpoints to ensure architectural intent is maintained through delivery.

· **Security & Compliance**

- Ensure cloud solutions comply with ISM cloud security principles and relevant certification requirements (e.g., IRAP)
- Ensure all solution designs incorporate security-by-design principles aligned with the Australian Government ISM and Microsoft security frameworks.
- Implement Zero Trust principles across solution architectures
- Ensure compliance with regulatory, privacy, and organisational policies.
- Work closely with cybersecurity and risk teams.

· **Proof of Concept & Option Validation**

- Undertake proof-of-concept, prototype, and technical evaluation activities to assess the suitability of proposed solutions, tools, and patterns.
- Compare solution options and provide recommendations based on architecture fit, cost, complexity, supportability, security, and scalability.
- Identify implementation risks, assumptions, and dependencies early, and recommend mitigation strategies.
- Use POCs and technical assessments to improve confidence in solution direction and support informed decision-making.

· **Innovation & Continuous Improvement**

- Identify opportunities to leverage emerging Microsoft technologies and capabilities.
- Drive continuous improvement in architecture standards, tooling, and processes.
- Promote reuse of architectural patterns and components.

Eligibility

Key Selection Criteria

Essential

· **Technical Expertise**

- Demonstrated experience designing enterprise solutions using:
  - Microsoft Azure (IaaS, PaaS, SaaS)
  - Power Platform (Power Apps, Power Automate, Dataverse)
  - Dynamics 365 (desirable)
- Strong understanding of:
  - Cloud architecture principles (microservices, serverless, containers)
  - Integration patterns (REST APIs, messaging, event-driven)
  - Identity and access management (Azure AD / Entra ID)
  - Data platforms (Azure SQL, Synapse, Data Lake)

· Architecture & Design Skills

- Proven ability to develop architecture artefacts (HLD, LLD, diagrams, roadmaps).
- Experience applying enterprise architecture frameworks (e.g., TOGAF, SABSA).
- Strong understanding of non-functional requirements (performance, scalability, security).

· **Leadership & Communication**

- Ability to influence and engage senior stakeholders and technical teams.
- Excellent communication skills, translating complex technical concepts into business language.
- Demonstrated leadership across cross-functional teams.

· **Delivery & Methodologies**

- Experience in Waterfall, hybrid, Agile, Scrum, DevOps, and CI/CD practices.
- Familiarity with tools such as Azure DevOps, GitHub, and CI/CD pipelines.

· **Problem Solving & Strategic Thinking**

- Strong analytical and problem-solving skills.
- Ability to balance technical constraints, business priorities, and risk considerations.

Desirable

· **Relevant Microsoft certifications such as:**

- AZ-305 Azure Solutions Architect Expert
- AZ-204 Azure Developer Associate
- AZ-104 Azure Administrator Associate
- PL-600 Power Platform Solution Architect Expert
- AB-100: Agentic AI Business Solutions Architect Expert

Notes

How to apply

The closing date for applications is **18 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.

For the full position description and how to apply please see the vacancy listed on our Recruitment Candidate Portal, https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx. 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. Tell us about an enterprise solution you have architected using Azure and related Microsoft technologies. What were the business requirements, which services and architecture patterns did you select, how did you address non-functional requirements such as security, scalability, resilience and integration, and what was the outcome?
2. Describe a situation where you needed to influence senior stakeholders or delivery teams to adopt a particular architectural approach or technology decision. How did you communicate the rationale, manage differing viewpoints, and achieve alignment?

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, 61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/

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Vacancy VN-0771479

Australian Competition and Consumer Commission

Closing Date:Monday 17 August 2026

Consumer Product Safety
Risk Assessment & Operations

Job Title	Senior Regulation Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Hobart TAS, Sydney NSW, Perth WA, Townsville QLD
Salary	$102,947 - $115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 6
Position Number	EA2026/129
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to help protect consumers from unsafe products by assessing emerging risks and contributing to practical regulatory, compliance and education outcomes?**

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

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

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

Duties

- Enforcement action – undertake investigations into potential non-compliance with the *Competition and Consumer Act 2010*, which could lead to court enforceable undertakings, infringement notices, public warning notices, or court proceedings.
- Assess and triage product safety reports – from consumers, businesses and other stakeholders regarding alleged breaches of product safety provisions of the Competition and Consumer Act 2010.
- Regulatory interventions – make recommendations to the Minister for regulatory action, including to issue or substantially update a product safety standard, ban, compulsory recall or safety warning notice.
- Compliance and education – develop material (e.g. education campaigns and guidance) to communicate product safety risks and educate industry and consumers, or negotiate voluntary recalls as part of a compliance outcome.
- Research – undertake research, analysis and consultation to prepare reports and recommendations that inform risk mitigation strategies to address product safety hazards.
- Stakeholder engagement – work collaboratively with stakeholders across a diverse range of stakeholder groups (including consumer and health advocates, industry associations, legal experts, academia and government) to address product safety issues.

Eligibility

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

- Tertiary qualifications (or equivalent experience) in a relevant field such as law, intelligence, regulation, economics, public policy, communications, arts, project management, health.
- A good understanding of, or ability to take steps to acquire knowledge of, the ACCC's product safety functions, role, purpose and objectives, and knowledge of the Australian Consumer Law and *Competition and Consumer Act 2010* (or the ability to attain such knowledge quickly).
- A good understanding of, or ability to take steps acquire knowledge of the core legal principles and investigative criteria relevant to assessing and investigating a product safety issue, including awareness of regulatory tools available.
- Ability to undertake objective, systematic research and conduct detailed analysis of information or evidence and draw reasoned conclusions that support evidence-based decision making.
- Ability to present research and findings in well-developed written communication, including correspondence, reports, internal papers and briefs, legal documents, and external-facing material such as consumer and industry guidance.
- Good oral and written communication skills, with the ability to influence, persuade, negotiate and foster positive working relationships with internal and external stakeholders.
- Ability to plan, organise and prioritise a demanding workload, ensuring quality outputs and their timely delivery.
- Working flexibly and collaboratively to support a team and actively contribute to an environment that fosters teamwork.

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

Notes

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

About the Australian Competition and Consumer Commission

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To Apply

Position Contact	Carmen Romeo, (08) 8213 3415
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0771494

Australian Competition and Consumer Commission

Closing Date:Monday 17 August 2026

Consumer and Fair Trading Division
Various

Job Title	Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Hobart TAS, Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD, Darwin NT, Perth WA, Adelaide SA
Salary	$127,908 - $141,555
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/164
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead meaningful compliance and enforcement work that protects consumers, supports fair trading and helps improve business conduct across the economy?**

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

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

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

Duties

What you will do as the Assistant Director

The Consumer and Fair Trading Division aims to protect the interests of consumers and support fair trading in markets affecting consumers and small business. It does so by delivering compliance and enforcement outcomes under the Australian Consumer Law (ACL), which forms part of the CCA. Consistent with this aim the Division also has responsibility for the ACCC's specialist agriculture, small business and industry codes functions.

The Division has primary responsibility for consumer and fair trading investigation, compliance and enforcement activities carried out by the ACCC under the CCA. This includes delivering a range of broader compliance initiatives to address or prevent misconduct in the market and enhance consumer and business welfare. The Division also contributes to the stewardship of the wider consumer protection system in Australia through advocacy and law reform initiatives, and engagement with domestic and international agencies.

The Division has three enforcement branches - the Consumer Compliance Strategies Branch, the Retail and Supermarkets Branch, and the Small Business and Agriculture Branch - which are responsible for investigating and resolving potential breaches of the fair trading and consumer protection provisions of the CCA, including through litigation. The enforcement branches support the broader work of the ACCC through internal and external stakeholder engagement, shaping policy and providing advice towards law reform, enforcement capability development for the ACCC and other regulators (national and international), and contributing to competition and consumer law outreach.

Further information about the branches is available in the Candidate Kit.

The Assistant Director will manage a diverse portfolio of compliance projects and investigations. They will have staff management responsibilities, and support collaboration across the branch and division.

Key deliverables of **all** these roles within the Consumer& Fair Trading Division include:

- Leading a team of professionals, role modelling our leadership behaviours, supporting an inclusive and collaborative working environment, coaching, giving continuous feedback, resolving conflict, and facilitating career development.
- Ensuring the overall conduct and strategic focus of projects and investigations in the Division are in line with the Compliance and Enforcement Policy, strategies and directions.
- Developing and maintaining effective working relationships and professional networks with both internal and external stakeholders.

Further key deliverables of the enforcement branches include but are not limited to:

- Developing, implementing and reviewing plans for the conduct of investigations, including identifying suitable resolutions, changing market behaviours, activities and issues and providing recommendations to senior management.
- Delivering enforcement and/or compliance projects and activities, including planning, monitoring, reporting, research and analysis.
- Preparing (and reviewing as appropriate) for approval internal and external documents including staff papers, notices, undertakings, correspondence, reports, minutes, briefs, reports and media releases.
- Providing advice on trends and patterns, industry and consumer behaviour, and impacts of broader environmental change.
- Delivering compliance projects to improve business conduct and address consumer protection issues which arise across the economy.
- Develop and maintain engagement partnerships with key stakeholders to identify consumer and fair trading issues and develop appropriate responses to achieve compliance and enforcement outcomes.
- Contributing to the development, implementation and review of policy and procedures, and planning for multi-regulator activities in response to consumer issues. Identifying suitable resolutions for identified actions, changing market behaviours, activities and issues and provide recommendations to senior management.
- Contributing to advocacy and stakeholder engagement in respect of law reform initiatives as well as implementing the ACCC compliance and enforcement approach to these new functions.

Eligibility

About you

All candidates are expected to meet the APS Integrated Leadership Profile (ILS) for the classification advertised. Follow the link for more information on the ILS.

For all roles within Consumer & Fair Trading we require:

- Demonstrated experience leading a team in a fast-paced and large complex people-centred organisation, with the ability to guide and develop staff.
- Demonstrated ability to undertake objective, systematic analysis to draw accurate conclusions and support evidence-based decision making.
- Strong written and verbal communication skills including the ability to communicate and make decisions using professional judgement and strategic vision.
- A good, working understanding of the *Competition and Consumer Act 2010* (Cth), including the Australian Consumer Law, or the ability to quickly attain this understanding.

For roles specific to the Consumer Compliance Strategies Branch, the Retail and Supermarkets Branch, and the Small Business and Agriculture Branch, we will prioritise:

- Experience in building and maintaining productive relationships with a range of internal and external stakeholders.
- The ability to identify emerging trends, risks and opportunities, and apply strategic thinking to complex issues.

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

Notes

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

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To Apply

Position Contact	Nicholas Heys, 02 6243 1059
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0771495

Australian Competition and Consumer Commission

Closing Date:Monday 17 August 2026

Corporate
Finance

Job Title	Assistant Director - Procurement Policy
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	$127,908 - $141,555
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/159
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to use your procurement policy expertise to provide practical, risk-based advice, support compliant procurement processes and help uplift whole of agency procurement capability?**

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

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

Duties

- Ensure the proper application, education and implementation of current and emerging procurement policies, including requirements under the Commonwealth Procurement Framework and Rules, Procurement Policy Notes, Procurement Connected Polices and Whole of Australian Government arrangements.
- Manage the development and continuous improvement of ACCC's procurement framework, processes and templates in consultation with key stakeholders.
- Identify, develop, and deliver training on procurement, contract management and probity matters to ACCC employees.
- Manage and contribute to mandatory reporting obligations by preparing internal Board papers, the Agency's Annual Procurement Plan, Senate Estimates briefs and reporting spend against the Indigenous Procurement Policy targets, amongst other obligations.
- Provide expert advice and assurance on procurement and contract management processes including advising on the development and compliance review of procurement plans, minutes, request for tender documentation, contracts and contract management plans.

Eligibility

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

- Demonstrated experience supporting a corporate/ central procurement team in a fast-paced, complex people-centred organisation.
- Demonstrated experience and a strong working knowledge of the Commonwealth Procurement Framework, including the application of the Commonwealth Procurement Rules, Procurement Policy Notes, Connected Polices and current and emerging Whole of Australian Government requirements.
- Responsibility for leading strategic procurement planning, communicating key policy decisions and effectively managing change within the team and broader agency.
- Experience developing and delivering education and training to assist whole-of-agency capability and compliance uplift while building and sustaining positive relationships with stakeholders.

- Experience completing mandatory governance and compliance reporting obligations such as Senate Orders, Annual Reports and Annual Procurement Plans.
- Demonstrated experience thinking strategically to initiate and develop frameworks and strategies by identifying broader factors, trends and influences to inform more efficient and streamlined procurement processes.
- Demonstrated experience providing timely practical, risk-based advice on complex, high-value procurement processes, with the ability to review the associated procurement documentation to ensure compliance with relevant policies and frameworks.

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

Notes

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

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To Apply

Position Contact	Melissa Baker, melissa.baker3@accc.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0771497

Australian Competition and Consumer Commission

Closing Date:Monday 17 August 2026

Consumer and Fair Trading
Various

Job Title	Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Darwin NT, Hobart TAS, Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Townsville QLD, Perth WA, Adelaide SA
Salary	$148,287 - $173,778
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 2
Position Number	EA2026/163
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead meaningful compliance and enforcement work that protects consumers, supports fair trading and helps improve business conduct across the economy?**

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

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

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

Duties

What you will do as the Director

The Consumer and Fair Trading Division aims to protect the interests of consumers and support fair trading in markets affecting consumers and small business. It does so by delivering compliance and enforcement outcomes under the Australian Consumer Law (ACL), which forms part of the CCA. Consistent with this aim the Division also has responsibility for the ACCC's specialist agriculture, small business and industry codes functions.

The Division has primary responsibility for consumer and fair trading investigation, compliance and enforcement activities carried out by the ACCC under the CCA. This includes delivering a range of broader compliance initiatives to address or prevent misconduct in the market and enhance consumer and business welfare. The Division also contributes to the stewardship of the wider consumer protection system in Australia through advocacy and law reform initiatives, and engagement with domestic and international agencies.

The Division has three enforcement branches - the Consumer Compliance Strategies Branch, the Retail and Supermarkets Branch, and the Small Business and Agriculture Branch - which are responsible for investigating and resolving potential breaches of the fair trading and consumer protection provisions of the CCA, including through litigation. The enforcement branches support the broader work of the ACCC through internal and external stakeholder engagement, shaping policy and providing advice towards law reform, enforcement capability development for the ACCC and other regulators (national and international), and contributing to competition and consumer law outreach.

Further information about the branches is available in the Candidate Kit.

The Director roles available, reporting to General Managers (SESB1) or Executive Directors, will manage a diverse portfolio of projects and investigations. They will have staff management responsibilities, and support collaboration across the branch and division.

Key deliverables of **all** these leadership roles within the Consumer & Fair Trading Division include:

- Supporting the General Manager, as a member of the leadership team, with the overall leadership and management of the branch.

- Leading a team of professionals, supporting an inclusive and collaborative working environment, coaching, giving continuous feedback, resolving conflict, and facilitating career development.
- Ensuring the overall conduct and strategic focus of projects and investigations in the Division are in line with the Compliance and Enforcement Policy, strategies and directions.
- Driving change, solutions and improvements in team operations to ensure they are compliant with regulations, policy and guidance.
- Developing and maintaining effective working relationships and professional networks with both internal and external stakeholders.

Further key deliverables of the enforcement branches include:

- Managing, developing, implementing and reviewing plans for the conduct of investigations, including identifying suitable resolutions, changing market behaviours, activities and issues and providing recommendations to senior management.
- Managing and delivering enforcement and/or compliance projects and activities, including planning, monitoring, reporting, research and analysis.
- Providing strategic input into escalation decisions and investigation strategy.
- Reviewing internal and external documents including staff papers, notices, undertakings, correspondence, reports, minutes, briefs, reports and media releases.
- Managing and supporting staff at APS levels.
- Focusing on team well-being and performance, and contribution to team and branch objectives.

Further key deliverables of the Consumer Compliance Strategies Branch, the Retail and Supermarkets Branch, and the Small Business and Agriculture Branch roles include:

- Providing advice to senior management on industry trends and emerging issues. Conducting research and providing advice on trends and patterns, industry and consumer behaviour, and impacts of broader environmental change.
- Developing, implementing and reviewing, policy and procedures, and planning for multi-regulator activities in response to consumer issues. Identifying suitable resolutions for identified actions, changing market behaviours, activities and issues and providing recommendations to senior management.
- Managing advocacy and stakeholder engagement in respect of law reform initiatives as well as implementing the ACCC compliance and enforcement approach to these new functions.

Eligibility

About you

All candidates are expected to meet the APS Integrated Leadership Profile (ILS) for the classification advertised. Follow the link for more information on the ILS.

For all roles within Consumer & Fair Trading we require:

- Demonstrated experience leading a team in a fast-paced and large complex people-centred organisation, with the ability to guide and develop staff.
- Demonstrated ability to undertake objective, systematic analysis to draw accurate conclusions and support evidence-based decision making.
- Strong written and verbal communication skills including the ability to communicate and make decisions using professional judgement and strategic vision.
- A good, working understanding of the *Competition and Consumer Act 2010* (Cth), including the Australian Consumer Law, or the ability to quickly attain this understanding.

For roles specific to the Consumer Compliance Strategies Branch, the Retail and Supermarkets Branch, and the Small Business and Agriculture Branch, we will prioritise:

- Demonstrated experience in building and maintaining productive relationships with a range of internal and external stakeholders.
- Demonstrated ability to identify emerging trends, risks and opportunities, and apply strategic thinking to complex issues.

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

Notes

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

About the Australian Competition and Consumer Commission

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

To Apply

Position Contact	David Salisbury, 03 9290 1919
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0771501

Australian Competition and Consumer Commission

Closing Date:Monday 17 August 2026

Consumer and Fair Trading
Various

Job Title	Senior Investigator/Senior Compliance/Project Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Hobart TAS, Melbourne VIC, Canberra ACT, Brisbane QLD, Townsville QLD, Darwin NT, Perth WA, Adelaide SA
Salary	$102,947 - $115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 6
Position Number	EA2026/162
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**

- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to use your investigation, analysis and communication skills to protect consumers, support fair trading and help shape meaningful compliance and enforcement outcomes across Australia?**

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

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

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

Duties

What you will do as the Senior Investigator, Senior Compliance or Project Officer:

The Consumer and Fair Trading Division aims to protect the interests of consumers and support fair trading in markets affecting consumers and small business. It does so by delivering compliance and enforcement outcomes under the Australian Consumer Law (ACL), which forms part of the CCA. Consistent with this aim the Division also has responsibility for the ACCC's specialist agriculture, small business and industry codes functions.

The Division has primary responsibility for consumer and fair trading investigation, compliance and enforcement activities carried out by the ACCC under the CCA. This includes delivering a range of broader compliance initiatives to address or prevent misconduct in the market and enhance consumer and business welfare. The Division also contributes to the stewardship of the wider consumer protection system in Australia through advocacy and law reform initiatives, and engagement with domestic and international agencies. The Division also contributes to the development of broader consumer protection and fair trading through advocacy and law reform initiatives.

The Division has three enforcement Branches - the Consumer and Compliance Strategies Branch, the Retail and Supermarkets Branch and the Small Business and Agriculture Branch - which are responsible for investigating and resolving potential breaches of the fair trading and consumer protection provisions of the CCA, including through litigation.

The enforcement branches support the broader work of the ACCC through internal and external stakeholder engagement, shaping policy and providing advice towards law reform, enforcement capability development for the ACCC and other regulators (national and international), and contributing to competition and consumer law outreach.

For further information about the branches, please see the candidate kit.

As a **Senior Compliance or Project Officer** in the Small Business and Agriculture, Consumer and Compliance Strategies, and Retail and Supermarkets branches, you will:

- Be responsible for managing inputs and contributions to the delivery of compliance or engagement projects and activities, including planning, monitoring, reporting, research and analysis.
- Provide advice to senior management on trends and patterns to support policy and legislative reform.
- Prepare (and review as appropriate) internal and external documents including submissions, staff papers, notices, undertakings, correspondence, reports, minutes, briefs, and external-facing materials, including consumer and industry guidance.
- Contribute to the delivery of strategic engagement activities with key industry, stakeholder and consumer organisations, including participation in formal discussion and decision-making forums.
- Ensure all your contributions are delivered in line with the Compliance and Enforcement Policy, plans and directions.
- Work collaboratively within a geographically dispersed team to manage joint projects and tasks, including tracking progress and workflow, meeting milestones and deadlines and develop and maintain effective working relationships and professional networks with internal and external stakeholders.

As a Senior Investigator in the Enforcement branches, you will:

- Be responsible for investigating potential breaches of the consumer and fair trading provisions of the *Competition and Consumer Act 2010* (Cth) (CCA). This may include assessing evidence, interviewing witnesses, briefing legal advisers as well as preparing and presenting updates and recommendations to the Enforcement Committee and Commission.
- Be responsible for engaging with various external stakeholders, including consumers, businesses, and government agencies, so clear written and verbal communication skills are important.

- Possess a good, working understanding of the *Competition and Consumer Act 2010* (Cth), including the Australian Consumer Law, or the ability to quickly attain this understanding.
- Be able to objectively and strategically assess information and potential evidence in a timely and efficient manner.
- Be able to identify logical next steps and the most suitable resolution for investigations, including by administrative means or by court action and persuasively communicate the reasons for decisions and recommendations.
- Have, or have the ability to obtain, the *Certificate IV in Government Investigations* qualification as set out in the Public Services Package (PSP) for persons/officers working in operational roles undertaking government entity investigations.

Eligibility

About you

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

- A demonstrated understanding, or an ability to quickly acquire an understanding, of the *Competition and Consumer Act 2010* and other relevant legislation.
- A demonstrated ability to:
    - Research, investigate and analyse complex issues, develop solutions, and make recommendations in line with strategic objectives.
    - Communicate clearly and persuasively in writing and orally to internal and external audiences.
    - Effectively engage and work with both internal and external stakeholders to deliver outcomes.
    - Plan, organise and prioritise competing workloads to ensure activities are delivered in a timely and efficient manner.
    - Guide and develop staff where required.

The following job specific criteria are also highly desirable:

- Tertiary qualifications in law, economics, public policy or similar fields.

Notes

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To Apply

Position Contact	Michael Gee, 07 3811 9219
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0771382

Australian Electoral Commission

Closing Date:Monday 17 August 2026

Operations Group
State Operations Queensland Operations

Job Title	Assistant Director Operations, Queensland
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	$122,163 - $137,665
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Executive Level 1
Position Number	2026-125 Multiple
Agency Website	https://www.aec.gov.au/

Job Description

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

You will join a high performing team of leaders across the country that facilitates the readiness of the agency and the proper conduct of electoral events.

Assistant Directors, Operations, lead small teams across the state delivering face-to-face services, electoral event planning and delivery.

Reporting to the Director Operations, you will be an active participant in the broader Queensland leadership team, modelling exceptional behaviours and contributing to our culture, business planning and deliverables.

Duties

We are seeking an agile, motivated, and outcomes-focused leader to manage state election planning, delivery, and evaluation activities.

You will be responsible for strategically focusing on agency objectives to facilitate the adoption of best practice across the broader leadership network. You will also manage your team in operational planning, election delivery, and the provision of public services to support both business-as-usual and election planning activities.

You will contribute to the development of team objectives for both short-term tasks and longer-term strategic initiatives for the state. This includes setting priorities, maintaining team cohesion, and ensuring high-quality outputs.

Using excellent communication skills, you will be required to manage multiple stakeholder relationships effectively and deliver quality results within tight deadlines. Your work will require you to take initiative, have strong attention to detail and utilise analytical skills to contribute to business improvement strategies.

Before and during electoral events, you will assist with the mobilisation of over 100,000 temporary election workforce staff, using your leadership skills to support your team in managing this significant surge workforce.

During election periods, you will demonstrate resilience, professionalism, and adaptability while managing competing priorities and responding effectively to increased operational demands.

There is currently an ongoing and non-ongoing opportunity available. These positions are based in the Brisbane office. Roles available will be dependent on the changing business needs and requirements of the AEC. Future opportunities may be filled on an ongoing or non-ongoing basis.

To excel you’ll have:

- Demonstrated experience leading and developing teams, including setting clear expectations, allocating work, providing coaching and feedback, and fostering a positive, high-performing team culture.
- Demonstrated ability to work independently while contributing collaboratively to team outcomes and supporting organisational priorities and strategic objectives.
- Experience managing competing priorities and delivering results in demanding environments, with the ability to remain composed under pressure, learn new concepts quickly, and contribute to a culture of continuous improvement.
- Demonstrated sound judgement and analytical capability, including identifying risks, evaluating information, and implementing practical solutions that consider broader organisational impacts and dependencies.
- Ability to adapt to changing priorities, operational requirements, and stakeholder needs, adjusting approaches, communication styles, and work practices to achieve effective outcomes.
- Experience building productive relationships and influencing outcomes through effective communication, collaboration, negotiation, and stakeholder engagement across a range of audiences and levels.
- Self-awareness and commitment to ongoing professional development, with the ability to reflect on performance, pursue improvement opportunities, and contribute to nationally consistent service delivery outcomes.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

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

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Vacancy VN-0771411

Australian Electoral Commission

Closing Date:Thursday 20 August 2026

Service Delivery Group
Communication, Education & Engagement Indigenous Electoral Participation Program

Job Title	Assistant Directors, Indigenous Electoral Participation Program - Affirmative Measures
Job Type	Full-Time, Ongoing
Location	Darwin NT, Perth WA
Salary	$122,163 - $137,665
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Executive Level 1
Position Number	2026-128 Multiple
Agency Website	https://www.aec.gov.au/

Job Description

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

As a member of the AEC's Indigenous Electoral Participation Program, you will have a unique opportunity to lead and support work with community-level partners who help identify and address barriers to First Nations electoral participation.

Working collaboratively across the program, you will contribute your knowledge, expertise and leadership to help make Australian elections more accessible and inclusive for First Nations Australians.

You will apply evidence-based approaches and best practice to develop and maintain key resources, support legislative and policy initiatives, and uphold the AEC's commitment to continuous improvement. As a member of the Branch Leadership Team, you will help shape strategic priorities, foster a proactive and curious culture, and champion service design principles and human-centred outcomes across the Branch.

Duties

This role is an Affirmative Measures position, specifically designated for Aboriginal and Torres Strait Islander people, therefore this vacancy is only open to Aboriginal and Torres Strait Islander people.

In this role, you will be responsible for delivering key business outcomes, including leading business planning activities and driving engagement with partners to maximise outcomes for First Nations Australians.

You will lead and manage a geographically dispersed team, build and maintain productive internal and external relationships, and provide strategic insights that inform decisions relating to electoral services for First Nations Australians.

You will also represent the AEC in a variety of forums, communicating agency perspectives and building stakeholder relationships. The role will involve travel, including to regional and remote locations.

To excel you'll have:

- Demonstrated experience building and sustaining effective relationships with Aboriginal and Torres Strait Islander communities, ensuring First Nations perspectives inform the design, delivery and evaluation of programs and services.
- Ability to communicate genuinely and intently with Aboriginal and/or Torres Strait Islander people and to build trust and rapport through consistent leadership behaviours, authenticity and openness in communication.
- Demonstrated knowledge and experience in contributing to the development, implementation and evaluation of agency policy.
- Ability to progress with activities where some ambiguity exists, proactively collaborating with relevant stakeholders to forge strategic outcomes.
- Proven ability to successfully manage and deliver results within tight timeframes while balancing competing priorities.
- Proven ability to communicate with influence, negotiate outcomes and manage complex stakeholder relationships, including across a geographically dispersed network.
- Demonstrated ability to lead and manage staff when change is a constant, while proactively supporting a positive team culture and developing capabilities, encouraging career development, and embedding professionalism.

Desirable

- You have relevant qualifications in Indigenous Studies or Community Engagement/Education.
- You know about or can quickly learn about legislation and programs and policies.

Eligibility

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

Notes

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

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Kaye Bartlett, 02 5137 2055
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0771445

Australian Electoral Commission

Closing Date:Sunday 23 August 2026

Operations Group
Northern Territory

Job Title	Australian Electoral Officer for Northern Territory
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$0 - $0
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Statutory Appointment
Position Number	2026-130 10567 SES
Agency Website	https://www.aec.gov.au/

Job Description

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

The Northern Territory team is administered from the Darwin office. The team is made up of a small permanent workforce that scales significantly during electoral events and is responsible for providing electoral services across the electoral cycle, including electoral roll management, electoral participation initiatives, industrial elections and ballots, and preparation for federal electoral events.

The AEO NT leads the Northern Territory team and reports to the AEO WA, working closely to support efficient service delivery, shared administrative and operational functions, and consistent outcomes across Western Australia and the Northern Territory.

Duties

The AEO NT is accountable for leading AEC operations in the Northern Territory and ensuring electoral services are delivered lawfully, impartially and effectively across the electoral cycle. The role discharges statutory responsibilities under the Commonwealth Electoral Act 1918 and Referendum (Machinery Provisions) Act 1984, including the preparation and delivery of federal electoral events and redistributions within fixed legislative timeframes and under significant public and political scrutiny.

The AEO NT leads electoral readiness, electoral roll management, and participation initiatives in the Northern Territory while maintaining integrity, impartiality and quality in electoral administration and delivery. Working closely with the AEO WA, the role supports shared operational functions and nationally consistent outcomes across Western Australia and the Northern Territory. As part of the State and Territory leadership group, the role contributes to the AEC's strategic direction, enterprise priorities and governance, and leadership activities.

The role provides strategic advice to the Electoral Commissioner and Senior Executive Team, as well as the Executive Leadership Team on matters affecting electoral administration, participation, operations and reputation in the Northern Territory. The role also requires building productive relationships with governments, elected officials, political participants, First Nations organisations and community stakeholders. The AEO NT leads and develops a geographically dispersed workforce and promotes a culture of integrity, accountability, inclusion and high performance.

During electoral events, the AEO NT leads delivery in the Northern Territory, mobilises the event workforce and operational arrangements, manages risks and emerging issues, and provides timely advice, reporting and escalation to the National Election Manager. Success in the role requires strong judgement and resilience, political neutrality, effective governance and stewardship of public resources, and the ability to lead complex and time-critical operational delivery environments.

The ideal candidate

The ideal candidate will have the following qualifications, skills, and experience:

- Demonstrated senior leadership experience and a proven track record of success within a complex operational, regulatory, service delivery or public administration environment.
- Proven ability to lead large-scale, complex and time-critical operations delivered under significant scrutiny.
- Experience leading geographically dispersed teams and delivering outcomes through others.
- Demonstrated ability to establish and maintain productive relationships with senior stakeholders across government, industry, community and representative groups.
- Exceptional judgement, integrity, professionalism and decision-making capability.
- Demonstrated ability to promote trust, confidence and organisational reputation in a sensitive public environment.
- Strong communication and influencing skills, including the ability to represent an organisation in high-profile and sensitive environments.
- Highly developed planning, risk management, problem-solving and governance skills.
- Knowledge of, or ability to rapidly acquire knowledge of, Australian electoral law and practice.
- Experience planning, preparing for and delivering large-scale operational events, major programs or equivalent complex activities.

Desirable:

- Experience within electoral administration or an equivalent high-integrity regulatory environment.

- Experience engaging with First Nations communities and stakeholders.
- Experience leading major operational activities in remote, regional or geographically dispersed environments.
- Relevant tertiary qualifications.

Eligibility

To be eligible for this position, you must be an Australian citizen.

In addition, there may be an exclusion period if you have received a redundancy benefit from a previous APS employer.

This position is a position of trust. The occupants must have the ability to obtain and maintain a security clearance to the level of Negative Vetting Level 1 or hold a current security clearance of appropriate level.

You will be required to undertake a Nationally Coordinated Criminal History check (police check) prior to engagement.

Notes

To download a copy of the candidate job pack, please click the **Apply Now** button. You will be redirected to the AEC Jobs site.

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

About the Australian Electoral Commission

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

To Apply

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

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Vacancy VN-0771452

Australian Electoral Commission

Closing Date:Thursday 20 August 2026

Service Delivery Group
Communication, Education & Engagement Indigenous Electoral Participation Program

Job Title	Engagement Officer, Indigenous Electoral Participation Program
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	$88,834 - $96,848
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2026-129 12837
Agency Website	https://www.aec.gov.au/

Job Description

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

As a member of the AEC's Indigenous Electoral Participation Program, you will have a unique opportunity to lead and support work with community-level partners who help identify and address barriers to First Nations electoral participation.

Working collaboratively across the program, you will contribute your knowledge, expertise and leadership to help make Australian elections more accessible and inclusive for First Nations Australians.

Duties

This role is designated as an Identified position. Candidates must have an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples and proven culturally appropriate engagement and communication skills.

In this role, you will support team leaders to engage with community partners and stakeholders who contribute to improving electoral participation outcomes for First Nations Australians. You will represent the AEC in a range of forums, build and maintain productive internal and external relationships, and support the delivery of initiatives that maximise benefits for Indigenous communities.

The role may involve travel, including to regional and remote locations.

To excel you'll have:

- An understanding of the issues affecting Aboriginal and Torres Strait Islander peoples.
- Ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.
- Experience in working collaboratively with internal and external partners to achieve shared outcomes, contribute positively to team goals, and support a geographically dispersed workforce.
- Demonstrated ability to achieve results in a changing environment by exercising sound judgement, adapting to shifting priorities, and contributing to continuous improvement initiatives.
- Strong written and verbal communication skills, including experience tailoring messages for different audiences and presenting information clearly and appropriately.
- Well-developed organisational skills, including experience managing competing priorities, maintaining accurate records, and monitoring activities to support effective program delivery.
- Ability to analyse information, identify issues and risks, and contribute to practical solutions, including escalating matters appropriately and supporting informed decision-making.
- Experience in managing or supporting agreements, partnerships or stakeholder arrangements, including identifying and addressing potential risks and contributing to positive outcomes for all parties.

Desirable

- Relevant qualifications in Indigenous studies, community engagement, education, or a related discipline.
- Knowledge of, or the ability to quickly acquire knowledge of, relevant legislation, policies and programs.

Eligibility

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

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

Notes

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

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

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To Apply

Position Contact	Priscilla Lui, 08 7942 2076
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0771563

Australian Electoral Commission

Closing Date:Thursday 20 August 2026

Service Delivery Group
Delivery and Support Branch Event Technology

Job Title	Project Officer, Event Technology
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,848
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2026-131 10353
Agency Website	https://www.aec.gov.au/

Job Description

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

The Delivery and Support Branch leads the preparation and delivery of services for the AEC. The Branch is responsible for planning future electoral events, developing and delivering key electoral capabilities and services, and managing the delivery of electoral events in line with election timetables. The Branch also manages contracts and agreements with third-party suppliers which are critical for the successful delivery of electoral events.

The Polling Place Technology team sits within the Event Technology Section. The Section manages and delivers the use of technology in polling place operations and processes to support timely and accurate election delivery and outcomes. This includes:

- Senate systems and the Senate count.
- Polling Place Technology, including the management and deployment of Electronic Certified Lists (ECLs) and digital Officer in Charge (OIC) returns.
- Scanning and reconciliation of paper certified lists.

Duties

The AEC is seeking a Project Officer until 30 June 2027 to support the administration and coordination of activities relating to Polling Place Technology. The role includes participating in section planning for short-term tasks and work area planning for longer-term initiatives.

The Polling Place Technology team supports the deployment of approximately 15,000 laptops and 12,000 printers during a federal election. Polling Place Technology includes Electronic Certified Lists (ECLs) and digital Officer in Charge (OIC) returns. An ECL is an electronic version of the paper certified list of voters, allowing polling officials to search and electronically record that an elector has been handed a ballot paper in accordance with relevant legislation. The digital OIC return supports OICs to effectively manage their polling place, replacing traditional paper forms with bespoke software that improves efficiency and provides real-time information and reporting to AEC National Office.

The successful candidate will undertake work that is moderately complex to complex in nature and under limited direction, to contribute to the delivery of projects throughout the election cycle and across the Branch.

To excel you'll have:

We are seeking a motivated and capable professional who can demonstrate the skills, knowledge and experience required to perform successfully in this role.

- Demonstrated ability to manage priorities and deliver quality outcomes within agreed timeframes and governance requirements.
- Proven ability to communicate clearly and effectively, both verbally and in writing, and respond to stakeholder needs and expectations across a geographically dispersed network.
- Experience working with business systems, databases or digital platforms, including the ability to quickly learn new technologies and effectively manage and maintain business information.
- Strong analytical and problem-solving skills, with the ability to obtain accurate conclusions and apply innovative solutions while contributing to change and business improvement strategies.
- Demonstrated personal integrity and sound judgement while achieving results within legislative, policy and procedural frameworks.
- Demonstrated ability to work independently under limited direction and contribute positively within a team environment.
- Ability to remain positive and respond to pressure in a calm manner, while committing energy and drive to see that goals are achieved.

Desirable

- Experience contributing to the planning, coordination, delivery or evaluation of large-scale projects or events.
- Previous contract management experience, including monitoring deliverables, resolving issues and maintaining an understanding of contract obligations and service requirements.
- Understanding of SharePoint administration, content management or information governance principles.
- Knowledge of Australian electoral law and practice, or the ability to quickly gain this knowledge.

Eligibility

- EC employees must be Australian citizens.

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

Notes

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

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To Apply

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

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Vacancy VN-0771384

Australian Government Solicitor

Closing Date:Monday 24 August 2026

Australian Government Solcitor
Dispute Resolution

Job Title	Senior Executive Lawyer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Adelaide, Sydney, Melbourne, Perth, Brisbane, Hobart, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	This is a hybrid role and cannot be fully remote; flexible arrangements may be considered in line with the Enterprise Agreement and operational needs
Classification	Senior Executive Service Band 1
Position Number	TBC
Agency Website	

Job Description

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

Duties

- Senior Executive Lawyer (Senior Executive Service Band 1)
- Brisbane, Canberra, Melbourne, Adelaide and Sydney
- Ongoing (permanent) role

Opportunity for a leading senior practitioner to join our Civil Regulation team conducting complex litigation for Commonwealth regulators.

About us

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

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

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

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

About the role

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

In this role you will:

- have primary carriage of complex competition and consumer law cases, financial services and corporate regulatory law cases, or other regulatory litigation matters
- supervise the work of others and develop and mentor junior colleagues
- effectively represent Commonwealth agencies in dealings with other parties, witnesses, counsel and courts
- provide a high standard of client service and maintain strong senior client relationships
- be part of the AGS Dispute Resolution team and undertake work in other areas of law relevant to the work of AGS Dispute Resolution
- have the opportunity to support community interests though pro bono work. For more information about our pro bono work, refer to our website.
- undertake work in other areas of law relevant to the work of AGS Dispute Resolution.

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

About you

This role will suit a highly experienced dispute resolution lawyer with expertise in complex competition and consumer law, financial services and corporate regulatory law, or other regulatory litigation. The successful candidate will ideally have:

- generally, at least 10 years' PQE experience managing civil regulatory litigation
- expertise in complex regulatory litigation, the ability to clearly articulate technical arguments, draft advice, and frame and conduct Federal Court proceedings
- detailed knowledge of the Commonwealth legal environment
- a proven track record in working closely with clients to achieve strong regulatory outcomes
- excellent professional judgement, interpersonal skills and the ability to communicate with influence and build client relationships
- experience in other areas of law relevant to dispute resolution
- demonstrated ability and commitment to effectively supervise, train, mentor and develop more junior legal staff
- excellent interpersonal skills, negotiation skills and the ability to persuade
- the capacity to lead, both within and beyond the AGS Dispute Resolution team, and positively contribute to the broader AGS practice.

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

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

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

To apply

To apply, please click the 'Apply' button and ensure that you upload a maximum 2-page cover letter indicating your relevant experience with reference to the required skills and experience set out above and in the relevant role description, along with a copy of your CV.

Applications close at 5:00pm (AEST) on Monday, 24 August 2026.

Further enquiries

Further information can be obtained by contacting Jill Mackay, HR Business Partner on 02 9581 7568.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain at a security clearance at the Negative Vetting 2 (NV2) or Top Secret – Privileged Access (TS -PA) level as required.

Notes

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

About the Australian Government Solicitor

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

To Apply

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

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Vacancy VN-0771559

Australian Government Solicitor

Closing Date:Thursday 20 August 2026

Australian Government Solicitor
Client Services

Job Title	Writer and Communications Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Canberra, Melbourne, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	This is a hybrid role and cannot be fully remote; flexible arrangements may be considered in line with the Enterprise Agreement and operational needs.
Classification	Executive Level 1
Position Number	TBA
Agency Website	

Job Description

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

Duties

- Internal and external communications role
- Ongoing/Non-ongoing (12-month contract)
- Full-time Canberra, Melbourne or Sydney based role

A unique opportunity exists for an experienced communications specialist to join the Australian Government Solicitor Client Services team in the delivery of high-quality publications and client focused communications.

About us

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

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

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

About the role

This role supports a more strategic and coordinated approach to AGS communications. It has a strong focus on internal communication strategy, governance, stakeholder advice and communication effectiveness, while continuing to deliver high-quality writing, editing and publishing support for AGS publications and client-focused materials. The role works closely with Legal Practice Areas, and other senior internal stakeholders to improve the clarity, consistency and impact of AGS communications. The role reports to Client Services Senior Business Development Manager (Executive Level 2).

The Writer and Client Communications role will:

- develop, coordinate and support the implementation of internal communication strategies that align with AGS priorities and improve the clarity, consistency and effectiveness of staff communications
- provide specialist communication advice to senior stakeholders, including on messaging, audience needs, channel selection and engagement approaches
- support communication governance by maintaining practical standards, templates, planning tools and evaluation approaches for AGS communication channels
- produce, edit and quality assure high-quality communication materials for internal and external audiences, including publications, speeches, presentations, articles, reports, staff messages, digital content and client-facing materials
- translate complex, technical or legal information into clear, accessible and audience-focused content that reflects AGS style and standards
- manage communication projects and publishing processes, including coordinating input from legal authors, designers, digital teams and external providers
- monitor communication effectiveness and use feedback, data and practical insights to identify opportunities for improvement
- contribute to broader Client Services and Marketing priorities, including supporting colleagues during peak workload periods and responding to emerging organisational communication needs.

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

About you

The successful applicant will be an experienced communications professional with the ability to develop and deliver clear, engaging and effective communication solutions in a complex environment. You will bring:

- strong communication and stakeholder engagement skills, with experience building effective relationships across a government, professional services or similarly complex organisation
- demonstrated experience developing and implementing communication strategies that support organisational priorities and engagement outcomes
- highly developed writing, editing and proofreading skills, with the ability to produce accurate, audience-focused communication materials across a range of channels
- the ability to translate complex information into clear, accessible and fit-for-purpose communications tailored to different audiences
- strong project management skills, with the ability to manage competing priorities, deliver quality outcomes within deadlines and respond to changing needs
- experience working with legal or technical content would be highly regarded.

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

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

How to apply

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

Applications close at 5:00 pm (AEST) on Thursday, 20 August 2026.

Further enquiries

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

Eligibility

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

Notes

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

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To Apply

Position Contact	Natalie Lightfoot, 02 6253 7529
Agency Recruitment Site	http://www.ags.gov.au/employment/current-vacancies.html

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Vacancy VN-0771539

Australian Law Reform Commission

Closing Date:Wednesday 19 August 2026

Job Title	Operations Support Officer
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	$93,095 - $98,763
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location.
Classification	APS Level 5
Position Number	0226/26_ALRC-EXT
Agency Website	

Job Description

https://agcareers.nga.net.au/?jati=19D18C1D-4812-536C-F2C5-ED223313CEED

To obtain a copy of the Vacancy Information Kit for this vacancy, please click on the 'Apply Now' button to the left of this advertisement.

Duties

Our Opportunity

The Operations Support Officer reports to the Director of Finance and Operations and provides a range of executive and office support services to the Finance and Operations team at the Australian Law Reform Commission (ALRC). This includes managing executive diaries, stakeholder engagement, travel arrangements, event coordination, office logistics, human resources duties, and day-to-day operational needs.

The role demands excellent organisational and stakeholder management skills, and the ability to manage competing priorities while maintaining a high standard of professionalism and confidentiality.

Who are we looking for?

We seek a candidate passionate about working in a hands-on, highly varied and proactive role, operating in a fast-paced and agile environment.

Key Responsibilities:

The role will be responsible for:

- **Finance, payments and procurement support** – process invoices and payments, support reconciliations, and maintain core finance trackers/registers and supplier/contract records.
- **Office operations (Melbourne & Brisbane)** – support smooth day-to-day office functioning (visitors, mail, facilities/building liaison, supplies, shared spaces) and coordinate office communications/updates.
- **Registers, records and document control (SharePoint)** – maintain operational/staff registers and ensure accurate document storage, naming and version control across relevant libraries.
- **People & Culture / HR administration** – provide recruitment administration support and coordinate onboarding/offboarding administration and staff record upkeep (e.g., leave calendar, mandatory training records).
- **Travel and expenses coordination** – arrange staff travel (excluding Executive staff), track costs, and support reimbursements/claims administration.
- **Correspondence, operations support and cross-cover** – triage shared mailboxes/voicemail, assist with audit/compliance/parliamentary support as required, provide executive and administrative support to the President/Executive Director and backfill the EA role during periods of leave, and undertake other Finance & Operations support tasks as required.

Essential

- Experience undertaking administrative support as an Executive Officer, Executive Assistant or Administrative Officer preferably within an Australian Government agency

Selection criteria

- **Strong administrative and operational delivery** – demonstrated experience providing high-quality administrative support in a busy environment, managing competing priorities and deadlines with strong attention to detail.
- **Finance and procurement administration capability** – experience supporting invoice/payment processing, maintaining trackers/registers, general financial administration and coordinating procurement steps while keeping records accurate and compliant.
- **Systems confidence (M365/SharePoint) and document control** – proficiency using Microsoft 365 (e.g., Outlook, Word, Excel, Teams) and confidence working in SharePoint/document libraries with consistent naming, version control and secure storage.
- **Stakeholder service and communication** – well-developed interpersonal and written communication skills, including liaising professionally with internal stakeholders and external suppliers and communicating updates clearly.
- **Discretion, reliability and initiative** – ability to handle sensitive information with discretion, work independently, anticipate needs and take initiative to resolve issues in a role of trust.

The range and nature of work within the ALRC requires a workforce that reflects our diverse society, and the department provides a number of support mechanisms for employees.

As an ALRC employee, you will:

- be part of an inclusive and diverse work environment;
- receive a generous starting salary and work conditions; and
- benefit from supportive learning and development.

Eligibility

Are you eligible to apply?

To be considered for employment at the ALRC applicants must be eligible to work in Australia.

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

Notes

How to apply

Applications are to be emailed to HR@alrc.gov.au. For further information about the role please contact:

Name: Maria Mckerrow, Manager, People and Culture

Email: HR@alrc.gov.au

Applications close at **11:30pm AEST on 19 August 2026.**

If you have any questions regarding the recruitment process or require any reasonable adjustments, please email HR@alrc.gov.au.

About the Australian Law Reform Commission

To Apply

Position Contact	Maria Mckerrow, N/A
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=19D18C1D-4812-536C-F2C5-ED2233

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Vacancy VN-0771543

Australian Security Intelligence Organisation

Closing Date:Monday 17 August 2026

Job Title	AEE1 Assistant Director, Legal Services
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Perth WA, Melbourne VIC, Adelaide SA, Brisbane QLD
Salary	$141,066 - $157,637
Future Merit Locations	Canberra, Sydney, Perth, Melbourne, Adelaide, Brisbane
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	Executive Level 1
Position Number	00720262027
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. We are culturally and linguistically diverse, language skills enhance our collective ability to protect Australia. Aboriginal and Torres Strait Islander peoples are encouraged to apply. We are secretive about what we do, not what we value.

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

The opportunity

Are you seeking a career where you can contribute and make a difference to the security of Australia? An exciting opportunity exists for suitably qualified senior lawyers to fill Assistant Director roles.

ASIO is looking for talented and dedicated lawyers who are capable managers, solid problem solvers and collaborative colleagues, across various legal practice areas.

Led by ASIO’s General Counsel, ASIO’s Legal Services Division is a professional in-house legal practice providing expertise across a full range of legal services, including legal advice to support ASIO’s operational and corporate functions, and to manage its representation and involvement in courts, tribunals and inquiries. The Division works with international and domestic partners including law enforcement, intelligence agencies and other Commonwealth and State departments and agencies.

As an Assistant Director within Legal Services, you will work in a dynamic and rewarding team environment with exceptional lawyers. You will have the opportunity to perform complex, sensitive and significant work with a degree of independence. Assistant Directors are emerging leaders within the Legal Services Division, and contribute to the Division’s positive, collaborative and inclusive culture by exhibiting ASIO’s leadership behaviours of purpose-focused, enterprise minded, accountable, empowering and inclusive.

Our Assistant Directors work across a number of practice areas:

· Dispute resolution

· Assessment and vetting law

· Corporate, commercial and employment law

· Operations law

You will receive ongoing training and professional development across the practice.

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.

Please note: these roles are based in Canberra. There may be opportunities in Adeliade, Brisbane, Melbourne, Perth and Sydney subject to organisational requirements.

Duties

As an **Assistant Director in Legal Services** in ASIO, you will:

·Provide legal advice to ASIO in areas of the law such as:

§ statutory interpretation

§ dispute resolution

§ national security law

§ administrative law

§ criminal law and law enforcement

§ employment law and workplace relations

§ corporate governance and commercial law

§ legislation development

· Prepare and review legal documentation.

· In the dispute resolution practice – manage ASIO’s involvement in litigations/legal proceedings/inquiries, including working closely with Australian Government Solicitors, in accordance with the Commonwealth’s Legal Services Directions.

· Mentor, supervise and review the work of junior legal staff.

· Engage with Legal Services Colleagues, client areas and external colleagues.

· Liaise with external legal services providers.

· Foster and maintain a positive, collegiate and collaborative work environment.

· Supporting the Director and Legal Services senior management in relation to governance, reporting, and other corporate functions.

Eligibility

What you will bring

We are seeking candidates with the following capabilities:

· Demonstrated ability to foster and maintain a positive, collegiate and collaborative work environment.

· Experience in providing high-quality legal services, ideally in a government, operational, law enforcement, regulatory, investigative or prosecutorial environment/context.

· Expertise in one or more of the areas of law listed.

· Familiarity with, or the ability to quickly become familiar with, key national security legislation and the associated environment.

· A strong client focus and stakeholder engagement, with a practical approach to engaging with complex legal and policy issues in an evolving and uncertain environment.

· A commitment to excellence and demonstrated ability to meet critical deadlines.

· Strong written and oral communication skills.

· Innovative strategic thinking, including a demonstrated ability to identify legal risk.

· Experience in mentoring and developing staff.

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

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

Qualifications

Candidates are required to have the following qualifications:

· Bachelor of Laws or Juris Doctor from an Australian university (or comparable overseas qualification) and possess, or be eligible to possess, a current restricted practicing certificate.

· **At least 4 years post admission experience in legal practice, or comparable experience.**

Eligibility

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

· an Australian citizen

· assessed as suitable to hold and maintain a TS-PA security clearance.

Reasonable adjustments

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

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

· A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.

· Employer superannuation contributions of 15.4%.

· A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.

· Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.

· Study assistance, including financial support and study leave for tertiary education.

· Access to 7 staff-led diversity and inclusion networks.

· Access to an Employee Assistance Program (EAP).

How to apply

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

· A written pitch of up to 500 words that addresses the required capabilities for the role. Use examples to demonstrate how your skills and experience meet the capabilities.

· A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you have undertaken.

· Details of 2 referees, which must include a current or former supervisor. ASIO will not contact your referees without advising you prior to doing so.

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

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

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

We ask all applicants for their patience throughout the process.

Employment conditions

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

Australian Workplace Equality Index

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024, 2025 and 2026, recognising ASIO's inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status.

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

About the Australian Security Intelligence Organisation

To Apply

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

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Vacancy VN-0771544

Australian Security Intelligence Organisation

Closing Date:Monday 17 August 2026

Job Title	AEE2 Director, Legal Services
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Adelaide SA, Brisbane QLD, Perth WA
Salary	$161,682 - $191,321
Future Merit Locations	Melbourne, Canberra, Sydney, Adelaide, Brisbane, Perth
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	Executive Level 2
Position Number	00820262027
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. We are culturally and linguistically diverse, language skills enhance our collective ability to protect Australia. Aboriginal and Torres Strait Islander peoples are encouraged to apply. We are secretive about what we do, not what we value.

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

The opportunity

Are you seeking a career where you can contribute and make a difference to the security of Australia? An exciting opportunity exists for suitably qualified senior lawyers to fill Director roles.

ASIO is looking for talented and dedicated lawyers who are strong leaders, excellent problem solvers and collaborative colleagues, to head up teams across various legal practice areas.

Led by ASIO’s General Counsel, ASIO's Legal Services Division is a professional in-house legal practice providing expertise across a full range of legal services, including legal advice to support ASIO's operational and corporate functions, and to manage its representation and involvement in courts, tribunals, and inquiries. The Division works with international and domestic partners including law enforcement, intelligence agencies and other Commonwealth and State departments and agencies.

As a Director within Legal Services, you will work in a dynamic and rewarding team environment with exceptional lawyers. You will have the opportunity to perform complex, sensitive and significant work with a substantial degree of independence. Directors are experienced in leading a team of legal staff, sometimes in multiple locations, cultivating the Division’s positive, collaborative and inclusive culture by modelling and championing ASIO’s leadership behaviours of purpose-focused, enterprise minded, accountable, empowering and inclusive.

In ASIO, our Legal Directors work across a number of practice areas:

- Dispute resolution
- Assessment and vetting law
- Corporate, commercial and employment law
- Operations law.

You will receive ongoing training and professional development across the practice.

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.

Please note: these roles are primarily based in Canberra. There may be opportunities in Adeliade, Brisbane, Melbourne, Perth and Sydney subject to organisational requirements.

Duties

Responsibilities

As a **Director, Legal Services** in ASIO, you will:

·Lead a team of lawyers in providing legal advice to ASIO staff in areas of the law such as:

§ statutory interpretation

§ dispute resolution

§ national security law

§ administrative law

§ criminal law and law enforcement

§ employment law and workplace relations

§ corporate governance and commercial law

§ legislation development.

Prepare and review legal documentation.

Shape and maintain a positive, collegiate and collaborative work environment.

In the dispute resolution practice - manage ASIO's involvement in litigation/legal proceedings/inquiries, including working closely with the Australian Government Solicitor, and in accordance with the Commonwealth's Legal Services Directions.

Mentor, supervise and settle the work of junior legal staff.

Engage with Legal Services colleagues, client areas, and external colleagues.

Liaise with external legal services providers.

Work closely with the Legal Services senior management in relation to governance, reporting, and other corporate functions.

Eligibility

What you will bring

We are seeking candidates with the following capabilities:

Demonstrated ability to shape and maintain a positive, collegiate and collaborative work environment.

Experience in, or a demonstrated ability to provide excellent in-house legal services, ideally in an operational, law enforcement, regulatory, investigative or prosecutorial environment/context.

Substantial expertise in one or more of the areas of law listed.

Familiarity with, or the ability to quickly become familiar with, key national security legislation and the associated environment.

A strong client focus and stakeholder engagement, with a practical approach to engaging with complex legal and policy issues in an evolving and uncertain environment.

A commitment to excellence and demonstrated leadership of high-performing teams that are required to meet critical deadlines.

Excellent written and oral communication skills.

Innovative strategic thinking and problem-solving, including a demonstrated ability to identify and treat risk.

Experience in mentoring and developing legal staff.

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

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

Qualifications

Candidates are required to have the following qualifications:

- Bachelor of Laws or Juris Doctor from an Australian university (or comparable overseas qualification) and possess, or be eligible to possess, a current restricted practising certificate.
- At least 7 years post admission experience in a legal practice, or comparable experience.

Eligibility

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

· an Australian citizen

· assessed as suitable to hold and maintain a TS-PA security clearance.

Reasonable adjustments

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

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

· A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.

· Employer superannuation contributions of 15.4%.

· A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.

· Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.

· Study assistance, including financial support and study leave for tertiary education.

· Access to 7 staff-led diversity and inclusion networks.

· Access to an Employee Assistance Program (EAP).

How to apply

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

· A written pitch of up to 500 words that addresses the required capabilities for the role. Use examples to demonstrate how your skills and experience meet the capabilities.

· A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you have undertaken.

· Details of 2 referees, which must include a current or former supervisor. ASIO will not contact your referees without advising you prior to doing so.

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

Use of AI in recruitment processes

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

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

We ask all applicants for their patience throughout the process.

Employment conditions

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

Australian Workplace Equality Index

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024, 2025 and 2026, recognising ASIO’s inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status.

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

About the Australian Security Intelligence Organisation

To Apply

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

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Vacancy VN-0771546

Australian Security Intelligence Organisation

Closing Date:Monday 24 August 2026

Job Title	Security Operations Centre: Various Cyber Roles
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$100,425 - $157,637
Future Merit Locations	Canberra, Sydney
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	00420262027
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

ASIO is seeking Cyber Security Specialists to fill a range of positions in our Security Operations Centre (SOC). These positions are based in Canberra, ACT, with some opportunities in Sydney, NSW. These positions include:

· Platform Engineers

o Note: Some of the Canberra-based positions can be performed with a Negative Vetting Level 1 (NV1) security clearance.

· Detection Engineers

o Note: Some of the Canberra-based positions can be performed with a NV1 security clearance.

· Service Delivery

· Cyber Protective Monitoring & Incident Response Analysts

o Note: Analysts may be required to work a rostered working pattern between the hours of 0600 and 2200. These rostered working patterns will attract a 15% shift penalty.

· Cyber Threat Intelligence Analysts

These positions may attract an additional technical skills allowance.

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.

If you would like to be considered for multiple roles, please submit one application and list up to 3 preferences within the application form.

Eligibility

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

· an Australian citizen

· assessed as suitable to hold and maintain a NV1 or a TS-PA security clearance, as required by the role. For roles requiring a NV1 security clearance, you must submit an application to obtain a TS-PA security clearance within 3 years from commencement.

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

ASIO provides a number of benefits to its staff including:

· A competitive salary, including a 7.5% allowance for maintaining a Negative Vetting Level 1 Access security clearance or TOP SECRET-Privileged Access (TS-PA) security clearance.

· Employer superannuation contributions of 15.4%.

· A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.

· Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.

· Study assistance, including financial support and study leave for tertiary education.

· Access to 7 staff-led diversity and inclusion networks.

· Access to an Employee Assistance Program (EAP).

How to apply

ASIO officers' identities are protected by law. Under section 92 of the ASIO Act, the only declared ASIO officers are the Director-General and Deputy Directors-General. To protect our people's identities, ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same.

Please do not discuss your application with others as doing so may adversely affect your potential employment.

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

· A written pitch of up to 500 words that addresses the required capabilities for the role. Use examples to demonstrate how your skills and experience meet the capabilities.

· A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you have undertaken.

· Details of 2 referees, which must include a current or former supervisor. ASIO will not contact your referees without advising you prior to doing so.

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

Use of AI in recruitment processes

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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

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

We ask all applicants for their patience throughout the process.

Employment conditions

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

Australian Workplace Equality Index

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

About the Australian Security Intelligence Organisation

To Apply

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

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Vacancy VN-0771528

Australian Signals Directorate

Closing Date:Monday 24 August 2026

Job Title	Assistant Director-General – Signals Intelligence
Job Type	Full-Time, 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	On Site;Flexible
Office Arrangement Details	Office Arrangement may be discussed with successful candidate
Classification	Senior Executive Service Band 1
Position Number	ASD/04453/26
Agency Website	https://www.asd.gov.au/careers

Job Description

https://defencecareers.nga.net.au/?jati=A3AAEB16-342E-26DD-011B-ED22316F05E6

Duties

Our Organisation

The Australian Signals Directorate (ASD) is the Australian Government’s foreign signals intelligence, offensive cyber and cyber security agency.

The ASD motto, Reveal their secrets - Protect our own, summarises our roles: we collect foreign intelligence; we conduct offensive cyber operations; and we provide advice and assistance on information and cyber security.

To achieve its mission, ASD requires people with strong integrity and a mix of specialist skills, adaptability, imagination, resilience and creativity. These abilities are needed to out think and out-imagine some of the most testing adversaries and problems imaginable.

ASD is currently undergoing a significant transformation – doubling in size, expanding its presence both nationally and globally, and delivering significant new and enhanced intelligence and security capabilities for Australia. As a senior leader in ASD, you will have an important role leading this change.

Position Description

The Australian Signals Directorate (ASD) is seeking highly motivated, outcomes-focused Senior Executive Service (SES) Band 1 leaders for multiple roles that provide strategic leadership of signals intelligence operations, collection capabilities, intelligence production activities, and/or technical initiatives that deliver critical intelligence outcomes for the Australian Government.

One of the available roles is Assistant Director-General Access Operations, a position based in Canberra with a required three-year term transfer to Melbourne.

A merit pool will be created from the list of suitable applicants, which may be used to fill other positions in the event one becomes vacant.

As an Assistant Director-General – Signals Intelligence, you will lead complex and high-priority signals intelligence functions, overseeing multidisciplinary teams of intelligence, operational and technical professionals. You will be responsible for driving the collection, analysis and dissemination of foreign signals intelligence, ensuring the delivery of timely, accurate and actionable intelligence that informs government decision-making and supports Australia's national security objectives.

These roles require strong leadership, strategic thinking and stakeholder engagement skills to manage large-scale operational activities, develop intelligence capabilities, and foster collaboration across government, defence, security and intelligence partners. You will contribute to the advancement of ASD's signals intelligence mission, balancing operational priorities with long-term capability development in a dynamic and evolving environment.

More broadly, as part of the Senior Leadership Group, you will play a key role in promoting and influencing a shared commitment to the strategic direction of ASD as the Australian Government’s foreign signals intelligence, offensive cyber, and cyber security agency and will work with colleagues across the Defence portfolio and Government to achieve results.

SES are responsible for managing significant staff and financial resources, leveraging strategic relationships and engaging collaboratively with customers and stakeholders. You will work closely

with international partners, and manage an Australia-wide workforce. You will also have the opportunity to enhance current practices in pursuit of greater efficiencies, driving transformation and continuous improvement.

Successful applicants will exemplify ASD's values and engender a culture of achievement, collaboration and agility. You will be self-aware and will encourage and respect the diversity of ideas and perspectives that defines ASD's workforce.

Eligibility
Notes

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

About the Australian Signals Directorate

To Apply

Position Contact	Beaumont&Beaumont, 02 6126 4500
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A3AAEB16-342E-26DD-011B-ED

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Vacancy VN-0770576

Australian Submarine Agency

Closing Date:Sunday 23 August 2026

Australian Submarine Agency
Engineering & Technology

Job Title	Submarine Construction Assurance Engineer (Secondary Propulsion) Lead
Job Type	Full-Time, Ongoing
Location	Osborne SA, Port Adelaide SA
Salary	$124,393 - $140,315
Future Merit Locations	Osborne, Port Adelaide
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertise. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 1
Position Number	ASA/03609/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=8CA81FCA-5022-4AEA-6981-ED0A700E1CC4

Duties

The Role

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

In this role, you will contribute to the independent technical oversight, assurance, and commissioning of submarine secondary propulsion systems, ensuring they are installed, integrated, tested, and transitioned to operation in accordance with design intent, engineering standards, and stringent safety and quality requirements. You will operate within highly complex, safety-critical environments, working closely with shipbuilders, system integrators, and multidisciplinary engineering teams to support the successful delivery of this nationally significant program.

Reporting to the Deputy Engineering Director- Nuclear Field Office, you will be responsible for providing technical leadership and assurance across the commissioning lifecycle of submarine secondary propulsion systems, including main steam turbines, steam turbo generators, auxiliary propulsion units, drive systems, and associated electrical and mechanical interfaces.

You will:

- Initially support the development of ASA Engineering Management System plans, processes and procedures for the conduct of submarine construction technical assurance.
- Lead surveillance, inspection, and verification of submarine secondary system installation, and commissioning activities.
- Lead compliance assessment of submarine secondary system against design specifications, engineering standards, and safety requirements.
- Contribute to the development of high-quality objective evidence for regulatory and certification obligations
- Identify risks, defects, and non-conformances, supporting investigation and resolution.
- Engage with shipbuilders and ASA technical specialists to resolve complex engineering issues.

You will apply sound engineering judgement to ensure the secondary propulsion and associated systems operate safely, reliably, and in accordance with stringent nuclear-powered submarine design and performance requirements. Success in this position requires the ability to understand and assess how systems behave when mechanical, electrical, and control elements interact, particularly in a commissioning and nuclear-constrained environment.

Working Environment and Development

Across all roles, you will operate in shipyard and supplier environments, with opportunities for interstate and international travel. You will provide authoritative advice on safety-critical systems and collaborate with multidisciplinary teams across government, industry, and international partners.

These positions also offer a unique professional development opportunity, including the potential for a 2–3 year placement at a partner shipyard in the United Kingdom, providing hands-on experience in advanced submarine construction and strengthening sovereign capability on return to Australia.

Impact

Your work will directly contribute to the safe, compliant, and effective delivery of Australia’s nuclear-powered submarine capability—supporting a program of national significance that will shape Australia’s security and industrial landscape for decades to come.

This role is eligible for an additional remuneration benefit known in ASA as a Building Capability Payment (BCP). This enables ASA to provide a premium, in addition to the base salary otherwise payable under the ASA Enterprise Agreement, for positions in occupational disciplines/classifications that are critical to ASA capability. For further information, please contact the contact officer.

About our Team

The Construction Engineering Directorate within the Australian Submarine Agency (ASA) Engineering and Technology Division is responsible for delivering expert engineering oversight of submarine construction and fabrication activities. The Directorate plays a key role in assuring that hull, structural, and reactor-related systems are manufactured in accordance with design intent, regulatory requirements, and the highest standards of safety and quality.

Our team provides technical leadership and assurance across shipyard and supplier environments, undertaking surveillance, inspection, and quality assurance of fabrication processes. This includes oversight of welding, materials, structural assembly, and engineering change implementation to ensure the integrity and performance of Australia's nuclear-powered submarine capability.

Working closely with industry partners, regulators, and multidisciplinary engineering teams, the Directorate supports the development of objective quality evidence (OQE), ensures compliance with engineering and safety standards, and contributes to the safe, effective, and enduring delivery of Australia's submarine program.

Our Ideal Candidate

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

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

- Demonstrated knowledge of commissioning, testing, and verification of complex mechanical and/or electrical systems, ideally related to main steam turbines, turbogenerators, propulsion, auxiliary drive systems, or integrated platform systems within submarine, naval, nuclear, or other heavy industrial environments.
- Experience in commissioning management and execution, including development and review of test procedures, conduct of harbour and sea trials, and system transition from construction to operational capability.
- Strong background in technical oversight, inspection, and assurance activities within safety-critical or highly regulated programs.
- Ability to interpret and apply engineering drawings, schematics, interface definitions, and technical specifications, ensuring alignment between design intent, installed systems, and operational performance.
- Understanding of integrated mechanical, electrical, and control systems, particularly where multiple subsystems interface (e.g. propulsion units, power systems, control and automation systems).
- Knowledge of verification and validation (V&V), certification frameworks, and Objective Quality Evidence (OQE) requirements to support system acceptance and regulatory compliance.
- Proven ability to identify, analyse, and resolve faults and non-conformances, including conducting root cause analysis and implementing effective corrective and preventive actions during commissioning activities.
- Strong stakeholder engagement and communication skills, with the ability to provide clear, practical, and authoritative technical advice to shipbuilders, contractors, and multidisciplinary engineering teams.
- High level of attention to detail, professional integrity, and commitment to safety, with an embedded understanding of working within a nuclear-informed safety culture.
- Ability to work effectively in shipyard, test, and operational environments, including hands-on involvement in commissioning activities, inspections, and system trials alongside build and test teams.

Eligibility
Notes

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

About the Australian Submarine Agency

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To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8CA81FCA-5022-4AEA-6981-ED

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Vacancy VN-0770984

Australian Submarine Agency

Closing Date:Sunday 23 August 2026

Australian Submarine Agency
Engineering & Technology

Job Title	Budget & Contract Performance Manager and Procurement & Contracting Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Port Adelaide SA, Melbourne VIC
Salary	$124,393 - $140,315
Future Merit Locations	Canberra, Port Adelaide, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	ASA/03828/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=E353E2DF-9ED6-270D-7297-ED1D4E539992

Duties

The Role

The **Budget and Contract Performance Manager** is responsible for leading the development, integration and monitoring of Divisional and Branch budgeting and contract performance against business plans, costings and budget forecasts within the Engineering and Technology Division.

The role provides direct support to the Division’s Branches to ensure business plans are achieved, and that budget and contract performance is analysed, monitored and reported to the Divisional Senior Leadership Group. The position works closely with ASA Finance and Commercial to ensure budgeting, financial reporting, forecasting and assurance obligations are met.

This role will:

- Work collaboratively with stakeholders and Finance and Commercial to prepare budgets and deliver accurate financial reporting, briefs and submissions.
- Monitor and analyse financial and contract performance, identifying trends, risks and opportunities to support decision-making.
- Ensure financial activity is accurately recorded and aligns with planned procurements, contracts, policies and accounting standards.
- Provide expert advice on financial performance and budget outcomes to senior leadership.

- Develop and implement financial management procedures, controls and reporting frameworks to ensure compliance with relevant legislation and policies.

The **Procurement and Contracting Manager** is responsible for leading the development, integration and monitoring of procurement and contracting activities across the Division, ensuring alignment with business plans, costings and budget forecasts.

The role supports Branches in delivering procurement outcomes and contract performance, and ensures procurement and contracting activities are effectively analysed and reported to the Divisional Senior Leadership Group. The position works closely with ASA Finance and Commercial to ensure compliance with procurement policies, contract management requirements and reporting obligations.

This role will:

- Lead procurement planning, tendering, contract formation and contract management activities.
- Ensure procurement and contracting activities comply with legislation, policies, procedures and governance frameworks.
- Develop and manage procurement documentation including strategies, plans, reports, submissions and contract variations.
- Monitor and analyse procurement and contract data to provide insights and advice to senior leadership.
- Support forecasting, reporting and assurance activities in collaboration with Finance and Commercial.
- Develop and implement procurement and contract management procedures and work instructions.

About our Team

Project The Engineering & Technology Division Project Management Office integrates and coordinates the Technical Capability Program planning, scope, schedule, cost, risk and performance, governance and reporting and provides support and assurance to branch procurement, contracting and projects.

The Project Management Office is structured in teams focused on - Program Planning and Integration, Program Controls, Budget Performance, and Procurement & Contracts

Our Ideal Candidate

We are seeking self-motivated and impact-driven candidates who possess strong technical, professional and interpersonal skills. We seek people who are enthusiastic and willing to learn, and in return, we will provide meaningful work, on-the-job training and development opportunities.

Budget and Contract Performance Manager

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

- Proven experience in budget development, financial performance management and reporting within complex programs.
- Strong analytical skills with the ability to interpret financial data and provide strategic insights.
- Ability to align financial management activities with organisational objectives and priorities.
- Demonstrated experience in contract oversight, including monitoring contract performance, compliance and financial alignment.
- Well-developed skills in preparing high-quality briefs, reports and advice for senior stakeholders.
- Strong stakeholder engagement and influencing capabilities.
- Ability to exercise sound judgement, work independently and manage competing priorities.
- Experience supporting or leading teams to deliver high-quality outcomes under time pressures.

Procurement and Contracting Manager

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

- Demonstrated experience in complex procurement and contract management activities.
- Strong understanding of procurement frameworks, policies, legislation and compliance requirements.
- Experience leading end-to-end procurement processes, including planning, tendering and contract management.
- Proven experience leading and developing high-performing teams to deliver procurement and contracting outcomes in complex environments.
- Well-developed skills in preparing procurement documentation, reports, submissions and advice.
- Strong stakeholder engagement, negotiation and influencing skills.
- Ability to manage competing priorities and deliver outcomes in a complex environment.
- Sound judgement, problem-solving capability and the ability to provide expert advice to senior stakeholders.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Asa.recruitment@defence.gov.au, Asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E353E2DF-9ED6-270D-7297-ED

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Vacancy VN-0771455

Australian Submarine Agency

Closing Date:Thursday 20 August 2026

Australian Submarine Agency
Chief Operating Officer

Job Title	Human Resources Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Melbourne VIC, Rockingham WA
Salary	$124,393 - $140,315
Future Merit Locations	Adelaide, Canberra, Melbourne, Rockingham
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	ASA/04382/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=9DCAA24B-B8D1-ECD2-E4B7-ED21B88CD0F4

Duties

The Role

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

Join the Australian Submarine Agency (ASA) as an EL 1 HR Officer in People Services Branch and support the delivery of one of Australia’s most significant national security capabilities.

As an EL 1 HR Officer, you will provide leadership, professional expertise and strategic advice across a range of human resource functions. Working within a complex and evolving environment, you will lead projects, manage competing priorities and partner with stakeholders to deliver workforce outcomes aligned with organisational objectives.

You will have opportunities to work across a variety of HR disciplines and contribute to initiatives that support workforce capability, talent management and organisational performance.

Key Responsibilities. As an EL 1 HR Manager, you may be responsible for:

- Leading the development and implementation of workforce and people-related initiatives.
- Providing strategic and operational HR advice to managers and senior leaders.
- Supporting workforce planning, organisational design and capability development activities.
- Designing and delivering talent, learning and development, and employee engagement initiatives.
- Contributing to recruitment, retention and talent management strategies.
- Interpret, advise and apply relevant legislation governing human resource practices in the public sector, including the Fair Work Act 2009 and the Public Service Act 1999.
- Enterprise Agreement bargaining and development of the subsequent suite of ASA policies and guidance documents.
- Analysing workforce data and preparing reports, briefings and recommendations.
- Building productive relationships with internal and external stakeholders.
- Leading projects and driving continuous improvement across HR programs and services.
- Managing resources and competing priorities to achieve business outcomes.

About our Team

People Services Branch within the Chief Operating Officer Division, is responsible for developing and implementing key people strategies, policy and programs that support delivery of the nuclear-powered submarine program.

This involves keys functions such as strategic workforce planning, culture programs, change management, remuneration and people policies including workplace relations, career and talent development programs for staff, management of graduate and early entry programs and workplace health and safety.

The Branch currently has multiple Executive Level 1 vacancies where we are seeking employees who are agile, resilient and willing to work across a broad range of HR functions in a fast-paced environment.

Our Ideal Candidate

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

Our ideal candidate is an experienced and adaptable HR professional who thrives in a complex, fast-paced environment and is passionate about supporting strategic workforce outcomes. With excellent stakeholder engagement, communication and analytical skills, they will build productive

relationships, lead initiatives and contribute to workforce planning, talent management and organisational capability.

A strong understanding of APS employment frameworks, HR best practice and relevant legislation, combined with a commitment to fostering an inclusive, high-performing workplace culture, will be key to success in this role.

Key Requirements:

- Experience in one or more human resources disciplines within a complex organisational environment.
- Ability to provide professional HR advice and contribute to workforce outcomes.
- Strong analytical and problem-solving skills, including the ability to interpret information and provide evidence-based recommendations.
- Excellent written and verbal communication skills.
- Strong stakeholder engagement and relationship management capabilities.
- Ability to manage competing priorities and deliver high-quality outcomes.
- Demonstrated leadership behaviours consistent with APS values and employment principles.
- A strong understanding of the Australian Public Service employment framework and HR best practice.
- A commitment to fostering a positive, inclusive and high-performing workplace culture.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9DCAA24B-B8D1-ECD2-E4B7-E

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Vacancy VN-0771534

Australian Submarine Agency

Closing Date:Sunday 23 August 2026

Australian Submarine Agency
WF Industry & Supply Chain

Job Title	Capability Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$124,393 - $140,315
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit Pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	ASA/03867/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=EC78888B-789C-8B13-C41D-ED22326DDCE5

Duties

The Role

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

Within the Capability Analyst function, an EL 1 Capability Analyst is accountable under broad direction to perform and achieve very complex written and analytical work within an integrated workforce. They will require an in-depth knowledge of and compliance with legislative frameworks, government decision-making processes, Australia's strategic environment, Defence's mission and policies, the purpose and operation of the Australian Submarine Agency (ASA) and Australia's industry development priorities.

An EL 1 Capability Analyst will exercise a considerable degree of independence and perform a subject matter expert role. They will exercise sound decision-making and judgement to provide expert advice to ASA leadership and Government. They will have in-depth knowledge of the capability analyst function and are responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function.

They will engage in very complex problem solving and issues management and may coordinate and deliver detailed or sensitive projects that impact on strategic, political or operational outcomes for ASA and Defence. This may include analysing economic, industry, workforce, supply chain and capability data to identify trends, assess risks, evaluate options and inform strategic decision-making. An EL 1 Capability Analyst may be a team coach or lead an operational, project or administrative team and will be accountable for the outcomes of the teams work and the appropriate use of resources to produce and achieve outcomes.

They are expected to be capable of building team capability through coaching and feedback and reviewing and developing the quality of work undertaken by others within a work unit. They may exercise the associated people and financial responsibilities to achieve work unit outcomes.

An EL 1 Capability Analyst will be responsible for actively managing key stakeholder relationships and will be required to identify relevant stakeholders' expectations and concerns to develop and communicate methodologies and practices to achieve outcomes. The role may require the application of quantitative analysis, economic frameworks, modelling techniques and evidence-based assessment methodologies to support policy and investment decisions. They will be accountable to contribute towards ongoing self-improvement and professional development of their work area.

This role is eligible for an additional remuneration benefit known in ASA as a Building Capability Payment (BCP). This enables ASA to provide a premium, in addition to the base salary otherwise payable under the ASA Enterprise Agreement, for positions in occupational disciplines/classifications that are critical to ASA capability. For further information, please contact the contact officer.

About our Team

The Industrial Strategy, Capability and Policy Analysis (ISCPA) Branch plays a central role in shaping the conditions for Australia's industrial base to grow, strengthen and remain resilient in support of the AUKUS Submarine Industry Strategy. ISCPA defines sovereign industrial capability requirements, informs policy settings, and drives evidence-based decision-making to enable the industrial uplift required to deliver and sustain Australia's submarine capability.

Within ISCPA, the Data, Economics & Decision Support Directorate provides the analytical backbone for these efforts. The team delivers data-driven insights, economic modelling and industry intelligence to inform strategy, prioritise investment, and assess the impact of initiatives on Australia's submarine industrial base. Working across Defence, government and industry, it supports a coordinated, evidence-based approach to building sovereign industrial capability.

Our Ideal Candidate

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

Our ideal candidate will demonstrate:

- Very strong analytical capability, sound judgement, and the ability to provide complex, evidence based advice
- Ability to translate complex datasets, modelling and source information into clear, easily understood insights for decision-makers
- Qualifications in economics, econometrics, statistics, data analytics, public policy, mathematics or a related discipline (desirable).
- Experience applying quantitative analytical techniques, economic frameworks, statistical methods and/or data-driven approaches to inform strategic, investment or policy decisions (desirable).
- High-quality written and verbal communication skills, including producing clear, structured and compelling policy and analytical outputs
- Ability to manage competing priorities at pace while maintaining accuracy and supporting senior decision-makers
- Strong stakeholder engagement skills, including experience working across the Australian Submarine Agency (ASA), Defence, government, industry and international partners
- Ability to build productive relationships and confidently represent the team in engagements and discussions
- Initiative, adaptability, and the ability to operate effectively in environments characterised by uncertainty and ambiguity
- Understanding of Australian Submarine Agency and Defence decision-making processes, sovereign industrial capability priorities, and/or government approval pathways
- A collaborative mindset, contributing positively to team outcomes and upholding high standards of professionalism and continuous improvement

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful 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	Nus Na Nacara, 02 5109 8869
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EC78888B-789C-8B13-C41D-ED

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Vacancy VN-0771599

Defence Housing Australia

Closing Date:Tuesday 18 August 2026

Business Solutions & Technology
Strategy & Transformation Applications and Intergaration

Job Title	Assistant Director Test Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Gungahlin ACT
Salary	$127,144 - $155,167
Future Merit Locations	Gungahlin
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	Executive Level 1
Position Number	493968
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking an experienced Test Manager to join the Applications and Integration Team. Apply now and enjoy a rewarding career at DHA!

About us

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

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

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

Duties

About your team

This position reports to the Director, Application Development and Integration within the Business Solutions and Technology (BS&T) group. The group is responsible for all software related analysis, solutions, software development, architecture, data provisioning, telephony, IT Operations and support, infrastructure, cyber security, and Enterprise Change Management.

The BS&T group is currently delivering a Modernisation and Improvement program which involves the commissioning of new systems and capability to support a contemporary DHA service offering. The Application Development and Integration Team's role is to contribute to this work as part of Multi-Disciplinary Teams (MDT's) to analyse, develop, test and integrate both new and existing software. In addition, the team supports the software remediate program ensuring existing technologies are current, bug free and align with security requirements.

About the role

As part of this role, your responsibilities will include analysis and testing of new and existing IT systems to support the business using appropriate standards, methodologies, and toolsets. You will provide expert advice and assistance to system users, investigate complex issues and determine business impact, and recommend solutions.

As the Assistant Director, Testing, you will need to:

- Lead the strategic analysis and testing of IT systems, applying advanced methodologies and toolsets to ensure alignment with business goals.
- Develop automated testing solutions and scripts for a wide variety of scenarios, such as regression testing and functional testing.
- Offer high-level expert advice and support to system users, delving into complex issues to assess business impact and engineer robust solutions.
- Design, document and oversee the execution of comprehensive test scenarios, drawn from user stories, use cases, and technical specifications. Ensure these scenarios are effectively integrated within DHA's existing methodologies, providing measurable and impactful results.
- Drive the adoption of innovative testing methodologies and principles to enhance software quality and performance.
- Exhibit exceptional problem-solving capabilities, with a focus on dissecting complex database structures and relationships to identify and resolve issues.
- Manage and prioritise tasks with minimal supervision, ensuring timely delivery of projects that meet or exceed organisational objectives.
- Facilitate broad discussions, leveraging analytical thinking and problem-solving skills to identify key issues and develop strategic solutions.
- Master new technologies swiftly, maintaining a deep understanding of both the technical and functional dimensions of software solutions.

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 18 August 2026.

Any questions? Please contact Nicole Caranguian, Director Applications andIntegration

T: 02 6268 3791 E: Nicole.Caranguian@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	Nicole Caranguian, 02 6268 3791
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0771457

Department of Finance

Closing Date:Tuesday 18 August 2026

Business Enabling Services
Enterprise Systems and Services HR Client Strategy & Enablement

Job Title	Senior Client Service Representative
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$101,355 - $123,702
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Finance supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2026/142
Agency Website	www.finance.gov.au

Job Description

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

We have a vacant position on the Helpdesk at the APS6 level in the HR Client Strategy & Enablement Team within Ministerial and Parliamentary Services. Helpdesk team members will be required to provide pay and conditions advice and support to approximately 2300 federal parliamentarians and MOP(S) Act staff throughout their employment cycle.

As the APS Level 6 Team Leader on the helpdesk you are required to undertake tasks of high complexity and work with limited direction. You are expected to be able to work under pressure and according to tight timeframes, and to lead a small team distributing and monitoring workloads, answering complex queries and communicating with influence on a range of issues in relation to the MOP(S) Act employment framework.

Your duties will include:

- Leading a team to deliver high quality services for current and former Parliamentarians and Members of Parliament (Staff) Act 1984 (Commonwealth) employees on a range of services in relation to pay and conditions.
- Interpret and provide accurate, consistent and timely advice, both verbally and in writing. Tailoring advice according to the audience, including translating a complex employment framework into easy-to-understand information.
- Triaging, monitoring and distributing the workload of your team.

- Onboarding of junior team members, including training the team in relation to the employment framework and building capability across the team.
- Updating guidance material and checklists, ensuring that team processes are well-documented and that the team are adhering to process.
- Other duties as directed to ensure the outcomes of the Service Delivery Team are met, including working flexibly and the ability to multi-task and prioritise under pressure. Additional information can be provided on request from the contact officer.

Duties

In addition to the broader capabilities outlined in the Finance People Capability Framework, Finance is seeking candidates who possess the following job specific skills and attributes aligned to our core capabilities:

Lead

- Work as part of service delivery team in accordance with documented processes and procedures.
- Lead a helpdesk team in accordance with documented processes and procedures.
- Monitor the team’s workload to ensure outcomes are met, including allocating work based on priority and team members’ capability development.
- Commit to the continual improvement of HR Service Delivery, including refining processes and procedures and improving team efficiency.

Collaborate

- Ensure quality outcomes and service delivery excellence.
- Establish and maintain effective partnerships with key stakeholders to lead and deliver high quality business outcomes.
- High level communication and interpersonal skills with the ability to relate to staff and VIP clients, at all levels.
- Guide, influence and motivate team members.

Achieve

- Coordinate the helpdesk team in their support of the payroll function, ensuring clients are paid accurately and on time, including everything from on-boarding to off-boarding an employee under the MOP(S) Act.
- High level organisational and time management skills with the flexibility to direct a team to manage concurrent tasks with conflicting deadlines.
- Show initiative by anticipating needs and understanding the broader context of the operating environment, planning ahead to ensure the team can meet service delivery standards during peak periods.
- Develop team capability, enabling helpdesk members to provide clients with accurate, consistent and timely advice.
- Work closely with supervisors to escalate sensitive matters and seeks broader consultation where required.

Think

- Undertake complex tasks and provide timely, accurate advice on resolution of complex pay and employment conditions.
- Ability to review and analyse data and systems to make sound evidence-based decisions and to solve complex problems for VIP clients.

Learn

- Prioritise continuous learning in a busy service delivery environment, including identifying learning opportunities or capability gaps within the team and implementing strategies to address any gaps.
- Drive continuous improvement, including drafting, reviewing and implementing SOPs and procedures, and identifying new processes and technologies to streamline efficiency.
- Provide constructive feedback to helpdesk team members, recognise high performance, and foster an environment of self-development and improvement.

Know

- Have excellent written and verbal communication skills to communicate with influence and provide advice to parliamentarians, MOP(S) Act employees and external stakeholders on pay and conditions matters under the MOP(S) Act framework.
- Adherence to relevant policies, procedures and frameworks.
- Familiarity with Commonwealth payroll entitlements (e.g. CSC super, Commonwealth LSL, Government Enterprise Agreements, Comcare etc.) or helpdesk experience is desirable.

Eligibility

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

Notes

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

About the Department of Finance

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

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

To Apply

Position Contact	Ellen Laenen, 02 6215 1629
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0771512

Department of Finance

Closing Date:Monday 31 August 2026

Various
Various Various

Job Title	Australian Government Career Starter Program
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA, Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Brisbane, Adelaide, Sydney, Melbourne
Office Arrangement	On Site
Office Arrangement Details	Flexible
Classification	APS Level 1
Position Number	2027/CSP
Agency Website	www.finance.gov.au

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

ABOUT THE CAREER STARTER PROGRAM

Are you a recent **Year 12 graduate (Class of 2025), or are you completing Year 12 in 2026** and ready to kick-start your professional journey in the Australian Public Service? The Career Starter Program is your gateway to a rewarding career, combining real-world experience with formal study.

As a Career Starter, you'll gain:

- Valuable hands-on experience in the APS
- Access to structured learning and development opportunities
- Opportunities to connect and network with fellow participants through regular forums
- Ongoing mentoring and support from experienced professionals to help you succeed and grow in your career.

Upon successful completion of the program, you will progress to the APS2 classification, opening doors to further career growth within the APS.

With just one application, you'll be considered for roles across a range of Australian Government departments and agencies, maximizing your chances of finding the perfect fit.

Duties

ABOUT THE ROLE

As a Career Starter you will:

- Be a permanent employee within the Australian Public Service (there may be positions available in states outside of Canberra subject to agency vacancies);
- Competitive starting salary at the APS1 classification. Please note salaries vary across agencies;
- Advancement opportunity to the APS2 classification, upon successful completion of the program;
- Four weeks paid leave per year;
- Flexible and inclusive working environment;
- Superannuation of 15.4%.

The program consists of:

- Working **full time** in a permanent APS1 role in a participating department or agency
- Completing a Certificate IV in Government or Human Resource Management
- Receiving support from a dedicated supervisor and team
- Quarterly networking events with other Career Starters across government
- A ‘buddy’ from the previous years’ program or similar.

Roles may be offered in Adelaide, Brisbane, Canberra, Melbourne or Sydney with successful applicants commencing the program in February 2026.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated.
- **You must have completed your Year 12 Certificate in 2025 or be completing it in 2026.**
- RecruitAbility applies to this vacancy. Under the RecruitAbility scheme, you will be invited to participate in further assessment activities for the vacancy if you choose to opt-in to the scheme, declare you have Disability and meet the minimum requirements for the vacancy. All requests for reasonable adjustments will be considered and managed in consultation with you. Further information can be found at https://www.apsc.gov.au/recruitability.

Notes

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

This vacancy has been nominated for filling within the agency’s High school leaver program. A high school leaver program is designed to provide high school graduates with an opportunity to kick-start their careers by combining on-the-job work experience with formal training. Participants will generally receive mentoring, on-the-job support and opportunities to network. Participants will receive a permanent full-time job on completion of the program.

About the Department of Finance

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

To Apply

Position Contact	AG Career Starter Program Team, 6215 1717 Option 2
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0771513

Department of Finance

Closing Date:Monday 31 August 2026

Various
Various Various

Job Title	Australian Government Career Starter Program - Affirmative Measures Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA, Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Brisbane, Adelaide, Sydney, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 1
Position Number	2027/CSP
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE CAREER STARTER PROGRAM

Are you a recent **Year 12 graduate (Class of 2025), or are you completing Year 12 in 2026** and ready to kick-start your professional journey in the Australian Public Service? The Career Starter Program is your gateway to a rewarding career, combining real-world experience with formal study.

As a Career Starter, you'll gain:

- Valuable hands-on experience in the APS
- Access to structured learning and development opportunities
- Opportunities to connect and network with fellow participants through regular forums
- Ongoing mentoring and support from experienced professionals to help you succeed and grow in your career.

Upon successful completion of the program, you will progress to the APS2 classification, opening doors to further career growth within the APS.

With just one application, you'll be considered for roles across a range of Australian Government departments and agencies, maximizing your chances of finding the perfect fit.

Duties

ABOUT THE ROLE

As a Career Starter you will:

- Be a permanent employee within the Australian Public Service (there may be positions available in states outside of Canberra subject to agency vacancies);
- Competitive starting salary at the APS1 classification. Please note salaries vary across agencies;
- Advancement opportunity to the APS2 classification, upon successful completion of the program;
- Four weeks paid leave per year;
- Flexible and inclusive working environment;
- Superannuation of 15.4%.

The program consists of:

- Working **full time** in a permanent APS1 role in a participating department or agency
- Completing a Certificate IV in Government or Human Resource Management
- Receiving support from a dedicated supervisor and team
- Quarterly networking events with other Career Starters across government
- A 'buddy' from the previous years' program or similar.

Roles may be offered in Adelaide, Brisbane, Canberra, Melbourne or Sydney with successful applicants commencing the program in February 2026.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated.
- **You must have completed your Year 12 Certificate in 2025 or be completing it in 2026.**

AFFIRMATIVE MEASURES - DISABILITY APPLICANT

The Disability affirmative measure lets Australian Public Service (APS) agencies advertise particular jobs as open only to people with Disability, or a particular type of Disability.

The department aims to attract, retain and support staff from all groups in our community. We are of the firm belief that to ensure a productive and innovative department, we need to utilise the capabilities, skills and experience of people from diverse backgrounds.

The aim is to improve representation of people with Disability in the APS by:

- promoting the right to equality and non-discrimination in employment for people with Disability
- acknowledging that everyone has the right to employment, while recognising it’s sometimes necessary to provide extra support to some groups for them to enjoy their right to employment on an equal basis

To demonstrate eligibility for employment under this Affirmative Measure, applicants are required to provide evidence that they are a person with Disability.

Applicants applying under the Affirmative Measures - Disability will need to provide evidence they meet the eligibility for this vacancy should they be found suitable and prior to being made a formal offer of employment.

Candidates who apply under the affirmative measure will need to meet minimum benchmarks to progress through the assessment stages.

Eligibility of applicants

Subsection 27(2) of the Commissioners Directions provides that the agency head—or delegate—must ensure that for a vacancy under this affirmative measure, only persons with Disability or a particular type of Disability are eligible.

Definition of Disability

The definition of Disability for the purposes of the affirmative measure is outlined here.

Evidence of Disability

As provided in subsection 27(2) of the Directions, agencies will need to ensure that applicants are persons with Disability. Evidence of Disability is not to include information about the type of Disability, unless the vacancy itself has been restricted to persons with a particular type of Disability. Suitable evidence of a Disability would be a certificate or letter from a registered medical practitioner.

The following documents would also be acceptable:

- letter from a Disability Employment Service or Workforce Australia provider; and
- letter from a secondary or tertiary institution Disability services unit in relation to a recent student.

For further information on affirmative measures for recruiting people with Disability, visit the Australian Public Service Commission’s website.

For more information of the types of acceptance evidence, please refer to the APSC website here.

Important Note: There is no obligation for a candidate who meets eligibility under Affirmative Measures categories to apply under these options. Selection of consideration under Affirmative Measures is voluntary.

Notes

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

This vacancy has been nominated for filling within the agency’s High school leaver program. A high school leaver program is designed to provide high school graduates with an opportunity to kick-start their careers by combining on-the-job work experience with formal training. Participants will generally receive mentoring, on-the-job support and opportunities to network. Participants will receive a permanent full-time job on completion of the program.

About the Department of Finance

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

To Apply

Position Contact	AG Career Starter Program Team, 6215 1717 Option 2
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0771514

Department of Finance

Closing Date:Monday 31 August 2026

Various
Various Various

Job Title	Australian Government Career Starter Program - Affirmative Measures Indigenous
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA, Sydney NSW, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Brisbane, Adelaide, Sydney, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 1
Position Number	2027/CSP
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE CAREER STARTER PROGRAM

Are you a recent **Year 12 graduate (Class of 2025), or are you completing Year 12 in 2026** and ready to kick-start your professional journey in the Australian Public Service? The Career Starter Program is your gateway to a rewarding career, combining real-world experience with formal study.

As a Career Starter, you'll gain:

- Valuable hands-on experience in the APS
- Access to structured learning and development opportunities
- Opportunities to connect and network with fellow participants through regular forums
- Ongoing mentoring and support from experienced professionals to help you succeed and grow in your career.

Upon successful completion of the program, you will progress to the APS2 classification, opening doors to further career growth within the APS.

With just one application, you'll be considered for roles across a range of Australian Government departments and agencies, maximizing your chances of finding the perfect fit.

Duties

ABOUT THE ROLE

As a Career Starter you will:

- Be a permanent employee within the Australian Public Service (there may be positions available in states outside of Canberra subject to agency vacancies);
- Competitive starting salary at the APS1 classification. Please note salaries vary across agencies;
- Advancement opportunity to the APS2 classification, upon successful completion of the program;
- Four weeks paid leave per year;
- Flexible and inclusive working environment;
- Superannuation of 15.4%.

The program consists of:

- Working **full time** in a permanent APS1 role in a participating department or agency
- Completing a Certificate IV in Government or Human Resource Management
- Receiving support from a dedicated supervisor and team
- Quarterly networking events with other Career Starters across government
- A 'buddy' from the previous years' program or similar.

Roles may be offered in Adelaide, Brisbane, Canberra, Melbourne or Sydney with successful applicants commencing the program in February 2026.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated.
- **You must have completed your Year 12 Certificate in 2025 or be completing it in 2026.**
- RecruitAbility applies to this vacancy. Under the RecruitAbility scheme, you will be invited to participate in further assessment activities for the vacancy if you choose to opt-in to the scheme, declare you have Disability and meet the minimum requirements for the vacancy. All requests for reasonable adjustments will be considered and managed in consultation with you. Further information can be found at https://www.apsc.gov.au/recruitability.

AFFIRMATIVE MEASURES - INDIGENOUS APPLICANT

This affirmative measure allows a particular job in the Australian Public Service (APS) to be open only to Aboriginal or Torres Strait Islander persons.

The measure is designed to improve representation of Aboriginal and Torres Strait Islander Australians in the APS. The department aims to attract, retain and support staff from all groups in our community. We are of the firm belief that to ensure a productive and innovative department, we need to utilise the capabilities, skills and experience of people from diverse backgrounds.

The aims of the affirmative measure are to:

- the right to equality and non-discrimination in employment for Aboriginal and Torres Strait Islander Australians
- that all individuals have the right to employment and that some groups need additional support to achieve this right

Applicants applying under the Affirmative Measures - Indigenous will need to provide evidence they meet the eligibility for this vacancy should they be found suitable and prior to being made a formal offer of employment.

To be eligible to apply for this vacancy applicants must:

- Be of Aboriginal and/or Torres Strait Islander descent.
- Identify as Aboriginal and/or Torres Strait Islander; and
- Are accepted by their community as being Aboriginal and/or Torres Strait Islander.

Evidence of confirmation of heritage include:

- A letter signed and executed by the Chairperson of an incorporated Aboriginal and/or Torres Strait Islander organisation confirming that they are recognised as an Aboriginal and/or Torres Strait Islander person; or
- Confirmation of Aboriginal and/or Torres Strait Islander descent form executed by an Aboriginal and/or Torres Strait Islander organisation.

Important Note: There is no obligation for a candidate who meets eligibility under Affirmative Measures categories to apply under these options. Selection of consideration under Affirmative Measures is voluntary.

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.

About the Department of Finance

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

To Apply

Position Contact	AG Career Starter Program Team, 6215 1717 Option 2
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

Department of Finance

Closing Date:Sunday 23 August 2026

Business Enabling Services
Ministerial and Parliamentary Services Service Delivery and Programs

Job Title	COMCAR National Operations Centre Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$101,355 - $123,702
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Finance supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2026/145
Agency Website	www.finance.gov.au

Job Description

https://financejobs.nga.net.au/?jati=BC711E35-8349-6B87-7937-ED32F72DE652

ABOUT THE TEAM & BRANCH

The COMCAR and Programs Branch is responsible for delivering high quality, secure and confidential car-with-driver and other ground transport services to high profile clients, such as the Governor-General and Prime Minister (both current and former), parliamentarians, member of the Federal Judiciary and other high office holders. Additionally, the Branch provides secretariat support to the Australian Political Exchange Council.

COMCAR provides ground transport and associated support services to visiting Guests of Government such as Royalty, Heads of State, Heads of Government, and other foreign dignitaries. COMCAR frequently delivers services during major international events such as the ASEAN Special Summit, Group of Twenty meetings (G20), the Commonwealth Heads of Government Meeting (CHOGM), and other Ministerial forums hosted in Australia. COMCAR has a national presence, with drivers located in each state and territory.

The COMCAR National Operations Centre (CNOC) is the engine room of COMCAR, responsible for managing client bookings, allocations, and trip dispatches to our state and territory driver workforce within a 24/7 operational environment.

Duties

ABOUT THE OPPORTUNITY

COMCAR has a vacancy in its National Operations Centre (CNOC) for a self-motivated, highly adaptive and enthusiastic leader who is committed to delivering quality client services in an operational environment.

Through a collaborative approach, the APS6 CNOC Manager leads and supports the National Operations team in the planning and delivery of quality car-with-driver services, in partnership with our state and territory-based staff, within a 24/7 operational environment.

The CNOC Manager is required to:

- Report to the Assistant Director and support the delivery of national call centre operations, ensuring the provision of high-quality client services.
- Provide leadership, guidance and advice to CNOC Team Leaders, while fostering strong relationships with COMCAR State Offices.
- Lead by example and demonstrate integrity through transparent, accountable and professional staff management practices.
- Oversee workforce planning and resourcing activities, including rostering, timesheet approvals, leave management, performance development, recruitment, training and staff development.
- Monitor operational performance and provide regular reporting and strategic advice on service delivery outcomes to the National Management Team.
- Review, develop and implement operational policies, procedures and guidelines in consultation with key stakeholders across COMCAR.
- Participate in a rotational on-call roster to provide out-of-hours operational support and leadership.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- RecruitAbility applies to this vacancy. Under the RecruitAbility scheme, you will be invited to participate in further assessment activities for the vacancy if you choose to opt-in to the scheme, declare you have a disability and meet the minimum requirements for the vacancy. All requests for reasonable adjustments will be considered and managed in consultation with you. Further information can be found at https://www.apsc.gov.au/recruitability

Notes

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

About the Department of Finance

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

To Apply

Position Contact	Mick Coleman, 02 6215 1585
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=BC711E35-8349-6B87-7937-ED32F7

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

Vacancy VN-0771440

Department of Home Affairs

Closing Date:Sunday 09 August 2026

Job Title	Assistant Commissioner Immigration Detention
Job Type	Full-Time, Ongoing
Location	Various locations - QLD QLD, Various locations - WA WA, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The Department supports and promotes flexible working arrangements, which can be negotiated between the successful candidate and manager.
Classification	Senior Executive Service Band 2
Position Number	49000005
Agency Website	www.homeaffairs.gov.au

Job Description

mailto:ses.recruitment@homeaffairs.gov.au

The Department of Home Affairs

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

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

Our work is underpinned by our partnerships with government, international and industry partners.

Contribute to building a prosperous, unified and safe Australia – work in a challenging but rewarding role that touches many parts of Australian life.

Australian Border Force

The Australian Border Force (ABF) is an operationally independent agency within the Home Affairs portfolio. The ABF brings together the full spectrum of operational border management; facilitation of the movement of people and goods, investigations, compliance, immigration detention and enforcement functions.

By applying an intelligence-informed approach to risk, the ABF works with partner agencies across the border continuum to deliver effective control over who and what has the right to enter or exit, and under what conditions.

Our Senior Executive Service

Our SES leaders are transparent, accountable, and highly skilled communicators who contribute to and lead the strategic priorities and objectives of the organisation. We work as a team to solve some of the most challenging problems facing Australia. We deliver high quality impartial advice and work with domestic and international counterparts in federal, state and territory governments, and industry, to deliver for Australia and its national interests.

We are an organisation who puts our people at the centre of our thinking. We are driving an exciting transformation for our Department to support our people and enable us to deliver on our vision that will build our nation and secure our future.

Our SES are role models of behaviours consistent with the *APS Values and Code of Conduct*, the *Secretaries' Charter of Leadership Behaviours* (DRIVE) and our organisational values of excellence, integrity, openness and collaboration.

We want leaders who prioritise their people, who are resilient and collaborative, who can think creatively and deliver results in a large, complex and fast-paced environment. If that describes you, we would love to hear from you.

About the role

Division Overview

Immigration Detention plays a critical role in maintaining the integrity of migration policies and protection of the Australian border. The ABF is responsible for the management of the Immigration Detention Network, including the safety, health and welfare of detainees and the good order of immigration detention facilities. The ABF oversees the implementation and operation of policies and procedures related to immigration detention.

Operating across Australia, officers within Immigration Detention Division:

- Manage facilities and services for non-citizens detained under the *Migration Act 1958* for the purposes of resolving their status or in preparation for their removal from Australia.

- Manage and implement operational findings and recommendations from internal and external stakeholders and scrutiny bodies including the Minister, Department, media, contracted service providers and external scrutiny bodies.
- Provide efficient, effective, economical and ethical management and administration of the Immigration Detention Health Services Contract and the Immigration Detention Facilities and Detainee Services Contract. Ensuring compliance with the Public Governance, Performance and Accountability Act 2013 (PGPAA), Commonwealth Procurement Rules (CPRs) and Accountable Authority Instructions (AAIs).

Duties

Key opputunities

- Lead the strategic governance, contract management, and performance oversight of immigration detention service providers, administering contracts valued at $3.2 billion to support the delivery of critical Government immigration detention outcomes. The successful candidate would have an understanding of APS procurement, contract management, governance, and compliance, with the ability to lead the administration of complex, high-risk, high-value contractual arrangements in accordance with the Commonwealth Procurement Rules and broader Government accountability frameworks.
- Lead the strategic management of the Immigration Detention Network, influencing operations, policy, and service delivery outcomes that ensure the safety, health, and welfare of detainees while maintaining secure, orderly, and effective detention facilities in support of Government priorities.
- Lead the operational delivery of a complex and diverse network which includes an intelligence capability, improving culture and delivering nationally consistent service delivery to support strategic, operational and tactical decision making.
- Manage key stakeholder relationships with service providers and scrutiny bodies such as the Commonwealth Ombudsman, Australian Human Rights Commission, Australian Red Cross and other non-government organisations.
- Contribute to the ABF strategic vision and mission.

Key challenges

- Managing complex, high-risk contractual arrangements valued in the billions of dollars while safeguarding Commonwealth interests, ensuring value-for-money outcomes, and maintaining uninterrupted delivery of critical immigration detention services.
- Managing the operational, strategic, and reputational impacts arising from external scrutiny and oversight bodies, whose reviews of detainee treatment, service delivery, and detention infrastructure can generate significant media, parliamentary, and public interest, with potential implications for Government policy, the Commonwealth’s reputation, and the operation of the Immigration Detention Network.
- Leading teams and making critical decisions in circumstances that can be confronting and morally challenging, requiring resilience, sound judgement, and a strong commitment to professionalism and integrity.
- Setting the vision and priorities for the Division – implementing the strategic vision through a cohesive and collaborative operating model, resulting in confidence from Government and key stakeholders.
- Managing the priorities of a large workload within a high tempo environment – maintain a heightened understanding and awareness of risks and put in place appropriate risk mitigations when required.
- Judgement and quality – Maintaining safety and security measures to reduce occurrences of critical incidents, maintaining vigilance to ensure a safe and secure network.
- Building strong relationships – focusing on scrutiny bodies, ensuring collaboration when vulnerabilities are identified.

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

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

Eligibility

The successful candidate must:

- be an Australian Citizen
- obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2
- obtain and maintain an Employment Suitability Clearance
- successfully meet and maintain all fitness requirements as set out in ABF policies and procedures as established from time to time by the ABF Commissioner
- relevant tertiary qualifications are highly desirable.

Notes

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

How to Apply

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

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

All application requirements are to be emailed to SES.Recruitment@homeaffairs.gov.au by **no later than 11:59 PM Sunday 09 August 2026.**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Home Affairs

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

To Apply

Position Contact	Vanessa Holben PSM, 02 6229 3530
Agency Recruitment Site	mailto:ses.recruitment@homeaffairs.gov.au

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
Published by Australian Public Service Commission.

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Vacancy VN-0771466

Department of Home Affairs

Closing Date:Wednesday 04 August 2027

South & West
Operations SA/NT Aviation Travellers SA/NT

Job Title	Temporary Employment Register - Casual Assistant Border Force Officer
Job Type	Casual, Non-Ongoing
Location	Various locations - SA SA
Salary	$62,775 - $68,425
Future Merit Locations	Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 2
Position Number	141901
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/141901/

About our team

Assistant Border Force Officers (Casual/Irregular Intermittent) are employed with the Australian Border Force (ABF) at the APS2 classification and assist frontline operational teams to meet peaks associated with the movement of people and goods across the border.

The ABF is interested in receiving applications from individuals who have a broad and diverse range of backgrounds and skills. You should be an inclusive team member who is focused on contributing to a proactive and productive workplace culture.

Irregular/Intermittent Employees (IIEs) are predominantly required to work at international airports to alleviate pressure on existing teams during periods of increased flight departures and arrivals. They are also utilised to work in teams dealing with Maritime, Air Cargo, as well as general administration areas. The work undertaken is mainly outside of standard business hours as the ABF operates within a 24/7 operational environment.

You will be given the necessary training to perform work related functions. Whilst Assistant Border Force Officers are employed on a casual non-ongoing basis, training is approximately four weeks in duration and undertaken on a full-time basis. Please note you must be flexible and available to attend training for the full course.

Please visit our website for more information about the Department of Home Affairs or Australian Border Force.

Our ideal candidate

The ABF is currently looking for flexible, adaptable, and reliable people to undertake work on a casual basis at the APS2 classification. Skills we need include:

- Organised
- Strong communicator
- Client Service and IT capabilities
- Adapt to situations to successfully resolve conflict
- Emotional intelligence

Duties

- Provide basic administration support under guidance
- Operate basic information technology systems
- Develop and maintain effective and productive working relationships/partnerships
- Work as part of a team

Additional information

Shifts are offered on a casual and intermittent basis, sometimes at short notice and include attendance within standard business hours, early morning, evening, weekend and public holidays. Successful applicants will have the ability to regularly and flexibly commute to ABF sites within their locale as needed.

These roles are frontline roles which require officers to wear the ABF uniform and represent the ABF professionally in the public domain. Officers must be capable of interacting with members of the community and foreign visitors.

In the ABF we are looking for employees who can:

- Commit to our values and behaviours, maintaining a high level of integrity and professionalism
- Commit to community engagement and protection as well as client service

Eligibility

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

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

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

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

Notes

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

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

AI tools may be used to support parts of this recruitment process. The selection panel will disclose where and how AI is used.\

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Home Affairs

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To Apply

Position Contact	IIERecruitmentOpsSA@abf.gov.au, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/141901/

Department of Home Affairs

Closing Date:Wednesday 19 August 2026

Job Title	Assistant Commissioner, Civil Maritime Capability
Job Type	Full-Time, Ongoing
Location	Various locations - QLD QLD, Various locations - WA WA, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The Department supports and promotes flexible working arrangements, which can be negotiated between the successful candidate and manager.
Classification	Senior Executive Service Band 2
Position Number	60177083
Agency Website	www.homeaffairs.gov.au

Job Description

ses.recruitment@homeaffairs.gov.au

The Department of Home Affairs

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

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

Our work is underpinned by our partnerships with government, international and industry partners.

Contribute to building a prosperous, unified and safe Australia – work in a challenging but rewarding role that touches many parts of Australian life.

Australian Border Force

The Australian Border Force sits within Home Affairs and is the steward of Australia's international border – an asset of strategic national interest. The ABF advances a prosperous and secure Australia through trade and travel facilitation and modernisation, and effective customs, immigration, maritime and enforcement activities across the border continuum.

The ABF's responsibilities include regulating the movement of people and goods across the border, undertaking civil maritime surveillance and response operations, ensuring regulatory compliance, managing onshore immigration detention and the enforcement of border-related laws. As Australia's Customs service, the ABF plays a key role in the collection and protection of border revenue.

Our Senior Executive Service

Our SES leaders are transparent, accountable, and highly skilled communicators who contribute to and lead the strategic priorities and objectives of the organisation. We work as a team to solve some of the most challenging problems facing Australia. We deliver high quality impartial advice and work with domestic and international counterparts in federal, state and territory governments, and industry, to deliver for Australia and its national interests.

We are an organisation who puts our people at the centre of our thinking. We are driving an exciting transformation for our Department to support our people and enable us to deliver on our vision that will build our nation and secure our future.

Our SES are role models of behaviours consistent with the *APS Values and Code of Conduct*, the *Secretaries' Charter of Leadership Behaviours* (DRIVE) and our organisational values of excellence, integrity, openness and collaboration.

We want leaders who prioritise their people, who are resilient and collaborative, who can think creatively and deliver results in a large, complex and fast-paced environment. If that describes you, we would love to hear from you.

About the role

The Assistant Commissioner is responsible for ensuring the success of the ABF's operating model and for the stewardship of specified ABF capabilities at a national level. The scope and nature of the ABF's operational activities, the demands placed on our organisation, our constrained resource base and legislative responsibilities require that governance, risk and assurance is well understood and effective.

Maintaining a deep appreciation of and addressing the challenges faced by the workforce is essential, as is the ability to lead by example, modelling ABF's values and creating a positive working environment for everyone.

The Assistant Commissioner must consistently demonstrate collaborative behaviours in working with colleagues, irrespective of responsibilities, and with external partners and stakeholders. Our leadership also help to build strong domestic and international relationships with industry, across government and the Department. These relationships are critical to developing the ABF's capabilities, in order to continue operating effectively.

Duties

- Ensuring operational delivery against the ABF's priorities and functions and/or driving policy, enabling and coordination outcomes to support operational delivery.
- Driving and demonstrating the highest standards of performance, behaviour, integrity, leadership and collaboration; across the ABF at all levels.
- Driving high standards of governance, assurance, risk management, workplace safety and operational planning, and fully participating in ABF and Department governance processes.
- Improving communication and engagement with our workforce to de-centralise and empower operational decision making, improve employee well-being and drive change.
- Ensuring that the ABF is supported by (both strategic and operational) and performance frameworks, and data analysis that are necessary for operational effectiveness.
- Enhancing relationships and coordination with industry partners and government agencies at the state and federal level, including international partners and organisations.

For further information about the role please refer to the Candidate Information Pack or reach out to contact officer.

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

Eligibility

The successful candidate must:

- be an Australian Citizen
- obtain and maintain an AGSVA security clearance at a minimum of Negative Vetting 2
- obtain and maintain an Employment Suitability Clearance
- successfully meet and maintain all fitness requirements as set out in ABF policies and procedures as established from time to time by the ABF Commissioner
- relevant tertiary qualifications are highly desirable.

Notes

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

How to Apply

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

- A completed application form – Attachment B
- A resume that outlines your career history, qualifications and achievements

- 1,000 words outlining your background, skills and experience, and how they relate to the requirements of the role
- Details of two referees

All application requirements are to be emailed to SES.Recruitment@homeaffairs.gov.au by **no later than 11:59 PM Wednesday 19 August 2026.**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Jarrod Howard, 0467 715013
Agency Recruitment Site	ses.recruitment@homeaffairs.gov.au

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
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Vacancy VN-0771144

Director of Public Prosecutions

Closing Date:Tuesday 03 August 2027

Legal Capability and Performance

Job Title	Register of Interest | Legal Capability and Performance (including Legal Support)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	$79,125 - $164,282
Future Merit Locations	Adelaide, Brisbane, Cairns, Canberra, Darwin, Hobart, Melbourne, Perth, Sydney, Townsville
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements, including work from home, may be considered on a case-by case-basis.
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	2026_27 | ROI-LCP
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (**CDPP**) Register of Interest | Legal and Legal Capability allows legal and legal capability and support professionals to register an interest in opportunities with the CDPP.

About the CDPP

The CDPP is Australia's federal independent prosecution service established by Parliament to prosecute alleged offences against Commonwealth law. We aim to provide an effective, ethical, high quality and independent criminal prosecution service for the nation in accordance with the Prosecution Policy of the Commonwealth.

The CDPP is a small, agile federal government agency that offers a dynamic working environment focused on important legal outcomes, with ten offices located across Australia. More details can be found at the CDPP website.

There are five litigation practice groups at the CDPP which conduct criminal prosecutions in nominated crime types across Australia. One of these practice groups, Legal Capability and Performance (**LCP**) focuses on building legal capability and providing legal support functions for criminal prosecutions.

The CDPP offers a range of attractive conditions; whether you are looking for interesting work impacting on the Australian community or flexible work arrangements and attractive work entitlements.

LCP employees have a mixture of legal and non legal expertise, with all employees engaged under the CDPP Enterprise Agreement.

Please note that the Prosecutor Allowance does not apply to all LCP roles, regardless of the employees legal expertise and qualifications.

Duties

About the Register of Interest | Legal Capability and Performance

The CDPP can engage from this register via:

- **Ongoing** and **Temporary Transfer** opportunities under Section 26 of the Public Service Act 1999; or
- **Non-Ongoing** opportunities for an initial period of up to 12 months with the option to extend to a total period of 18 months.

We welcome diverse experience at the CDPP and encourage you to register your interest in opportunities that suit your area of specialisation, particularly if you have similar experience in private practice or in an APS or government environment.

The type of roles you could be considered for includes:

- Counsel Coordination (APS5-EL1)
- Senior Data Analysts (EL1)
- Evidence Services Analysts (APS5-APS6) and Consultants (EL1-EL2)
- International Assistance Senior Federal Prosecutors (EL1)
    - *Prosecutor Allowance applies*
- Legal Learning and Knowledge (APS5-EL1)
- Legal Policy and Practice Improvement (APS5-EL1)

- *Prosecutor Allowance applies*

- Legal Support Officers (APS4), Legal Support Coordinator (APS6) and Assistant Manager (EL1)
- Stakeholder and Government Engagement (EL1)
- Witness Assistance Officers (APS5/6)

For further information on these roles, please refer to the attached brochure.

Eligibility

All employees at the CDPP are required to obtain/maintain a satisfactory **police check** and a **AGSVA Baseline** security clearance (higher level for specific roles). **Australian Citizenship** is mandatory.

Notes

Candidates should be aware this is a register and you will only be contacted if a vacancy arises that matches your skills, qualifications, and experience. Your registration is not a guarantee that there will be a position available or that an offer of employment will be made.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Director of Public Prosecutions

To Apply

Position Contact	CDPP Recruitment Team, 02 6206 5666
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

Vacancy VN-0771314

Director of Public Prosecutions

Closing Date:Tuesday 03 August 2027

Job Title	Register of Interest | Prosecutors
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Townsville QLD, Sydney NSW, Hobart TAS
Salary	$88,834 - $168,455
Future Merit Locations	Adelaide, Brisbane, Cairns, Canberra, Darwin, Melbourne, Perth, Townsville, Sydney, Hobart
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements, including working from home, are considered on a case by case basis.
Classification	APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	2026_27 | ROI-Legal
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (**CDPP**) Register of Interest | Prosecutors allows **admitted Prosecutors** to register an interest in opportunities with the CDPP.

About the CDPP

The CDPP is Australia's federal independent prosecution service established by Parliament to prosecute alleged offences against Commonwealth law. We aim to provide an effective, ethical, high quality and independent criminal prosecution service for the nation in accordance with the Prosecution Policy of the Commonwealth.

The CDPP is a small, agile federal government agency that offers a dynamic working environment focused on important legal outcomes, with ten offices located across Australia. More details can be found at the CDPP website.

There are five litigation practice groups at the CDPP which conduct criminal prosecutions in nominated crime types. The work is challenging and rewarding and provides career development opportunities for prosecutors with criminal litigation expertise.

We are a diverse workforce that value collaboration, professionalism, fairness and integrity and welcome registrations from likeminded individuals with experience in government or private practice criminal prosecution roles.

The CDPP offers a range of attractive conditions; whether you are looking for interesting work impacting on the Australian community or flexible work arrangements and attractive work entitlements.

In addition to entitlements under the CDPP Enterprise Agreement, the CDPP Prosecutors are entitled to an additional allowance as part of their salary package, which varies depending on their level of seniority. Please refer to the Determination Prosecutor Allowance for more details.

Duties

About the Register of Interest | Prosecutors

The CDPP can engage from this register via:

- **Ongoing** and **Temporary Transfer** opportunities under Section 26 of the *Public Service Act 1999*; or
- **Non-Ongoing** opportunities for an initial period of up to 12 months with the option to extend to a total period of 18 months.

The CDPP Prosecutors have a wide range of skills, capabilities and experience, sourced from government agencies (Commonwealth or State) employment and/or from the private sector.

There are three levels of Prosecutors within the CDPP:

- Federal Prosecutor (APS 5 and APS 6 equivalent)
- Senior Federal Prosecutor (Executive Level 1 equivalent)
- Principal Federal Prosecutor (Executive Level 2 equivalent)

For further information on these roles, please refer to the attached brochures.

Eligibility

All employees at the CDPP are required to obtain/maintain a satisfactory **police check** and an **AGSVA Baseline** security clearance (higher level for specific roles). **Australian Citizenship** is mandatory.

Notes

Candidates should be aware this is a register and you will only be contacted if a vacancy arises that matches your skills, qualifications, and experience. Your registration is not a guarantee that there will be a position available or that an offer of employment will be made.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Director of Public Prosecutions

To Apply

Position Contact	CDPP Recruitment Team, 02 6206 5666
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0771363

Director of Public Prosecutions

Closing Date:Tuesday 03 August 2027

Various
Various

Job Title	Register of Interest | Senior Executive Service
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA, Brisbane QLD, Darwin NT
Salary	-
Future Merit Locations	Canberra, Sydney, Melbourne, Hobart, Adelaide, Perth, Brisbane, Darwin
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements, including work from home, may be considered on a case-by case-basis.
Classification	Senior Executive Service Band 1;Senior Executive Service Band 2
Position Number	2026_27 | ROI-SES
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (**CDPP**) Register of Interest | Senior Executive Service allows senior executives to register an interest in opportunities with the CDPP.

About the CDPP

The CDPP is Australia's federal independent prosecution service established by Parliament to prosecute alleged offences against Commonwealth law. We aim to provide an effective, ethical, high quality and independent criminal prosecution service for the nation in accordance with the Prosecution Policy of the Commonwealth.

The CDPP is a small, agile federal government agency that offers a dynamic working environment focused on important legal outcomes, with ten offices located across Australia. More details can be found at the CDPP website.

There are five litigation practice groups at the CDPP which conduct criminal prosecutions in nominated crime types across Australia, with one group focused on building legal capability and providing legal support functions for criminal prosecutions. In addition, the CDPP has an enabling services group that supports the work of the litigation practices.

Each of these groups is led by an SES Band 2, with multiple SES Band 1 employees leading outcomes across the various branches within these groups.

Duties

About the Register of Interest | Senior Executive Service (SES)

This register enables the CDPP to access appropriately skilled and experienced senior executive professionals at short notice. Roles are intended to be offered on a:

- **Non-ongoing** specified term only for an initial period of 12 months or less, which may be extended up to a total period of 18 months.

The SES register does not support ongoing engagement or promotion under the *Public Service Act 1999*.

The CDPP offers a range of attractive conditions; whether you are looking for interesting work impacting on the Australian community or flexible work arrangements and attractive work entitlements.

SES at the CDPP

The CDPP welcomes registrations from senior executives with a range of experience in leading large litigation practices and/or corporate functions. Expertise for the CDPP SES roles are as follows:

- **Litigation/Legal**
  - SES require expertise in criminal prosecutions and/or legal qualifications.
- **Enabling Services**
  - SES must demonstrate relevant qualifications and expertise, specific to these corporate functions.

In addition to achieving the specific outcomes of the SES role, the CDPP SES employees are expected to demonstrate behaviours as set out in the Secretaries' Charter of Leadership Behaviours (DRIVE Behaviours) as part of their professional obligations and conduct.

Please refer to the Work level standards Senior Executive Service | Australian Public Service Commission to better understand the role and responsibilities of the CDPP SES roles.

Please note this register is for senior executive roles ONLY. If your relevant experience is not at the senior executive level, please review the alternate registers of interest for employment with the CDPP.

Eligibility

All employees at the CDPP are required to obtain/maintain a satisfactory **police check** and a minimum **AGSVA Negative Vetting 1** security clearance (higher levels for specific roles). **Australian Citizenship** is mandatory.

Notes

Candidates should be aware this is a register and you will only be contacted if a vacancy arises that matches your skills, qualifications, and experience. Your registration is not a guarantee that there will be a position available or that an offer of employment will be made.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Director of Public Prosecutions

To Apply

Position Contact	Recruitment Team, 02 6206 5666
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

Vacancy VN-0771437

Director of Public Prosecutions

Closing Date:Tuesday 03 August 2027

Enabling Services

Job Title	Register of Interest | Corporate and Enabling Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Townsville QLD
Salary	$79,125 - $164,282
Future Merit Locations	Sydney, Adelaide, Brisbane, Cairns, Canberra, Darwin, Hobart, Melbourne, Perth, Townsville
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements, including work from home, may be considered on a case-by case-basis.
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	2026_27 ROI ESG
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (**CDPP**) Register of Interest | Corporate and Enabling Services allows experienced corporate professionals to register an interest in opportunities with the CDPP.

About the CDPP

The CDPP is Australia's federal independent prosecution service established by Parliament to prosecute alleged offences against Commonwealth law. We aim to provide an effective, ethical, high quality and independent criminal prosecution service for the nation in accordance with the Prosecution Policy of the Commonwealth.

The CDPP is a small, agile federal government agency that offers a dynamic working environment focused on important legal outcomes, with ten offices located across Australia. More details can be found at the CDPP website.

The Enabling Services Group (**ESG**) supports the work of the CDPP national litigation practices, providing a range of corporate functions managed by highly qualified and experienced APS professionals.

The CDPP offers a range of attractive conditions; whether you are looking for interesting work impacting on the Australian community or flexible work arrangements and attractive work entitlements. For more details please review the CDPP Enterprise Agreement.

Duties

About the Register of Interest | Enabling Services Group (ESG)

The register is open across the **APS Level 4 to Executive Level 2** classifications for applicants interested in:

- **Ongoing** and **Temporary Transfer** opportunities under Section 26 of the *Public Service Act 1999*; or
- **Non-Ongoing** opportunities for an initial period of up to 12 months with the option to extend to a total period of 18 months.

More information on the different classifications can be found at Integrated Leadership System (ILS).

ESG roles at the CDPP:

We are a diverse workforce that value collaboration, professionalism, fairness and integrity and welcome registrations from people who have the following skills and expertise, ideally in an APS or government environment:

- Audit, Risk and Integrity;
- Communications;
- Cyber Security and Information Technology Services;
- Executive Assistants (EA) and Administrative Support;
- Finance (Operations and Accounting);
- Governance;

- Human Resources (including ER/IR, L&D, WHS, Recruitment, Strategy and Policy);
- Information and Records Management;
- Procurement;
- Project and Change Management; and
- Security and Property.

Eligibility

All employees at CDPP are required to obtain/maintain a satisfactory police check and a **AGSVA Baseline** security clearance (higher levels for specific roles). **Australian Citizenship** is mandatory.

Notes

Candidates should be aware this is a register and you will only be contacted if a vacancy arises that matches your skills, qualifications, and experience. Your registration is not a guarantee that there will be a position available or that an offer of employment will be made.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Director of Public Prosecutions

To Apply

Position Contact	Recruitment Team, 02 6206 5666
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0771491

Director of Public Prosecutions

Closing Date:Monday 17 August 2026

Legal Capability and Performance

Job Title	Evidence Services Consultant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	$121,755 - $132,713
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements including work from home arrangements may be considered on a case-by case-basis.
Classification	Executive Level 1
Position Number	26_58
Agency Website	

Job Description

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

About the Role

The Office of the Director of the Public Prosecutions (Cth) (**CDPP**) are seeking an experienced and motivated Evidence Services Consultant to lead the delivery, governance and continuous improvement of evidence services that support organisational objectives and informed decision-making. This is an exciting opportunity for a strategic and collaborative professional to lead complex work, drive innovation and provide expert advice in a dynamic environment.

As an *EL1 Evidence Services Consultant*, you will lead the management and optimisation of evidence services, ensuring data integrity, quality and accessibility while supporting business outcomes. You will work closely with internal and external stakeholders to improve processes, strengthen governance frameworks and identify opportunities to leverage technology and data to enhance service delivery.

The role requires strong leadership, sound judgement and the ability to manage competing priorities while fostering productive stakeholder relationships. A background in information technology and data analytics in a legal or investigative environment will be highly regarded.

What will you bring?

To be successful in this role you will demonstrate:

- Strong leadership and the ability to lead complex pieces of work with minimal direction;
- Excellent analytical and problem-solving skills, with the ability to interpret complex information and translate it into practical recommendations;
- Highly developed stakeholder engagement, communication and influencing skills;
- Experience managing competing priorities while delivering high-quality outcomes within agreed timeframes;
- A commitment to continuous improvement and delivering client-focused services; and
- Sound judgement, resilience and the ability to work effectively in a regulated environment.

Why join us?

This role offers the opportunity to:

- Lead meaningful and complex work that contributes to organisational outcomes;
- Influence strategic decision-making through evidence and data-driven insights;
- Work collaboratively with multidisciplinary teams and senior stakeholders;
- Drive innovation and continuous improvement in evidence services; and
- Develop your leadership capability within a supportive and inclusive workplace.

If you enjoy being part of a fast-paced team that supports the CDPP's vision of effective and high-quality prosecution service; thrive under pressure and are an analytical thinker that loves solving problems and communicating solutions verbally and in written form to support and persuade, we encourage you to apply.

Duties

Reporting to the National Manager for Evidence Services, in addition to meeting the Integrated Leadership System profile of the Executive Level 1, primary outcomes and accountabilities will involve:

- Interrogating data to determine, advise about, instruct on, and supervise the implementation of effective data solutions for litigation, inside and outside of the EMS;
- Proactively developing, communicating and supervising the implementation of general and bespoke solutions for the review, analysis, reporting, and exporting workflows required by specific litigation matters inside and outside EMS;
- Using learnings from specific litigation matters to recommend improvements for future litigation data management and the EMS;

- Effectively managing multiple projects and priorities simultaneously in a fast-paced environment, tracking delivery schedules, ensuring proper quality assurance, and managing changes in work scope;
- Building collaborative relationships with, and providing strategic and technical advice to, prosecutors, APS level staff within Evidence Services, and other CDPP employees;
- Providing leadership for all CDPP staff in daytoday activities related to data and the EMS, including formally and informally developing, coaching and mentoring staff;
- Delivering educational sessions to legal teams both at a general level and in the context of specific litigation;
- Providing high quality advice, reports and business improvement recommendations;
- Contributing to the development of strategies, new systems, procedures, policies and practices addressing future CDPP and stakeholder governance needs and emerging industry trends; and
- Performing other special projects or duties when required.

Eligibility

- The ability to obtain/maintain satisfactory National Police Check and **AGSVA NV1** security clearance
- **Australian Citizenship**

Notes

Desirable Experience

The following experience will be highly regarded:

- Experience with database software, for example Relativity, NUIX, Ringtail or EDT, is essential;
- Background in Information Technology, Information Management or Digital Services;
- Experience analysing and interpreting complex datasets to support operational or strategic decision-making;
- Experience leading system enhancements, digital transformation or business improvement initiatives;
- Knowledge of data governance, information security and records management principles; and
- Scripting ability in VBA and batch is highly desirable but not essential.

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

- unique and challenging work;
- professional development opportunities;
- generous leave entitlements with additional paid time off during the Christmas close-down period;
- clear and transparent salary progression, and scheduled salary increases;
- 15.4% superannuation;
- flexible working arrangements that promote work-life balance;

- a $295 annual wellbeing allowance; and
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Director of Public Prosecutions

To Apply

Position Contact	Andrew Scott, 0457 750 071
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0771477

Federal Circuit and Family Court of Australia

Closing Date:Monday 17 August 2026

Federal Circuit and Family Court of Australia

Job Title	Senior Legal Counsel, Workplace and Integrity
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$124,390 - $150,041
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated in line with operational requirements
Classification	Executive Level 1
Position Number	0534-07-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=B6644A9C-F8ED-611B-0252-ED21F52F1201

Position Overview

This is a rare opportunity for an experienced lawyer to work directly with the most senior leaders of one of Australia's largest and most complex federal courts.

As Senior Legal Counsel, Workplace and Integrity, you will advise on high-impact legal, governance and risk matters that shape the operation of a national institution. Working closely with the Executive Director, Legal and Integrity, you will provide strategic legal advice across workplace relations, employment law, work health and safety, integrity matters, investigations, complaints handling, litigation management and broader governance issues.

The role involves managing legally complex and often highly sensitive matters requiring sound judgment, discretion and strategic thinking. You will work closely with senior executives, judicial officers and external legal advisers to deliver practical solutions that support the Court's operations and statutory responsibilities.

This is an opportunity to undertake meaningful and challenging work at the intersection of law, governance, public administration and organisational leadership.

Duties

Key Responsibilities

Working closely with the Executive Director, Legal and Integrity, you will:

Strategic Legal Advice

- Provide timely, practical and strategic legal advice to the Chief Justice, CEO/PR, Deputy Principal Registrar and Executive Management.
- Advise on complex workplace relations, employment, industrial relations and work health and safety matters.
- Support senior decision-makers on governance, integrity and public sector legal issues.
- Identify emerging legal and operational risks and develop proactive mitigation strategies.

Workplace and Integrity Matters

- Manage and advise on complex employee relations issues, workplace disputes and disciplinary matters.
- Support the management of complaints.
- Provide advice regarding investigations, procedural fairness obligations and administrative law requirements.
- Assist with integrity frameworks, ethical decision-making and organisational governance initiatives.

Litigation and Dispute Resolution

- Support the management of litigation involving the Court or its officers.
- Coordinate external legal advisers and counsel where appropriate.
- Develop legally sound and commercially practical approaches to dispute resolution.
- Assist in responding to external complaints, legal claims and regulatory inquiries.

Work Health and Safety

- Advise on workplace health and safety obligations and psychosocial risk management.
- Support organisational responses to significant WHS matters and incidents.
- Assist in developing policies, procedures and risk management frameworks that promote a safe workplace.

Governance and Executive Support

- Provide strategic advice supporting the Chief Justice's statutory responsibilities for the administration of the Court.
- Assist the CEO/PR in managing legal issues arising from the Court's operations.
- Support organisational governance, policy development and decision-making processes.
- Prepare high-quality legal advice, executive briefs, reports and correspondence.

Organisational Capability

- Contribute to the development and delivery of training and awareness programs.
- Foster strong working relationships across the Court and the broader Federal Court entity.
- Promote a culture of integrity, professionalism and sound decision-making.

What Success Looks Like

The successful candidate will:

- Be a trusted adviser to senior executives on difficult and sensitive matters.
- Deliver practical legal solutions that balance legal risk with operational realities.
- Demonstrate sound judgment in complex and high-pressure environments.
- Handle sensitive information with absolute discretion.
- Build productive relationships with a diverse range of stakeholders.
- Contribute to effective governance, risk management and organisational integrity.

About You

You are an experienced lawyer who combines strong technical legal skills with sound judgment, strategic thinking and a practical approach to problem solving.

You enjoy working on complex and varied matters and are comfortable advising senior decision-makers in a fast-paced environment.

You will bring:

- Strong expertise in employment, workplace relations, industrial relations, WHS, investigations or public sector law.
- Highly developed legal analysis and problem-solving skills.
- Excellent written and verbal communication skills.
- Strong stakeholder engagement and relationship management capability.
- The ability to manage competing priorities and deliver high-quality work under pressure.
- Exceptional judgment, integrity and professionalism.
- The ability to navigate sensitive issues with confidence, tact and discretion.

Eligibility

Selection Criteria

The successful applicant will demonstrate:

- Experience providing strategic legal advice on complex, sensitive or high-risk matters.
- Strong legal analysis, judgment and problem-solving capability.
- The ability to manage sensitive information with professionalism, discretion and integrity.

- Excellent written communication skills, including the ability to prepare concise and persuasive advice for senior decision-makers.
- Excellent stakeholder management, negotiation and influencing skills.
- Strong organisational skills, including the ability to manage competing priorities and work effectively under pressure.
- A commitment to public service values, professional excellence and ethical decision-making.

Mandatory or desirable qualifications

Applicants must:

- Hold tertiary qualifications in Law.
- Be admitted, or eligible for admission, as a legal practitioner of the High Court of Australia and/or the Supreme Court of an Australian State or Territory.
- Have a minimum of three years' post-admission experience as a legal practitioner, in-house counsel or equivalent legal role.

Highly desirable:

- Experience in workplace relations, employment law or industrial relations.
- Experience advising public sector agencies, courts, tribunals or government entities.
- Experience managing investigations, complaints or integrity matters.
- Experience advising on work health and safety matters.

Why Join Us?

This role offers the opportunity to:

- Work with the Chief Justice, CEO/PR and Executive Management.
- Influence the management and governance of a national federal court.
- Advise on significant legal, workplace and integrity matters.
- Undertake diverse and intellectually challenging work.
- Collaborate with experienced legal and executive leaders.
- Contribute to an organisation that delivers an essential public service to the Australian community.

This is a unique opportunity for an experienced lawyer seeking challenging, meaningful work at the centre of one of Australia's most important institutions.

Notes

Eligibility

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

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

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

Artificial Intelligence (AI) in recruitment

Candidates may use AI tools to assist with their participation in this recruitment process unless otherwise advised. Where AI tools are used, candidates are responsible for ensuring that all information submitted is transparent, accurate, and genuinely reflects their own skills, capabilities, and experience.

For more information, see:

Principles for candidate use of AI in Recruitment

Diversity and Inclusion

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

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

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

How to apply

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

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

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

Applications close: 11.30pm (AEST) Monday, 17 August 2026

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

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

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Siobhan Flores-Walsh, 02 8067 2215
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=B6644A9C-F8ED-611B-0252-ED21F52F1

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Vacancy VN-0771506

Federal Circuit and Family Court of Australia

Closing Date:Friday 14 August 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Deputy Associate
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$79,125 - $86,246
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	This role is predominately on-site with an ad hoc working from home arrangement subject to operational requirements
Classification	APS Level 4
Position Number	0517-07-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=2125C3C9-AE8C-46A8-EB87-ED21F8C65951

Purpose of Position

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

Duties

Key Responsibilities and Duties

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

8. Other duties, as required.

Eligibility

Selection Criteria

1. Well-developed interpersonal skills including tact, discretion, initiative and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.
2. Ability to undertake legal research (including on-line research) and prepare reports and written correspondence.
3. Demonstrated organisational skills, including the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
4. Demonstrated high-level keyboard skills and ability to use relevant software applications including Microsoft Office applications and the Internet.
5. The ability to adapt to changing situations and priorities and participate in collective work practices.
6. The ability to travel on circuits.

Qualifications

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

Eligibility

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

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

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

Notes

Diversity and Inclusion

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

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

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

Artificial Intelligence (AI) in recruitment

Candidates may use AI tools to assist with their participation in this recruitment process unless otherwise advised. Where AI tools are used, candidates are responsible for ensuring that all information submitted is transparent, accurate, and genuinely reflects their own skills, capabilities, and experience.

For more information, see:

Principles for candidate use of AI in Recruitment

How to apply

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

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

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

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

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Lauren Dolan, (08) 8989 5018
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=2125C3C9-AE8C-46A8-EB87-ED21F8C6

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Vacancy VN-0771617

Federal Circuit and Family Court of Australia

Closing Date:Tuesday 01 September 2026

Federal Circuit and Family Court of Australia (Division 2)

Job Title	Judicial Registrar - Migration
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Dandenong VIC, Melbourne VIC, Sydney NSW, Parramatta NSW, Perth WA
Salary	$173,816 - $180,629
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 may be considered in line with operational requirements
Classification	Executive Level 2
Position Number	0541-08-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=2FECB2E3-B5E5-CB5C-C985-ED33322BE700

Total remuneration package: $200,583 – $208,445 per annum, including 15.4% superannuation

Position overview

Judicial Registrars – Migration **(JRs-Migration)** support Judges in facilitating the just resolution of migration proceedings as quickly, inexpensively and efficiently as possible. JRs-Migration play a key role in achieving the Court's reform objectives by:

- performing delegated judicial functions at a high level, including presiding in Court, conducting directions hearings and callovers, hearing and determining interlocutory applications and efficiently case-managing proceedings to hearing
- performing critical work in supporting Judges' migration workload, such as by analysing migration filings, understanding emerging trends, and identifying matters that raise similar legal and/or factual issues
- supporting the development and implementation of migration resources, policies and practices, for example by monitoring developments in migration law and contributing to preparing and updating migration practice area resources
- liaising with Judges, court staff, court users and other internal and external stakeholders in relation to the Court's migration workload, and
- working closely with other staff who undertake work in the area of migration.

There may also be an opportunity for successful applicants to fulfil the responsibilities of various coordinating and leadership roles, including working as part of a national team to inform and implement the structural changes associated with the Court's migration reforms. Although primarily focused on migration matters, the position may also contribute to the delivery of services and support Court legal work across a range of general federal law jurisdictions, including bankruptcy, Fair Work, administrative law, intellectual property, consumer law and admiralty.

Duties

Delegated judicial functions

- Exercising delegated judicial powers in migration proceedings pursuant to section 254 of the *Federal Circuit and Family Court of Australia Act 2021* (Cth) **(FCFCOA Act)** and other legislative instruments.
- Conducting procedural hearings, such as directions hearings and callovers, and preparing migration proceedings for substantive hearing and determination.
- Hearing and determining interlocutory applications, including applications for summary dismissal.
- Considering requests for consent orders for proceedings in the Central Migration Docket.
- Considering requests for costs orders in migration proceedings which have been discontinued.

Case management

- Performing urgent and duty registrar work in relation to migration matters, as required.
- Ensuring a nationally consistent approach to the case management and coordination of migration matters.
- Conducting high-level strategic analysis of the migration caseload with a view to understanding emerging trends, identifying matters that raise similar legal and/or factual issues, and making recommendations in relation to case management.

- Consulting and meeting with judges regularly to gain an understanding of their support needs in relation to their migration workload.

Jurisprudential support

- Overseeing the development and improvement of internal migration law jurisprudence resources;
- Ensuring compliance with Court Rules, policies and procedures in specific matters and at a whole of registry level; and
- Collaborating in the development, review and implementation of policies and procedures in the migration practice area.

Internal and external liaison

- Liaising with key internal and external stakeholders in relation to particular migration matters and the overall case management of the migration workload.
- Liaising with the legal profession and Court users, including state and federal law societies and bar associations, in relation to areas of migration practice and structural reform.

Eligibility

Professional qualifications, competencies and attributes

Legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential.

Additional qualifications in migration law, for example as an Accredited Specialist in Immigration Law, will be considered favourably, but are not essential.

To undertake this role, the successful applicant must have:

- a minimum of 5 years' post admission experience
- the ability to exercise delegated judicial powers and functions at a high level in migration proceedings in the Court pursuant to section 254 of the FCFCOA Act, including the ability to preside over Court hearings and exercise judicial discretion;
- considerable experience in general federal law or civil law, with a particular focus on migration litigation;
- a thorough understanding of case management principles;
- a comprehensive understanding of the migration jurisdiction and the Court's practices and procedures;
- a proven ability to:
    - work autonomously and with the necessary authority and accountability;
    - manage multiple responsibilities effectively and prioritise matters appropriately; and
    - build and sustain positive relationships with a network of key stakeholders internally and externally.

Selection criteria

1. Considerable experience in general federal law or civil law, including migration litigation, and a sound knowledge of the available avenues of review in relation to migration decisions.
2. Demonstrated experience in case management and a thorough understanding of case management principles.
3. Demonstrated experience and understanding, or the ability to acquire such knowledge quickly, of the jurisdiction and practices and procedures of the Court in general federal law proceedings.
4. Demonstrated ability to critically evaluate large volumes of information and demonstrate sound judgment in decision making.
5. Highly developed communication skills, including the ability to represent the Court at a senior level when interacting with a variety of stakeholders, including members of the public, the legal profession and the judiciary.
6. Excellent analytical and conceptual skills and demonstrated achievements in developing and implementing improved and innovative services and processes.
7. Demonstrated proficiency with technology, including the use of electronic legal resources and the ability to learn and use the Court's case management systems and courtroom technology.
8. Demonstrated understanding and commitment to the application of the Australian Public Service **(APS)** Values, to abide by the APS Code of Conduct and the ability to comply with the principles of Workplace Diversity and Occupational Health and Safety.

Notes

How to Apply

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

To be considered you will need to upload a concise expression of interest (2 page / 1000 word maximum) detailing how your experience and skills relate to the position description and selection criteria and attach a current resume.

For more information, confidential enquiries can be made to Catherine Bull, Director – National Support and Operations, by email to catherine.bull@fcfcoa.gov.au.

Applications close: 1 September 2026

Eligibility

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

1. Australian citizenship – the successful applicant must hold Australian citizenship.

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

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

Diversity and inclusion

The Court is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from people with disability, First Nations people, LGBTIQA+ people, people from culturally and linguistically diverse backgrounds, mature age workers and young workers. The Court is committed to supporting an inter-generational workforce, gender equity and families. The Court will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfill the inherent requirements of the role.

Artificial Intelligence (AI) in recruitment

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

About the Federal Circuit and Family Court of Australia

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To Apply

Position Contact	Catherine Bull, (03) 8638 9603
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=2FECB2E3-B5E5-CB5C-C985-ED33322E

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Vacancy VN-0771618

Federal Circuit and Family Court of Australia

Closing Date:Tuesday 01 September 2026

Federal Circuit and Family Court of Australia
Registrars

Job Title	Deputy Registrar
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$124,483 - $150,041
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated in line with operational requirements
Classification	Executive Level 1
Position Number	0543-08-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=C896833D-8295-F71F-362A-ED3332D49F2B

Total remuneration package $143,653 – $173,147 per annum, including 15.4% superannuation.

Position Overview

Deputy Registrars (Migration) support Judges and Judicial Registrars in facilitating the just resolution of migration proceedings as quickly, inexpensively and efficiently as possible. Deputy Registrars play a key role in achieving the Court's reform objectives by:

- undertaking case management support and analysis, including monitoring emerging filing trends;
- exercising delegated judicial functions in relation to a variety of case management, costs and other matters;
- contributing to the development and implementation of the Court's policies and practices; and
- liaising with Judges, Registrars, Court staff, Court users and other stakeholders.

This role presents a unique opportunity to successful candidates who demonstrate the necessary skills, leadership and experience to develop their legal skills and progress their career to the role of Judicial Registrar. There may also be an opportunity for successful applicants to fulfil the responsibilities of various coordinating and leadership roles, including working as part of a national team to inform and implement the structural changes associated with the Court's migration reforms.

Duties

Key responsibilities and duties

Delegated judicial functions

- Exercise delegated judicial powers under section 254 of the Federal Circuit and Family Court of Australia Act 2021 (Cth) and related instruments, including performing costs and duty Registrar functions.
- Conduct case management hearings, including directions hearings and callovers in migration proceedings.

Support for Judges and Registrars

- Support the national allocation, case management and disposition of migration proceedings.
- Lead review and summary work to assess the nature, urgency, complexity and procedural history of migration matters, including identifying anomalies, competency issues, cohorts and specific case management requests.
- Monitor filing numbers, trends, outcomes, and maintain allocation records.
- Duty work including some after-hours duty roster work.

Policy and practice

- Support the development of Court policy and practice, including conducting legal research, drafting reasons, preparing policy papers, website content and other materials.

- Monitor significant developments in migration and general federal law with a view to keeping Judges, Registrars and other staff updated on legal developments that may impact their roles.

Key Relationships

Deputy Registrars - Migration report to the Director – National Registrar and Legal Operations and ultimately to the CEO and Principal Registrar. Deputy Registrars – Migration will also be required to engage with a wide variety of key judges and staff, including: with the Chief Judge, Deputy Chief Judge (General and Fair Work), Case Management Judges, Registrars, Court staff, Court users and other internal and external stakeholders.

This is a newly established role and its responsibilities may develop and change in response to the operational needs of the Court. Although primarily focused on migration matters, the position may also contribute to the delivery of services and support Court legal work and operations across a range of general federal law jurisdictions, including bankruptcy, Fair Work, administrative law, intellectual property, consumer law and admiralty.

Formal Qualifications

Legal qualifications and admission to practise in an Australian jurisdiction are essential, as the role involves statutory legal functions. A minimum of two or more years' post-admission experience is required.

Eligibility

Competencies and Attributes

The successful candidate will demonstrate:

- sound legal judgment, legal research and statutory interpretation capability;
- the ability to undertake analytical legal work and critically evaluate large volumes of information in a high-pressure environment;
- the ability to work autonomously, exercise appropriate authority and accountability, and collaborate effectively as part of a team;
- the ability to build and sustain positive relationships with key internal and external stakeholders;
- the ability to contribute to business improvement, policy, practice and nationally consistent ways of working;
- proficiency with technology, electronic legal resources, case management systems and courtroom technology; and
- an understanding of, and commitment to, the APS Values and Code of Conduct, workplace diversity, and work health and safety obligations.

Selection Criteria

1. Strong legal research, statutory interpretation, analysis and drafting skills, including the ability to apply sound judgment to complex legal and procedural issues.
2. Experience in litigation and case management in migration and/or administrative law. Additional experience in the Court's other practice areas is desirable.
3. Demonstrated knowledge of the Court's jurisdictions, practices, procedures and migration review pathways, or the ability to acquire that knowledge quickly.
4. Proven ability to assess large volumes of information, identify key issues, manage competing priorities and make accurate decisions in a high-pressure environment.
5. Demonstrated ability to work with limited direction, exercise appropriate authority and accountability, contribute to consistent practice, and guide or influence others to achieve outcomes.
6. Highly developed written and oral communication skills, including the ability to build professional relationships, handle sensitive and confidential information, and engage appropriately with Judges, Registrars, Court staff, Court users and external stakeholders

Notes

How to Apply

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

To be considered you will need to upload a concise expression of interest (2 page / 1000 word maximum) detailing how your experience and skills relate to the position description and selection criteria and attach a current resume.

For more information, confidential enquiries can be made to Catherine Bull, Director – National Support and Operations, by email to catherine.bull@fcfcoa.gov.au.

Applications close: 1 September 2026

Eligibility

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

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

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

Diversity and inclusion

The Court is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from people with disability, First Nations people, LGBTIQA+ people, people from culturally and linguistically diverse backgrounds, mature age workers and young workers. The Court is committed to supporting an inter-generational workforce, gender equity and families. The Court will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfill the inherent requirements of the role.

Artificial Intelligence (AI) in recruitment

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For more information, see: Principles for candidate use of AI in Recruitment

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About the Federal Circuit and Family Court of Australia

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To Apply

Position Contact	Catherine Bull, 0400 654 722
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=C896833D-8295-F71F-362A-ED3332D49

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Vacancy VN-0771624

Federal Circuit and Family Court of Australia

Closing Date:Tuesday 01 September 2026

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

Job Title	Assistant to Judicial Registrar / National Administrative Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Dandenong VIC, Melbourne VIC, Parramatta NSW, Perth WA, Sydney NSW
Salary	$79,125 - $86,246
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Hybrid / Flexible working arrangements may be considered in line with operational requirements.
Classification	APS Level 4
Position Number	0544-08-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=2191A732-D643-E2DE-D0C9-ED3332DAA9FB

Total remuneration package $91,310– $99,528 per annum, including 15.4% superannuation

Position Overview

Since inception, the Court has introduced a suite of initiatives and innovations focused on efficiency, accessibility and modernised processes, to respond to the needs of communities and individuals across Australia.

Most recently, the Court has taken on direct management responsibility for Registrars working in the general federal law and migration jurisdictions. A key objective of this change is to reform the Court's approach to case management and enhance the Court's capacity to achieve its objective of facilitating the just resolution of disputes according to law and as quickly, inexpensively and efficiently as possible, while improving access to justice.

To support these changes, the Court is seeking highly capable applicants who are enthusiastic, driven and motivated to perform a key function in support of the Court and Judicial Registrars in this diverse and complex jurisdiction.

Build your career and make a difference

This role presents successful candidates with the opportunity to grow their administrative and leadership skills whilst supporting Judicial Registrars in a friendly and stimulating environment. You will be joining a collaborative, professional workplace where your organisational skills make a real difference in delivering justice to the Australian community. Successful, high performing applicants will have opportunities for potential leadership roles and career advancement. The opportunity to work in a team environment and to receive mentoring from experienced court representatives with many years of experience are key features of this role.

Duties

Assistants to Judicial Registrars / National Administrative Assistants provide critical administrative support to Judicial Registrars and the national leadership group by:

- assisting Registrars in the administrative and organisational planning and case management of general federal law and migration matters, including in the preparation and publication of orders, liaising with Judges' chambers, litigants and other services;
- assisting with the efficient and effective running of Registrars' chambers, including through preparing correspondence and reports and managing the schedule of hearings and engagements in the Court databases, and assistance with Registrar case management more broadly;
- using Court applications and associated documentation to accurately enter and maintain information on Court databases, enter and disseminate listing information, and manage Court records and files;
- developing and maintaining relationships with Court users and be responsive to requests from external and internal stakeholders;
- providing administrative support to Registrars working on key national initiatives or specialist lists, including related case management and operational processes; and
- supporting Registrars in Court as a Court Officer and providing general administrative support as necessary.

Eligibility

Formal Qualifications and Experience

Qualifications in administration are desirable, but not mandatory. Prior experience working in a support role or working in a court or legal environment would be advantageous.

Selection Criteria

The role involves supporting busy registrars and successful applicants will need to have:

1. Highly developed administrative and organisational skills, particularly in a fast-paced working environment.
2. Strong communication (oral and written) and liaison skills as well as the ability to communicate with people at all levels.
3. Demonstrated working knowledge or ability to quickly acquire a sound working knowledge of key internal procedures, guidelines, policies and practices used in the Court.
4. Demonstrated ability to work both autonomously and as a member of a geographically dispersed team with limited direction.
5. Resilience and the ability to adapt to changing situations and priorities and participate in collective work practices.
6. Sound IT proficiency, including the use of videoconferencing platforms such as Microsoft Teams and Webex, and the ability to learn and adapt to new systems and technology quickly and effectively.
7. Demonstrated understanding and commitment to the application of the Australian Public Service (APS) values, to abide by the APS Code of Conduct and the ability to comply with the principles of Workplace Diversity and Occupational Health and Safety.

How to Apply

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

To be considered you will need to upload a concise expression of interest (2 page / 1000 word maximum) detailing how your experience and skills relate to the position description and selection criteria, and attach a current resume. Please ensure this document is attached before submitting your application.

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

Notes

Eligibility

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

Diversity and Inclusion

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

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

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

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To Apply

Position Contact	Melissa Barrett, (08) 7201 6077
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=2191A732-D643-E2DE-D0C9-ED3332DA

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Vacancy VN-0771634

Federal Circuit and Family Court of Australia

Closing Date:Tuesday 01 September 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Client Service Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Sydney NSW, Melbourne 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	Flexible
Office Arrangement Details	Flexible working arrangements may be considered in line with operational requirements
Classification	APS Level 4
Position Number	0545-08-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=CBD1C3FC-D785-7B61-45F4-ED3333956C8E

Position Overview

Client Service Officers – Migration (CSOs-Migration) are crucial in providing highly effective case management support to Judges, Judicial Registrars and their staff by triaging migration applications upon filing for compliance with rules of the Court, the correct use of court forms and assessment of urgency. As part of their administrative tasks, CSOs-Migration also respond to frontline enquiries from Court users and liaise with parties at the point of filing.

Duties

Key Responsibilities and Duties

On a day-to-day basis, CSOs-Migration provide the following services:

- Responding to frontline enquiries from Court users, Judicial Registrars and chambers;
- Attending to migration eLodgment, email, telephone and counter enquiries;
- Providing accurate migration-related procedural advice when interpreting rules and regulations of the Court;
- Conducting efficient administrative case management of migration court listings, including corresponding with parties and managing courtroom requirements such as VCF and teleconference, etc;
- Assessing documentation for completeness and compliance with Court rules and ensuring prescribed forms are used;

- Updating information on the Court's case management systems and National Pseudonym Register, maintaining a high degree of accuracy in data entry on migration matters;
- Providing high level case management support to Judges and Judicial Registrars;
- Generating invoices for migration matters, ensuring correct fees are paid and that all hearing fees are correctly applied and invoiced;
- Processing of all migration documents and applications filed in the Court;
- Interacting with and providing support to migration litigants and practitioners;
- Assisting in the preparation of template responses and knowledge management; and
- Other duties as directed.

Reporting Lines and Key Relationships

CSOs-Migration report on a daily basis to the Manager – National Migration Support, and ultimately to the Director – National Operations and Support FCFCOA (Division 2).

CSOs-Migration will be required to engage with a wide variety of key internal and external stakeholders, including:

External relationships

- Legal practitioners and other court clients – Provide procedural information and the highest level of quality client service.
- Registries – Liaise with general registry in all locations nationally regarding hearing dates, filing of documents and videoconference listings.
- Other courts/Tribunals – Receipt and return of files and other documents.
- Interpreter providers – Book and confirm interpreters for appropriate court matters.

Internal relationships

- Judicial Registrars – Liaise on complex enquiries regarding Court rules and regulations. Develop strong court operations knowledge to facilitate the allocation of work to Registrars.
- Judges' chambers – Liaise with Judges and their staff regarding docket support, listing of matters and hearing fees.
- Manager – National Migration Support and Director – National Operations and Support FCFCOA (Division 2) – Communication about the day-to-day operations of the Registry.
- Listings Coordinator – videoconference bookings, daily court listings and other related activities.
- Lawyers – Assist in the management of allocated docket team support.

Eligibility

Professional Qualifications, Competencies and Attributes

To undertake this role, the successful applicant will:

- Demonstrate a high level of professionalism and initiative, taking personal responsibility for progressing work to ensure objectives are met.
- Be flexible in their approach to work and be willing to learn and adapt to new procedures.
- Have excellent communication skills with the ability to effectively liaise with a diverse range of stakeholders.

- Have the ability to understand and apply complex rules and regulations combined with careful attention to detail.
- Have well developed database and general records management skills.

Selection Criteria

1. Strong client service focus and proven experience in the provision of frontline client service in a high volume environment.
2. Excellent clerical skills including the ability to assess documentation for form and completeness combined with high standards of accuracy and productivity.
3. Excellent interpersonal skills plus an ability to deal efficiently with a wide range of people and a strong commitment to meeting the needs of culturally and linguistically diverse court users. Well- developed oral and written communication skills.
4. Knowledge of Court jurisdiction and procedures, or an ability to quickly acquire such knowledge, together with a capacity to interpret and apply guidelines and rules or legislation.
5. Proven initiative and adaptability, with the ability to work with minimal supervision and as an effective member of a team.
6. Demonstrated proficiency with technology, including the use of electronic legal resources and the ability to learn and use the Court’s case management systems and courtroom technology.
7. Demonstrated understanding and commitment to the application of the Australian Public Service (APS) Values, to abide by the APS Code of Conduct and the ability to comply with the principles of Workplace Diversity and Occupational Health and Safety.

Notes

How to Apply

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

To be considered you will need to upload a concise expression of interest (2 page / 1000 word maximum) detailing how your experience and skills relate to the position description and selection criteria and attach a current resume.

For more information, confidential enquiries can be made to Keira Bradley, Manager – Migration Support, by email to kaira.bradley@fcfcoa.gov.au.

Applications close: 1 September 2026

Eligibility

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

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

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

Diversity and inclusion

The Court is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from people with disability, First Nations people, LGBTIQA+ people, people from culturally and linguistically diverse backgrounds, mature age workers and young workers. The Court is committed to supporting an inter-generational workforce, gender equity and families. The Court will provide reasonable adjustments for candidates to participate equitably in the recruitment process and discuss workplace adjustments to fulfill the inherent requirements of the role.

Artificial Intelligence (AI) in recruitment

Candidates may use AI tools to assist with their participation in this recruitment process unless otherwise advised. Where AI tools are used, candidates are responsible for ensuring that all information submitted is transparent, accurate, and genuinely reflects their own skills, capabilities, and experience.

For more information, see: Principles for candidate use of AI in Recruitment

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

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Keira Bradley, (08) 7201 6098
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=CBD1C3FC-D785-7B61-45F4-ED333395

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Vacancy VN-0771604

Future Fund Management Agency

Closing Date:Wednesday 19 August 2026

Job Title	Analyst, Knowledge Management
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	3 days a week in the office (Tue and Wed anchor days)
Classification	APS Level 4
Position Number	JR100357
Agency Website	www.futurefund.gov.au

Job Description

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

About Future Fund

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

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

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

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

The Opportunity

We're excited to offer an opportunity for an analytical and service-oriented professional to join our Knowledge Management team as an Analyst, Knowledge Management & Investment Data.

In this role, you'll help ensure the organisation's knowledge, content, research and information systems operate effectively and continue to evolve to meet the needs of our investment professionals and broader business stakeholders. You'll play an important role in maintaining and improving Knowledge Management systems, supporting users, enhancing data quality, and contributing to projects that strengthen how information is managed across the organisation.

This is a unique opportunity to combine system administration, information management, stakeholder engagement and continuous improvement work in a highly collaborative environment. You'll work closely with colleagues across Knowledge Management, Investment Data, and Technology, helping deliver better information outcomes through strong processes, technology and user support.

What you'll be doing

- Support the administration, maintenance and ongoing improvement of Knowledge Management systems and information platforms.

- Provide day-to-day user support and respond to enquiries with a strong focus on customer service and timely resolution.
- Assist with system enhancements, upgrades and change initiatives, including testing, documentation and user communications.
- Support information management and data governance activities to improve data quality, accessibility and compliance.
- Perform data analysis, cleansing and integrity checks to maintain accurate and reliable information.
- Develop and maintain process documentation, user guides and operational procedures.
- Generate audit reports and assist with system health checks and follow-up activities.
- Support workflow development and process improvements within Enterprise Content Management systems.
- Work closely with Technology teams and vendors to troubleshoot issues and implement enhancements.
- Contribute to Knowledge Management projects and initiatives, balancing project work alongside operational support responsibilities.
- Identify opportunities to improve processes, enhance user experience and increase operational efficiency.

Duties

About You

We're interested in hearing from people who are naturally curious, organised and committed to delivering great outcomes for customers and stakeholders.

You may come from an Information Management, Knowledge Management, Records Management, Library Services, Data Management or Business Systems background and enjoy working at the intersection of information, technology and process improvement.

You'll likely bring:

- Experience working in Information Management, Knowledge Management, Records Management or a related discipline.
- Experience supporting enterprise systems, content management platforms or information management technologies.
- An understanding of information governance, records management principles and information lifecycle management practices.
- Strong problem-solving skills and the ability to identify practical solutions to business and system challenges.
- Experience providing system, process or user support in a corporate environment.
- Excellent organisational skills with the ability to manage competing priorities and meet deadlines.
- Strong stakeholder engagement and communication skills.
- A continuous improvement mindset and enthusiasm for learning new technologies and ways of working.

- Experience with Enterprise Content Management systems and associated information platforms.
- Exposure to Atlassian products such as Confluence and Jira would be beneficial.

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

The successful candidate will be required to obtain and maintain a Baseline Security Clearance.

We Are For Everyone

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

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

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

Eligibility
Notes

About the Future Fund Management Agency

The Future Fund is Australia's sovereign wealth fund, investing for the benefit of future generations of Australians. The Future Fund Board of Guardians, supported by the Future Fund Management Agency, invests the assets of seven public asset funds: the Future Fund, the Medical Research Future Fund, the Aboriginal and Torres Strait Islander Land and Sea Future Fund, the Future Drought Fund, the Emergency Response Fund and the DisabilityCare Australia Fund. Each fund has an investment mandate that is determined by the Australian Government under legislation. Our role is to generate strong, risk-adjusted returns over the long term.

To Apply

Position Contact	Danny Burke, +61 456 717 057
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

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Vacancy VN-0771502

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 16 August 2026

Marine Park Operations Field Management Operations

Job Title	Senior Intelligence Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$88,833 - $96,829
Future Merit Locations	Canberra, Townsville, Various locations - QLD
Office Arrangement	On Site
Office Arrangement Details	This position is based in Townsville. While the agency supports workplace flexibility, remote working is not available for this role.
Classification	APS Level 5
Position Number	795
Agency Website	

Job Description

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

We are seeking a **Senior Intelligence Officer** to assist with the collection, management, analysis and reporting of compliance information for the Reef Joint Field Management compliance program. A key function of the role will be to engage with Reef Joint Field Management Program and partner agency field staff to develop reciprocal information sharing relationships. The Senior Intelligence Officer will also be required to use multiple information management systems, undertake data analysis, and produce intelligence products as required.

The position is part of the compliance program within the Reef Joint Field Management Program for the Great Barrier Reef World Heritage Area, which is jointly funded and managed by the

Australian and Queensland Governments. The compliance program undertakes key functions including investigation and field operations within the World Heritage Area. Field activities are delivered across the Great Barrier Reef Marine Park (Commonwealth, including Commonwealth islands), the Great Barrier Reef Coast Marine Park (State) and island national parks (State), which together comprise the World Heritage Area.

The Senior Intelligence Officer plays an important role in protecting the values and integrity of the World Heritage Area through the application of best practice compliance management to meet objectives and legislative obligations

What you'll bring

- You have to ability to undertake research and analysis tasks and effectively communicate outcomes.
- You are an effective communicator with demonstrated excellent verbal and writing skills, and ability to effectively engage and build relationships.
- You have a demonstrated capacity for critical thinking.
- You are technologically minded with the ability to learn various computer programs and systems.
- You are a problem solver, enjoy puzzles and have a passion for learning.
- You appreciate the outdoors and have knowledge of the activities that occur in the World Heritage Area.

Duties

What you'll do

- Undertake research, analysis, integration and the evaluation of compliance information and data, relating to activities within the Great Barrier Reef World Heritage Area, including commercial and recreational fishing, marine industries, tourism and other regulated uses.
- Assist in trend and pattern analysis to inform compliance planning and intelligence.
- Assist in the population, use, interrogation and management of case management databases, geospatial platforms and other information management systems.
- Prepare intelligence products, briefing materials, reports, visualisations and other analytical outputs to support compliance operations, investigations and management decisions.
- Develop and nurture internal and external stakeholder relationships to enhance the effectiveness of collecting and sharing information in support of the Reef Joint Field Management Program’s strategic priorities.

Why join the Reef Authority?

At the Reef Authority, you'll build a meaningful career while helping protect one of the world's most iconic natural assets. We offer a supportive, flexible and purpose-driven workplace where your work has real impact.

You'll enjoy competitive APS employment conditions, including up to 15.4% employer superannuation, flexible working arrangements, wellbeing initiatives, professional development opportunities and a collaborative culture committed to protecting the Great Barrier Reef for future generations.

Eligibility

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.

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 Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Simon Schapel, 0405 426 305
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0771553

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 16 August 2026

Corporate Services Finance

Job Title	Finance Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$79,187 - $87,314
Future Merit Locations	Various locations - QLD, Canberra, Townsville
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 4
Position Number	928
Agency Website	

Job Description

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

We are seeking a customer focused team player to join our team. This position will play a key role in delivering a professional and quality level of customer service within the Finance section, that is valued by our stakeholders.

Your work will involve providing support, advice and accounting services in relation to management of the Authority’s finances, in particular accounts payable and credit cards, and procurement and contracting.

Your well-developed interpersonal skills, including your demonstrated ability to liaise, consult, provide advice, and negotiate to build and maintain effective working relationships with a variety of stakeholders including external customers will be at the forefront in this role. You will provide

problem solving, research and analytical skills, including demonstrated experience in data analysis and data management systems, as well as having well-developed computer skills in Microsoft Office, in particular Word and Excel.

What you'll bring

- You are a natural problem solver, a decisive thinker, skilled influencer, collaborative and driven to deliver.
- You will be an excellent communicator, both in the written and verbal forms. Your communication skills often lead to strengthening internal relationships.
- You will have well-developed interpersonal skills, including the ability to liaise, consult, provide advice, and negotiate.
- You will be customer focused and provide a high level of customer service.
- You can prioritise and align operational activities to organisational objectives to complete tasks on time and to a high standard.
- You will be a team player, with the ability to work closely and collaboratively.
- You work well under pressure, have an eye for detail and don’t get flustered when faced with competing priorities.

Duties

- Develop cooperative working relationships with internal and external customers to ensure achievement of service delivery outcomes and the Reef Authority’s objectives.
- Apply the knowledge, skill and experience to understand, analyse, maintain and manage accurate records on vendor accounts, assuring invoices presented are accurate and payments are authorised in accordance with the Financial Delegations.
- Responsible for processing accounts payable invoices in accordance with the PGPA Act, the Department of Finance Supplier Pay On-Time and Pay Interest Policy and e-invoicing requirements, ensuring accuracy of data, record of interactions and decisions.
- Manage the administration function of corporate credit cards, provide training to staff, follow up on outstanding account balances with internal customers.
- Contribute to the development, maintenance and enhancement of finance policies, procedures and manuals to ensure they are efficient and effective in accordance with legislation, policy and procedures.
- Provide advice and assistance with the development and completion of procurement activity internal approval documentation, approach to market documentation, and contract documentation, including entering procurement data into the Reef Authority’s Procurement system for the creation of Purchase orders and Contracts.
- Work collaboratively in a team based environment which includes actively participating in, and contributing to work undertaken across the Finance section, including undertaking special projects and relief of other roles at level, as required to support the business objectives.

Why join the Reef Authority?

At the Reef Authority, you'll build a meaningful career while helping protect one of the world's most iconic natural assets. We offer a supportive, flexible and purpose-driven workplace where your work has real impact.

You'll enjoy competitive APS employment conditions, including up to 15.4% employer superannuation, flexible working arrangements, wellbeing initiatives, professional development opportunities and a collaborative culture committed to protecting the Great Barrier Reef for future generations.

Eligibility

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.

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 Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Amanda Molino, 07 4750 0844
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0771554

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 16 August 2026

Strategic Policy and Partnerships Reef Education and Engagement

Job Title	Reef Education Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$79,187 - $87,314
Future Merit Locations	Various locations - QLD, Townsville, Canberra
Office Arrangement	On Site;Hybrid
Office Arrangement Details	This position is based in Townsville. While the agency supports workplace flexibility, remote working is not available for this role.
Classification	APS Level 4
Position Number	256
Agency Website	

Job Description

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

We are seeking an education and engagement professional to join our small team. The Reef Education Officer works to engage students, teachers, communities and organisations locally, nationally and internationally in reef education and engagement activities and initiatives, for the benefit of the Great Barrier Reef. Through targeted reef education and engagement programs, the Reef Authority aims to raise awareness and inspire people to care for the Reef.

Working within the Reef Education and Engagement team, the Reef Education Officer delivers the Reef Authority's education and engagement programs, including the development, implementation and facilitation of education and engagement products and services, and also supports the provision of advice to management on educational and engagement issues and services.

The Reef Education Officer develops and supports the design, production and delivery of the Reef Authority's education and engagement programs and initiatives. This includes printed educational and engagement materials and resources, broadcast and online media, video productions,

interactive education and engagement experiences and the management of supporting facilities including digitally enabled studio/theatre spaces, back-end digital infrastructure and technologies, websites and online services to deliver educational and engaging digital and virtual learning experiences. The position also supports the facilitation and delivery of face-to-face educational and engaging initiatives, such as educational and interpretive presentations.

Key success in the role will be the development and delivery of innovations and improvement of flagship educational and engagement initiatives such as Reef Guardian Schools, education and engagement at the Great Barrier Reef Aquarium and reef education and engagement resources. The Reef Education Officer supports the Reef Authority in delivering the reef education and engagement strategies, through the development and delivery of education and engagement activities, and the Reef Authority’s corporate priority programs.

This position is fixed-term to 24 December 2026

What you'll bring

- You are a creative practitioner that can utilise a variety of platforms, including leading edge technologies, to develop and deliver educational and engagement programs, resources, immersive educational and engagement experiences, and interactive exhibitions, using storytelling in an engaging and informative manner.
- You will have experience in delivery of education and engagement programs and educational and engagement resource development – especially around contemporary issues facing the Reef.
- You are a natural problem solver, a doer and are known for seeing things through to completion.
- You will be experienced in building and maintaining relationships that promote and improve educational and engagement experiences and opportunities.
- You thrive under pressure, have an eye for detail and don’t get flustered when faced with competing priorities.
- You can prioritise and align operational activities to organisational objectives in order to complete tasks on time and to a high standard.

Duties

- Support the development and delivery of reef education and engagement programs to targeted audiences, including face to face and virtual delivery.
- Assist in the development and delivery of innovative reef educational and engagement products and resources to be used across multi-channel platforms such as presentations, thematic exhibitions, print, web-based, smart phone applications, videoconferencing and other digital channels.
- Support the management and delivery of team initiatives to identify and implement continuous improvement to the Reef Authority’s education and engagement programs and initiatives; and strengthen the Reef Authority’s education and engagement programs delivery and resources including online reef education and engagement platforms and presence.
- Provide expertise, technical knowledge and advice in specialist area across specific reef education and engagement programs or activities.

- Report to management and stakeholders on matters relating to education and engagement and related innovative educational and engagement programs and activities.
- Build and sustain internal and external relationships with stakeholders; resolve enquiries and provide information and accurate advice as a representative of the agency to achieve educational and engagement program outcomes and support the achievement of Agency goals.

Why join the Reef Authority?

At the Reef Authority, you'll build a meaningful career while helping protect one of the world's most iconic natural assets. We offer a supportive, flexible and purpose-driven workplace where your work has real impact.

You'll enjoy competitive APS employment conditions, including up to 15.4% employer superannuation, flexible working arrangements, wellbeing initiatives, professional development opportunities and a collaborative culture committed to protecting the Great Barrier Reef for future generations.

Eligibility

Essential Requirements

- Demonstrated relevant experience in either education, science communication, graphic design and/or transmedia.
- Able to participate in occasional work outside standard business hours, this may include evening and weekend work.

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.

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 Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Julie Spencer, 0439 740 281
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0771577

Great Barrier Reef Marine Park Authority

Closing Date:Wednesday 30 June 2027

Job Title	Digital and Data - s26 Transfer Register
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Cairns QLD, Canberra ACT
Salary	-
Future Merit Locations	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	APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	TaDS s26
Agency Website	

Job Description

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

Managing a reef roughly the size of Italy demands many skills - and increasingly, it relies on strong digital and data capability.

The Great Barrier Reef Marine Park Authority (the Reef Authority) is strengthening its digital and data functions and is seeking current APS employees to register their interest in section 26 (s26) transfer opportunities to help deliver critical digital, technology, data and information outcomes.

About the Opportunities

We are seeking candidates with experience across a broad range of digital and data disciplines to support our evolving technology landscape and uplift our digital and data capability.

This is an opportunity to apply your expertise in a purpose-driven organisation where your work contributes to protecting one of the world’s most significant natural assets.

Vacancies may be identified in Townsville, Cairns or Canberra.

Duties

You may have experience in one or more of the following:

Technology and Digital (ICT):

- Project and Program Management
- Business Analysis
- Change Management
- Cyber Security and Risk Management
- Service Management and Support
- Procurement and Contract Management
- Application and System Management
- Cloud, Infrastructure and Platform Engineering
- Network Engineering and Operations
- Solution, Enterprise, or Technical Architecture
- Digital Product Manager

Data and Information:

- Data Analysis and Science
- Data Engineering and Architecture
- Data Governance and Management
- Geospatial Services
- Geospatial Analyst
- Information Governance and Management
- Records and Knowledge Management

There is no guarantee that an offer of employment will be made while an application remains on the register. You will only be contacted if a vacancy arises that suits your attributes, skills, and experience. Your application will be considered until 30 June 2027. After this date you will be required to reapply.

Why join the Reef Authority?

At the Reef Authority, you'll build a meaningful career while helping protect one of the world's most iconic natural assets. We offer a supportive, flexible and purpose-driven workplace where your work has real impact.

You'll enjoy competitive APS employment conditions, including up to 15.4% employer superannuation, flexible working arrangements, wellbeing initiatives, professional development opportunities and a collaborative culture committed to protecting the Great Barrier Reef for future generations.

Eligibility

Your application must include:

1. A current resume with contact details for at least two referees (one should be your current supervisor/manager)
2. A cover letter (maximum 2 pages) outlining your relevant digital and/or data skills and experience, the types of roles you are interested in, your current APS classification level and your interest in temporary and/or permanent transfer opportunities

Eligibility

To be considered, you must:

- Be an ongoing APS employee
- Be eligible for movement under section 26 of the Public Service Act 1999
- Hold Australian citizenship
- Be able to obtain and maintain a security clearance at the relevant classification

Ready to Make a Difference?

Register your interest today and bring your digital and data expertise to help protect the Reef for future generations.

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.

Please note that this opportunity is only available to Australian Public Service employees

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Recruitment Officer, 0747500662
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0771487

Indigenous Land and Sea Corporation

Closing Date:Thursday 20 August 2026

Policy, Strategy and Performance
Adelaide Strategy and Engagement

Job Title	Senior Engagement Advisor
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	-
Future Merit Locations	Adelaide
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	0000
Agency Website	

Job Description

https://www.ilsc.gov.au/our-opportunities/careers/senior-engagement-advisor

- Full time ongoing opportunity based in Adelaide
- Indigenous Identified opportunity - open to Indigenous applicants only
- Not for Profit Salary Packaging

Are you passionate about meaningful engagement and creating positive outcomes for First Nations Peoples? We're seeking an experienced Senior Engagement Advisor to join our team and play a key role in strengthening our organisation's engagement practice and capability.

Duties

The ILSC has an opportunity for a Senior Engagement Advisor to join our Strategy and Engagement team. In this role, you will lead the development of best-practice engagement approaches, provide expert advice and support to teams, and coordinate significant consultation processes that strengthen relationships with First Nations Peoples and other key stakeholders.

This is primarily an internal-facing role. You will design how the ILSC engages and build the capability of our teams to do it well. If you are energised by building the systems and capability that make engagement better, this is the role for you.

Under the direction of the Manager, Strategy and Engagement, you will:

- Lead the development and continuous improvement of the organisation's engagement framework, tools and resources to embed consistent, culturally appropriate engagement practices across the ILSC.
- Design, coordinate and evaluate significant engagement and consultation processes, providing expert advice and ensuring engagement activities are meaningful, effective and aligned with organisational and statutory requirements.
- Build organisational capability by providing specialist advice, training and practical support to staff undertaking engagement and consultation activities.
- Lead the development, implementation and continuous improvement of stakeholder relationship management systems and processes, supporting organisational capability and effective stakeholder engagement.
- Work collaboratively across the ILSC to strengthen engagement practice, foster strategic partnerships and contribute to the delivery of positive social, cultural, environmental and economic outcomes for First Nations Peoples.

Eligibility

A Certificate in Engagement (IAP2 or equivalent) is required, or equivalent demonstrated professional experience in engagement practice. Equivalent experience means a strong working knowledge of engagement methodology applied at a professional level, including the ability to select appropriate methods and explain that reasoning to others.

The following are highly regarded but not mandatory:

- Certificate IV in Training and Assessment or equivalent

Notes

At the ILSC we offer:

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

Generous leave entitlements and work conditions, including:

- 15.4% superannuation on top of your salary
- Flexible hybrid work environment
- Not-For-Profit salary packaging
- Paid leave over the Christmas and New Year’s period
- Access to generous parental leave
- Training and development opportunities

- Generous Studies Assistance program

Health and wellbeing programs:

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

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

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

Identified Vacancy - The filing of this employment opportunity is intended to constitute a special measure under subsection 8 (1) of the Racial Discrimination Act 1975. This vacancy is only available to Aboriginal and/or Torres Strait Islander people.

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

If you’d like to find out more, please contact Casey Harris, Manager Strategy & Engagement on 0405 759 892

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

Applications close COB 20 August 2026.

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

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.

About the Indigenous Land and Sea Corporation

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

To Apply

Position Contact	Casey Harris, 0405 759 892
Agency Recruitment Site	https://www.ilsc.gov.au/our-opportunities/careers/senior-engagement-adv

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Vacancy VN-0771476

Murray-Darling Basin Authority

Closing Date:Sunday 16 August 2026

Business Services
ICT & Data

Job Title	Director Strategy & Projects
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Canberra ACT, Goondiwindi QLD, Griffith NSW, Mildura VIC, Murray Bridge SA
Salary	$147,387 - $173,702
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with our Enterprise Agreement and the operational requirements of this role
Classification	Executive Level 2
Position Number	101165
Agency Website	

Job Description

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

Here at the MDBA we're the steadfast stewards of the Murray-Darling Basin's rivers. We work towards a resilient Basin through the extremes of our changing climate, and whose communities are ready for their future.

Join us in our stewardship to shape the future of the Basin for the benefit of all Australians.

We are seeking people who are committed to taking a whole-of-Basin view to ensure all social, economic, environmental and cultural perspectives are considered as we protect our rivers for generations.

The MDBA is seeking to establish a merit pool of highly suitable candidates for **one immediate vacancy and future vacancies** within the ICT and Data Branch. The merit pool may be used to fill similar roles that become available over the next 18 months, including positions across strategy and governance, digital transformation, enterprise architecture, business engagement, data and analytics, cyber security, technology operations, project delivery, and service management.

This is an exciting opportunity to join the MDBA’s ICT and Data Branch as the Director, Strategy & Projects, leading a team responsible for delivering strategic, operational and transformational outcomes that support the organisation’s mission and priorities.

As the Director Strategy & Projects, you will provide leadership across a diverse portfolio of technology, data and digital services, driving the delivery of high-quality outcomes while fostering a culture of innovation, collaboration, accountability and continuous improvement. You will lead multidisciplinary teams, manage complex programs of work, and ensure services and capabilities evolve to meet changing organisational needs.

In this role, you will build strong, trusted relationships across the MDBA, providing strategic advice and influencing decision-making at all levels. You will play a key role in shaping future technology and data capabilities, strengthening organisational resilience, and enabling the effective use of information, technology and digital services to improve business outcomes.

You will work closely with stakeholders across the Business Services Division and the broader MDBA, as well as with Australian Government agencies, Basin states and territories, and external partners. This provides a unique opportunity to contribute to enterprise-wide initiatives, influence strategic outcomes, and support the MDBA in delivering lasting value for the Basin and the communities it serves.

Duties

The Director will lead a portfolio of ICT and Data functions, programs and services that support the MDBA's strategic objectives and organisational performance. Responsibilities may include strategy and governance, digital transformation, enterprise architecture, business engagement, data and analytics, cyber security, or technology service delivery.

The Director will lead multidisciplinary teams and manages strategic priorities, resources, partnerships and commercial arrangements to deliver high-quality outcomes across technology, digital and data domains.

The role ensures that the MDBA's technology and data capabilities remain secure, reliable and fit for purpose, while driving innovation, continuous improvement and organisational transformation.

As a senior leader within the ICT and Data Branch, the Director provides trusted advice, influences decision-making, and works across organisational boundaries to deliver enterprise outcomes.

The specific responsibilities of this role will vary depending on organisational requirements. Directors may be assigned responsibility for multiple areas within the ICT and Data Branch, including, but not limited to, technology operations, cyber security, data and analytics, enterprise platforms, enterprise architecture, digital transformation, business engagement, strategy and governance, project delivery, or commercial and vendor management.

Select **Apply Now** to visit the MDBA Careers page and refer to the position description for more information.

Eligibility

To be eligible for a position, you must:

- be an Australian Citizen
- obtain and maintain, or continue to hold the required security clearance at the appropriate level applicable to the position; and
- satisfy all other MDBA engagement requirements, which include completion of a Nationally Coordinated Criminal History Check, identity verification check, and other pre-employment checks as required.

Notes

Please note this recruitment process is being used to fill an immediate vacancy. A merit pool of suitable candidates may also be established and used to fill future vacancies within the Branch, should they become available over the next 18 months.

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	Tim Peters, +61 2 6279 0483
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0771545

National Library of Australia

Closing Date:Sunday 23 August 2026

Engagement Community Engagement

Job Title	APS 4- Senior Publishing Officer, Production
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$79,125 - $86,246
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexibility may be negotiated with the successful candidate
Classification	APS Level 4
Position Number	104037
Agency Website	

Job Description

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

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

Duties

The Library is seeking to fill an ongoing APS 4 Senior Publishing Officer, Production role in the Community Engagement Section of the Engagement Branch.

This role plans for, delivers and reports on the print production process, coordinating with printers, freight coordinators and other contractors to ensure deadlines and quality standards are met. This role monitors and reports on stock levels and contributes to financial reporting at the end of each month.

We are looking for someone with excellent organisational and problem-solving skills, strong stakeholder management and attention to detail. The ability to maintain accurate records and clear

tracking systems is essential, as is confidence working with financial data (in Excel), invoices and purchase orders. Print production is often affected by external factors; the ideal candidate will be able to calmly triage any issues in accordance with procedural guidelines.

To succeed in this role:

- You will have the capacity and confidence to carry out complex administrative and accounting tasks
- You will have knowledge of the book production and publishing process

Eligibility

Applicants must be Australian citizens to be eligible for APS employment.

The preferred applicants will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information.

Notes

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

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

About the National Library of Australia

To Apply

Position Contact	Amelia Hartney, (02) 6262 1367
Agency Recruitment Site	https://nla.nga.net.au/cp

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Vacancy VN-0771685

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date:Wednesday 19 August 2026

Legal and Governance
Perth

Job Title	Senior Legal Counsel
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA, Melbourne VIC
Salary	$160,695 - $199,265
Future Merit Locations	Perth, Melbourne
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Predominantly working in the office however work from home may be permitted as per NOPSEMA's policy.
Classification	Executive Level 1
Position Number	13349
Agency Website	https://www.nopsema.gov.au/

Job Description

https://www.nopsema.gov.au/about/careers

The National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) has an exciting opportunity for an experienced government or regulatory lawyer to work in the Legal and Governance Directorate as a **Senior Legal Counsel** in our Melbourne or Perth office.

NOPSEMA is Australia's independent expert regulator for health and safety, structural integrity, well integrity and environmental management for all offshore energy operations and greenhouse gas storage activities in Commonwealth waters, and in coastal waters where regulatory powers and functions have been conferred.

NOPSEMA also administers the functions of the Offshore Infrastructure Regulator (OIR), for the offshore renewables industry. This includes the regulation of work health and safety, infrastructure integrity, and environmental management for offshore renewable energy infrastructure activities.

Working with NOPSEMA provides an opportunity to make a real difference to people working in Australia’s offshore energy industry.

Role:

Reporting to the Executive Director/General Counsel, the Senior Legal Counsel plays a pivotal role in supporting the Executive and business areas of NOPSEMA through the provision of legal services, focused on the interpretation, application and enforcement of offshore petroleum, environmental and safety laws.

We would like to hear from you if you have:

Demonstrated experience working as a senior lawyer in a public sector, regulatory and/or offshore energy or renewables environment.

Demonstrated experience or an ability to develop an understanding of public administrative law principles.

A minimum of 7 years post admission experience.

Are a team player but can work independently and with flexibility.

Why work for NOPSEMA?

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

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

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

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

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

Applications must be submitted by the closing date. Any applications received beyond the closing date will not be considered.

Please note this recruitment process will be valid for a period of 18 months and may be used to fill ongoing and non-ongoing positions within the Australian Public Service at this level or similar that arise over the 18-month period.

Duties

The work of the Directorate is broad, challenging and stimulating. As a Senior Legal Counsel, you will provide legal expertise on complex matters regarding:

- Exercise of regulatory powers.
- Decisions and decision-making processes.
- Investigations and prosecutions.
- Enforcement powers.

- Commercial and Contract matters.
- Privacy law and Freedom of Information matters.
- Employment law.
- Governance and integrity matters.
- Litigation and Dispute Resolution (Federal Court and Fair Work Commission).
- Policy and Legislative Review.

Eligibility

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

You must pass and maintain a security clearance to a level appropriate for the position.

Prior to any offer of employment, the recommended applicant will be required to undertake pre-employment checks, including national police clearance and declaration of conflict of interest.

NOPSEMA staff are prohibited from trading in oil and gas resources and/or offshore renewable electricity sector shares.

This position is open to Australian citizens only.

Notes

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

About the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

NOPSEMA is Australia's independent regulator for health and safety, well integrity and environmental management for offshore petroleum and greenhouse gas storage activities in Commonwealth waters (comprising the first three nautical miles of the territorial sea) and in coastal waters where regulatory powers and functions have been conferred. For more information see nopsema.gov.au

To Apply

Position Contact	Senior Human Resources and Safety Adviser, 08 6188 8853
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

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Vacancy VN-0771489

National Portrait Gallery of Australia

Closing Date:Sunday 16 August 2026

Engagement and Experience

Job Title	AV Technician
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$71,935 - $77,635
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	APS Level 3
Position Number	6098
Agency Website	https://www.portrait.gov.au/

Job Description

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

The **AV Technician** supports the delivery of high-quality audiovisual content across the National Portrait Gallery. Working as part of the Engagement & Experience team, the role assists with capturing and producing digital content that supports education initiatives, marketing activities and AV for internal and external events.

Working closely with staff across the Gallery, the AV Technician provides practical production support for virtual programs and onsite events, assisting with the operation and maintenance of audiovisual equipment and contributes to building the Gallery's internal production capability.

Please note, this is an initial 12-month fixed-term contract.

Hours are part time, 0.6FTE.

Duties

Specific Tasks

1. Under limited direction, coordinate and deliver audiovisual technical support for virtual programs, video conferencing and live events, ensuring seamless delivery and user experience.

2. Proven ability to plan, capture, and deliver professional quality photography and videography for events, marketing campaigns, and corporate communications, ensuring content aligns with Gallery’s brand standards and audience engagement goals.

3. Prepare audiovisual equipment for Gallery openings, artist talks, and private functions. These include cameras, lighting, audio and associated production gear, and undertake basic maintenance of equipment.

4. Meeting with presenters or event coordinators to understand production needs and ensuring all technical aspects align with their expectations.

5. Assist with the installation, operation, and maintenance of multimedia and audiovisual equipment for art exhibitions, gallery displays, and interactive installations, ensuring reliable performance and great visitor experience.

Eligibility

Selection Criteria

1. Demonstrated experience in audiovisual production, working in a gallery or museum setting, with expertise in videography, photography, and digital media production to support exhibitions, events, marketing, and audience engagement initiatives

2. Good communication and interpersonal skills, with the ability to work collaboratively with colleagues and stakeholders.

3. Well-developed organisational skills, with the ability to manage competing priorities and meet deadlines. Ability to write clear procedural guides, maintain equipment inventories, and draft condition reports for audiovisual equipment.

4. Demonstrated initiative, adaptability and willingness to learn new technologies and production techniques.

5. Ability to troubleshoot, rapidly identifying and resolving signal loss, audio feedback, or hardware malfunctions under tight time constraints. Inspecting and cleaning gear, updating firmware, and managing equipment inventory.

Industry specific – desirable:

1. Current driver's licence, with the ability to travel and undertake physical tasks required for setting up events and filming projects.

2. Experience programming and updating BrightSign media players.

3. Possession of or ability to obtain an Elevated Work Platform (EWP) license or Scissor Lift ticket.

Notes

Applicant information

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

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

Please note that offers may be appointed based on application only.

If you need more information, please get in touch with Hector Cordova on 02 6102 7024 or by email at hector.cordova@npg.gov.au.

About the National Portrait Gallery of Australia

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

To Apply

Position Contact	Hector Cordova, 02 6102 7024
Agency Recruitment Site	https://www.portrait.gov.au/content/employment/

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Agriculture, Water and the Environment

Vacancy VN-0771471

Australian Pesticides and Veterinary Medicines Authority

Closing Date:Sunday 16 August 2026

APVMA
Business Enabling Services Enterprise Change Management and Projects

Job Title	Assistant Director Change and Project Management
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Armidale NSW, Canberra ACT
Salary	$131,301 - $149,140
Future Merit Locations	Armidale, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are outlined under the APVMA's Enterprise Agreement 2024-27.
Classification	Executive Level 1
Position Number	01327
Agency Website	https://apvma.gov.au/node/1063

Job Description

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

The APVMA’s Business Enabling Services program is seeking applications for an Assistant Director Change and Project Management. Make an immediate and visible contribution to the APVMA’s project delivery capability by helping embed a refreshed Project Management Framework, strengthen portfolio governance, and support the successful delivery of priority projects across the agency.

The Assistant Director Change and Project Management will work closely with senior executives, project sponsors, project leads and enabling teams to improve the quality, consistency and strategic alignment of project proposals, plans, reporting, closure and benefits review activities. The position combines hands-on project leadership with enterprise-level influence, offering variety, autonomy and the chance to shape practical tools, processes and ways of working that support better planning, clearer decision-making and improved delivery outcomes across the APVMA.

Located in either Canberra ACT or regional Armidale NSW, you will gain experience in the Australian Public Service and have access to a variety of flexible working arrangements.

The Enterprise Change and Projects team is a new function, focussed on delivery and supporting the agency to lead and deliver change effectively.

The Assistant Director Change and Project Management support the effective administration, implementation and continuous improvement of the APVMA Project Management Framework and its interface with the Planning Framework. The role provides practical guidance to project sponsors, project leads and project teams to support consistent project initiation, planning, delivery, reporting, closure and benefits review.

Reporting directly to the Director of Change and Project Management and working within APVMA governance, planning, budget and risk frameworks, the role coordinates portfolio-level project information, supports Priority Project proposal development, maintains alignment between project documentation and organisational planning commitments, and contributes to reporting for Executive Team, Board and other governance purposes.

The position also manages and leads priority, strategic or enabling projects, including projects with cross-agency dependencies, stakeholder impacts, change-management requirements and benefits-realisation obligations. The role requires sound judgement, initiative, strong communication skills and the ability to operate with a high degree of independence while engaging effectively with senior leaders and stakeholders.

Duties

Working collaboratively with APVMA staff, the Assistant Director is required to administer the Project Management Framework, support portfolio governance and lead projects to deliver agreed outcomes.

The key responsibilities of this position may include:

- Own and continuously improve the Project Management Framework, including associated tools, templates and guidance.
- Provide expert advice and hands-on support across the full project lifecycle (initiation to closure and benefits realisation).
- Manage alignment between project and planning frameworks, including priority project governance, proposals and corporate planning integration.
- Coordinate portfolio-level reporting for senior governance bodies, ensuring clear visibility of status, risks, dependencies, resources and benefits.

- Lead and deliver assigned projects end-to-end, ensuring outcomes meet scope, time, budget, quality and governance expectations.
- Develop high-quality project artefacts and analyse proposals to support prioritisation, strategic alignment and informed decision-making.
- Build organisational project capability and stakeholder engagement, while proactively identifying, escalating and addressing risks, issues and change impacts.

Eligibility

To be a strong contender for the role, you will have:

Essential:

1. Demonstrated experience managing and leading projects, including planning, delivery, monitoring, reporting, risk management, stakeholder engagement, closure and benefits review.
2. Demonstrated ability to administer or apply project, portfolio, governance, planning, risk or performance frameworks in a complex organisational environment.
3. Strong analytical and problem-solving skills, including the ability to assess project proposals, identify risks and dependencies, evaluate options and provide pragmatic advice to senior stakeholders.
4. Well-developed written and verbal communication skills, including the ability to prepare high-quality briefs, reports, governance papers, project artefacts and executive-level communications.
5. Demonstrated ability to build productive working relationships, consult effectively, influence outcomes and work collaboratively across multidisciplinary teams and business areas.
6. Demonstrated ability to manage competing priorities, exercise sound judgement, work with a high level of independence and deliver quality outcomes within agreed timeframes.
7. Ability to lead, coach and support others to improve project management capability, documentation quality and delivery discipline.

Desirable:

- Experience in portfolio management, enterprise project management office functions, change management, benefits realisation or corporate planning.
- Knowledge of Commonwealth public-sector governance, planning, budget, risk and reporting requirements.
- Relevant project, program, portfolio, change or agile delivery qualifications or certifications.

Notes

Please note that this role is being advertised as non-ongoing. If an offer of non-ongoing employment is made, the successful applicant could be employed for an initial period of up to 12 months, which may be extended in accordance with subsection 333E (1) of the Fair Work Act 2009.

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

About the Australian Pesticides and Veterinary Medicines Authority

To Apply

Position Contact	Eva Nankivell, 02 6770 2368
Agency Recruitment Site	https://candidate.aurion.cloud/apvma/production/

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Agriculture, Water and the Environment

Vacancy VN-0771478

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 17 August 2026

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

Job Title	BICON Content Author
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,829
Future Merit Locations	Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 5
Position Number	2026/2098
Agency Website	https://www.agriculture.gov.au

Job Description *https://www.agriculture.gov.au/about/jobs/apply*

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

We protect Australia's plant health to support trade, the economy, and the environment. Our division provides scientific advice, diagnostics, biosecurity training, and risk assessments. We enable safe plant imports, strengthen systems, and engage stakeholders. Surveillance and response are conducted at national entry points and approved sites, including northern Australia. We work closely with communities and Indigenous rangers to manage biosecurity risks, including in the Torres Strait.

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

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

Duties

This is where you play an important role.

As a **BICON Content Author**, you will:

- work within a collaborative team environment.
- work with business content and import programs to understand and construct decision tree structures in the BICON system, in accordance with system rules and authoring conventions.
- implement changes to import and permit conditions in alignment with service standards while complying with system rules and authoring conventions.
- provide technical advice through various formats on the most appropriate means of authoring content in BICON to achieve import program and stakeholder objectives.
- perform administrative tasks including system reporting, data analysis and basic scoping tasks for the team's work program.
- contribute to projects to progress continuous content improvement initiatives.
- contribute to the development and maintenance of authoring conventions and training materials.
- clearly document and report system issues.
- develop and maintain effective working relationships with internal and external stakeholders.
- use workflow management tools to maintain detailed records of changes and key decisions.
- prepare for, participate in and chair meetings as required.

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

Eligibility

Our ideal candidate will have:

- Highly refined written and verbal communication skills.
- Strong attention to detail.
- Demonstrated ability to think strategically and implement solutions.
- The ability to prioritise competing tasks, and adapt to changing operational requirements.
- The ability to deliver multiple tasks within tight deadlines.
- Demonstrated ability to critically review and quality assure work.
- Initiative, flexibility, personal motivation.
- Logical thinking and effective problem solving.
- Knowledge of and/or experience working with biosecurity import conditions and control measures is preferred.
- Experience working with IT content management systems or a demonstrated ability to quickly obtain the required level of proficiency.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Hayley Wallace, 0401 815 692
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0771509

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 16 August 2026

Exports & Veterinary Services
Residues & Food Residue Chemistry and Laboratory Evaluation and Plant

Job Title	Director – Residue Chemistry and Laboratory Evaluation and Plant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$151,938 - $176,530
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 2
Position Number	2026/2075
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

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

We oversee the export regulation of meat, dairy, fish, eggs, organic goods and other specialty products. Working closely with industry, governments and international partners, we ensure Australia's exports meet high standards. We also manage the National Residue Survey and drive reforms to keep our export systems strong, trusted and effective.

The Director – Residue Chemistry and Laboratory Evaluation and Plant provides strategic leadership, technical oversight and governance for the National Residue Survey's (NRS) residue monitoring, laboratory performance evaluation and proficiency testing programs. The role is responsible for maintaining NATA accreditation, overseeing laboratory procurement and performance, delivering expert scientific advice on residue testing and ensuring plant and animal residue monitoring programs meet domestic, international and trading partner requirements.

Duties

This is where you play an important role.

The position makes a critical contribution to the section by ensuring the integrity, quality and credibility of NRS testing and monitoring activities supports Australia's food safety systems, market access and regulatory compliance. Through strong leadership of scientific and corporate functions, stakeholder engagement and continuous improvement initiatives, the Director ensures the Residue Chemistry and Laboratory Evaluation and Plant Section delivers high-quality outcomes that meet government, industry and international expectations.

The Director is also responsible for the strategic oversight, governance and effective delivery of the NRS Plant Program, ensuring activities are aligned with requirements, stakeholder expectations and NRS objectives. As the Director – Residue Chemistry and Laboratory Evaluation and Plant, you will:

Leadership and Strategy

• provide strategic leadership and direction for NRS residue monitoring programs including the NRS Plant Program, ensuring alignment with government priorities, legislative requirements and international obligations

• lead and manage the section to deliver high-quality scientific and operational outcomes

• drive continuous improvement, innovation and risk-based approaches across program delivery

Program and Technical Oversight

• exercise high-level technical oversight of plant and animal residue monitoring programs to ensure they meet domestic and trading partner requirements

• lead the implementation and delivery of the NRS Plant Program, including program planning, stakeholder engagement, monitoring activities and reporting

• provide authoritative advice on residue testing, analytical methodologies and quality assurance systems

• evaluate complex laboratory data, identify emerging risks and ensure integrity of program outputs

Laboratory Management and Assurance

• lead procurement and contract management of laboratory services to ensure fitness for purpose, value for money and compliance with international standards

• oversee laboratory performance evaluation including proficiency testing (PT) programs and the operation of the NRS PT laboratory

• ensure ongoing compliance with ISO/IEC 17043 and maintain NATA accreditation as a proficiency testing provider

• lead NRS laboratory audits and coordinate engagement with trading partner audit processes

Stakeholder and International Engagement

• represent Australia and the NRS at international forums including leading Australia's delegation to the Codex Committee on Pesticide Residues (CCPR)

• lead international working groups and influence global standards through engagement with foreign governments, industry and international organisations

• provide strategic leadership in the department's relationship with the National Association of Testing Authorities (NATA)

• build and maintain effective relationships with plant industry stakeholders to support the delivery and continuous improvement of the NRS Plant Program

Corporate and Business Management

• ensure sound governance, accountability and risk management across all program areas including the NRS Plant Program

People Leadership

• lead, manage and develop a multidisciplinary team of scientific and corporate staff

• foster a high-performing, inclusive and collaborative team culture aligned with the APS Values and Code of Conduct.

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

Eligibility

Who we are looking for

Knowledge and experience

Mandatory requirements

Experience working within an agricultural, food safety or regulatory environment.

Desirable requirements

• Extensive experience in analytical chemistry, particularly in pesticide, veterinary chemical or environmental residue testing in food systems.

• A strong understanding of quality systems and accreditation frameworks (e.g. NATA, ISO standards) with the ability to ensure compliance and continuous improvement with these arrangements.

• Demonstrated experience analysing complex data and identifying technical issues, risks and trends across laboratory systems.

• Demonstrated experience leading complex procurement and contract management activities.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Dr Joffrid Mackett, 02 6272 5435
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0771542

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 17 August 2026

Finance & Investment
Funding & Revenue External Budgets

Job Title	Assistant Director – External Budgets
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$129,106 - $138,861
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/2000
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

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

The Funding and Revenue Branch is the 'policy' arm of Finance and Investment Division. The branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and overseeing the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups and our Minister.

Duties

This is where you play an important role.

The Assistant Director – External Budgets will support the Director in coordinating and navigating the Commonwealth Budget process by working collaboratively with stakeholders across the department and central agencies. This includes contributing to effective budget management and providing advice on all external budget and finance related matters to both the department and the Minister.

The duties of the role include, but are not limited to:

• undertaking and guiding the external budget process and budget documentation including maintenance of external budgets in the Central Budget Management System (CBMS) and the department's Government Estimates Update System (GEUS)

• leading the preparation/consolidation of the Portfolio Budget Statements (PBS) and Portfolio Additional Estimates Statements (PAES)

• preparing coordinated responses to Estimates Memoranda from the Department of Finance and preparing briefings for departmental representatives

• supporting the development of costings for New Policy Proposals (NPPs)

• liaising and negotiating with internal and central agencies on external budget matters

• engaging with line areas to provide advice on queries regarding estimates and adjustments

• working closely with the other finance functions to align on accounting policies, treatments and explaining variances within actuals reporting

• managing and leading a small team by supervising and motivating staff and driving business practice improvement opportunities

• supporting and providing advice to the Director of the External Budgets and Branch Manager as needed in preparing briefings and assisting with broader branch deliverables

• developing, coaching and mentoring junior staff members and identify training needs where relevant to sustain and uplift staff capability.

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

Eligibility

Who we are looking for

Knowledge and experience

• Demonstrated experience effectively leading people and driving high performance.

• In-depth knowledge of, and experience with, the external budget process in an Australian Government entity or a demonstrated ability to quickly acquire the required level of knowledge.

• An understanding of the Australian Government's financial framework and accounting practices in a public sector environment.

• Australian Government financial management experience.

• Experience with the Commonwealth Government budget process (highly desirable but not mandatory).

Mandatory qualifications

A CA or CPA qualification.

Eligibility and other requirements

The successful applicants must note that they may be required to perform occasional out-of-hours and weekend work.

Notes

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

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Two contact officers - see Job Description for details, 2 contact officers - see Job Description
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0771622

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 19 August 2026

Biosecurity Plant and Science Services
Science & Surveillance Molecular Diagnostics

Job Title	Molecular Biologist
Job Type	Full-Time, Ongoing
Location	Perth WA
Salary	$88,834 - $96,829
Future Merit Locations	Perth
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	2026/2147
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

We protect Australia's plant health to support trade, the economy, and the environment. Our division provides scientific advice, diagnostics, biosecurity training, and risk assessments. We enable safe plant imports, strengthen systems, and engage stakeholders. Surveillance and response are conducted at national entry points and approved sites, including northern Australia. We work closely with communities and Indigenous rangers to manage biosecurity risks, including in the Torres Strait.

Our scientists are on the front line of biosecurity, leading early detection and response for pests, diseases and weeds at entry points and across northern Australia. We deliver diagnostics, inspections, and training that help stop biosecurity threats before they spread. By working with stakeholders and sharing expertise, we strengthen Australia's ability to protect its agriculture, environment and communities.

The Molecular Biologist works within a multidisciplinary team to deliver a timely molecular diagnostics service that supports regulatory decision making. The role conducts molecular tests on invertebrate, fungal, bacterial, plant and other organisms submitted from biosecurity inspections and surveillance activities and supports the national team in the continuous improvement of our quality systems.

Duties

This is where you play an important role.

Key duties for this position include, but are not limited to:

- Working effectively with other staff in the laboratory to ensure timely delivery of diagnostic activities, quality controls and technical advice.
- Conducting a range of procedures and molecular tests of invertebrate, fungal, bacterial, plant and other organisms submitted to the laboratory from biosecurity inspections and surveillance activities.
- Contributing to engagement with internal stakeholders to resolve complex molecular diagnostic issues to support biosecurity decisions.
- Contributing to the implementation of operational and strategic initiatives for the section nationally.
- Reporting, recording and analysing diagnostic results and verifying data, preparing formal reports and providing technical input to work instructions, guidelines and requests for operational policy advice.
- Complying with WHS requirements in the laboratory including contributing to a positive WHS culture, the identification and assessment of hazards and the development of safety controls.
- Contributing to the development and delivery of technical training to internal stakeholders.
- Promoting and adhering to the Australian Public Sector (APS) Values, Employment Principles and Code of Conduct.
- Supporting and complying with laboratory systems for safety, quality, biocontainment, data, and operational efficiency in line with the quality management system, legislation, and policies.
- Contributing to continuous improvement of processes and procedures, including digital integration and automation.

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Demonstrated experience working in a laboratory and working with a range of molecular diagnostic technologies and techniques including DNA extraction and PCR.
- Demonstrated experience in the accurate reporting of results.
- Knowledge of molecular diagnostics of invertebrates, plants or plant pathogens.
- Experience in troubleshooting methods and equipment.
- Familiarity with the principles of ISO accredited laboratories is desirable.

Mandatory Qualifications

This position requires you to hold a Bachelor's degree in molecular, agricultural or biological science.

The successful candidate:

- Must hold and maintain a valid Australian motor vehicle drivers licence.
- Must meet the physical requirements of the role. Role involves a combination of outdoor and office-based work.
- May be required to participate in an on-call roster (with appropriate restriction allowance) and be available to perform duty outside standard hours.
- May be required to perform occasional out-of-hours and weekend work.
- May be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.
- Must wear appropriate protective personal equipment clothing and comply with departmental Work Health & Safety policies and procedures.
- Must satisfactorily complete the department’s Biosecurity Foundation Program and meet minimum requirements to be appointed a Biosecurity Officer under the Biosecurity Act 2015.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Bradley Pease, 0466356734
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0771635

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 26 August 2026

Biosecurity Operations
Cargo Operations South & Detector Dogs Detector Dog Capability

Job Title	Detector Dog Kennel Attendant/Transport Driver
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$71,290 - $79,747
Future Merit Locations	Sydney
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 3
Position Number	2026/2155
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

We deliver biosecurity and imported food regulatory activities to ensure goods, conveyances, travellers and mail meet Australia's import requirements. We are responsible for operational policy and front-line regulatory control settings to manage biosecurity and imported food risk through the delivery of screening, assessment and inspection activities, and stakeholder engagement and client contact services.

Cargo Operations South and Detector Dogs Branch delivers regulatory assessment and inspections of goods across the biosecurity continuum (offshore, at the border and onshore) to verify compliance with Australia's biosecurity and imported food requirements and has a presence in Victoria and Tasmania. The branch is also responsible for national delivery of client contact services, along with biosecurity detector dog program policy, training, and operations.

As the Detector Dog Kennel Attendant & Transport Driver, you will play a critical role in providing exceptional care for our detector dogs while also providing essential transport services. You will work closely with fellow team members to create a positive environment, ensuring the dogs receive both physical activities and mental stimulation to maintain their healthy, active lifestyles.

Duties

This is where you play an important role.

Key responsibilities of a Detector Dog Kennel Attendant/Transport Driver include but are not limited to the following:

• Provide daily care and husbandry for detector dogs including cleaning kennels and yards, conducting health maintenance (e.g. washing, nail clipping, ear cleaning), administering medications and delivering fitness and enrichment activities as directed.

• Monitor and report on the health and behaviour of detector dogs, identifying anomalies and escalating concerns to support welfare and operational readiness.

• Safely transport detector dogs to work locations (e.g. airports, mail facilities) utilising a range of vehicles including large vans and ute/trailer combinations and ensuring safe loading and unloading procedures are followed.

• Maintain accurate canine husbandry and kennel records to support compliance, accountability and effective decision making.

• Contribute to the upkeep of operational environments and ensuring safety and functionality by monitoring and reporting on facility maintenance requirements.

• Support logistical and administrative functions including stock control in accordance with departmental procedures.

• Participate in daily team briefings and contribute to operational planning, coordination and continuous improvement activities.

• Demonstrate a commitment to learning and development, actively applying new knowledge and skills to support your broader teams.

• Model APS Values and Code of Conduct, actively promoting a safe and respectful workplace and Work Health and Safety principles and practices.

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

Eligibility

Who we are looking for

Knowledge and experience

Our ideal applicant will have the following:

• Experience handling and caring for working dogs in a kennel environment or demonstrated strong skills in canine husbandry together with a sound knowledge or understanding of behaviour, welfare and care.

• Experience transporting animals safely and/or operating large transport vehicles (desirable but not mandatory).

Eligibility and other requirements

The successful applicant must:

• note that the ability to perform shift work is a requirement when applying for this position(s)

• note that the physical requirements of the role(s) involve a combination of outdoor and office-based work

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

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

• hold and maintain a valid motor vehicle licence and be capable of driving in accordance with Australian road laws.

Notes

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Clint Thomas, 0466 809 627
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0771480

Administrative Review Tribunal

Closing Date:Monday 17 August 2026

User Access and Member Services Member Services

Job Title	Member Support Officer - Legal
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$79,501 - $86,318
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 4
Position Number	42938
Agency Website	https://www.art.gov.au/

Job Description

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

Do you thrive in a role where you are required to manage multiple priorities whilst delivering a high-quality service?

Join our team as a Member Support Officer – Legal and launch your Legal Career.

With an immediate vacancy in Perth and the possibility of future vacancies across Adelaide, Brisbane, Canberra, Melbourne, or Sydney, this hybrid, full-time opportunity is available on an ongoing basis within the Member Services section.

About the opportunity

As a Member Support Officer – Legal, you will play a key role in supporting Tribunal Members and Deputy Presidents by providing paralegal, high-quality administrative and case management support that contributes to the efficient progression of Tribunal reviews.

You will work closely with a range of internal and external stakeholders, ensuring matters are managed effectively and proceedings run smoothly. You will assist with hearing preparation, provide in-hearing support when required, and contribute to the delivery of high-quality services.

This is a fantastic opportunity to undertake supervised Practical Legal Training (PLT) work placement and progress your career.

About the Tribunal:

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

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

You can learn more about the Tribunal on our website, About us | Administrative Review Tribunal

What we offer:

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

- flexible working options, including flexi-time and remote working to support you with your commitments outside of work.
- salary packaging options
- access to holistic health and wellbeing programs including Fitness Passport which provides discounted access to 350+ gyms, free annual influenza vaccinations and free eye tests
- generous leave allowances including Christmas to New Year office closure with no deduction from your leave balance.

Read our Enterprise Agreement for more information about our terms and conditions of employment.

Duties

- **Member and Guidance and Appeals Panel (GAP) support**: Provide paralegal and administrative support to Tribunal Members, including the preparation of Member files, directions and orders and correspondence to review parties. Assist Members in finalising reviews, which may include fact-checking and proofreading. Undertake research as required, which may include legal or general research. Assist Members with efficient and effective conduct of hearings as required, including recording exhibits, swearing in witnesses, and recording directions and orders.
- **Case management and analysis:** Maintain and update case files using case management systems and undertake general administrative support functions, including data entry and filing, management of incoming and outgoing correspondence and copying. Develop and maintain sound knowledge of applicable legislation and policy frameworks and the operations and practices of the Tribunal. Manage a caseload and/or undertake case management and case analysis tasks.
- **User engagement:** Liaise with review parties in relation to cases before the Tribunal, and provide accurate and timely procedural information. Maintain productive and collaborative relationships with internal and external stakeholders to support the achievement of the Tribunal's statutory objectives.

About you:

Proactive and organised, with strong attention to detail you will enjoy working in a collaborative environment, and be committed to continuous improvement and delivering excellent stakeholder service.

To be successful you will have:

- Knowledge of the operations, jurisdiction, practices and procedures of the Tribunal, or an ability to quickly acquire that knowledge, and an ability to apply that knowledge when working on cases and liaising with internal and external stakeholders.
- Highly developed organisational skills, including an ability to manage priorities and workloads, deal with conflicting demands, meet deadlines with limited supervision, and use case management systems.
- Strong written and verbal communication and interpersonal skills, including the ability to communicate clearly, accurately, and respectfully with diverse internal and external stakeholders.
- Demonstrate sound judgement, use initiative, develop new skills, and accept responsibility for personal development, productivity and adherence to policy and procedures.
- Well-developed research skills to facilitate general online research, legal research and research on government policies and procedures.

Eligibility

- Australian Citizenship
- Australian Federal Police Check

QUALIFICATIONS

Essential:

- Completed, or substantially completed, recognised degree in Laws.

Please submit a CV (no more than 4 pages) and cover letter (no more than 2 pages) addressing how your experience matches the capabilities and experience of role, referring to the position description.

NOTE **The Big Red Sky platform will not be available for applications from Friday 14 August 2026 - 9.00 pm (AEST) to Sunday 16 August 2026 - 9.00 am (AEST).**

Notes

Please contact the Talent team on (02) 9276 5443 orrecruitment@art.gov.aushould you require assistance with accessing our website or with lodging your application.

The use of AI in Recruitment

Please ensure you have read the Australian Public Service Commission Principles for candidates use of AI in recruitment and understand your obligations.

Merit Pool Acknowledgement

A merit pool may be created to fill similar vacancies within the next 18 months. Suitable candidates in this merit pool may be contacted for roles at the Tribunal, or the broader APS.

Our commitment to inclusion and diversity

The Administrative Review Tribunal is an Equal Opportunities employer committed to providing an inclusive workplace that embraces diversity and inclusion for all employees. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander descent,

culturally and linguistically diverse backgrounds, all genders, LGBTQIA+ community and mature age people. If you have any support or access requirements, we encourage you to advise us if invited to interview.

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

NO AGENCIES PLEASE

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

About the Administrative Review Tribunal

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

To Apply

Position Contact	Alison Lonsdale, 03 9454 6359
Agency Recruitment Site	https://art.bigredsky.com/page.php?pageID=106

Attorney-General's

Vacancy VN-0771633

Administrative Review Tribunal

Closing Date:Thursday 20 August 2026

Legal
Legal Legal Services

Job Title	Legal Director/Principal lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Perth WA
Salary	$145,680 - $165,622
Future Merit Locations	Adelaide, Brisbane, Canberra, Melbourne, Sydney, Perth
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	40692
Agency Website	https://www.art.gov.au/

Job Description

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

Lead complex legal matters, influence strategic decisions, and shape outcomes that make a real difference.

We are currently seeking an experienced **Legal Director/Principal Lawyer** to join our legal services team.

This is an opportunity to lead high-performing legal teams, contribute to nationally significant administrative review work, and support the Tribunal's delivery of accessible, fair and efficient reviews. This hybrid full-time role is available on an ongoing basis. Non-ongoing working arrangements may also be considered. This role can be located in Adelaide, Brisbane, Canberra, Melbourne, Perth or Sydney.

About the opportunity

Lawyers within Legal Services typically provide legal advice and services within one or more specialist areas (including corporate and regulatory, social security, child support, migration, protection and the national disability insurance scheme) with opportunities to work across multiple specialisations.

About the Tribunal

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

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

You can learn more about the Tribunal on our website, About us | Administrative Review Tribunal.

What we offer:

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

- flexible working options, including remote working to support commitments outside of work
- salary packaging options
- access to holistic health and wellbeing programs including Fitness Passport which provides discounted access to 350+ gyms, free annual influenza vaccinations and free eye tests
- generous leave allowances including Christmas to New Year office closure with no deduction from your leave balance

Read our Enterprise Agreement for more information about our terms and conditions of employment.

Duties

Key responsibilities

- **Leadership and management:** Lead and develop a team of lawyers to provide specialist strategic legal services, consistent with the Tribunal's statutory objectives. Effectively manage workflow, staffing and performance within the work area, including planning for future workforce needs. Promote a diverse, inclusive and positive high-performance culture with a user-centred focus.
- **Service delivery:** Coordinate the delivery of a high quality professional legal service, in one or more specialist areas, that supports the Tribunal's functions. Services include: the provision of legal advice and opinion to members and staff of the Tribunal; the preparation of legal reference materials, decision making aides and instruments; the provision of legal training; coordination of the Tribunal's regulatory compliance; and management of litigation support services and external legal providers.
- **Advice**: Provide expert strategic, practical and technically sound legal advice on complex matters relevant to the Tribunal's functions and operations. Identify and manage legal risk, escalating issues and potential solutions as appropriate.
- **Stakeholder management**: Initiate, develop and manage strong, productive relationships with a broad range of internal and external stakeholders on matters affecting the legal service function.

About you

Working alongside other Legal Directors/Principal Lawyers, you will lead and undertake work in one or more jurisdictional areas.

You will lead a specialist team of lawyers, providing strategic advice on complex matters to Tribunal members, staff and senior leaders, and collaborate to promote best practice, continuous improvement and ensure the Tribunal's compliance with the Legal Services Directions 2017.

To be successful you will:

- Be able to lead and develop a team of lawyers to provide specialist strategic legal services,
- consistent with the Tribunal's statutory objectives.
- Have demonstrated conceptual and analytical skills of a high order and a strong ability to interpret and apply relevant legislation and legal principles to complex cases and situations.
- Have highly developed interpersonal, verbal and written communication skills, including the ability to negotiate and communicate with influence.
- Provide expert strategic, practical and technically sound legal advice on complex matters relevant to the Tribunal's functions and operations, with the ability to identify and manage legal risk, escalating issues and potential solutions as appropriate.
- Have a demonstrated ability to think strategically, exercise judgement and provide sound advice on matters relevant to the role.

Eligibility

- Australian Citizenship
- Australian Federal Police Check
- All employees are required to undertake a Health Assessment

Essential:

- Admission as a legal practitioner, however described, of the Supreme Court of an Australian State or Territory.
- Holder of (or eligible to hold) a current unrestricted practising certificate.

Notes

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

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Our commitment to inclusion and diversity

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Joe Guthrie, (07) 3052 3048
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0771320

Attorney-General's Department

Closing Date:Friday 21 August 2026

Job Title	Independent National Security Legislation Monitor
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD
Salary	-
Future Merit Locations	Canberra, Sydney, Melbourne, Hobart, Adelaide, Perth, Darwin, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	A full-time appointee would be based in Canberra. There may be some flexibility in the location of a part-time INSLM.
Classification	Statutory Appointment
Position Number	n/a
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

https://www.ag.gov.au/About/Careers/Pages/current-vacancies.aspx

The position of INSLM is established under the *Independent National Security Legislation Monitor Act 2010* (the Act). The INSLM is responsible for independently reviewing the operation, effectiveness and implications of Australia's national security and counterterrorism laws. The INSLM is required to consider whether the laws contain appropriate protections for individual rights, remain proportionate to terrorism or national security threats, and remain necessary.

Duties

The INSLM may conduct reviews on their own initiative, as required by the provisions of the Act itself, or upon referral by the Parliamentary Joint Committee on Intelligence and Security, the AttorneyGeneral or Prime Minister. Information about recent review undertaken by the INSLM can be found at https://www.inslm.gov.au/previous-reviews.

In conducting reviews, the powers available to the INSLM are significant. The INSLM can hold public and private hearings for which they may summon persons to attend to give evidence or produce documents or things. The INSLM also has strong information

gathering powers outside of hearings. The INSLM may require the production of all relevant information and material, regardless of national security classification. For this reason, the INSLM must have, or be able to hold, a Positive Vetting or Top Secret-Privileged Access security clearance.

The INSLM produces reports on completed reviews. The INSLM's declassified reports must be tabled in Parliament.

More information about the statutory functions of the INSLM can be found in the Act and on the INSLM website.

Eligibility

To be eligible for appointment as INSLM, applicants must have, or be able to hold, and maintain a Positive Vetting or Top Secret-Privileged Access security clearance. To be eligible for an Australian Government security clearance, you must be an Australian citizen and have a checkable background. The process for achieving this level of clearance involves a whole of life background check.

Notes

Assessment process

Applicants will initially be assessed by a panel on their written application. Shortlisted applicants will be further assessed by the panel at interview, and referees contacted.

Terms and conditions

The successful applicant will be appointed as INSLM for a period of up to 3 years. Reappointment (once only) is provided for in the Act.

Applicants should note in their expression of interest their preference for a full-time or parttime appointment. A full-time appointee would be expected to be based in Canberra. There may be some flexibility in the location of a part-time INSLM, noting that regular travel to the Canberra office would be required due to the nature of the work and managerial responsibilities.

Remuneration and allowances for the position are set by the Remuneration Tribunal. Remuneration Determinations for Part-time and Full-time office holders can be viewed on the Remuneration Tribunal website.

Applicants who currently receive a Commonwealth or State or Territory parliamentary pension or superannuation, or other related payments, should seek appropriate advice about remuneration

How to apply

Apply using the online application form. Applications must include:

- an indication of whether you meet the eligibility criteria for this statutory appointment
- a completed statement of claims (2000-word limit) against the eligibility and selection criteria
- an uploaded curriculum vitae no longer than 4 pages outlining qualifications, knowledge and experience
- the names and contact details of at least 2 referees who have direct and relevant experience of your work. You will be notified prior to referees being contacted.

Please let us know the adjustments you need to help you participate in this recruitment process.

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Approach Consulting, 0421 471 640 (Approach Consulting).
Agency Recruitment Site	https://www.ag.gov.au/About/Careers/Pages/current-vacancies.aspx

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
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Attorney-General’s

Vacancy VN-0771515

Attorney-General's Department

Closing Date:Sunday 23 August 2026

People and Strategy
Strategy and Governance Governance & Risk Office

Job Title	Risk Advisor, Governance & Risk Office
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$101,672 - $113,413
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 6
Position Number	0224/26_ES/PSD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

https://agcareers.nga.net.au/?jati=1CE89BA6-A405-2D1E-C1B1-ED222F9EE331

To obtain a copy of the Candidate Information Kits for this vacancy, please click on the ‘Apply Online’ button to the left of this advertisement.

Duties

Employment Opportunity

The Governance and Risk Office is responsible for the department's governance, risk management, business continuity, and priorities and delivery frameworks; and providing secretariat support for the department's executive committees. Working in the Governance and Risk office presents opportunities for professional and personal development, including observing and participating in departmental operations, observing decision-making at the most senior levels, and exposure to a broad range of matters and processes.

The department is entering an exciting stage of our risk maturity journey, with the implementation of the PACE delivery framework. This framework, and the business planning processes that underpin it, will provide a great opportunity for risk management to become further embedded in the work practices of the department and for the Risk Adviser to undertake a key role in providing strategic advice and assurance to the senior executive.

Responsibilities of the Risk Adviser include:

- driving the design and implementation of the department's risk management framework
- analysing strategic linkages from divisional operational risks identified through business planning processes

- providing information and support to line areas of the department in relation to risk assessments and application of the department's risk management policy
- engaging with other relevant areas of the department to support a holistic and cohesive approach to risk management
- preparing meeting papers and briefing materials for senior executives
- maintaining the department's enterprise and strategic risk registers
- proactively engaging with business areas to ensure risks are regularly reviewed, including through enterprise risk control testing
- coordinating the department's responses to whole-of-government risk reporting requirements
- leading on administrative tasks to facilitate the Security and Risk Management Committee and Audit and Risk Committee
- collaborating with other entities across Government to exchange ideas and experience to improve risk management practices.

How you can help us make a difference

We are seeking an energetic, motivated person, with the capacity to continue driving the development and maturity of our risk ecosystem.

Other attributes we are seeking for this role include:

- strong organisational skills and the ability to multi-task and work in a fast-paced, dynamic environment
- the capacity and willingness to innovate, think strategically and engage with enabling systems and technology, including artificial intelligence (AI)
- strong stakeholder engagement skills, including collaborating across government to exchange ideas and experience, and working with relevant areas of the department to support a holistic and cohesive approach to risk management
- a willingness to work collaboratively across the section is essential
- experience in a risk-related role and with delivering the requirements of the Commonwealth Risk Management Policy will be a strong advantage
- a Negative Vetting Level 1 (NV1) security clearance, or the willingness and ability to obtain an NV1 clearance is required.

Eligibility

To be eligible for employment at the Attorney-General’s Department applicants must be Australian citizens.

Applicants offered employment will be required to successfully undergo a police record check and be able to obtain and maintain a security clearance at a specified clearance level. The successful applicant must be willing to disclose all relevant and required information.

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

Notes

A merit pool of suitable applicants may be created from this process, and will be active for 18 months after the date of this gazettal.

If you have any questions regarding the recruitment process or require any reasonable adjustments, please contact HR Assist at hr.assist@ag.gov.au or 02 6141 6111 (Option 2).

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

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Alison Bailey, (02) 6141 6715
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=1CE89BA6-A405-2D1E-C1B1-ED222F

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Attorney-General's

Vacancy VN-0771467

Fair Work Commission

Closing Date:Thursday 13 August 2026

Regulatory Lodgements and Advice
Registered Organisations Services Branch

Job Title	Advisor, Financial Analysis
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$92,693 - $98,235
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	APS Level 5
Position Number	6139
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

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

The Advisor, Financial Analysis is a key role within the Regulatory Lodgements and Advice team which supports, amongst other tasks, the financial analysis function of the Registered Organisations Services Branch (the Branch).

Working with the General Manager of the Fair Work Commission (the Commission), Branch staff and registered organisations, the Advisor, Financial Analysis provides accounting and auditing advice in relation to the financial reporting obligations specified in the Fair Work (Registered Organisations) Act 2009 (RO Act).

Duties

As a valued member of the Regulatory Lodgements and Advice team, the duties of the Advisor, Financial Analysis include, but are not limited to:

- Providing advice, under the guidance of the Director, Regulatory Lodgements and Advice, to external clients in relation to the record keeping and financial reporting obligations of registered organisations under the RO Act, in particular regarding the requirements of, and compliance by, registered organisations with the Australian Accounting Standards and Australian Auditing Standards.

- Assessing loans, grants and donations statements, auditor registration applications, financial reports and associated documents, officers and related party disclosure statements and annual returns lodged with the Commission by registered organisations to determine whether they meet legislative requirements.
- Assisting with the preparation of materials to assist registered organisations in meeting their financial reporting obligations, including preparing correspondence to registered organisations regarding compliance following the assessment of financial documents.
- Assisting the General Manager and the Executive Director, Registered Organisations Services Branch in conducting inquires and investigations regarding compliance by registered organisations with their financial reporting obligations. Working with the Director, Regulatory Lodgements and Advice to provide advice and recommendations to the General Manager and the Executive Director regarding possible contraventions of the RO Act.
- Building partnerships and working collaboratively with key internal stakeholders to ensure high quality support and services are provided to the Branch and to registered organisations.
- Providing advice and assisting staff within the Branch in relation to procurement activities and other purchasing requirements and engaging with relevant areas within the Commission on these matters, as appropriate.
- Perform other duties as directed.

Eligibility

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

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

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

Notes

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

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

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

The Fair Work Commission has a broad range of functions relating to the workplace and seeks to discharge these functions in a way that best meets the needs of our community with a focus on

access to justice. As an employer, the Commission values diverse views and backgrounds, including First Nations Australians, mature age workers, people from culturally and linguistically diverse backgrounds, carers, LGBTQIA+, people with disability and people who are neurodiverse. Our aim is to create a workforce that reflects the community in which we live. We also welcome conversations about working flexibly.

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

About the Fair Work Commission

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

To Apply

Position Contact	Joanne Fenwick, (03) 8650 0172
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

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Attorney-General's

Vacancy VN-0771551

Office of the Australian Information Commissioner

Closing Date:Wednesday 30 June 2027

Various
Various

Job Title	OAIC Temporary Employment Register
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA, Darwin NT
Salary	$57,497 - $167,421
Future Merit Locations	Sydney, Brisbane, Canberra, Melbourne, Hobart, Adelaide, Perth, Darwin
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	The OAIC operates a hybrid model, with a combination of office and remote working
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	OAIC_TER_2026
Agency Website	https://www.oaic.gov.au/about-us/

Job Description

https://www.oaic.gov.au/about-the-OAIC/join-our-team

The OAIC's Temporary Employment Register is designed to capture expressions of interest for the purposes of talent consideration and OAIC workforce management. Applicants may be considered but are not guaranteed for likely temporary, non-ongoing or casual vacancies into the future. In the event a vacancy is identified, the OAIC reserves the right to contact you to discuss the vacancy further.

Duties

We are looking for highly motivated applicants to tell us about what skills, experience and qualifications they can bring to the OAIC. If a position comes up, we will review the resume and application information to see if there is a fit.

We are always on the lookout for people with transferable skills in areas including:

- Legal interpretation and analysis / drafting guidance
- Policy, research, brief writing
- Accounting & Finance
- Data analytics
- Enquiries / call centre
- Assessments / audits / stakeholder engagement
- Media and communication

- Freedom of Information
- Enabling services (information technology, people and culture, office management, finance, executive assistance, governance, security)

Positions available through this register vary in duration, but you can be engaged for periods up to 12 months (with possibility of extension).

If you are an ongoing APS employee, you may wish to apply for our APS Section 26 - Temporary and Permanent Transfers employment register.

Eligibility

* Section 22 of the Public Service Act 1999 requires that APS employees must be Australian citizens.

* There are restrictions on employment of people who have, within the previous 12 months, accepted a redundancy benefit from an APS agency or a non-APS Commonwealth employer.

* For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance.

Notes

To apply:

Please provide a current CV (**4 pages** maximum) and a covering letter (**2 pages** maximum) explaining your interest, motivation and fit for the areas of work of most interest to you, including the skills and experience you will bring to the OAIC and the areas of work selected.

Please complete the OAIC Temporary Employment Register application form located on OAIC's join our team, and email it with your resume and letter (in one document) to **jobs@oaic.gov.au**

The OAIC is committed to diversity and inclusion and creating a workplace where people from all backgrounds feel confident that they will be heard and that their contributions are welcome. We encourage and welcome applications from people with disability, First Nations peoples, LGBTIQA+ people, people from culturally and linguistically diverse backgrounds, and mature age people.

Selection for vacancies at the Office of the Australian Information Commissioner are based on merit.

About the Office of the Australian Information Commissioner

The Office of the Australian Information Commissioner (OAIC) is an independent agency within the Attorney-General's portfolio. Our primary functions are privacy, freedom of information and government information policy. Our responsibilities include conducting investigations, reviewing decisions, handling complaints, and providing guidance and advice.

To Apply

Position Contact	People and Culture, 1300 363 992
Agency Recruitment Site	https://www.oaic.gov.au/about-the-OAIC/join-our-team

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Attorney-General's

Vacancy VN-0771552

Office of the Australian Information Commissioner

Closing Date:Wednesday 30 June 2027

Various
Various

Job Title	APS Section 26 Transfer - Temporary and Permanent - Employment Register
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA, Darwin NT
Salary	$57,497 - $167,421
Future Merit Locations	Brisbane, Sydney, Canberra, Melbourne, Hobart, Adelaide, Perth, Darwin
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	The OAIC operates a hybrid model, with a combination of office and remote working
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	APS_TER_2026
Agency Website	https://www.oaic.gov.au/about-us/

Job Description

https://www.oaic.gov.au/about-the-OAIC/join-our-team

Duties

This register is open to ongoing APS employees looking for a temporary or permanent mobility opportunity to the Office of the Australian Information Commissioner.

We are looking for highly motivated applicants to tell us about what skills, experience and qualifications they can bring to the OAIC. If a position comes up, we will review the CV and application information to see if there is a fit.

We are always on the lookout for people with transferable skills in areas including:

- Legal interpretation and analysis / drafting guidance
- Policy, research, brief writing
- Accounting & Finance
- Data analytics
- Enquiries / call centre
- Assessments / audits / stakeholder engagement
- Media and communication
- Freedom of Information

- Enabling services (information technology, people and culture, office management, finance, executive assistance, governance, security)

Eligibility

* Section 22 of the Public Service Act 1999 requires that APS employees must be Australian citizens.

* For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance.

Notes

How to apply:

If you're interested, please email **jobs@oaic.gov.au** with:

- a completed APS Section 26 Transfer - Temporary and Permanent - Employment Register application form located on OAIC's join our team,
- a short CV (maximum 2-3 pages)
- a pitch outlining your interest, motivation and fit for the areas of work of most interest to you, including the skills and experience you will bring to the OAIC (maximum 750 words)
- contact details for 2 referees, one of whom is your current supervisor

The OAIC is committed to diversity and inclusion and creating a workplace where people from all backgrounds feel confident that they will be heard and that their contributions are welcome. We encourage and welcome applications from people with disability, First Nations peoples, LGBTIQA+ people, people from culturally and linguistically diverse backgrounds, and mature age people.

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To Apply

Position Contact	People and Culture, 1300 363 992
Agency Recruitment Site	https://www.oaic.gov.au/about-the-OAIC/join-our-team

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Attorney-General's

Vacancy VN-0771585

Office of the Australian Information Commissioner

Closing Date:Tuesday 18 August 2026

Regulatory Intelligence

Job Title	Director, Regulatory Intelligence
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Canberra ACT, Brisbane QLD, Melbourne VIC, Adelaide SA, Hobart TAS, Perth WA, Darwin NT
Salary	$146,700 - $167,421
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	The OAIC operates a hybrid work model with a combination of remote working and office attendance.
Classification	Executive Level 2
Position Number	OAIC-2026-014
Agency Website	https://www.oaic.gov.au/about-us/

Job Description

https://www.oaic.gov.au/about-the-OAIC/join-our-team

The Director, Regulatory Intelligence, will provide strategic leadership, vision, and expertise to strengthen the OAIC's regulatory intelligence capability. The role requires a collaborative and innovative approach to delivering impactful insights and driving the organisations regulatory strategy

Duties

- Lead the development and delivery of the OAIC' regulatory intelligence strategy, ensuring it aligns with organisational and government priorities.
- Lead horizon-scanning research and analysis to proactively identify and assess emerging technologies, trends, and new markets relevant to the OAIC's areas of regulatory focus.
- Build and maintain strong partnerships with internal and external stakeholders including government agencies, industry, and academia, to foster collaboration and share intelligence.
- Oversee the delivery of high-quality data analytics, reporting, and insights to inform regulatory and enterprise decision-making at the executive level.

- Deliver high-level analysis and strategic insights to the Executive team on key developments and future challenges, shaping the OAIC's long-term regulatory approach.
- Prepare reports and briefing papers summarising research findings and implications for the OAIC's activities.
- Inspire and lead a high-performing team, fostering a culture of innovation, collaboration, and excellence.

Job Specific Capabilities, Skills & Experience

We are seeking applications from candidates who have:

- Awareness of the Freedom of Information Act 1982, the Privacy Act 1988 and/or knowledge of the Consumer Data Right and Digital ID programs or the ability to quickly obtain
- Experience working to design and deliver corporate reports, ideally in Power BI
- Some experience or awareness of intelligence gathering and analysis and/or researching and analysing new and emerging issues
- Confident and clear communication styles
- An ability to drive a positive, engaging and collaborative team culture – including when working remotely

Eligibility

- Section 22 of the Public Service Act 1999 requires that APS employees must be Australian citizens.
- There are restrictions on employment of people who have, within the previous 12 months, accepted a redundancy benefit from an APS agency or a non-APS Commonwealth employer.
- For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance at the Baseline level and meet required background, identification and character checks.

Notes

How to Apply

1. Please complete the application form found in the job pack accessible on Join our team | OAIC.
2. Please provide a single page application response *(one A4 page-pitch)* addressing your interest, motivation and fit for the role. Your pitch should include the use of practical and professional examples as relevant to the role and the job specific capabilities, skills and experience outlined above.
3. Please email your application form, CV (maximum 3 pages) and one-page-pitch to: jobs@oaic.gov.au.

Please format your email subject line and name your application document(s) as follows:
First name Last Name - OAIC-2026-014 – EL2 Regulatory Intelligence

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To Apply

Position Contact	Marcel Savary, General Manager, Regulatory Intelligence and Strategy, (02) 9942 4194
Agency Recruitment Site	https://www.oaic.gov.au/about-the-OAIC/join-our-team

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Defence

Vacancy VN-0769610

Department of Defence

Closing Date:Sunday 16 August 2026

Security and Estate Group
Defence Security

Job Title	Intelligence Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$89,841 - $96,829
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	SEG/02642/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=587D9759-CA19-898E-DCA1-ED21BC0E4898

Duties

The Role

Defence Security's Threat and Assurance Branch is seeking talented and motivated individuals to join a high-performing team, protecting Defence's people, information, assets, and capabilities. You will collate and analyse information from diverse sources using your critical thinking and intelligence tradecraft skills to deliver high quality assessments.

Under limited direction, you will undertake work that is complex, challenging and sensitive in the fields of intelligence, case management, policy, and support to other government agencies. Tasks may include developing intelligence products, preparing briefs, and developing governance frameworks that underpin Defence's counterintelligence posture. You will liaise with stakeholders across the Defence enterprise, the National Intelligence Community and international partners.

This role is Canberra-based and some interstate travel may be required. A Negative Vetting Level 1 (NV 1) security clearance is required to commence this role; however, candidates must be able to obtain and maintain a Positive Vetting (PV) security clearance.

About our Team

The Directorate of Security and Counterintelligence (SCI) and the Directorate of Enterprise Security Assessment (DESA) provide critical analysis and policy support to senior Defence decision-makers. Both directorates undertake a range of specialist enterprise-wide security functions to protect Defence people, assets, information and capabilities from security threats.

SCI is responsible for detecting and mitigating insider threats and counterintelligence issues and providing timely security intelligence and threat advice to the Defence enterprise. The Directorate comprises of both Australian Defence Force and APS staff and undertakes close liaison with other government agencies on investigations, services requests for information from across the National Intelligence Community, and supports the Australian Government Contact Reporting Scheme.

DESA supports strategic security assessments within the Defence enterprise by utilising intelligence driven methodology to provide tailored security threat and vulnerability advice to risk stewards and senior decision-makers. In addition to providing advice to select National Defence Strategy and AUKUS Pillar One priorities, the team supports a variety of Defence and National Security programs including the Treasury-led Foreign Investment Review Board, the Safeguarding Australia's Military Secrets (SAMS) legislation, and supports the Defence Industry Security Program by conducting Foreign Ownership, Control and Influence assessments.

Our Ideal Candidate

The role is suited to people who embody a positive can-do attitude, are comfortable navigating complexity and ambiguity and thrive in fast-paced environments. Emotional intelligence, initiative, dedication, curiosity, and the highest levels of personal accountability and integrity define our ideal candidate.

Our ideal candidate will demonstrate strong skills and experience in:

- Applying sound judgement and critical thinking to resolve issues and support decision making through research and analysis;
- Contributing to stakeholder engagement activities, including communication planning and collaboration across teams;
- Applying an understanding of Defence's domestic and overseas non-operational threat environment, and Australian Government and Defence security principles, policies, legislation and controls to identify, assess, and mitigate security threats; and,
- Excellent written and verbal communication skills with strong attention to detail and the ability to convey complex information in a clear and concise manner.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Alexandra Raineri, 02 5130 4274
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=587D9759-CA19-898E-DCA1-ED

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

Defence

Vacancy VN-0769764

Department of Defence

Closing Date:Sunday 16 August 2026

Security and Estate Group
Defence Secuirty

Job Title	Senior Intelligence Assessment Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,733 - $112,431
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	SEG/02639/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0B4465FC-83A4-B818-AC98-ED21BC01EA5C

Duties

The Role

Defence's Security Threat and Assurance Branch is seeking talented and motivated individuals to join a high-performing team, protecting Defence's people, information, assets, and capabilities. You will deliver priority activities for Defence, undertaking work that is complex, challenging and sensitive.

Under limited direction, you will perform various roles across intelligence, case management, policy, and support to other government agencies. You will also be required to manage and develop junior staff members. Tasks may include developing intelligence products, preparing

briefs, and developing governance frameworks that underpin Defence's counterintelligence posture. You will lead engagement with stakeholders across Defence, the National Intelligence Community and international partners.

This role is Canberra based and some interstate travel may be required. A Negative Vetting Level 1 (NV 1) security clearance is required to commence this role; however, candidates must be able to obtain and maintain a Positive Vetting (PV) security clearance.

About our Team

The Directorate of Security and Counterintelligence forms part of Security Threat and Assurance Branch and undertakes a range of specialist enterprise-wide security functions to protect Defence people, assets, information and capabilities from security threats. The Directorate is responsible for detecting and mitigating insider threats and counterintelligence issues and providing timely security intelligence and threat advice to the Defence enterprise. The Directorate comprises of both Australian Defence Force and APS staff and undertakes close liaison with other government agencies on investigations, services requests for information from across the National Intelligence Community, and supports the Australian Government Contact Reporting Scheme.

Our Ideal Candidate

The role is suited to people who embody a positive can-do attitude, are comfortable navigating complexity and ambiguity, and thrive in fast-paced environments. Emotional intelligence, initiative, dedication, curiosity, and the highest levels of personal accountability and integrity define our ideal candidate.

Our ideal candidate will demonstrate strong skills and experience in:

- Applying initiative, sound judgement and critical thinking to resolve issues and support decision making through research and analysis;
- People management skills to build cohesive, high-performing teams;
- Leading stakeholder engagement by identifying, anticipating and responding to stakeholders' needs and expectations to negotiate and achieve operational outcomes;
- Applying an understanding of Defence's strategic environment, and Australian Government and Defence security principles, policies, legislation and controls to identify, assess, and mitigate security threats; and,
- Excellent written and verbal communication skills with strong attention to detail and the ability to convey complex information in a clear and concise manner.

Eligibility

Security Clearance

Prior to commencement, successful applicants will be required to undergo a psychological assessment and an extensive security clearance process. As a Positive Vetting clearance is

required, applicants must be Australian Citizens; be able to account for their personal background for their whole life; and be able to demonstrate suitability to work in a high security intelligence environment.

Notes

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

About the Department of Defence

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To Apply

Position Contact	Alexandra Raineri, 02 5130 4274
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0B4465FC-83A4-B818-AC98-ED

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Defence

Vacancy VN-0771327

Department of Defence

Closing Date:Sunday 16 August 2026

ARMY
Aviation Command

Job Title	Assistant Technical Airworthiness Compliance Manager
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	$89,841 - $96,829
Future Merit Locations	Enoggera
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/04297/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=D90156D9-89C7-E2AF-A1A9-ED2056D53DD7

Duties

The Role

The Assistant Technical Airworthiness Compliance Manager (ATACM) works within a small team to provide direct auditing and quality system support to the HQ 16 Avn Bde Technical Airworthiness. Work undertaken by the ATACM, assures the ongoing sustainability of the 16th Aviation Brigade certification under Defence Aviation Safety Regulations (DASR).

Primary tasks include, but are not limited to:

- Planning and conduct of scheduled and random audits and sampling to assure conformance.
- General and ongoing surveillance of the maintenance venue to further assure conformance to procedures and safety requirements.
- Assisting key maintenance staff regarding the development and continual improvement of internal procedures/processes

Knowledge requirements include:

- Quality System principles, as related to aviation maintenance regulation, DASR 145, M and 66 compliance requirements, understanding of the Maintenance Organisation and exposition and associated instructions.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Works outdoors, Requirement to wear personal protective equipment (PPE), Exposure to Petrol, Oil, Lubricant products that may cause dermatological conditions

About our Team

The successful applicant will experience the satisfaction of working within a professional, dynamic and safety focused organisation, including exposure to highly technical aviation assets and interaction with highly trained maintenance and operational staff. The successful applicant will be working as part of the integrated aviation team, helping to assure ongoing airworthiness, compliance and safety within the aviation maintenance environment.

Our Ideal Candidate

The ideal candidate will be an individual with the following experience, training and attributes:

- Possessing relevant aviation technical experience in the aviation maintenance environment or similar discipline.
- Relevant qualifications and understanding relating to Quality System auditing requirements and principles.
- An ability to communicate effectively and interact with the internal workforce and key staff as may be required and as appropriate.

Eligibility

Security Clearance:

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

Notes

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

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workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit https://www.defence.gov.au/jobs-careers

To Apply

Position Contact	Mr Jeffrey Peachey, 07 4430 1132
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D90156D9-89C7-E2AF-A1A9-ED

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Defence

Vacancy VN-0771329

Department of Defence

Closing Date:Sunday 16 August 2026

Naval Shipbuilding and Sustainment Group
Office of DEPSEC Naval Shipbuilding and Sustainment

Job Title	Portfolio Performance and Reporting – Data Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,733 - $112,431
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	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 6
Position Number	NSSG/03564/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=D6A111A8-0162-579C-8CAD-ED208F17878B*

Duties

The Role

The APS 6 Portfolio Performance and Reporting – Data Analyst provides portfolio level delivery performance analysis and supports the planning, governance, analysis and reporting of major maritime delivery programs across the Naval Shipbuilding and Sustainment Group.

The role provides analytical, reporting and assurance support across a complex portfolio of naval shipbuilding and sustainment delivery programs. The role is responsible for monitoring portfolio performance and providing data-driven insights that support senior leaders in making informed decisions on capability delivery, investment priorities and resource allocation. You will analyse program schedules, milestones, risks, dependencies, workforce and financial performance, identify emerging trends and issues, and contribute to portfolio reviews and assurance activities.

You will develop high-quality reports, dashboards, briefs and presentations for executive and governance stakeholders, ensuring that information is accurate, timely and fit for purpose. Through analysis of portfolio delivery data, you will support planning, prioritisation and investment decision-making processes, helping to provide visibility of portfolio health and delivery outcomes across the naval capability lifecycle.

The position works with limited direction, contributes specialist advice, and supports senior leaders, boards and governance committees through high quality reporting and analysis.

About our Team

The Chief Engineer and Portfolio Management Office (CEPMO) is situated within the Office of Deputy Secretary (DEPSEC) Naval Shipbuilding and Sustainment Group (NSSG).

The branch provides governance and assurance of Naval Shipbuilding and Sustainment delivery activities, spanning Engineering, Technology and Materiel Logistics functions, Portfolio Governance, Resource Management, Workforce, and Corporate Systems. The directorate of Portfolio Governance has oversight of and manages the range of portfolio (portfolio, project and product) reporting in the NSSG.

The team is currently working on uplifting the portfolio reporting function in the group to understand performance, capability gaps and identify opportunities to address these and inform senior leadership group and Government decision-making.

Our Ideal Candidate

Our ideal candidate is a highly analytical and detail-oriented professional who enjoys working with complex information and translating data into meaningful insights. You are naturally curious, able to identify trends, risks and emerging issues, and confident in using evidence-based analysis to support decision-making within a large and complex operating environment like the Naval Shipbuilding and Sustainment Group.

Understanding the broader strategic objectives and directions of the organization, you have strong reporting and communication skills, with the ability to develop clear, accurate and impactful reports, dashboards, briefs and presentations for a range of stakeholders, including senior executives and governance forums. You can synthesise information from multiple sources, present complex issues in a concise and accessible way, and provide insights that help inform delivery, investment decisions and portfolio priorities.

You take ownership of your work, exercise sound judgement and are capable of managing competing priorities with minimal supervision. You proactively identify opportunities for improvement, challenge existing approaches where appropriate, and contribute to a culture of continuous improvement and innovation to ensure data is managed appropriately and remains fit for reporting, compliance/assurance and decision-making purposes.

Most importantly, you are a collaborative team member who builds productive relationships with stakeholders, works effectively across multiple priorities and delivers high-quality outcomes in a dynamic and evolving environment. Your ability to combine analytical rigor, strategic thinking and clear communication will enable you to contribute to the successful delivery of critical naval shipbuilding and sustainment capabilities.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	David Ronnfeldt, 02 5108 9841
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D6A111A8-0162-579C-8CAD-ED

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Defence

Vacancy VN-0771350

Department of Defence

Closing Date:Sunday 30 August 2026

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Project Controller
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	$124,393 - $140,315
Future Merit Locations	Williamtown
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	Executive Level 1
Position Number	CASG/04301/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=CD688614-36E5-A175-9757-ED2091F26934*

Duties

The Role

Within the Project Control function, an EL 1 Project Controller is accountable under broad direction to perform and achieve very complex planning, scheduling and control work within an integrated workforce.

What you will be doing:

- Managing financial, schedule and performance controls for ACSPO projects. The role supports governance through accurate reporting.
- Accountable to provide experienced and accurate project and program monitoring and controlling advice and solutions for risks and opportunities.
- Identify risks, uncertainties and opportunities during the planning process and develop and implement agreed recommendations that contribute to project outcomes.
- Provide clear direction to project teams on performance monitoring, control techniques, conducts regular reviews, and addresses under performance promptly.
- Assess and evaluate planning and scheduling activities against critical factors and recommend continuous improvement.

About our Team

ACSPO organisationally sits in the Aerospace Combat Systems Branch in CASG, within the Department of Defence. ACSPO is the aviation asset management in-service support agency for the Australian F-35A Lightning II Air System.

ACSPO engages with local, regional and international enterprise partners and suppliers of the F-35 Global program; consisting of both foreign governments and industry, to provide sustainment support for the Capability Manager, the Royal Australian Air Force. ACSPO is based at RAAF Williamtown in NSW and supports the Australian F-35A Fleet. The F-35A aircraft are based at RAAF Williamtown and RAAF Tindal in the Northern Territory.

The primary focus for ACSPO is governing across the Australian F-35A Air Combat Capability. This includes the ongoing management, execution and continuous improvement of the various governance frameworks, processes and procedures in order to provide leading aviation asset management.

Our Ideal Candidate

- The ideal candidate will have extensive experience in Project Controls, with a background in complex projects.

- They will display strong leadership capabilities, a detail-oriented approach to managing complex projects and previous experience in managing dispersed teams.
- The ideal candidate will also demonstrate strong planning and problem-solving skills and adaptability to high-tempo work environments.

Eligibility
Notes

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

About the Department of Defence

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To Apply

Position Contact	Matt Hall, 02 4077 8138
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=CD688614-36E5-A175-9757-ED2

Defence

Vacancy VN-0771352

Department of Defence

Closing Date:Sunday 16 August 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Product Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$99,733 - $112,431
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	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 6
Position Number	CASG/03994/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=420826E3-5B63-2259-E629-ED2140BD56CD

Duties

The Role

As the APS 6 Product Support Officer, you will manage complex project activities across the capability lifecycle. You will be accountable for planning, coordinating, and delivering project outcomes in accordance with Defence governance frameworks, policies, and standards.

Key responsibilities include:

- Managing schedule risk, budget, and resources;
- Preparing briefings, submissions, and reports; and
- Ensuring compliance with legislative and regulatory requirements.

This role requires strong stakeholder engagement skills, the ability to communicate with influence, and sound judgement in applying project management methodologies. You will contribute to strategic planning, resolve issues through analysis of alternatives, and develop strategies to achieve project objectives.

About our Team

Integrated Warfighting Network Systems Program Office (IWNPO) is responsible for the acquisition, integration and sustainment of command, and control warfare systems for the Australian Defence Force across the country and in operational theatres overseas.

These capabilities include computer applications that support planning and conduct of operations, including IT infrastructure and command and control systems for deployed military forces across the five Domains.

IWNSPO acquires and sustains joint-information warfare capabilities that are mission critical to all three services of the Australian Defence Force.

Our Ideal Candidate

Our ideal candidate has demonstrated experience in project management across large-scale, complex organisations or technical environments. You should demonstrate the ability to manage multiple priorities, interpret policy, and lead project activities to achieve defined outcomes.

Attributes such as initiative, analytical thinking, and effective stakeholder engagement are essential. Experience in project planning, risk management, and governance frameworks will be highly regarded. Eligibility for a security clearance and strong communication skills are critical to success in this role.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Malcolm White, 02 5109 5455
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=420826E3-5B63-2259-E629-ED2

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
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Defence

Vacancy VN-0771366

Department of Defence

Closing Date:Sunday 16 August 2026

Army
ADFHQ-Office of Chief of Army

Job Title	Director - Land Commercial and Business Management
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$144,430 - $173,359
Future Merit Locations	Russell
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	Executive Level 2
Position Number	ARMY/04274/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=14ACD2B1-81B2-679B-7D78-ED214368B0B9

Duties

The Role

Director Roles and Responsibilities:

- Lead, manage and mentor four teams including Procurement and Contracting, Business Management, Data Initiatives and Internal Management and Governance.
- Working across the Defence enterprise, including closely with Defence capability acquisition and sustainment projects, to provide timely high quality commercial, contracting and procurement advice and guidance on complex strategic and operational procurements matters in conjunction with specialist teams.
- Leading the development and implementation of commercial policy and templates in consultation with various key stakeholders, to ensure compliance with the relevant legal, policy and legislative requirements.
- Leading the Division’s legislated procurement, contracting and financial reporting obligations, with a focus on Defence’s commercial and finance information and reporting systems and data.
- Providing oversight, advice and analysis on budget affordability, financial governance and compliance, performance, forecasting, risk, pressures and opportunities including utilizing specialist financial tools.

About our Team

Land Capability Division is responsible for the procurement, contracting and business management function for Army’s modernising and sustained capabilities. It provides a wide range of commercial, financial, data and internal auditing services to Army and external Defence stakeholders. Land Commercial and Business Management provides commercial and business management support to Army’s Land Programs and operational units across Australia.

This includes support to high value, highly complex procurements, commercial and financial activities. Land Commercial and Business Management is also responsible for managing critical enablers to the Division including implementing Defence procurement and financial policies, templates, guidance, reporting, modelling, visualization and auditing. Land Capability Division provides a great opportunity to be involved with Army Capability Modernisation and delivery and lead a highly diverse and capable team.

Our Ideal Candidate

- Highly motivated and solutions focused.
- Able to lead and mentor a team of integrated professionals (ADF, APS and Contractor) across multiple priorities.
- Strong financial management experience, commercial acumen, and a demonstrated focus on achieving value-for-money outcomes, effective governance, and sound risk management in accordance with legislation and policy.
- Able to use initiative, analyse information and apply critical thinking, to propose actions and activities that align with strategic priorities within legislative and policy constraints.

- Highly adaptable, collaborative and capable of operating within a complex, integrated stakeholder environment.
- Able to confidently engage and effectively communicate with all stakeholders.
- Has a sound understanding or have the ability to gain the understanding of the Commonwealth Procurement Framework, Integrity Policy and the tools required to administer and manage the framework (AusTender, ERP- SAP S/4 HANA, IBRS, MyProcurements, DUG).
- Passionate about ongoing self-improvement and professional development as well as managing the professional development of your staff.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Richard Niessl, 07 3903 7084
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=14ACD2B1-81B2-679B-7D78-ED

Defence

Vacancy VN-0771373

Department of Defence

Closing Date:Sunday 16 August 2026

ARMY
Forces Command

Job Title	ICT Security Specialist
Job Type	Full-Time, Ongoing
Location	Paddington NSW
Salary	$99,733 - $112,431
Future Merit Locations	Paddington
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 6
Position Number	ARMY/04314/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=D4702765-B6D5-240F-C2B6-ED21431318C4

Duties

The Role

The APS 6 ICT Security Specialist is responsible for supporting the management, governance, and assurance of ICT security across FORCOMD. The position contributes to the protection of Defence information and systems by ensuring compliance with Defence security policies, cybersecurity requirements, and information assurance frameworks.

The role requires the application of sound judgement, technical expertise, and stakeholder engagement skills to identify, assess, and manage ICT security risks within a complex operating environment. The ICT Security Specialist works closely with military personnel, APS employees, Defence partners, and external stakeholders to maintain a secure and resilient ICT environment. As a senior APS professional, the APS 6 ICT Security Specialist will work with a degree of independence under broad direction and provide advice on ICT security matters to managers and stakeholders across the organisation.

About our Team

Headquarters Forces Command (HQ FORCOMD) is responsible for generating and sustaining Army's prepared land capability. Through training, readiness management, force preparation, and capability integration activities, FORCOMD enables Army personnel, units, and formations to deliver operational effects in support of Defence objectives.

The G76 Branch provides is small but professional integrated team comprising uniformed personnel and APS employees responsible for the specialist Information and Communication Technology (ICT), cybersecurity, information management, and communications support to Headquarters Forces Command and its subordinate formations. The branch plays a critical role in ensuring the security, integrity, and availability of Army's information systems and networks.

Our Ideal Candidate

The ideal candidate will be a highly capable ICT professional who combines strong technical expertise with excellent stakeholder engagement and problem-solving skills. They will demonstrate the ability to work independently under broad direction while maintaining a strong focus on delivering secure, practical, and business-aligned outcomes within a complex Defence environment.

The successful applicant will possess, or demonstrate the ability to acquire, a sound understanding of ICT security principles, risk management practices, and Defence security requirements, with the ability to apply these effectively to protect information, systems, and networks. They will be confident in identifying and assessing security risks, developing mitigation strategies, and providing clear, practical advice to both technical and non-technical stakeholders.

The role requires an individual who is highly organised, exercises sound judgement, and can effectively manage competing priorities while maintaining attention to detail. They will demonstrate initiative in identifying opportunities for improvement and be proactive in addressing emerging cybersecurity challenges.

The ideal candidate will also have strong communication and interpersonal skills, enabling them to build productive relationships across Headquarters Forces Command, Army, Defence Groups, and external stakeholders. They will be comfortable working in a collaborative environment and capable of influencing positive security behaviours through education, guidance, and professional engagement.

As a senior APS employee, they will be expected to demonstrate professionalism, integrity, accountability, and discretion when handling sensitive information and security matters. They will contribute positively to team performance, foster a culture of cyber security awareness, and support the ongoing development of security capability within G76 Branch.

Most importantly, the successful candidate will be committed to supporting Army's operational readiness by ensuring ICT systems remain secure, resilient, and capable of enabling Headquarters Forces Command to achieve its mission.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	LTCOL Erica Rayward, 02 8306 1423
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D4702765-B6D5-240F-C2B6-ED

Department of Defence

Closing Date:Sunday 16 August 2026

Security and Estate Group
Defence Security

Job Title	Finance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$81,868 - $89,377
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 4
Position Number	SEG/04334/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5AD373F2-B722-2422-129E-ED217CDAB584

Duties

The Role

AGSVA is seeking enthusiastic and stakeholder-focused Accounts Receivable Management Officers to join the Finance and Cost Recovery Team in Canberra. In this role, you will contribute to the effective delivery of AGSVA's accounts receivable and cost recovery functions. You will work in a fast-paced environment, managing a range of financial and administrative activities while building and maintaining positive relationships with internal and external stakeholders.

The successful candidate will demonstrate strong attention to detail, sound organisational skills, a positive attitude, and the ability to manage competing priorities while delivering quality outcomes.

Key responsibilities include:

- Raising and processing invoices accurately and in a timely manner.
- Managing outstanding debts and supporting debt recovery activities.

- Performing account reconciliations and resolving discrepancies.
- Investigating and responding to financial enquiries and account irregularities.
- Maintaining customer records, including the creation and amendment of customer accounts within financial systems.
- Undertaking data uploads and financial reporting activities using Microsoft Excel.
- Providing administrative support to the Finance and Cost Recovery team.
- Supporting business operations and contributing to continuous improvement initiatives.
- Building and maintaining productive relationships with a broad range of internal and external stakeholders.

This role offers an opportunity to contribute to the delivery of critical financial services that support AGSVA's operations and broader outcomes across the Australian Government.

About our Team

The Australian Government Security Vetting Agency (AGSVA) is the central authority responsible for assessing and granting security clearances for most Australian Government agencies, as well as participating state and territory agencies. The AGSVA Business Enablement team provides key support services that enable the effective delivery of AGSVA's security vetting functions. Within Business Enablement, the Finance and Cost Recovery team plays an important role in delivering financial management, cost recovery, and business support services across the agency. As part of the AGSVA Finance and Cost Recovery team, you will contribute to the delivery of key financial and operational outcomes that support AGSVA's strategic objectives.

Working in a dynamic and evolving environment, you will play an important role in supporting service delivery, driving continuous improvement, and contributing to the agency's broader priorities. You will join a collaborative and high-performing team that values professionalism, integrity and respect. The team is committed to fostering a positive and inclusive workplace culture, where individuals are empowered to contribute their expertise, build strong stakeholder relationships, and deliver quality outcomes in a fast-paced environment. This is an exciting opportunity to be part of a team that supports AGSVA in delivering trusted security vetting services across the Australian Government.

Our Ideal Candidate

To be successful in this role, you will demonstrate a strong commitment to stakeholder engagement and building positive relationships with a diverse range of stakeholders.

You will possess:

- Excellent written and verbal communication skills, with the ability to provide clear, accurate and professional advice to both internal and external stakeholders.
- Strong stakeholder engagement and interpersonal skills, with the ability to build collaborative working relationships while anticipating and responding to stakeholder needs and expectations.

- A proactive, flexible and solutions-focused approach, with demonstrated problem-solving skills and the ability to work effectively within a team environment.
- The ability to manage competing priorities and adapt to changing business needs while maintaining a high standard of stakeholder engagement and service delivery.

If you enjoy engaging with a broad range of customers and stakeholders and are passionate about enhancing AGSVA's stakeholder relationships and engagement outcomes, we encourage you to contact the nominated Contact Officer to learn more about this exciting opportunity.

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	Nidhi Prasad, 02 6203 6950
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5AD373F2-B722-2422-129E-ED2

Defence

Vacancy VN-0771399

Department of Defence

Closing Date:Sunday 16 August 2026

Australian Defence Force HeadQuarters
Command Support Branch-ADFHQ

Job Title	Ministerial Liaison Officer - VCDF Group Coordination
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$99,733 - $112,431
Future Merit Locations	Russell
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	ADFHQ/04353/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6D1752FA-1E73-E84A-23E8-ED217DF11857

Duties

The Role

As an APS 6 Ministerial Liaison Officer, you will have the opportunity to participate in complex ministerial and parliamentary processes, exercising initiative, sound judgement and accountability to deliver quality Parliamentary and Ministerial outcomes. You will build productive relationships across Defence, influence outcomes through effective stakeholder engagement, and provide timely advice in a dynamic environment.

The role offers exposure to strategic decision-making, enabling you to anticipate issues, manage competing priorities and contribute to continuous improvement while developing expertise in ministerial coordination and governance.

Key responsibilities include:

- Managing ministerial and parliamentary tasking.

- Coordinating and preparing high-quality briefs, submissions and correspondence including Question Time and Senate Estimates products.
- Coordinating Freedom of Information requests.
- Coordinating honours and awards.
- Developing business processes and procedures.

About our Team

The Vice Chief of the Defence Force (VCDF) Coordination team forms part of the Business Management function within Command Support Branch (CSB). CSB provides a coordinated approach to Australian Defence Force command support activities, and assures delivery of the Chief of Defence Force's intent through cross-domain coordination.

CSB is a coordination point for Services and Groups in managing high-level reputation and cross-domain issues to ensure that the Chief of Defence Force and VCDF are appraised of strategic issues and their management in a timely and focused manner.

The VCDF Coordination team coordinates and manages ministerial and parliamentary business on behalf of the VCDF and Group divisions. The team ensures advice and correspondence align with Government and executive requirements.

The team leverages strong understanding of parliamentary processes and Government priorities to support key engagements. They deliver high-quality, timely, strategically aligned products, collaborating with stakeholders and Ministerial Offices to support decision-making and organisational outcomes.

Our Ideal Candidate

Our ideal candidate is a highly organised, proactive and collaborative professional. You will work closely with a diverse range of stakeholders, build productive relationships and communicate clearly and confidently to achieve outcomes. You will be resilient and demonstrate initiative, adaptability and sound judgement when managing competing priorities.

You will demonstrate the ability to coordinate complex work, think strategically and understand the broader implications of decisions across Defence and government. You will be skilled in negotiation, problem-solving and managing stakeholder expectations, while delivering high-quality results under pressure.

Strong analytical, administrative and time-management skills, combined with excellent written and verbal communication, will enable you to provide trusted advice, identify opportunities for improvement and contribute positively to team and organisational outcomes.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Brittany Huon, 02 6212 0365
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6D1752FA-1E73-E84A-23E8-ED

Defence

Vacancy VN-0771405

Department of Defence

Closing Date:Wednesday 19 August 2026

Guided Weapons and Explosive Ordnance
GWEO Capability Development Division

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Penrith NSW, Amberley QLD, Canberra ACT
Salary	$99,733 - $112,431
Future Merit Locations	Penrith, Amberley, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	GWEO/04375/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=689B71CF-C48C-CB2F-2862-ED217E814EAB

Duties

The Role

Are you a strategic logistics professional looking to contribute to complex Defence capability projects? The Guided Weapons and Explosive Ordnance (GWEO) Air Branch is seeking three APS6 Logistics Officers to support the acquisition of advanced weapons systems.

These roles are focused on logistics planning, governance and integration within major acquisition and sustainment programs, not day to day warehousing or physical supply operations. As an APS 6 Logistics Officer, you will work within multidisciplinary project teams to design, develop and implement logistics support concepts that enable new weapons capabilities to be introduced into service.

You will provide advice on logistics policy, systems and life cycle considerations, ensuring solutions are fit for purpose, compliant and aligned with Defence requirements. Working under broad direction, you will exercise initiative and judgement to interpret policy, manage complex logistics considerations and contribute to strategic planning and project delivery.

In this role, you will:

- Develop and implement logistics support strategies and plans for new capability acquisition.
- Review logistics support frameworks, including inventory, sustainment and support system requirements.
- Prepare high quality briefs, reports and documentation to support decision making.
- Engage with internal and external stakeholders to integrate logistics considerations into capability projects.
- Identify logistics risks and develop mitigation strategies.
- Ensure compliance with legislative, policy and regulatory frameworks.
- Contribute to broader project planning, capability development and continuous improvement activities.

Applicants should indicate their preferred location(s) in their application. Successful candidates who are not currently located in their nominated duty location may be required to relocate.

This role has been identified as requiring access to International Traffic in Arms Regulations (ITAR) controlled technologies. The ITAR is United States (US) law that controls the manufacture, sale, use and access of defence and military end-use articles on the United States Munitions List. It is the policy of the US to deny exports of ITAR controlled technologies to proscribed countries.

This may also apply to access by persons who hold or have held a citizenship, or current permanent residency, of said countries. Defence utilises workforce mechanisms to mitigate these restrictions, which will require applicants provide details of all current citizenships and permanent residencies, as well as previously held citizenships. Defence collects citizenship details to confirm an applicant’s eligibility for the role and to maintain compliance with international obligations.

About our Team

The Guided Weapons and Explosive Ordnance (GWEO) Systems Division plays a key role in delivering critical capability for Defence. The Division works to ensure that Australia has access to modern, reliable, and effective guided weapons and explosive ordnance, while strengthening sovereign capability and supporting national security objectives. This is achieved through close collaboration with industry, international partners, and stakeholders across Defence, helping to support the full lifecycle of capability, from initial concept through to delivery and sustainment.

Within this, GWEO Air Branch focuses on supporting Air Force capability, working as part of an integrated team to deliver outcomes that enable Defence operations. The Branch works closely with stakeholders to manage complex challenges, support decision making, and ensure capability remains effective, safe, and fit for purpose.

Together, GWEO Systems Division and GWEO Air Branch contribute to a coordinated, forward looking approach that strengthens Defence capability, supports operational readiness, and helps ensure Australia is well positioned to respond to future challenges.

Our Ideal Candidate

To succeed in this role, you will demonstrate:

- Experience in logistics planning, capability development, or supply chain strategy (rather than operational warehousing or distribution roles).
- Strong understanding of governance, policy, and lifecycle logistics concepts.
- Ability to think strategically and apply logistics principles to complex projects.
- Strong written and verbal communication skills, particularly in preparing briefs and engaging stakeholders.
- Proven ability to work in a project or program environment.
- Sound judgement, initiative, and problem solving capability.

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

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To Apply

Position Contact	Tina Jovanovska, 02 5133 3057
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=689B71CF-C48C-CB2F-2862-ED

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Defence

Vacancy VN-0771417

Department of Defence

Closing Date:Sunday 16 August 2026

ARMY
2nd Division

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$89,841 - $96,829
Future Merit Locations	Brindabella Business Park
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/03966/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=4E8B84AE-91E3-44C0-3491-ED217E0BB881

Duties

The Role

The Logistics Manager at 5 Combat Service Support Battalion is accountable, under limited direction, for the delivery of complex logistics, inventory, and asset management functions within an integrated workforce. The role requires the effective coordination and governance of logistics activities to support operational capability and organisational readiness.

The Logistics Manager is responsible for developing, maintaining, and applying a well-developed understanding of relevant legislative and regulatory frameworks, Defence policy, mission, and strategic requirements. This includes ensuring compliance with Defence logistics systems, asset accountability standards, and governance obligations while providing informed advice to support command decision making. There will be a requirement to provide support on Tuesday evenings

and occasional weekends in support of the Army Reserve. Remuneration will be in accordance with the Defence Enterprise Certified Agreement.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Works outdoors, Exposure to chemicals, working at heights, Requirement to wear personal protective equipment (PPE), Exposure to Non-ionising radiation.

All work related requirements are for working in a general warehouse and stores area

About our Team

5 Combat Service Support Battalion (5 CSSB) is a direct Command Unit of HQ 5 Brigade within the 2nd (AS) Division. 5 CSSB provides logistic support to 5 Brigade Units in various locations across NSW. Headquarters 5 CSSB is located in Holsworthy with 5 CSSB sub-units located across NSW. 5 CSSB is an integrated workforce predominantly comprised of Army Reserve personnel; full time soldiers, officers and APS.

These personnel provide essential continuity and support to enable the effective day-to-day functioning of the battalion, the maintenance of operational capability and providing operational support to 5 BDE Units.

Our Ideal Candidate

The Logistics Manager's appointment is a proactive, resilient, motivated leader who brings energy and initiative to a complex supply chain environment. Demonstrates sound professional judgement, the ability to anticipate logistics risk, has confidence to provide clear, timely, and well-reasoned advice to the Command Team.

The successful candidate is committed to continuous professional development, prepared to rapidly build and maintain a deep understanding of Defence logistics policy and governance requirements. Capable of leading a medium sized team, influencing and developing others within an integrated workforce.

Ideally, the successful candidate will have:

- Current experience in logistics and supply chain operations.
- Experience with SAP products, especially Enterprise Resource Planning (ERP).
- Defence or Defence industry experience.

- Demonstrated experience that includes warehousing, distribution, asset management and inventory management.
- Experience in managing a diverse workforce to achieve a high level of operational outcomes.
- Experience working in a team based environment with diverse stakeholders.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Ray Holze, 02 4064 9638
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4E8B84AE-91E3-44C0-3491-ED

Defence

Vacancy VN-0771432

Department of Defence

Closing Date:Sunday 23 August 2026

Defence Digital Group
Enterprise Resource Planning

Job Title	Assistant Director- HR Systems Delivery and Operational Governance
Job Type	Full-Time, Ongoing
Location	Various locations - VIC VIC, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - TAS TAS
Salary	$124,393 - $140,315
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	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	DDG/04379/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=7D9C8F14-AD65-19D3-23B6-ED218164081B

Duties

The Role

Joining the ERP Support Organisation (ESO) as the EL 1 Assistant Director – HR Systems Delivery & Operational Governance offers a rare chance to be at the forefront of one of Defence's most significant transformation initiatives. This role places you in a dynamic environment where your leadership and operational expertise will directly ensure critical ERP sustainment services across a complex and evolving landscape.

You will be part of a high-performing and energised team, driving innovation, continuous improvement and contributing to the strategic decision-making to shape service delivery outcomes impacting Defence's capabilities.

The EL 1 Assistant Director – HR Systems Delivery & Operational Governance will lead the delivery, sustainment and governance of Defence's new HR technology ecosystem, encompassing HR, payroll, workforce management systems. This role is responsible for ensuring operational excellence, service integration, governance oversight and continual improvement across HR-related enterprise applications.

As a leader in the HRPCS team, you will be fostering a culture of innovation, customer focus and continual service improvement within the Directorate, and supporting the strategic planning of the long-term evolution of Defence HR services and ERP capabilities.

Key responsibilities of the role include:

- Leading the delivery, operational governance and driving continuous improvement of the new HR technology ecosystem.
- Leading multidisciplinary and cross-functional teams, including vendor and service provider relationships.
- Overseeing HR system integrations, upgrades, releases and platform enhancements.
- Developing HR technology strategies, architecture roadmaps and service improvement plans aligned with Defence and ERP objectives.
- Developing, implementing and monitoring governance frameworks, operational processes and performance measures compliant to security obligations and Defence policies.
- Ensuring operational sustainment activities align with agreed service levels, business priorities, and resource requirements, and providing assurance regarding service performance, operational effectiveness and business continuity.
- Monitoring performance, track delivery milestones, and regular reporting on operational outcomes through maintenance of accurate documentation, performance reviews, and governance artefacts.
- Building and maintaining strong relationships with stakeholders across the Defence HR landscape, such as ERP teams, vendors, and other business areas.
- Facilitating communication between technical and business stakeholders to ensure effective decision-making and service delivery.
- Influencing and negotiating outcomes across multiple stakeholder groups while managing competing priorities and expectations.
- Identifying operational, technical, and delivery risks and implementing risk mitigation strategies.

About our Team

Enterprise Resource Planning (ERP) is a key enabler of the One Defence reform agenda. ERP will standardise and integrate critical functions needed into a single SAP platform delivering a major capability uplift for Defence. The ERP Support Organisation (ESO) with Defence Digital Group (DDG) is responsible for the coordination of ERP sustainment services across legacy applications and SAP capabilities.

ESO adopts the DDG Service Integration and Management (SIAM) framework for end-to-end ICT service integration and delivers integrated governance, operating model, processes and structure in support of the ERP Operating Model.

The HR, Payroll, and Case Systems (HRPCS) Directorate focuses on continuous improvement and sustainment of HR applications to support military and civilian personnel. This is achieved by promoting stronger influence, providing support across stakeholder groups in an integrated learning environment, and engaging in long-term sustainment strategies, with a focus on supporting and enabling the war fighter. Our goals are also aligned with the strategic goals of the ERP program in managing HR-related applications within the Defence Protected Network (DPN) and Defence Secret Network (DSN) to enhance workforce effectiveness.

Our Ideal Candidate

The successful candidate will demonstrate:

- Strong leadership experience managing complex ICT-enabled business services and cross-functional teams.
- Experience in governance, operational management, program delivery or service management environments.
- Extensive stakeholder engagement, negotiation and influencing skills.
- Strong understanding of HR technology platforms, preferably SAP-based and/or PeopleSoft HCM environments.
- Experience with IT operations, service integration and continual service improvement practices.
- Ability to manage competing priorities in a fast-paced and evolving environment.
- Excellent written and verbal communication skills, including executive-level reporting.
- Proven analytical and problem-solving skills for complex technical and business issues.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	DDG Recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7D9C8F14-AD65-19D3-23B6-ED

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Defence

Vacancy VN-0771433

Department of Defence

Closing Date:Sunday 16 August 2026

Joint Capabilities Group
Joint Logistics Command

Job Title	Logistics Assurance Team Leader
Job Type	Full-Time, Ongoing
Location	Moorebank NSW
Salary	$99,733 - $112,431
Future Merit Locations	Moorebank
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 6
Position Number	JCG/04329/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=1C43E794-46E2-DC65-5D9D-ED21818F31C2

Duties

The Role

We are looking for a dynamic and motivated person to join our team as an APS 6 Logistics Assurance Team Leader within Joint Logistics Unit East (JLU-E) located at Moorebank.

The APS 6 Logistics Assurance Team Leader is responsible for leading and managing logistics compliance activities that support the integrity, accountability and governance of Commonwealth managed inventory and warehousing operations. The role is accountable for planning, conducting and managing compliance audits, stocktaking programs and assurance activities to ensure adherence to Defence logistics policies, technical regulations and legislative requirements.

You will lead a team responsible for conducting audits, compliance checks, stocktakes and assurance activities across JLU-E and, where required, support other JLU-E detachments. You will evaluate logistics processes, identify compliance risks and opportunities for improvement, and provide advice and recommendations to management on logistics compliance performance and regulatory obligations. You will be accountable for allocating work, managing resources, setting priorities and developing strategies to achieve business outcomes. You will build team capability through coaching, mentoring and performance feedback, while ensuring the accurate and timely completion of work.

The role requires a high level of stakeholder engagement and the ability to build and sustain effective relationships with military personnel, APS employees, contractors and subject matter experts. You will work collaboratively to resolve complex logistics compliance matters, provide technical advice, and support continuous improvement initiatives across the organisation. You will exercise initiative and sound judgement in interpreting and applying Defence policies, procedures, technical regulations and legislative frameworks. You will contribute to strategic planning, policy development and program management activities that enhance compliance outcomes and support Defence capability.

As Defence continues to modernise its logistics systems through SAP ERP, experience with inventory management systems and the ability to adapt to new technologies and ways of working will be highly regarded. The successful candidate will play an important role in leading the team through change, promoting innovation and maintaining compliance standards throughout system transition activities. Training and support in SAP ERP will be provided.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Works outdoors, Working at heights, Requirement to wear personal protective equipment (PPE), Exposure to extreme temperatures, Excessive Noise, Low Lighting, Dangerous Goods/ Equipment, Frequent travel - Vehicle

About our Team

Joint Logistics Unit - East is one of Defence's largest warehousing organisations, managing approximately 14 million inventory items across a diverse range of supply chains and customer requirements. We are a fast-paced and transformative logistics organisation comprising military personnel, APS employees and contractors working together to deliver effective logistics outcomes for Defence. Our Logistics Assurance team is committed to ensuring the highest standards of inventory accountability, regulatory compliance and assurance across all warehousing and distribution activities.

This role provides an opportunity to lead meaningful compliance and assurance activities, contribute to continuous improvement initiatives, influence business outcomes, and support the implementation of best-practice logistics governance across the organisation.

We offer a supportive and collaborative working environment with opportunities to develop leadership capability, broaden professional expertise, and contribute to significant logistics and compliance initiatives within Defence.

Our Ideal Candidate

To be successful in this role, you will:

- Demonstrate proven leadership and supervisory experience, including the ability to lead teams, allocate work, manage resources and set priorities.
- Have experience planning, conducting and managing audits, assurance activities, stocktakes and compliance programs.
- Possess a strong understanding of logistics, warehousing and inventory management systems.
- Be capable of interpreting and applying legislative, policy and regulatory frameworks within a logistics environment.
- Have experience preparing, analysing and presenting complex reports on compliance, audit and assurance activities.
- Demonstrate sound judgement and problem-solving skills, including the ability to identify risks and develop practical solutions to complex issues.
- Be confident providing advice and recommendations on logistics compliance policies, regulations and business processes.
- Build and sustain productive relationships with a broad range of stakeholders and effectively manage stakeholder expectations.
- Work collaboratively with subject matter experts and stakeholders to resolve logistics compliance matters and achieve organisational outcomes.
- Possess strong written, verbal and interpersonal communication skills with a high attention to detail.
- Demonstrate experience coaching, mentoring and developing employees to build team capability and performance.
- Be able to work effectively in a complex and changing environment, remaining flexible, adaptable and resilient.

- Have a high level of computer literacy, including experience with inventory management and enterprise resource planning systems.
- Be committed to ongoing self-improvement, learning and professional development.
- Contribute to continuous improvement initiatives and support the development of compliance frameworks, procedures and business processes.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kelly Dickson, 02 8108 1811
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1C43E794-46E2-DC65-5D9D-ED

Defence

Vacancy VN-0771434

Department of Defence

Closing Date:Sunday 16 August 2026

Joint Logistics Command
Headquarters Joint Operations Command

Job Title	Training & Knowledge Coordinator
Job Type	Full-Time, Ongoing
Location	Bungendore NSW
Salary	$89,841 - $96,829
Future Merit Locations	Bungendore
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	JOC/04380/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=783F342C-5559-ABF7-48F0-ED2181B3BD30

Duties

The Role

We are looking for a motivated and adaptable Training and Knowledge Coordinator to support the management and improvement of personnel data systems within Joint Operations Command.

This role is ideal for someone who enjoys working with information systems, developing procedures, analysing data, and helping others learn. We welcome applicants from a variety of backgrounds who can demonstrate transferable skills, even if they have not worked in Defence or personnel systems before.

Key responsibilities include:

- Supporting the administration and improvement of personnel data systems.
- Developing and maintaining system guides, procedures, and documentation.

- Assisting with the development and review of policies and processes to ensure accurate and compliant data management.
- Conducting testing of system enhancements and supporting the implementation of new solutions.
- Developing and delivering training materials and user support.
- Working closely with stakeholders across Defence to identify requirements and achieve business outcomes.
- Analysing data and information to support decision-making and workforce outcomes.
- Traveling interstate to deliver training packages to an audience.

About our Team

The APS 5 Training and Knowledge Coordinator works within the Headquarters Joint Operations Command (HQJOC) Directorate of Personnel. The team includes ADF members, APS employees, and contractors working together to deliver personnel support for joint operations, exercises, and activities. The position reports directly to the APS 6 Knowledge Manager. We value potential, adaptability, and transferable skills. If you can demonstrate relevant experience and a willingness to learn, we encourage you to apply.

Our Ideal Candidate

We are seeking someone who:

- Has strong organisational skills and attention to detail.
- Can communicate clearly and confidently with a range of stakeholders.
- Enjoys learning new systems, processes, and technology.
- Can manage competing priorities and adapt to changing requirements.
- Uses sound judgement and problem-solving skills to achieve outcomes.
- Can analyse information and make practical recommendations.
- Can travel interstate and deliver training packages to an audience.

We encourage applications from candidates with transferable skills gained through experience in areas such as administration, training, project support, data management, customer service, business operations, workforce management, learning and development, or other related fields.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Brinna Kerin, 02 5131 8322
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=783F342C-5559-ABF7-48F0-ED2

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Defence

Vacancy VN-0771435

Department of Defence

Closing Date:Sunday 23 August 2026

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Contract Management Officer
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	$89,841 - $96,829
Future Merit Locations	Williamtown
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	CASG/04344/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=639D6513-431C-B194-F651-ED21820BFD24

Duties

The Role

As an APS 5 Contract Management Officer, you will support the commercial management of sustainment contracts, contributing across the contract lifecycle from contract establishment through to delivery and closure.

Working within an integrated team, you will support Product Managers and key stakeholders in delivering commercial outcomes that contribute to a critical capability. The role involves assisting with contract administration, monitoring contract performance, milestones and risks, maintaining commercial records, and contributing to reporting, budgeting, forecasting and invoice validation activities. The role also includes supporting procurement planning, contract variations, governance requirements and compliance with Defence procurement policies, legislation and contractual obligations.

As an APS 5, you will organise your own workflow, exercise initiative and make sound decisions within established policies and procedures. You will undertake research and analysis, provide advice on commercial activities, and engage with stakeholders to resolve issues and achieve business outcomes. Strong communication, stakeholder engagement and problem-solving skills are essential, along with a commitment to continuous improvement, professional development and delivering high-quality results.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

Located at RAAF Base Williamtown, the Air Warfare Systems Program Office (AWSPO) delivers and sustains critical Air Force and Navy capabilities, supporting Air Combat Group, Air Warfare Centre, Maritime Warfare Centre and broader Defence outcomes. Based in the Port Stephens region of NSW, AWSPO offers an exceptional lifestyle with access to beaches, lakes and outdoor recreation, while nearby Newcastle provides vibrant dining, cultural and entertainment options.

Our people are our greatest asset. AWSPO offers a flexible, supportive and inclusive environment that values collaboration and professional development, enabling you to contribute meaningfully while growing your career. Employees benefit from flexible working arrangements, competitive remuneration and 15.4% superannuation.

Our Ideal Candidate

AWSPO is seeking a motivated and capable professional who demonstrates initiative, sound judgement and a willingness to learn. You will be able to work effectively as part of a multidisciplinary team, manage competing priorities and contribute to the delivery of organisational outcomes. You will possess strong communication and stakeholder engagement skills, attention to detail and the ability to analyse information and solve problems.

The successful candidate will demonstrate good organisational and time management skills, an ability to follow established policies and procedures, and a commitment to continuous professional development. Experience in procurement, contract administration, project support, governance or related activities will be highly regarded. The ability to build productive working relationships and adapt to changing priorities is essential.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Emma Longuet, 02 4077 9564
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=639D6513-431C-B194-F651-ED2

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Defence

Vacancy VN-0771438

Department of Defence

Closing Date:Monday 17 August 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Product Manager (Technical Fleet Manager)
Job Type	Full-Time, Ongoing
Location	Fyshwick ACT
Salary	$124,393 - $140,315
Future Merit Locations	Fyshwick
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	Executive Level 1
Position Number	CASG/04011/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0724A249-B541-195F-92DD-ED21B8DDEEBF

Duties

The Role

Integrated Warfighting Network Systems Program Office (IWNPO) is seeking a Technical Fleet Manager. As a Technical Fleet Manager, you will work within a blended APS, Military and Industry team and be accountable to use your technical knowledge of, and compliance with, legislative frameworks, government decision-making and Defence's mission and policy requirements.

You will exercise a considerable degree of independence and perform a leadership role. You will exercise sound decision-making and judgement to provide expert technical advice. You will provide detailed product management, technical and/or engineering advice in relation to complex systems.

You will analyse, develop and recommend fleet and product management options that achieve optimal use of Defence capabilities, systems, balancing cost, opportunities and risks against desired capability performance.

About our Team

Integrated Warfighting Network Systems Program Office (IWNPO) is responsible for the acquisition, integration and sustainment of command, and control warfare systems for the Australian Defence Force across the country and in operational theatres overseas.

These capabilities include computer applications that support planning and conduct of operations, including IT infrastructure and command and control systems for deployed military forces across the five Domains. IWNSPO acquires and sustains joint-information warfare capabilities that are mission critical to all three services of the Australian Defence Force.

Our Ideal Candidate

You are an experienced manager with the technical skills and knowledge of Tactical Data Links, Integrated Broadcast Service and command and control system. You will be a critical thinker, problem solver, focused on achievement of outcomes. Under the pressure of operational demands, you can plan, prioritise and communicate effectively to lead and manage a team.

The ideal candidate will be:

- Accountable to translate, apply and implement the technical and operational requirements for complex technical products.
- Accountable for sharing technical expertise, guiding and coaching less experienced employees.
- Accountable for managing and leading, setting priorities, development, implementation and monitoring of technical strategies and plans.
- Accountable for setting clear performance and behavioural standards, delegating responsibility.
- Engage, negotiate and sustain working relationships on complex to very complex issues and influence stakeholder requirements.
- Analyse, develop and recommend product management options, balancing cost, opportunities and risks against desired asset performance.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Josh Kettles, 02 5109 8486
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0724A249-B541-195F-92DD-ED2

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Defence

Vacancy VN-0771442

Department of Defence

Closing Date:Sunday 16 August 2026

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Southbank VIC
Salary	$89,841 - $96,829
Future Merit Locations	Southbank
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	CASG/04258/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=57F5E861-624B-F9EA-B5C8-ED21B9A863EC

Duties

The Role

An opportunity exists for a highly organised and motivated individual to provide executive support to the Head Land Systems (HLS), a senior Australian Defence Force (ADF) officer responsible for overseeing the acquisition and sustainment of land based Defence capabilities.

In this role, you will independently manage the HLS office while working closely with stakeholders across the organisation to deliver high-quality executive and administrative support.

Key responsibilities include managing appointments and calendars, coordinating meetings, preparing correspondence, organising travel, and compiling briefing packs, reports and papers for senior Defence committees. You will also act as a key point of contact for stakeholders, manage front-of-office functions, and respond to enquiries in a professional and timely manner.

Success in this role requires initiative, sound judgement, discretion, and the ability to anticipate priorities and manage competing demands. You will also maintain office systems and records in accordance with Defence policies, procedures, and information management requirements.

About our Team

Land Systems Division's (LSD) mission is to acquire and support capability that enables the ADF to generate and sustain deployable Land power for an integrated force, in peace and war. We aim to be agile, innovative and outcomes-focussed as we collaborate closely with the Services and industry to deliver the latest equipment to maximise ADF performance. LSD is dedicated to providing staff with an inclusive and healthy work-life environment, and we will invest in your ongoing professional development to ensure your work with us is deeply rewarding.

Our Ideal Candidate

As an APS 5 Executive Assistant, you will perform complex administrative tasks. You will either have the relevant experience or be able to demonstrate skills required in a supporting Senior Executive personnel, and able to work independently with little or no supervision.

Your ability to interact with an integrated workforce (military and civilian) at all levels, in a fast paced environment, often working under tight deadlines, while retaining a composed and good natured approach, will see you provide seamless support to the Senior Officer. Experienced across all executive support knowledge areas, you will be able to use initiative to make informed decisions, be action oriented to solve problems, take a collaborative approach and possess excellent communication skills in order to engage with a range of stakeholders.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Emma Enever, 03 8531 9209
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=57F5E861-624B-F9EA-B5C8-ED

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Defence

Vacancy VN-0771456

Department of Defence

Closing Date:Sunday 16 August 2026

Defence People Group
Military Personnel Division

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$99,733 - $112,431
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
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 6
Position Number	DPG/04387/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E7FC4227-2960-857C-67A2-ED21BB2F6123

Duties

The Role

This is an exciting and dynamic position that will see the successful candidate become a member of Military Personnel Division (MPD) Business Management Team (BMT) to undertake business intelligence work within an integrated workforce. The APS 6 Business Intelligence Officer will support the Military Personnel Branch Division reporting directly to the Deputy Director MPD BMT Finance.

You will be required to confirm, coordinate and maintain the accuracy of financial information ensuring governance, compliance, and financial management framework requirements are met. The successful candidate will provide direct support and advice across MPD on complex business management activities including, but not limited to the coordination, development and preparation of budget submissions; internal processes; reviews and quality assurance of data; performance reporting; monitoring and forecasting.

Key requirements of the position:

- Assisting in the development of business processes, including Standard Operating Procedures (SOPs) and process flows
- Analysing and interpreting financial information such as budgets and expenditure reporting;
- Processing of branch invoices on an ad-hoc basis;
- Provide financial delegations advice to Branch/Directorate members;
- Ensure Commitment, Travel, Budget and Contract Management registers are compliant and recorded accurately in a timely manner;
- Assist on an ad-hoc basis with contract management tasks, including contract administration, the development of contract documentations, and ensuring overall compliance with relevant legislation and policies.
- Assist with the preparation, management and monitoring of budgets along with reporting on the financial performance of branches across the Division.
- Provide accurate and timely advice to stakeholders regarding a diverse range of financial enquiries including budgeting, internal processes and financial performance.

About our Team

The Military Personnel Division Business Management team is a Divisional level team that provides specialist advice, governance and enabling support to Branches within MPD and to Head of Military Personnel. Our team brings together subject matter experts across Finance, Governance and Assurance, Workforce Management, Procurement and Contracting and Communications, delivering trusted advice and practical solutions that support Defence's people capability outcomes.

As a member of Military Personnel Division you will have the opportunity to work alongside experienced APS professionals and our Military counterparts, who are recognised for the quality of advice and diverse range of experience they bring to stakeholders across Defence. Military Personnel Division promotes a cohesive, supportive and collaborative environment where our work is varied, meaningful and impactful, providing exposure to a broad range of business support matters to enable delivery of key Defence personnel initiatives.

Our Ideal Candidate

We are looking for a motivated and experienced candidate that will enjoy the variety this role offers and be comfortable with engaging with all areas of the workforce.

Our successful candidate will ideally have:

- Demonstrated expertise in finance with proven experience in end-to-end budget development and management, supported by knowledge and understanding of governance, compliance obligations and financial frameworks.
- Previous exposure to the contract management, with knowledge of applicable relevant contract management legislation.
- Proven experience building and sustaining internal and external relationships, with a customer focused approach, across all workforce levels;
- Strong interpersonal and communication skills that can service a variety of stakeholders of varying financial and procurement literacy;
- Exceptional attention to detail;
- A willingness to show initiative to resolve issues as they arise and progress work to meet business objectives;
- Highly motivated, organised and proactive team player with excellent written and verbal communication skills;
- An eagerness to get tasks done, coordinate and workflow business priorities.

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	Lalaine Parino-Sepulveda, 02 5109 9349
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E7FC4227-2960-857C-67A2-ED2

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Defence

Vacancy VN-0771475

Department of Defence

Closing Date:Thursday 20 August 2026

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Contract Manager
Job Type	Full-Time, Ongoing
Location	Henderson WA, Sydney NSW, Garden Island NSW
Salary	$124,393 - $140,315
Future Merit Locations	Henderson, Sydney, Garden Island
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	NSSG/04373/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=D83A8D94-AB39-9372-1E39-ED21F50687A9

Duties

The Role

We are seeking high performing EL1 Contract Managers who thrive on new challenges, to undertake commercial and contract management work within the Maritime Sustainment Division.

An EL1 Contract Manager (CM) is a leader responsible for performing complex contract management work within an integrated Defence workforce. Under broad direction, the CM is accountable for leading contract management activities, managing risk and ensuring compliance to support business outcomes. The CM will exercise a high degree of independence, applying knowledge of legislative frameworks, decision making processes, and Defence policy to provide expert advice, solve complex issues, and manage sensitive matters with a strategic or operational impact. They lead teams, plan and manage resources, develop work plans, and drive continuous improvement in processes.

The role requires strong stakeholder engagement skills, with the ability to understand expectations, influence outcomes, and implement effective contracting methodologies. As a people leader, the CM builds a high performing, cohesive team and contributes to the ongoing professional development and improvement of their work area.

Please note that this is a bulk recruitment round, with the intent to establish a merit pool to enable MSD to recruit to positions as they become available.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

Maritime Sustainment Division (MSD) operates within the Naval Shipbuilding and Sustainment Group delivering in-service support to Navy and Army along with delivering new capability to Government. MSD is embarking on transformational change to establish the Maritime Sustainment Model and ensure the organisation is able to respond to emerging demands and strategic priorities.

The EL1 Contract Managers work in various business units across MSD, including the Divisional Procurement and Contracting Team, System Program Offices and Regional Maintenance Centres, supporting the delivery of maritime sustainment outcomes through effective procurement and contract management.

We promote an inclusive culture that echoes Defence values – service, courage, respect, integrity and excellence; and are committed to ensuring our people feel appreciated, participate fully, and

have access to tailored professionalised pathways. We are flexible and agile in our approach to work, encourage our staff to have a healthy work life balance, and offer access to training and development opportunities and mentoring and coaching services.

Our Ideal Candidate

The ideal candidate is a highly capable and experienced commercial professional who brings strong leadership, strategic judgement and contract management expertise to the EL1 Contract Manager role. They can confidently lead a team, set strategic priorities, manage workflows and resources, and ensure high quality, timely outcomes across complex procurement and contracting activities. With an understanding of policies, legislation and commercial principles, they provide advice throughout the procurement lifecycle, including planning, tendering, contract formation and contract performance.

They demonstrate excellent analytical and risk management skills, are able to identify, evaluate and mitigate commercial, legal and operational risks while ensuring robust compliance and value for money outcomes. The ideal candidate can review complex and commercially sensitive correspondence, submissions and contract change proposals, providing clear, high level advice to support informed decision making. They lead the development of innovative contracting strategies, resolve complex issues and disputes, and engage collaboratively with stakeholders and subject matter experts to deliver strategic procurement solutions aligned with broader Defence objectives.

As a leader, they build and sustain productive working relationships, influence outcomes through strong communication and negotiation skills, and model Defence values in all interactions. They invest in developing their people by providing clear expectations, constructive feedback and mentoring, and they share their expertise to uplift capability across the team. The ideal candidate is proactive, adaptable and outcomes focused, committed to delivering effective contract management.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Ms Kathy Fallon, 02 8440 4308
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D83A8D94-AB39-9372-1E39-ED

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Defence

Vacancy VN-0771481

Department of Defence

Closing Date:Thursday 20 August 2026

Security and Estate Group
Defence Security

Job Title	Security Vetting Analyst
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Bandiana VIC, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$81,868 - $89,377
Future Merit Locations	Adelaide, Bandiana, Brisbane, Canberra, Darwin, Melbourne, Perth, Sydney
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	APS Level 4
Position Number	SEG/04269/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5F8EA916-6D1D-815E-E683-ED21F5A34115

Duties

The Role

As a Security Vetting Analyst working within the Australian Government Security Vetting Agency (AGSVA), you will conduct personnel security vetting functions to determine a person's suitability to be granted an Australian Government security clearance.

You will be responsible for:

- Collecting and assessing sensitive information about security clearance applicants using telephone, video and/or in-person interviews with referees and/or applicants.
- Assessing and analysing information according to the Protective Security Policy Framework (PSPF) and other legislation and internal policies and procedures.
- Writing reports using evidence-based analysis, professional structured judgment methodology and risk management principles.
- You will manage a caseload of security clearance processes, including full clearance assessments, continuous vetting, such as Change of Circumstances, reinstatement & transfer of previous clearances and mandated reporting processes, leading to making a recommendation for AGSVA's Security Clearance Delegates (SCD).

- Within 12 months, it is expected you will transition to also becoming an SCD. As an SCD, you will review completed cases in accordance with the PSPF and AGSVA's Quality Assurance and Risk Management frameworks, in order to provide assurance that the applicant is suitable to be granted a security clearance.

About our Team

AGSVA is located in the Defence Security Division within the Department of Defence and is the central vetting agency for the Australian Government. AGSVA conducts security clearance assessments for over 1200 federal, state and territory agencies and industry partners and manages approximately 433,000 active security clearances. AGSVA operates out of seven cities across Australia (Canberra, Brisbane, Adelaide, Melbourne, Sydney, Perth and Darwin).

AGSVA is a highly skilled and professional organisation dedicated to the provision of security-assured clearances. This work is a critical business enabler for the Australian Government and for Australia's national and economic security, allowing Government to deliver capabilities and services.

You will be part of a proactive and dynamic AGSVA Vetting Operations team that is trusted and proven, contributing to a positive service delivery culture. You will also be given opportunities to work in other parts of AGSVA, such as on vetting policy and procedures and complex cases.

Our Ideal Candidate

The role is suited to people who embody a positive can-do attitude, are comfortable navigating complexity and ambiguity and thrive in fast-paced environments. Emotional intelligence, initiative, dedication, curiosity and the highest level of personal accountability and integrity define our ideal candidate.

Our ideal candidate will demonstrate strong skills and experience in:

- An ability to follow and interpret policy, procedures and legislative frameworks.
- Being organised & the ability to manage a caseload of multiple cases and/or decisions at the same time, working within quality and time benchmarks to complete them.
- Adapt to changing and competing priorities by being flexible and agile.
- Sound judgment and are awareness of their own biases.
- Possess integrity and professionalism and are personable, non-judgmental and collaborative.
- Identifying, accepting and managing risk to make security-assured case recommendations and/or decisions.
- Good written and verbal communication with strong attention to detail and the ability to convey complex information in a clear and concise manner.

- Have excellent knowledge of Australian and international current affairs and awareness of security threats and risks affecting Australia's national security.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kylie-Marie Bourke, 07 3032 1665
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5F8EA916-6D1D-815E-E683-ED

Defence

Vacancy VN-0771492

Department of Defence

Closing Date:Thursday 20 August 2026

Defence Digital Group
Enterprise Resource Planning

Job Title	ICT Testing Assurance and Governance Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Laverton VIC
Salary	$99,733 - $112,431
Future Merit Locations	Canberra, Laverton
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	DDG/02560/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B0C853BA-F8A4-CEAE-4F75-ED21F5DE9CD3

Duties

The Role

As the Test Analyst, you will provide support to the delivery and continuous improvement of systems, drawing on your deep knowledge of testing principles, IT standards, policy frameworks and expert quality assurance services. You will perform and coordinate testing activities, develop automated test cases, and engage with a wide range of stakeholders to ensure digital services meet business and user needs.

In this role, you will have the opportunity to:

- Provide advice and guidance on test governance, test planning, execution and quality assurance best practices.
- Assist in managing test processes, including test plans, resources, schedules, deliverables and traceability.
- Contribute to test planning, assurance activities, governance reporting and quality assessments.
- Monitor testing compliance, quality outcomes and release readiness, providing clear reporting and recommendations.
- Support the undertaking of builds and testing activities in coordination with Delivery and Sustainment teams.
- Support testing and acceptance activities, including the coordination and execution of these activities.

- Develop and maintain automated testing solutions using UFT, ALM and Python.
- Strengthen and continuously improve testing governance, assurance processes and quality standards.
- Identify gaps, risks and improvement opportunities, and work collaboratively with stakeholders to implement effective solutions.

About our Team

Enterprise Resource Planning (ERP) is a key part of the One Defence reform agenda. ERP will standardise and integrate essential Defence functions into a single SAP platform, supporting a whole-of-Defence transformation. The ERP Support Organisation (ESO) coordinates sustainment across both legacy applications and new S/4HANA capabilities.

Within the ESO, the Transition, Planning and Support (TPS) Directorate is a specialist Enterprise Support Organisation (ESO) function that performs a critical role in assuring the quality, integrity and performance of the Department's SAP S/4HANA Enterprise Resource Planning (ERP) business systems and applications.

Through its integrated Transition Management, Change and Release Management, and Testing and Quality Assurance teams, TPS enables the successful delivery of system enhancements and business capabilities while safeguarding operational continuity across the Department.

Our Ideal Candidate

We want to hear from you, if you have the skills and ability to contribute to the following:

- Demonstrated experience in Test Governance, Assurance and Continuous Improvement within a complex ICT environment.
- Ability to identify, anticipate and respond to business needs, resolving complex issues through effective stakeholder engagement and relationship management.
- Proven stakeholder engagement skills, with the ability to collaborate effectively across business and technical teams.
- Strong ability to identify gaps, assess risks and drive improvements to testing processes and quality outcomes.
- Excellent analytical, problem-solving and communication skills.
- Extensive experience in testing, quality assurance, release management and change management practices.
- Commitment to continuous improvement and delivery of high-quality outcomes.
- Mandatory technical skills and experience in UFT (OpenText Unified Functional Testing), ALM/Quality Centre and Python.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Ananya Bajpaie, 03 8850 1256
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B0C853BA-F8A4-CEAE-4F75-ED

Defence

Vacancy VN-0771500

Department of Defence

Closing Date:Thursday 20 August 2026

Air Force
Air Force Headquarters

Job Title	Deputy Director Capability & Quality Assurance
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$124,393 - $140,315
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	Executive Level 1
Position Number	AF/03969/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=66B1B72D-8876-DCDE-598F-ED21F7A918BD

Duties

The Role

The Deputy Director Capability and Quality Assurance position within the Defence Aviation Safety Authority (DASA) provides strategic leadership and oversight of capability development, training governance, learning and development, and quality management system (QMS) assurance activities.

The role is responsible for ensuring DASA's capability frameworks, education and training systems, and business processes remain fit for purpose, aligned with ISO 9001 principles, and positioned to support DASA's safety, regulatory, and organisational objectives.

You will support DASA's mandate to enhance and promote military aviation safety through the pragmatic application of ISO 9001 aligned quality management, education, and training frameworks, providing the governance and assurance necessary to strengthen organisational capability, improve performance, and support effective regulatory outcomes.

Responsibilities include but not limited to:

- Provide strategic leadership and oversight of DASA’s capability and quality assurance frameworks, aligning capability, governance, and assurance activities with organisational priorities, regulatory intent, and aviation safety outcomes.
- Maintain strategic oversight of DASA’s ISO 9001 Quality Management System (QMS), supporting ongoing certification, system integrity, audit readiness, and alignment with evolving standards and best practice.
- Lead the governance and strategic direction of DASA’s learning and development and training capability functions, including workforce capability frameworks, education programs, and professional development initiatives that support the aviation safety community.
- Provide strategic advice and support to the Director on capability, quality assurance, governance, risk, and performance matters, contributing to informed decision-making and the achievement of DASA's strategic objectives.
- Direct evidence-based assurance activities and reporting, including audit support, performance monitoring, and quality assurance processes that demonstrate system effectiveness and drive continuous improvement.
- Build and maintain productive relationships with internal and external stakeholders, including capability and training providers, to support the delivery of capability, training, and assurance outcomes.
- Establish, monitor, and report on strategic performance and risk indicators (KPIs/KRIs) to provide meaningful insights into organisational capability, training effectiveness, quality system maturity, and organisational performance.
- Oversee risk, compliance, and resource management activities to support the effective and proportionate delivery of assurance functions and business outcomes.
- Promote and embed a culture of quality, accountability, and continuous improvement, applying ISO principles in a practical and value-adding manner that strengthens capability, performance, and aviation safety outcomes.

About our Team

The Defence Aviation Safety Authority (DASA) is responsible to enhance and promote the safety of military aviation through the implementation of a Defence Aviation Safety Program that promotes a generative safety culture and independently assures the effective management of Defence aviation safety risks.

DASA is a complex organisation comprising Headquarters (HQ), the Directorate of Business Support and Governance (DBSG), and six Directorates that provide aviation safety assurance and specialist engineering services to the Defence aviation community.

The organisation has an established workforce of approximately 300 personnel, made up of Australian Public Service (APS) and Australian Defence Force (ADF) members, based across Melbourne (VIC), Canberra (ACT), and Amberley (QLD).

Our Ideal Candidate

The ideal candidate will operate effectively at the APS Executive Level 1, applying strategic thinking, sound judgement, and leadership to deliver capability and quality assurance outcomes that support organisational objectives. Working with a high degree of autonomy, they will lead

complex work, manage competing priorities, build productive stakeholder relationships, and provide trusted advice and strategic support to the Director and senior executives to inform decision-making and drive organisational performance.

Our ideal candidate will be able to demonstrate expertise and experience in:

- Demonstrating strategic thinking and sound judgement, translating organisational priorities into effective capability, governance, and assurance outcomes.
- Applying quality management and assurance principles, including quality management systems, audit readiness, compliance activities, and continuous improvement practices.
- Leading capability development, training governance, and frameworks within complex or regulated environments.
- Providing clear, evidence-based advice, reporting, and recommendations to support executive decision-making and organisational outcomes.
- Building productive relationships and influencing internal and external stakeholders, including capability and training providers, to achieve shared outcomes.
- Leading teams and programs of work, fostering a positive and inclusive workplace culture, promoting accountability and continuous improvement, and modelling behaviours consistent with APS Values.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Damian Cavanagh, 03 5736 3256
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=66B1B72D-8876-DCDE-598F-ED

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Defence

Vacancy VN-0771517

Department of Defence

Closing Date:Wednesday 19 August 2026

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Product Manager
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Waverton NSW
Salary	$124,393 - $140,315
Future Merit Locations	Sydney, Waverton
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	Executive Level 1
Position Number	NSSG/04343/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C18C171E-7178-4780-CAC6-ED2230440D77

Duties

The Role

The EL 1 Product Manager leads the sustainment, optimisation and lifecycle management of complex Defence capabilities within the Diving, Autonomous and Signature Systems Program Office.

The role is accountable for developing and implementing product management strategies that ensure capability systems remain safe, available, effective and aligned with Defence and Navy operational requirements. Operating with a high degree of autonomy, the EL 1 provides leadership in managing technical, commercial, governance and stakeholder challenges, balancing performance, risk, cost and schedule outcomes. The Product Manager will be expected to work with functional leads; engineering, logistics, commercial, and customers within Army to ensure coordinated delivery of sustainment efforts across diving and hyperbaric system capability.

The position leads multidisciplinary teams, manages resources, drives continuous improvement and fosters a high-performing workforce to achieve strategic objectives. Working closely with Defence, ARMY, Navy and industry stakeholders, the EL 1 Product Manager ensures effective capability sustainment, transition and asset management across the capability lifecycle while delivering value-for-money outcomes for Defence.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Requirement to wear personal protective equipment (PPE).

About our Team

Maritime Sustainment Division (MSD) operates within the Naval Shipbuilding and Sustainment Group delivering in-service support to Navy and Army along with delivering new capability to Government. MSD is embarking on transformational change to establish the Maritime Sustainment Model and ensure the organisation is able to respond to emerging demands and strategic priorities.

The Diving, Autonomous and Signatures System Program Office sits within MSD and delivers sustainment support to a number of Navy and Army assets for Defence diving operations and autonomous maritime capabilities. You will enjoy Australian Public Service conditions that include an attractive salary package and flexible, family-friendly working arrangements.

Our staff have access to flexible working hours with opportunities for part-time and home-based work. Defence provides employees with a superannuation contribution of 15.4 per cent, higher

than most industries, with the opportunity for you to make additional personal contributions. We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team. Defence is committed to recruiting the right people, in the right jobs, at the right time - whether it is creating, acquiring or delivering Defence capability. Our greatest asset is our people.

Our Ideal Candidate

As an APS EL 1 Product Manager, the successful candidate will demonstrate a strong suite of leadership, stakeholder engagement and product management capabilities essential to delivering complex Defence capability outcomes. They will possess the strategic insight to lead product management activities in dynamic environments, developing and implementing sustainment and lifecycle management strategies that optimise capability performance, availability, cost and risk. Additionally, they will build and maintain productive relationships across Defence, Navy and industry, using strong communication and influencing skills to achieve shared outcomes.

Success in the role requires sound judgement, the ability to navigate complex technical, commercial and governance challenges, and experience leading multidisciplinary teams to deliver results. They will be highly organised, able to manage competing priorities, provide clear and evidence-based advice to senior leaders, and foster a culture of accountability and continuous improvement.

Above all, they will demonstrate Defence values and a strong commitment to delivering value-for-money outcomes that enhance and sustain Australia's maritime capability. Your application should address these capabilities and demonstrate how your experience aligns with the requirements of the role.

Eligibility

Security Clearance:

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

Notes

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

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workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit https://www.defence.gov.au/jobs-careers

To Apply

Position Contact	Luke Radic, 02 9537 7880
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C18C171E-7178-4780-CAC6-ED

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Defence

Vacancy VN-0771521

Department of Defence

Closing Date:Wednesday 19 August 2026

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	Technology Controls Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$99,733 - $112,431
Future Merit Locations	Adelaide
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 6
Position Number	NSSG/04400/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=E88811B1-EC33-914F-CED8-ED2230BC42D7*

Duties

The Role

As a Technology Controls Officer, you will play a critical role in ensuring Submarines Division complies with Australian and international export control requirements while supporting the secure management and delivery of controlled technology within the submarine environment. This is a rewarding opportunity to work at the intersection of policy, compliance, technology and national security.

You will provide expert advice, identify and manage risks, solve complex problems, and contribute to information management activities that support Defence outcomes. The role may involve working on complex or sensitive matters that have strategic, operational or policy impacts across Defence.

Please note: The successful candidate must obtain clearance through the **AE717-1 process** to ensure eligibility to access sensitive export-controlled technology.

About our Team

The Technology Controls Team is a collaborative, customer-focused team that prides itself on delivering practical, timely and integrated solutions across Submarines Division. We work closely with stakeholders across Defence to provide trusted advice and support on Australian and international export control requirements. Our team values innovation, continuous improvement and strong working relationships, and we are committed to delivering high-quality services that help enable Defence capability.

As part of Business Services, you will join a supportive and professional team environment where you will have opportunities to contribute, develop your expertise and make a meaningful impact in a challenging and highly rewarding area of Defence.

What we Offer -

- Meaningful work supporting Australia's national security and submarine capability.
- Exposure to complex policy, compliance and technology governance matters.
- Opportunities to engage with a broad range of stakeholders across Defence and industry.
- A supportive team culture that values collaboration, learning and professional development.
- A challenging and rewarding environment where your work makes a tangible difference.

Our Ideal Candidate

We are seeking a motivated and detail-oriented professional with an interest in export controls, technology governance and compliance. You will have excellent written and verbal communication skills, strong analytical capabilities, and the ability to build productive relationships with a wide range of stakeholders.

You will be able to work both independently and collaboratively and will demonstrate experience or knowledge in the following areas:

- International and domestic export control frameworks and regulations.
- Analysis and interpretation of legislation, contracts, intellectual property requirements, or export control obligations.
- Information and records management practices, including compliance with the Archives Act 1983 and associated legislation, policies and procedures.
- Building and maintaining effective relationships with diverse customers and stakeholders.
- Working in a dynamic environment and adapting to changing priorities while maintaining high-quality outcomes.

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

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	NSSG Submarines Division Workforce Management, nssg.submarines.workforcemgt@defence.gov
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E88811B1-EC33-914F-CED8-ED

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Defence

Vacancy VN-0771535

Department of Defence

Closing Date:Wednesday 19 August 2026

Defence People Group
Joint Support Services

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$99,733 - $112,431
Future Merit Locations	Brindabella Business Park
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	DPG/04432/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=D682AA1C-3A55-4C21-BC96-ED22329139E6

Duties

The Role

As an APS 6 Business Intelligence Officer, you will be part of our Innovation and Coordination Team within the Sexual Misconduct Prevention and Response Office (SeMPRO). We work collaboratively across a multidisciplinary environment to deliver business intelligence, governance, coordination and reporting activities that inform decision-making and support organisational priorities.

In this role, you will:

- Prepare and coordinate reporting products for ministerial, parliamentary and senior executive audiences.
- Partner with stakeholders and our data team to turn information into meaningful insights that support decision-making.
- Coordinate tasking, reporting and information management activities.
- Monitor and report on Royal Commission recommendations and other strategic priorities.
- Build productive relationships across Defence to support collaboration and information sharing.
- Provide advice and support to governance, strategic planning, program coordination and continuous improvement activities.

About our Team

The Sexual Misconduct Prevention and Response Office (SeMPRO) is a dedicated team within Defence that works to prevent and respond to sexual violence. Established in 2013, SeMPRO is central to Defence’s efforts to create a safer and more respectful workplace culture. We encourage reporting, help-seeking and prevention of sexual violence.

Our main goal is to support people affected by sexual violence and to help prevent it from happening in Defence workplaces. We take a person-centred, trauma-informed approach to all our work.

We offer a supportive and purpose-driven environment where your work contributes directly to positive cultural change across Defence.

Our Ideal Candidate

- Strong strategic thinking, coordination and written communication skills, with the ability to interpret complex information and communicate insights to diverse audiences.
- Highly organised and able to work with a high level of autonomy, manage competing priorities and consistently deliver high-quality work within strict timeframes.
- Demonstrated sound judgement, discretion and attention to detail when handling sensitive information and preparing executive-level products.
- Builds productive stakeholder relationships and works collaboratively across teams to achieve outcomes and support organisational priorities.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Sonya Cains, 02 4078 0584
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D682AA1C-3A55-4C21-BC96-ED

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Defence

Vacancy VN-0771541

Department of Defence

Closing Date:Wednesday 19 August 2026

Security and Estate Group
Defence Security

Job Title	Finance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$89,841 - $96,829
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 5
Position Number	SEG/04405/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0CAD3257-A4FB-11F9-AECE-ED2230E3B3F0

Duties

The Role

AGSVA is seeking enthusiastic, stakeholder-focused, and capable Accounts Receivable Management Officers to join the Finance and Cost Recovery Team in Canberra. In this role, you will contribute to the effective delivery of AGSVA's accounts receivable and cost recovery functions. You will work in a fast-paced environment, managing a range of financial, administrative and supervisory responsibilities while building and maintaining positive relationships with internal and external stakeholders.

The successful candidate will demonstrate strong attention to detail, sound organisational and leadership skills, a positive attitude, and the ability to manage competing priorities while delivering high-quality outcomes.

Key responsibilities include:

- Raising and processing invoices accurately and in a timely manner.
- Managing outstanding debts and supporting debt recovery activities.
- Performing account reconciliations and resolving discrepancies.
- Investigating and responding to financial enquiries and account irregularities.
- Maintaining customer records, including the creation and amendment of customer accounts within financial systems.
- Undertaking data uploads and financial reporting activities using Microsoft Excel.
- Providing administrative support to the Finance and Cost Recovery Team.
- Supporting business operations and contributing to continuous improvement initiatives.
- Building and maintaining productive relationships with a broad range of internal and external stakeholders.
- Providing guidance, coaching and supervision to team members, including allocating work, monitoring performance, supporting capability development, and fostering a collaborative and high-performing team environment.

About our Team

The Australian Government Security Vetting Agency (AGSVA) is the central authority responsible for assessing and granting security clearances for most Australian Government agencies, as well as participating state and territory agencies. The AGSVA Business Enablement team provides key support services that enable the effective delivery of AGSVA's security vetting functions.

Within Business Enablement, the Finance and Cost Recovery team plays an important role in delivering financial management, cost recovery, and business support services across the agency.

As part of the AGSVA Finance and Cost Recovery team, you will contribute to the delivery of key financial and operational outcomes that support AGSVA's strategic objectives. Working in a dynamic and evolving environment, you will play an important role in supporting service delivery, driving continuous improvement, and contributing to the agency's broader priorities. You will join a collaborative and high-performing team that values professionalism, integrity and respect.

The team is committed to fostering a positive and inclusive workplace culture, where individuals are empowered to contribute their expertise, build strong stakeholder relationships, and deliver quality outcomes in a fast-paced environment.

This is an exciting opportunity to be part of a team that supports AGSVA in delivering trusted security vetting services across the Australian Government.

Our Ideal Candidate

To be successful in this role, you will demonstrate a strong commitment to stakeholder engagement, people leadership and building positive relationships with a diverse range of stakeholders.

You will possess:

- Excellent written and verbal communication skills, with the ability to provide clear, accurate and professional advice to both internal and external stakeholders.
- Strong stakeholder engagement and interpersonal skills, with the ability to build collaborative working relationships while anticipating and responding to stakeholder needs and expectations.
- Demonstrated supervision and leadership skills, including the ability to guide, support and develop staff, foster a positive team culture, and effectively manage performance and workload priorities.
- A proactive, flexible and solutions-focused approach, with demonstrated problem-solving skills and the ability to work effectively within a team environment.
- The ability to manage competing priorities, oversee team deliverables and adapt to changing business needs while maintaining a high standard of stakeholder engagement and service delivery.

If you enjoy engaging with a broad range of customers and stakeholders, are passionate about enhancing AGSVA's stakeholder relationships and engagement outcomes, and have the capability to lead and support a high-performing team, we encourage you to contact the nominated Contact Officer to learn more about this exciting opportunity.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Nidhi Prasad, 02 6203 6950
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0CAD3257-A4FB-11F9-AECE-E[illegible]

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Education

Vacancy VN-0771619

Australian Research Council

Closing Date:Wednesday 19 August 2026

Programs and Services Various

Job Title	Assistant Directors, Programs and Services Branch
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$123,461 - $132,952
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated with the successful candidate
Classification	Executive Level 1
Position Number	ARC26-006
Agency Website	www.arc.gov.au

Job Description *https://candidate.aurion.cloud/arescoun/production/redirect/to/dmFjYW5jaWVzLzI5MTIyMjc1OTc4MzMxOTI-MS9l[illegible]*

About the Positions

The ARC is seeking capable and outcomes-focused EL1 Assistant Directors to lead small teams across the Programs and Services Branch. These roles are central to the management and delivery of a major government grants program, with a strong focus on fair, transparent, policy-aligned and high-quality outcomes.

The Programs and Services Branch supports the research sector to produce excellent and impactful research for Australia’s economic, social, environmental and cultural benefit through the delivery and administration of the National Competitive Grants Program (NCGP). It also provides a service delivery model to other government funding programs through Research Grants Services, spanning the grants lifecycle from program design through to competitive selection and grant agreement management.

The roles require the capability expected of an EL1 leader: translate strategic direction into practical action, set clear priorities, exercise sound judgement in complex grants administration matters, manage risk and compliance, and work collaboratively across policy, operations, assurance, finance, legal and sector-facing functions.

Assistant Directors will also contribute to implementation of the recently released NCGP Policy Review Final Report and identify, lead and embed business and process improvements that strengthen program delivery, integrity and stakeholder experience.

Vacancies are currently available in the following sections:

The **Design Section** leads design of the implementation of NCGP grant programs to deliver policy-aligned, operationally viable grant opportunities that identify research excellence and meet sector needs. Key functions include:

- Program design: Set scheme round timing, budget modelling and grant opportunity guidelines.
- Applicant experience: Provide guidance, resources and engagement to support participation.
- Integrated implementation: Partner across policy, operations and evaluation to ensure CGRP-aligned implementation and continuous improvement.

The **Select Section** leads the assessment and selection phase of the NCGP to ensure fair, robust and policy-aligned funding decisions. Key functions include:

- Deliver rigorous assessment: Manage merit-based processes, including competitive peer review, to assess eligibility, merit, value and risk.

- Support robust decisions: Ensure outcomes align with program intent, Government priorities and operational feasibility.
- Assessor management and support: Provide engagement and guidance to support participation.
- Enable integration and improvement: Partner with design, operations and policy functions to strengthen assurance, integrity and continuous improvement.

The **Establish and Manage Section** delivers the post-award stage of the NCGP to ensure funding outcomes are effectively implemented and managed. Key functions include:

- Establish funded projects: Formalise outcomes through grant agreements, creation of projects, and online induction of recipients.
- Manage compliance and outcomes: Oversee payments, reporting, variations and assurance to ensure projects meet obligations and manage risk.
- Enable outcomes and value for money: Support administering organisations to deliver project objectives and effective use of public funds.

Duties

Duties and Tasks

- Lead small teams through key stages of government grants management and delivery; set clear priorities, expectations and timeframes aligned to ARC and Branch objectives.
- Administer grants program activities in accordance with legislation, the Commonwealth Grants Rules and Principles, ARC policies, grant opportunity guidelines, delegations and assurance requirements.
- Plan, coordinate and monitor grant round and post-award processes; identify risks, resolve issues, escalate matters and maintain accurate decision records.
- Provide direction, coaching and feedback to staff; build capability, support performance and connect individual work to program integrity, public value and ARC priorities.
- Engage stakeholders and prepare high-quality advice, briefs, reports, guidance and correspondence on complex grants administration matters.
- Use evidence, data and stakeholder feedback to identify, lead and embed business and process improvements, strengthen assurance and integrity, and model APS Values, judgement and accountability.

Required Skills and Knowledge

- Strong understanding of Commonwealth grants administration, including the Commonwealth Grants Rules and Principles, accountable authority obligations, probity, risk, value for money and public sector decision-making.

- Demonstrated ability to lead complex programs or projects, including planning work, monitoring progress, resolving problems and achieving quality outcomes within agreed timeframes.
- Sound judgement, analytical capability and risk awareness, with the ability to assess evidence, identify issues, consider options and make balanced recommendations in a government grants context.
- Ability to lead and develop staff, build capability, encourage collaboration and maintain focus on quality outcomes and continuous improvement.
- Strong stakeholder engagement and communication skills, including the ability to build productive relationships, anticipate needs, facilitate cooperation, prepare clear advice and tailor messages for different audiences.
- Personal drive, integrity and resilience, including the ability to adapt to change, maintain professionalism under pressure and contribute positively to team culture.

Our Ideal Candidate

Our ideal candidate is an effective EL1 leader who can lead small teams, exercise sound judgement and support fair, transparent and accountable grants administration.

We are looking for candidates who are:

- Outcomes-focused – You plan, prioritise and complete work while maintaining quality, assurance and clear records in a complex grants environment.
- Strategic and practical – You connect operational tasks to ARC objectives, program integrity and public value.
- Collaborative – You build productive relationships, share information and work with others to achieve policy-aligned grants outcomes.
- Resilient and accountable – You exercise good judgement, adapt to change and take responsibility for achieving outcomes.
- Improvement-minded – You use information and stakeholder feedback to identify better ways of working and strengthen grants administration practice.

What you'll gain from the experience

As part of the Programs and Services Branch, you will build EL1 leadership capability in a high-profile government grants environment. You will lead small teams through complex grant rounds and post-award processes, contribute to implementation of the recently released NCGP Policy Review Final Report, and drive business and process improvements that strengthen integrity, assurance and stakeholder service.

The role offers the opportunity to influence a nationally significant research funding program, deepen your understanding of Commonwealth grants administration and the Australian research sector, and develop the judgement, stakeholder engagement and program management skills expected of an EL1 leader.

About our team

At the ARC we contribute to growing knowledge and innovation for the benefit of the Australian community. The ARC is a small, dynamic agency known for high-quality grants administration, research policy advice, powerful data assets, and fostering research quality, translation, impact and integrity. The advertised positions sit within the Programs and Services Branch, which oversees the NCGP and provides grants services to other government funding programs through Research Grants Services.

Diversity and Inclusion

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

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

Eligibility

- Must be an Australian citizen
- Must undergo an ID verification check
- Must undergo a criminal history check
- Must hold or be able to obtain a Baseline Commonwealth security clearance

Notes

For further information about our Agency and what we offer, please refer to the ARC Website.

About the Australian Research Council

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

To Apply

Position Contact	Judy Satrapa, (02) 6287 6748
Agency Recruitment Site	https://candidate.aurion.cloud/arescoun/production/redirect/to/dmFjYW5j

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Education

Vacancy VN-0771594

National Gallery of Australia

Closing Date:Friday 28 August 2026

Marketing, Communications & Visitor Experience
Learning

Job Title	Learning Assistant
Job Type	Casual, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$67,130 - $73,013
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	On-Site Casual Position
Classification	APS Level 3
Position Number	SUP 351
Agency Website	https://nga.gov.au

Job Description

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

The National Gallery of Australia's Learning Team seeks to inspire imagination, creativity, inclusivity and learning through engagement with art and artists. Innovative onsite, on-tour and online programs and projects are designed to engage Australians from all backgrounds with the national art collection and artistic program, expanding the National Gallery's reach and impact.

The National Gallery is recruiting collaborative self-starters with excellent communication skills and demonstrated experience in event support and technical operations. Successful candidates will contribute to delivering engaging content that connects art and culture to diverse audiences through various platforms and event types.

Learning Assistants are integral to the successful delivery of the Learning team's programs, providing technical and operational support for theatre events, front of house and audience engagement, administrative and coordination assistance, and digital content and streaming support for the diverse range of programs delivered across multiple platforms.

Duties

In accordance with the APS 3 work level standards, you will:

- Support audience engagement through front-of-house duties, assisting with access requirements and helping visitors navigate venues and events.

- Maintain digital content across platforms, including basic audio and video editing, website updates and archiving of audio-visual materials.
- Provide production support for events, working with Program Convenors, the Technical Producer and the Learning Team. This includes setup and pack-down, operating simple AV equipment, and supporting complex events such as major exhibition openings and livestreams.
- Support online delivery of Public Program and Education workshops and programs using platforms such as Zoom and Microsoft Teams.
- Assist with program administration, including bookings, documentation and reporting, and contribute to improving business processes and procedures.
- Communicate sensitively with diverse audiences and contribute to a safe and positive workplace.

Eligibility

Citizenship – To be eligible for employment with the Gallery, you must be an Australian citizen.

Police Check – to be eligible for this role you must complete a police check.

Working With Vulnerable People Check (WWVP) – to be eligible for this role you must hold a current WWVP card or be willing to obtain.

Notes

HOW TO APPLY

To apply for this role please go to the National Gallery's Careers portal.

You should provide a tailored CV (**maximum of three pages**) along with a **statement** of no more than **two pages** that outlines your skills, capabilities and experience, against the information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the information above. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

About the National Gallery of Australia

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include Boldness, Integrity, Respect, and Excellence.

To Apply

Position Contact	Alex Munnings, 02 6120 2976
Agency Recruitment Site	https://candidate.aurion.cloud/natgal/production/

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Finance

Vacancy VN-0771663

Independent Parliamentary Expenses Authority

Closing Date:Sunday 16 August 2026

Transparency, Integrity and Legal

Job Title	Technical Lead, Data and Reporting
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Forrest ACT
Salary	$99,734 - $121,277
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the IPEA Enterprise Agreement 2024–27
Classification	APS Level 6
Position Number	TBA
Agency Website	https://www.ipea.gov.au/about-ipea

Job Description *https://www.ipea.gov.au/about-ipea/employment*

The Data and Reporting Section supports transparency and accountability in the use of parliamentary work resources through the delivery of high-quality reporting and data management services. Within the Section, the Data and Systems Maintenance team is responsible for maintaining the integrity, quality and reliability of data used across IPEA's reporting products and systems. The team works closely with business stakeholders to develop reporting solutions and transform complex data into meaningful insights. They prepare reports for internal and external stakeholders, undertake data extraction, analysis, validation and cleansing activities, and perform administration activities within the Parliamentary Expenses Management System (PEMS), including managing user access and maintaining parliamentarian work expense data. The team also develops technical documentation and contributes to data governance, continuous improvement and system enhancement initiatives.

Duties

- Facilitate workshops with business and technical stakeholders to gather, analyse and document business requirements for ad-hoc and self-service reporting products.
- Lead the development of customised reporting products.
- Extract, analyse, validate and investigate data from multiple sources, ensuring the accuracy, quality and integrity of information used for reporting, decision-making and compliance purposes.
- Lead the development of technical documentation, data dictionaries, metadata and data quality metrics.
- Support data governance initiatives and contribute to establishing and maintaining technical standards, processes and controls.
- Lead User Acceptance Testing (UAT) and defect management activities.
- Identify opportunities to improve systems, processes and data management practices through automation, innovation, technical governance and continuous improvement initiatives.
- Support the delivery of ad-hoc reports and system administration activities, including managing user access and maintaining parliamentarian work expense data.

The APS Work Level Standards provide five key characteristics about the broad job requirements and operating context for each classification level. IPEA are seeking candidates who possess the following job specific skills:

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

For further information regarding these key characteristics review the candidate information pack on the Independent Parliamentary Expenses Authority website.

Eligibility

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

Notes

Application

Your application should include:

- a 750-word pitch with clear examples of how you meet the key responsibilities as well as the characteristics outlined in the ‘our ideal candidate’ section
- a resume of no more than three (3) pages
- the Personal Particulars Form which can be found on the Working at IPEA | Independent Parliamentary Expenses Authority web page.

You will be assessed against how your work-related qualities (skills, capabilities, personal qualities, experience and qualifications) align with the Australian Public Service Work Level Standards and key responsibilities for this role. Detailed information on the Work Level Standards can be found at: Work level standards: APS Level and Executive Level classifications | Australian Public Service Commission.

Consideration should also be given to the APS Code of Conduct and the APS Values which can be found on the Australian Public Service Commission website APS Values, Code of Conduct and Employment Principles | Australian Public Service Commission.

This position may be filled off applications and may not go to formal interviews. Written referee reports may be requested if you are shortlisted.

Submission

Your completed Personal Particulars Form, along with your pitch and resume should be emailed to: ipearecruit@ipea.gov.au.

Please ensure you include the contact details of two referees as part of your Personal Particulars Form. IPEA will confirm with you prior to contacting your referees.

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

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

About the Independent Parliamentary Expenses Authority

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

To Apply

Position Contact	Kylie Gent, (02) 6215 3194
Agency Recruitment Site	https://www.ipea.gov.au/about-ipea/employment

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Foreign Affairs and Trade

Vacancy VN-0771666

Austrade

Closing Date:Thursday 20 August 2026

Trade and Investment

Job Title	Program Advisor - Trade Diversification Taskforce
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$104,767 - $113,746
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance wit
Classification	APS Level 6
Position Number	6417_07/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

Austrade has established a Trade Diversification Taskforce (TDT) alongside the Trade Division to deliver its trade diversification programs. The role works closely with the entire Austrade network and is available to high-performing staff looking to work in a fast-paced, dynamic environment. The multi-function role is responsible for managing multiple and complex government programs, including the Accessing New Markets Initiative (ANMI), the Trade Diversification Network, among others.

The role is structured around a regional desk that will cover Northeast Asia and the Americas and requires skills in stakeholder management, program management, governance and reporting, and procurement support. The role reports to an EL1 that leads the regional desk.

Duties

- Experience developing and managing project plans and planning and delivering events, including in-market and inbound delegations
- Delivering innovative, practical and strategic solutions to advance the TDT’s objectives
- Engaging effectively with key internal stakeholders across the divisions, onshore and offshore.
- Taking on other responsibilities at short notice and working through ambiguity.

• Making use of strong written communication skills that will enable effective contributions to reports and briefings.

• Understanding and interpreting the Australian business and geostrategic environment in respect to diversification of markets.

• Navigating the Austrade procurement processes.

Eligibility

Australian Citizenship - Our successful candidate must be an Australian citizen.

Security Clearance - Our successful candidate will be required to obtain and maintain a Baseline security clearance.

Pre-employment checks- your suitability for employment will be assessed through a pre-employment screening

Notes

While we are aware people will utilise AI tools to assist with job applications, we need to see the candidate’s authentic responses to help us make a true assessment of the applicants applying.

Given our commitment to diversity and inclusion, Austrade actively encourages applications from people with disabilities, LGBTQIA+ people, women, and people with diverse linguistic and cultural backgrounds for all of our roles.

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

About the Austrade

Austrade is an Australian Commonwealth Government agency with approximately 1,1100 staff based across 98 offices in 50 countries. Austrade reports to the Minister for Trade and Tourism. Austrade’s core purpose is to grow Australia’s prosperity and promote Australia on the global stage. Through our teams located across Australia and our extensive international network, we help Australian exporters to grow, expand and diversify internationally, facilitate high-quality international investment into Australia, boost Australia’s visitor economy, deliver commercial insights to inform government policy, execute government programs, and implement simplified trade reforms. Austrade is a key enabler and delivery agency for Australia’s economic security with a focus on net zero transformation, trade modernisation, export diversification, building critical capabilities and technologies, the visitor economy and the growth of First Nations businesses. With international trade and capital markets continuing to navigate economic uncertainty and intensifying competition, Austrade’s role has never been more important. Austrade values the diversity of its workforce and strives to ensure its workplaces are inclusive for all our people. Want to know more about working at Austrade? Visit https://www.austrade.gov.au/About/Employment/Working-at-Austrade.

To Apply

Position Contact	Brigid Raven, 0403 604 493
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0770571

Department of Foreign Affairs and Trade

Closing Date:Sunday 16 August 2026

Job Title	APS6 Policy and Program Management (including Affirmative Measures)
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$102,266 - $114,988
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Onsite / Flexible
Classification	APS Level 6
Position Number	0511/2026, 0512/2026, 0513/2026
Agency Website	

Job Description

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

Applications close 11:30pm AEST Sunday 16 August 2026.

DFAT is seeking talented and driven people to contribute to the development and implementation of international policy and programs for the Australian Government.

Multiple roles are available with a range of focus areas including:

- development, humanitarian, and aid programs
- economic and investment policy & analysis
- fraud, corruption and enterprise integrity
- intelligence policy & analysis
- international trade negotiations
- international security
- legal advice & analysis
- media and strategic communications
- multilateral and global issues engagement
- policy development and implementation
- strategic planning
- trade and investment policy & analysis

We strongly encourage candidates who can demonstrate their knowledge and skills in the above areas

to apply. As there are a range of vacancies across the department, your application should highlight

your specific capability and experience in one or more of the above areas.

The initial vacancies to be filled from this process are **based in Canberra**. This process may be used to

fill roles in other locations in Australia and overseas.

If you are currently employed by DFAT as an On-going APS officer at the level being advertised, and

you wish to move within the department, you are not required to apply through this recruitment

process.

DFAT employees at level seeking a move should instead apply through the internal domestic

placement process.

Duties

We’re looking for high-performing people with skills and experience in the above areas of policy and program management relevant to the department’s operations. You will be highly organised and able to work with broad direction.

Our ideal APS 6 candidates will:

- be capable of demonstrating expertise and technical knowledge in an area of focus relevant to the department as outlined under ‘The Opportunities’ above and have a thorough understanding of global affairs
- feel confident making decisions using good judgement and expertise, governed by the application of policies and best-practice principles be capable of developing and managing complex relationships with stakeholders to achieve work area goals
- be a confident communicator with strong written and verbal communication skills.
- demonstrate a sound ability to research, interpret and draft documents and provide advice and briefings that cover complex subject matter
- be comfortable contributing to business improvement strategies and change in the workplace, and in proposing new ideas and initiatives
- be capable of prioritising and managing tasks, working autonomously, and escalating issues that may have an impact on the work area
- demonstrate the ability to contribute positively to a workplace culture that values diversity and inclusivity
- have a strong understanding of the role and responsibilities of the department and global affairs, help to influence and develop strategy, policies, priorities and operational practices in areas outlined under ‘The Opportunities’ above to support the department’s objectives.

All employees of the department are expected to abide by theAPS Values and Code of Conductand

theDFAT Values Statement.

Eligibility

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

Depending on the role into which you are placed, you may also be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

Notes

More information on who we are and what we do is available on our website.

For further information, please refer to the Applicant Information Pack.

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Foreign Affairs and Trade

To Apply

Position Contact	Refer to Applicant Information pack/s., Refer to Applicant Information pack/s.
Agency Recruitment Site	https://dfatcareers.nga.net.au/cp/

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Health

Vacancy VN-0771397

Aged Care Quality and Safety Commission

Closing Date:Sunday 16 August 2026

Regulatory Operations
Compliance and Enforcement Compliance Case Management Teams 1-3

Job Title	Senior Compliance Officer, Case Management
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$99,784 - $112,571
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible office arrangements are approved as per the ACQSC Enterprise Agreement
Classification	APS Level 6
Position Number	398_07/26
Agency Website	

Job Description

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

The Compliance Case Management section responds to non-compliance of providers with their obligations and conditions on registration under the Aged Care Act 2024. The section is responsible for encouraging and promoting compliance through engagement, education, negotiation and the use of regulatory tools, as part of monitoring activities.

The section takes regulatory action proportionate to risk and uses its powers based on the capability and willingness of providers to take action required. Where providers are unable to demonstrate ability or willingness to mitigate the identified risks in a sustained way, the section will closely case manage the provider, often working with other internal and external stakeholders.

Using data and intelligence, Compliance Case Management takes a proportionate risk-based response to identified non-compliance to incentivise sustained long term behavioural change amongst providers.

Senior Compliance Officers monitor a provider’s compliance through a range of mechanisms, including information received from external and internal sources. This role will manage a complex case load effectively, and in a timely manner, within an environment of competing priorities and change.

The role requires ability to identify risk accurately using appropriate decision tools, and prepare comprehensive, well analysed, and evidence-based written recommendations for delegated decisions in accordance with relevant legislation, national policies and procedures. Discretion and judgement are required in dealing with numerous confidential and sensitive issues.

The incumbent may be appointed as an Authorised Commission Officer (ACO) and exercise regulatory powers under the Aged Care Act 2024, subject to meeting all statutory and eligibility requirements. The regulatory powers and appointment of an ACO are governed by the Aged Care Act 2024.

Duties

- Case manage and closely supervise providers to ensure risks to consumers are being appropriately managed and that providers comply with their legislative obligations. Where appropriate, use regulatory powers to incentivise changes in provider behaviour and delivery of required actions.
- Gather and analyse complex data and intelligence from various sources to conduct fair, balanced, and effective risk assessments in line with the Commission’s Regulatory Strategy and Risk Framework.
- Apply expertise and sound judgement to lead the assessment of matters applying the legislative framework in providing recommendations, analysing risk and managing more complex matters through to resolution.
- Lead and manage the investigation of issues, including through the use of regulatory tools, produce high-quality briefs and recommendations, analyse and interpret evidence and have sound judgement in influencing behaviour and achieving outcomes.
- Facilitate provider meetings (virtually or onsite) by preparing for engagements, setting milestones, clearly communicating expectations, and gathering information to support outcome delivery.
- Work collaboratively and liaise with stakeholders, develop and maintain professional relationships, seek information and specialist advice (e.g. legal and/or clinical) on complex or sensitive matters to support unbiased and defensible decisions.
- Professionally engage, negotiate and influence difficult and sensitive conversations with a provider, other government entities and members of the public.
- Support the Assistant Director and Director by independently preparing and/or contributing to the preparation of executive reports, briefings or equivalent.
- Develop, train and mentor new and existing staff to build their knowledge and capability on compliance-related matters as well as leading teams to achieve outcomes.
- Contribute to the continuous improvement for operational processes and technological enhancements to support compliance activities and team objectives.
- Hold or be eligible to obtain, appointment as an Authorised Commission Officer (ACO) to undertake field-based duties, subject to meeting all statutory and eligibility requirements.

Eligibility

- In-depth knowledge, or the ability to quickly acquire knowledge, of aged care legislation, policy, and regulatory frameworks, such as the Aged Care Act and the Commission's Regulatory Strategy.
- Strong analytical and problem-solving skills to support well-reasoned recommendations based on evidence.
- Highly developed written communication skills with demonstrated experience in preparing high quality documents, reports, or regulatory notices.
- Highly 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 measure indicators.
- Proven experience driving continuous improvement initiatives to improve operational efficiency and compliance.
- Demonstrate the ability to take ownership of personal and professional development.
- Demonstrate initiative, self-motivation and resilience with ability to identify practical solutions to problems.
- Ability to obtain Authorised Commission Officer approval in line with Commission policy and to meet obligations in respect to statutory powers, suitability requirements and the responsibilities associated with field-based duties, including any travel.

Role specific requirements:

- Required to provide evidence of seasonal influenza and COVID-19 vaccinations.
- Ability to undertake local and interstate travel when required.

Desirable qualifications/experience:

- Legal, investigation, compliance or other regulatory field that aligns with the Australian Government Investigation Standards.
- Certificate IV in Investigations or an equivalent qualification.

Notes

- Be an Australian citizen. For more information, please visit www.apsc.gov.au/citizenship-aps
- Satisfy a National Coordinated Criminal History Check
- Satisfy a pre-existing medical condition declaration

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission is the national regulator of Australian Government-funded aged care services. We protect and enhance the safety, health, wellbeing, and quality of life of people receiving aged care. This includes managing complaints and feedback about the care older people receive. We help build confidence and trust in aged care, by promoting best practice and a culture of safety and quality in the sector. We register providers and hold them to account if they don’t meet expected standards of care. We work with providers, workers, older people, their families, and supporters to make sure they understand and uphold older people’s rights.

To Apply

Position Contact	Rob Ghali, rob.ghali@agedcarequality.gov.au
Agency Recruitment Site	https://www.agedcarequality.gov.au/careers-commission

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Health

Vacancy VN-0771441

Australian Digital Health Agency

Closing Date:Monday 24 August 2026

Corporate Services
Legal Services and Privacy LSP Legal Services

Job Title	Senior Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT
Salary	$124,583 - $142,089
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0214_07/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

https://digitalhealth.nga.net.au/?jati=6CC51263-8BC4-E12B-F977-ED21B9A1F84D

As a Senior Lawyer within the Corporate Law team, you will play a key role in delivering high-quality legal advice across a broad range of complex matters. Working within the Legal Services and Privacy Branch, you will provide practical, solution-focused guidance to senior stakeholders, support strategic decision-making, and contribute to the effective management of

legal risks across the organisation. You will thrive in a collaborative environment, build strong stakeholder relationships, and help ensure the Agency meets its legislative and regulatory obligation.

Duties

To be successful in either opportunity, you will need to possess the following:

- Provide accurate, practical and solution-focused legal advice on complex matters, including employment law, privacy and information law, administrative law, statutory interpretation and legal drafting.
- Demonstrated experience identifying legal risks, analysing complex issues and delivering clear, concise advice that supports business outcomes and stakeholder needs.
- Build and maintain effective relationships with internal stakeholders, government agencies and external legal service providers, with strong communication and stakeholder management skills.
- Support legal governance and compliance obligations, including the implementation of privacy reforms and adherence to relevant legislative and regulatory frameworks.
- Demonstrated ability to manage sensitive and confidential matters with sound judgement, professionalism and integrity.
- Strong leadership capability, including mentoring and developing legal professionals, managing competing priorities and contributing to a collaborative team environment.
- Relevant legal qualifications, admission as a legal practitioner in Australia, and a current practising certificate (or eligibility to obtain one).
- Minimum five years' post-admission experience, including substantial experience providing legal advice within government or a highly regulated environment
- Experience in employment law and/or privacy law will be highly regarded.

Eligibility

Australian citizenship is a mandatory eligibility requirement. Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

How to apply

To apply for these opportunities, please submit your resume and a cover letter (1 page maximum) addressing the requirements outlined above and in the candidate pack.

To learn more about the Agency, our employee benefits, and what our people have to say about working with us, visit our Careers page.

For queries relating to the application process, please contact the Talent Acquisition team at careers@digitalhealth.gov.au. For position-specific enquiries, please refer to the contact details provided in the candidate pack.

The position may be filled in Brisbane, Sydney or Canberra, and other locations may be considered.

Closing date: Monday 24th August 2026, 11:30pm

Salary: $124,583.00 - $142,089.00 plus 15.4% superannuation, depending on skills and experience.

About the Australian Digital Health Agency

Tasked with improving health outcomes for Australians through the delivery of digital healthcare systems and the national digital health strategy, the Australian Digital Health Agency (the Agency) commenced operations on 1 July 2016. The Agency is responsible for national digital health services and systems, with a focus on engagement, innovation and clinical quality and safety. Our focus is on putting data and technology safely to work for patients, consumers and the healthcare professionals who look after them

To Apply

Position Contact	Denise Lux-Bridges, +61 2 6151 8649
Agency Recruitment Site	https://digitalhealth.nga.net.au/?jati=6CC51263-8BC4-E12B-F977-ED21E

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Health

Vacancy VN-0771657

Australian Digital Health Agency

Closing Date:Thursday 20 August 2026

Digital Solutions
Connected Care Connected Care

Job Title	Senior Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW
Salary	$101,379 - $114,373
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 options available
Classification	APS Level 6
Position Number	0223_07/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

This is a full-time ongoing opportunity for a motivated and analytical professional to join the Agency's Conformance and Assurance team. As a Senior Analyst, you will support the delivery of conformance and assurance services that help ensure digital health systems meet required standards and specifications. Working across multiple projects and service areas, you will undertake complex analytical and technical work, including requirements analysis, risk assessment, conformance assessments, reporting, and continuous improvement activities.

Reporting to an Assistant Director, you will work with a high degree of independence to deliver quality outcomes, provide evidence-based advice, and contribute to the development of conformance artefacts, processes and service documentation. You will build strong relationships with internal and external stakeholders, represent the work area in meetings and forums, and play an active role in driving innovation, service excellence and capability development across the team.

Duties

Skills and experience (essential criteria)

To be successful in this role, you will demonstrate:

- Demonstrated experience in business analysis, systems analysis, software testing, solution design, data analysis, or a related discipline within a technology or service delivery environment.

- Strong analytical and problem-solving skills, with the ability to interpret requirements, assess risks, and provide practical, evidence-based recommendations.
- Proven ability to build productive stakeholder relationships and communicate complex technical or business information clearly and effectively.
- Experience developing, maintaining or applying processes, frameworks, standards, testing methodologies, or quality assurance practices to support consistent service delivery.
- Demonstrated commitment to continuous improvement and the ability to learn and apply new systems, tools and technologies.
- Experience in digital health, healthcare, government, assurance, compliance or conformance environments, with knowledge of relevant standards, testing, validation or interoperability frameworks highly regarded.

Eligibility

Australian citizenship is a mandatory eligibility requirement. Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Hayley Smilie, Hayley.Smilie@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

Health

Vacancy VN-0771675

Australian Digital Health Agency

Closing Date:Thursday 20 August 2026

Digital Solutions
Customer Experience and Products Foundation Products

Job Title	IT Business Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT
Salary	$101,379 - $114,373
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 options available
Classification	APS Level 6
Position Number	0231_08/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

We are seeking an experienced IT Business Analyst to support the delivery of strategic digital health initiatives that improve outcomes for Australians. Working under broad direction and reporting to a Senior Business Analyst or Product Owner, you will play a key role in analysing business needs, solving complex problems, and translating stakeholder requirements into practical solutions that support product and service delivery.

In this role, you will collaborate with a diverse range of stakeholders to elicit and document business and technical requirements, develop business processes, support project delivery, and contribute to product design improvements aligned with organisational priorities. You will bring strong analytical capability, sound judgement, and a proactive approach to driving outcomes in a dynamic and evolving environment.

Duties

Skills and experience (essential criteria)

To be successful in this role, you will demonstrate:

- Demonstrated experience as a Business Analyst, applying business analysis methodologies to deliver outcomes across complex projects, programs or business initiatives.
- Proven ability to elicit, analyse, document and validate business and technical requirements, translating complex business needs into clear, practical solutions, user stories, acceptance criteria and traceable requirements that support successful product delivery.
- Strong capability in business process analysis, process improvement and documentation, with the ability to identify opportunities to enhance business and service delivery outcomes.
- Well-developed analytical, problem-solving and decision-making skills, with the ability to assess risks and manage competing priorities.
- Highly developed communication and stakeholder engagement skills, with the ability to build productive working relationships, influence outcomes and collaborate effectively with technical and non-technical stakeholders.
- Knowledge of digital health standards, including HL7 CDA and FHIR, and experience supporting project delivery within Agile and/or Waterfall environments would be highly beneficial.

Eligibility

Australian citizenship is a mandatory eligibility requirement. Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Paul Day, Paul.Day@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0771661

Australian Institute of Health and Welfare

Closing Date:Wednesday 19 August 2026

Data Governance and Integration Group
Data Linkage Unit and Merging and Release Unit Various

Job Title	APS5 & APS6 Data Engineers (Data Linkage)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$90,072 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 5;APS Level 6
Position Number	096_08/26
Agency Website	

Job Description

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

The AIHW's APS employee census results attest to our positive and supportive workplace culture. We are an inclusive, flexible, and productive workplace where people are treated with respect and courtesy, and diverse and unique attributes are recognised and valued. Our results also show that we achieved top ten rankings in staff engagement, communication, wellbeing and SES manager scales out of 107 APS agencies.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the Benefits of working for the AIHW page of our website.

Duties

The Data Governance and Integration Group (DGIG) is responsible for delivering high-quality data governance and integration services that support national health and welfare reporting, research, and policy development.

Within DGIG, the Data Linkage Unit (DLU) is responsible for data linkage activities and custom project merging processes undertaken within the AIHW. The Merging and Release Unit (MARU) is responsible for assembling and integrating data from multiple sources to produce cohesive, high-quality datasets that support data integration and infrastructure projects.

Together, DLU and MARU deliver and support the AIHW's data linkage system, which underpins the National Health Data Hub and custom data linkage projects. The units produce trusted, high-quality linked and integrated data assets for both internal and external stakeholders.

The DLU and MARU have an immediate need to fill four Data Engineer roles across the two units. Two (2) APS5 positions and two (2) APS6 positions. Candidates may be considered for either the DLU or MARU role depending on their skills, experience and business needs.

About the roles

We are seeking motivated and detail-oriented Data Engineers to support the ingestion, processing, linkage, merging, release and quality assurance of large, complex datasets. The role contributes to end-to-end data workflows, including data onboarding, profiling, cleaning, standardisation, transformation, deterministic and probabilistic linkage, data merging, release preparation, clerical review support and quality assurance reporting.

As a Data Engineer working across the Data Linkage Unit (DLU) and Merging and Release Unit (MARU), you will contribute to the delivery of high-quality linked and integrated data assets supporting national health and welfare reporting, research, policy development and data infrastructure initiatives. The successful candidate will collaborate with colleagues across DGIG

and the broader AIHW, applying strong analytical, organisational and communication skills to resolve data quality issues, maintain clear documentation, and support the continuous improvement and automation of data linkage, merging and release processes.

These roles support the delivery of trusted, timely and high-quality data products and research outputs that inform evidence-based decision-making across government, the health and welfare sectors, and the research community.

Key duties of the position include:

APS5 and APS6 Data Engineers will:

- Ingest, profile, clean, standardise and transform structured datasets from internal and external providers for linkage, merging, release and analysis.
- Conduct routine data quality assurance checks, including missingness, uniqueness, format validation, consistency checks and reconciliation of issues identified during processing.
- Manage allocated tasks, priorities and timeframes to support the timely delivery of agreed data linkage, merging, release and quality assurance outputs.
- Identify, investigate and escalate data quality, linkage, merging or processing issues, applying sound judgement and seeking guidance on more complex or sensitive matters.
- Maintain clear, accurate and auditable documentation, including processing notes, workflow records, quality assurance outputs, release documentation, data handling decisions and contributions to standard operating procedures.
- Handle sensitive and confidential data ethically and responsibly, in accordance with agreed data governance, privacy, security, confidentiality and release requirements.
- Work collaboratively with colleagues across DGIG and other AIHW areas, external data providers and project stakeholders, communicating progress, issues and risks clearly and responding constructively to information needs and feedback.
- Contribute to continuous improvement activities, including identifying opportunities to improve the efficiency, consistency, automation and repeatability of data linkage, merging and release processes.

Specific to DLU:

Support established deterministic and probabilistic data linkage processes, including preparing inputs, running agreed workflows, supporting clerical review and assisting with validation of linkage outputs.

Specific to MARU:

Assist with merging activities, including assembling datasets from multiple sources, applying agreed business rules, checking outputs and preparing integrated datasets for release or analysis.

APS5 Data Engineers will work under general direction contributing to the above outcomes.

APS6 Data Engineers will work under limited direction contributing to the above outcomes. They will operate with a high degree of autonomy and are responsible for delivering complex technical work and achieving defined outcomes. They provide leadership within their area of expertise, contribute to strategic and operational objectives, and mentor and support the development of lower-level staff.

Eligibility

To be eligible to apply for this vacancy, you must:

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the institute

A probationary period of six (6) months will apply to any new engagement to the APS.

Notes

Please submit your application online via the AIHW e-Recruit system. When applying online for the first time, you will need to register and provide a valid email address.

Please provide:

1. A summary of your relevant skills and experience and explain how your skills, experience and capabilities make you suitable for the role. Your response should clearly detail which classification you are applying for and align with the position summary and key duties of the position information above, and must be no more than 750 words.
2. Your current CV and the names of two referees and their contact details.

Please note, late applications will not be accepted.

Candidates applying for APS vacancies should follow the principles for candidate use of AI in recruitment.

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Natalie Cooper, 02 6249 5092
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0771309

Department of Health, Disability and Ageing

Closing Date:Sunday 23 August 2026

Regulatory Practice and Support Division
Regulatory Engagement Branch Regulatory Assistance Section

Job Title	APS Level 6 - Revenue Manager - Regulatory Assistance Section
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Fairbairn ACT
Salary	$101,675 - $114,709
Future Merit Locations	Fairbairn
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements by negotiation
Classification	APS Level 6
Position Number	26-RPSDIV-31665
Agency Website	

As the Revenue Management Team Leader, you will lead a high performing team responsible for delivering accurate and timely invoicing, receipting, and account management services to support the Therapeutic Goods Administration (TGA) cost recovery framework. This role plays a key part in ensuring financial integrity, strong stakeholder relationships, and continuous improvement in revenue management processes.

Key responsibilities:

- Leading, supervising and mentoring a team, including workload coordination and people management responsibilities.
- Overseeing invoicing, receipting, and account management activities to ensure accuracy, timeliness, and compliance with the TGA's fees and charges framework.
- Supporting the Assistant Director and guide the team through annual charge invoicing and peak workload periods.
- Managing debt recovery activities, including payment plans, insolvency matters, cancellations for non-payment, and contribution to debt management reporting.
- Resolving complex or escalated internal and external stakeholder enquiries with professionalism and sound judgement.
- Overseeing financial reconciliation activities, including issuing monthly statements and maintaining accurate system records.
- Contributing to business process, system improvements, and the review of standard operating procedures.

Duties

Key capabilities:

- Delivers outcomes in a fast-paced environment by working collaboratively with others, managing priorities effectively and exercising sound judgement with limited supervision.
- Provides clear guidance, support and mentoring to team members, building capability, accountability and a positive team culture.
- Delivers high quality customer service by engaging professionally, actively listening to needs and providing timely, practical and tailored responses.
- Applies, or quickly develops the ability to apply, legislation, policy and financial procedures to support accurate, compliant and well-informed decision making.
- Analyses information from multiple sources to solve problems, draw sound conclusions and clearly explain requirements to a range of stakeholders.
- Communicates effectively in both written and verbal contexts, producing clear, accurate and well-structured information for diverse audiences.
- Builds and maintains productive relationships with internal and external stakeholders through collaboration, trust and a solution focused approach.
- Demonstrates strong organisation, attention to detail and adaptability by maintaining data integrity, meeting tight deadlines, embracing new technologies and contributing to continuous improvement.

Desirable qualifications and experience:

- A qualification in finance or accounting.
- Experience in finance or accounting.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
  - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
  - Completion of a medical declaration and pre-employment medical (where required),
  - Providing evidence of qualifications (where required), and
  - Obtaining and maintaining a security clearance at the required level.

Notes

Applications close 23 August 2026 11:30pm AEST.

Applicants are asked to quote reference number 26-RPSDIV-31665 to assist when making an enquiry.

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

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

About the Department of Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Daniel Flood, 02 5132 2176
Agency Recruitment Site	https://www.health.gov.au/

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Health

Vacancy VN-0771504

Department of Health, Disability and Ageing

Closing Date:Monday 17 August 2026

Medical Devices and Product Quality Division
Manufacturing Quality Branch Inspections Section

Job Title	Executive Level 2 - Senior Good Manufacturing Practice Inspector - Technical Specialist - Inspections Section
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Fairbairn ACT, Parramatta NSW, Melbourne VIC, Brisbane QLD
Salary	$149,077 - $176,499
Future Merit Locations	Fairbairn, Parramatta, Melbourne, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arranges by negotiation
Classification	Executive Level 2
Position Number	26-MDPQDIV-31516
Agency Website	

Job Description

https://www.health.gov.au/

The role of the Senior GMP Inspector Technical Specialist is a highly specialised technical role that performs GMP Inspections of domestic and overseas medicine manufacturers. Candidates are required to have a high degree of experience in the manufacture and/or quality assurance/quality control of medicines, including extensive practical experience in GMP. They are also required to have a proven ability to manage highly complex, non compliant manufacturing sites across diverse technical areas.

Further to this Senior GMP Inspector Technical Specialists are required to play a key role in the development of risk-based inspection strategies, in order to fully utilise available resources, in the most effective and efficient manner, providing appropriate oversight of manufacturers. This risk-based strategy approach contributes to the management of the inspections workload.

Duties

Key capabilities:

- Extensive practical experience in applying GMP standards to inspections and compliance investigations, including complex and emerging areas.
- Proven ability to maintain and expand expertise in new technologies and evolving therapeutic goods manufacturing practices.
- Proven capability to develop, implement and refine technical standards, policies, and guidelines within the area of specialisation.
- Strong ability to identify issues, analyse complex information, and develop effective technical and regulatory solutions.
- Highly skilled in researching, evaluating, and reporting on new and emerging technologies to inform regulatory approaches.
- Highly developed communication and relationship-building skills to collaborate effectively with internal teams and external stakeholders.
- Demonstrated high-level organisational skills including the proven ability to manage competing priorities, meet deadlines, and operate effectively in high-demand environments.
- Proven ability to work collaboratively with leadership teams, provide training and mentorship, and contribute to strategic initiatives and organisational outcomes.

Desirable experience:

- Experience with international regulators / Pharmaceutical Inspection Co-operation Scheme (PICS).
- Experience in biologics/sterile/high-risk manufacturing.
- Leadership in regulatory policy or inspection frameworks.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant’s suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
    - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
    - Completion of a medical declaration and pre-employment medical (where required),
    - Providing evidence of qualifications and
    - Obtaining and maintaining a security clearance at the required level.
- To be eligible for role, applicants must hold a formal qualification of a degree in chemistry, biochemistry, biology or other relevant science from an Australian tertiary institution, or comparable overseas qualification. The candidate requires extensive experience in GMP and demonstrated experience managing highly complex and non-compliant manufacturing sites across a broad range of technical disciplines.

Notes

Applications close 11:30pm AEST.

Applicants are asked to quote reference number 26-MDPQDIV-31516 to assist when making an enquiry.

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

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

About the Department of Health, Disability and Ageing

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To Apply

Position Contact	Matt Davis, 0466 552 626
Agency Recruitment Site	https://www.health.gov.au/

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Health

Vacancy VN-0771575

Department of Health, Disability and Ageing

Closing Date:Tuesday 11 August 2026

Reform Implementation Division
Digital Strategy and Assurance Branch Delivery Enablement Section

Job Title	Assistant Director, Delivery Enablement Section
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$124,951 - $142,509
Future Merit Locations	Woden
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements by negotiation
Classification	Executive Level 1
Position Number	20043620
Agency Website	

Job Description

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

The Executive Level 1 Assistant Director will lead system integrity initiatives across aged care digital platforms, including defining project scope, managing risks, and responding to emerging threats such as web scraping. The role requires collaboration with internal and external delivery partners to coordinate risk responses, strengthen preventative controls, and uplift monitoring and assurance processes.

The Assistant Director will translate complex technical issues into clear advice for senior executives, ensure digital solutions align with business intent and funding, and build capability across the branch, including upskilling staff on system processes. This role involves leadership, strategic thinking, stakeholder engagement, and delivering outcomes in a complex environment. Candidates will gain experience in digital risk management, cross-agency collaboration, executive communication, and driving reform in a high-priority service delivery context.

Duties

We are seeking a high-performing Assistant Director (EL1) with strong leadership, analytical, and stakeholder engagement capabilities to support the delivery of system integrity initiatives across digital platforms.

The successful candidate will demonstrate:

• The ability to lead and deliver complex digital or system integrity projects, including risk identification, mitigation, and assurance activities

• Strong analytical skills, with experience responding to emerging digital threats and translating technical issues into clear, actionable advice for executives

• Proven stakeholder engagement and collaboration skills, including working effectively across multidisciplinary teams and external delivery partners

• Experience developing and uplifting governance, monitoring, and assurance frameworks within digital or ICT environments

• Sound judgement and strategic thinking aligned with APS EL1 work level standards, with the ability to deliver outcomes in a complex policy and delivery context

• Strong communication and influencing skills, including the ability to clearly articulate risks and solutions to senior stakeholders

• Experience building team capability through mentoring, guidance, and improving system and process knowledge

Eligibility

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

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

Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,

Completion of a medical declaration and pre-employment medical (where required),

Providing evidence of qualifications (where required), and

Obtaining and maintaining a security clearance at the required level.

For this role applicants must be able to obtain and maintain a Baseline security clearance or hold a current security clearance at an appropriate level.

Notes

Applications close 11:30pm AEST/AEDT.

Applicants are asked to quote reference number 26-RIDIV-31583 to assist when making an enquiry.

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

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

About the Department of Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Tarryn Martin, 02 5132 5570
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Health

Vacancy VN-0771505

Food Standards Australia New Zealand

Closing Date:Sunday 09 August 2026

Corporate Services

Job Title	Executive Assistant
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Majura ACT
Salary	$79,306 - $87,383
Future Merit Locations	Majura
Office Arrangement	Hybrid
Office Arrangement Details	Flexibility to work from home some of the time
Classification	APS Level 4
Position Number	2002
Agency Website	https://www.foodstandards.gov.au

Job Description

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

Under limited direction, provide administrative support to a member of the Executive, including secretarial assistance, minute taking, meeting and travel arrangements, undertaking less complex research or project work. Individually or as a member of a team demonstrate a high degree of flexibility, tact and judgement with minimal supervision. As part of the Executive team the person will be required to provide support and to relieve in the position of the CEO's Executive Assistant.

As an Executive Assistant, you will provide secretarial and administrative support for the Executive. The duties will include the production of high-quality documentation, diary management, managing flow of incoming and outgoing documents, arrange meetings and travel. Undertake less complex research and project work, draft preliminary reports and general correspondence and assist in the preparation of papers. Liaise with the FSANZ Board, Government departments, industry and consumer groups and academic institutions.

Duties

The duties of this position include:

• Manage SES staff work schedule and all aspects associated with it, including telephone calls, electronic diary appointments and organisation of meetings and relevant papers.

• Coordinate all correspondence in and out of the SES office and email inbox, including follow up and monitoring.

• Provide administrative support for the Branch.

• Actively manage and promote relationships with internal and external stakeholders.

• Administer travel finances, including reconciliation and maintenance of all travel and credit card accounts and cost centre codes associated with the Branch.

• File records in accordance with approved records management processes and security requirements. Including management and maintenance of document recording systems.

• Undertake procurement activities as required.

We are seeking an individual with the following skills and capabilities:

• Advanced organisational and administration skills.

• intermediate skills using MS Office software (i.e. Microsoft Outlook, Word and Excel) to input, extract and present information.

• Experience using record management systems.

• Effective written and verbal communication skills.

• The ability to work effectively and collaboratively with colleagues in a team environment.

• Demonstrated planning and organisational skills, including ability to meet deadlines with competing priorities and delivering work to a high standard with good attention to detail

• Reliability, integrity, and strong personal drive.

Eligibility

• Previous experience in a similar role

• Be willing to undergo a police check/character check

• Be an Australian citizen

Notes

In order to apply, you need to submit your application through the FSANZ careers portal The portal will guide you through the application process and describe what information is required from you.

Applications close (date) at 11.30pm AEST.

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

About the Food Standards Australia New Zealand

Food Standards Australia New Zealand (FSANZ) is an independent statutory authority responsible for developing food standards in Australia and New Zealand. Our work supports a safe food supply for Australian and New Zealand consumers and contributes to industry innovation and competitiveness, informed consumer choice and broader public health goals. We also have responsibility for managing food incidents including food recalls.

To Apply

Position Contact	Joanna Richards, 02 6228 8226
Agency Recruitment Site	https://www.foodstandards.gov.au/careers

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Home Affairs

Vacancy VN-0771426

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 16 August 2026

Chief Operating Officer
Intelligence and Information Systems Cyber and IT Services

Job Title	End User Support Technician
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Sydney NSW
Salary	$88,833 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	6578_07/26_IIS
Agency Website	https://www.acic.gov.au/

Job Description

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

Our End User Support Technicians provide high-quality desktop, laptop, mobile, and audio-visual support to ensure our intelligence, technology and enabling teams have access to the ICT services they need when and where they need them. You may be required to travel to ensure ICT infrastructure is available and upheld in various locations to meet operational demand.

As a member of a small multi-disciplinary team, you will have well-developed troubleshooting and analytical skills, a commitment to ongoing professional development, and the ability to foster relationships in order to deliver high quality advice and support to stakeholders, including the senior executive.

Duties

As an End User Support Technician, you will:

- Analyse and troubleshoot complex desktop, laptop and mobile technical enquiries, including the ability to apply sound judgement to problem solve when faced with competing priorities.
- Manage End User hardware resources within agency’s policies.
- Build and maintain Audio-Visual equipment to support remote work, video conferencing, and streaming capabilities.
- Manage network-connected devices such as MFDs and Thin Clients.
- Support teams in the management of local and virtual windows environments through tools such as Omnissa, MECM, group policy and Intune.
- Support teams on projects as required and within our remit.

- Provide exceptional customer service for SES, Internal and External stakeholders.

Your skills and capabilities:

- Strong verbal and written communication skills including a demonstrated ability build and maintain effective relationships through liaison, consultation, and information sharing.
- Understands or has the ability to rapidly acquire knowledge of complex ICT environments and a desire in further developing skill to understand changing ICT environments.
- Can work to tight timeframes, to set priorities and to meet deadlines both independently and as a member of a multi-disciplinary team.

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen.
- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting 1 security clearance.
- **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC.

Notes

The ACIC is committed to diversity and inclusion. We celebrate and champion diversity to ensure we reflect the community we serve, and pride ourselves on our vibrant culture. We welcome applications from Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, neurodiverse, mature aged employees and carers.

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our website.

About the Australian Criminal Intelligence Commission (ACIC)

The Australian Criminal Intelligence Commission (ACIC) is Australia's national criminal intelligence agency. Our vision is an Australia hostile to criminal exploitation. We work with our national and international partners to conduct investigations and collect intelligence to combat serious and organised crime, cybercrime and national security threats. We develop and maintain national information and intelligence sharing services and systems for use by state, territory and Commonwealth law enforcement agencies. We also deliver nationwide background checking services to support employment or entitlement decisions to keep the Australian community safe. The ACIC Board provides strategic direction to the ACIC and represents Commonwealth, state and territory law enforcement and other regulatory agencies. Our purpose is to protect Australia from criminal threats through coordinating a strategic response and collecting, assessing and disseminating intelligence and policing information.

To Apply

Position Contact	Richard, 07 3243 0899
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0771616

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Wednesday 19 August 2026

Regulation
Regulatory Operations Triage & Insights

Job Title	Support Officer, Regulation
Job Type	Part-Time, Ongoing;Non-Ongoing
Location	Docklands VIC
Salary	$67,579 - $74,337
Future Merit Locations	Docklands
Office Arrangement	Hybrid
Office Arrangement Details	1 day working from home and 2 days in AUSTRAC's Melbourne office.
Classification	APS Level 2
Position Number	02105
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

Join AUSTRAC and help protect Australia from serious and organised crime. As Australia's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator, AUSTRAC plays a critical role in detecting, deterring and disrupting criminal activity that threatens our economy, national security and community.

As an **APS2 Support Officer, Regulation**, you will play an important role in supporting AUSTRAC's Regulation Division through a range of administrative, research and operational support activities.

Working closely with team members, you will provide one-on-one assistance, retrieve and summarise information from internal systems, support meetings through note-taking, and help maintain accurate records and documentation. You may also assist with on-site compliance assessments and contribute to the smooth operation of regulatory activities.

This is an excellent opportunity for someone who enjoys supporting others, is highly organised, and takes pride in delivering quality administrative assistance in a collaborative and inclusive environment.

This position is based in **Melbourne**, working **part-time (3 days per week)** under a hybrid arrangement, with a combination of office and work-from-home days.

Duties

- Accessing, retrieving and summarising information from internal databases and systems.
- Providing administrative and one-on-one support to colleagues across the division.
- Taking accurate notes during internal and external meetings.
- Maintaining records and filing documentation to support team activities.
- Assisting with administrative tasks associated with compliance assessments, including occasional travel.
- Supporting the coordination and organisation of work to help achieve business outcomes.
- Contributing to a positive, inclusive and collaborative team environment.

Key Capabilities for success

We are seeking a motivated and reliable team member who can provide high-quality administrative support while working collaboratively with others.

You will demonstrate:

- Strong communication and interpersonal skills.
- The ability to organise tasks, manage priorities and meet deadlines.
- Attention to detail and accurate record-keeping skills.
- A commitment to providing professional and client-focused support.
- Confidence using a range of office technologies and information management systems.
- The ability to work effectively as part of a team and contribute positively to workplace culture.

For more information about the capabilities we are looking for, please refer to the **Candidate Pack** in the AUSTRAC **Job Listing**.

Eligibility

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing **Baseline Security Clearance**.

Notes

Employment arrangements

- **Part-time:** 3 days per week.
- **Location:** Melbourne-based with a hybrid working arrangement.
- **Ongoing and Non-ongoing:** Please note, this position is currently being offered as non-ongoing; however, there may be an opportunity for ongoing employment in the future.

Why AUSTRAC?

Mission Driven: Make an impact at Australia's anti-money laundering and counter-terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

Generous Leave Entitlements: Including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.

Diversity and Inclusion: Our core values of diversity, inclusion and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

AUSTRAC is the Australian Government's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator. With government and industry partners, we use financial intelligence and regulation to: • prevent criminal abuse of the financial sector • help business, government and law enforcement partners detect, deter and disrupt money laundering, terrorism financing and other serious crimes • build and maintain trust and integrity in Australia's financial system. Every day our people use their intellect, skills, initiative and the latest technologies to protect our country, economy and community. With supportive benefits and culture, we offer a challenging and rewarding career where you can make a real impact.

To Apply

Position Contact	Emily Coulson, (03) 7041 2749
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Industry, Science, Energy and Resources

Vacancy VN-0771537

Australian Nuclear Science and Technology Organisation

Closing Date:Monday 31 August 2026

People and Culture
Learning and Development Early Careers

Job Title	2027 ANSTO Apprenticeship Program
Job Type	Full-Time, Non-Ongoing
Location	Lucas Heights NSW
Salary	$62,393 - $70,035
Future Merit Locations	Lucas Heights
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	
Position Number	No PD for this role
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description *https://careers.ansto.gov.au/job/Sydney-2027-ANSTO-Apprenticeship-Program-NSW/1365132666/*

2027 ANSTO Apprenticeship Program

Position Overview

- 1st Year Apprentice | Full Time | 4-year Apprenticeship Program
- Competitive above-award apprentice salary
- Starting January/February 2027
- Opportunities include electronics, electrical, mechanical and fabrication
- Lucas Heights, Sutherland Shire Location / bus from Sutherland Station

Ready to start a hands-on career? ANSTO's Apprenticeship Program gives you the chance to earn while you learn, build real trade skills and be part of work that supports Australia's leading nuclear science and technology organisation.

What's in it for you?

This is a great opportunity to start your trade career in a unique technical environment. You'll get paid while completing a nationally recognised trade qualification, learn from experienced tradespeople, use industry tools and equipment, and build practical skills through real work across ANSTO's specialist facilities. You'll be supported throughout the program as you grow your confidence, capability and future career options.

About the Apprenticeship

Our apprenticeships are designed for people who are ready to start a hands-on career in electronics, electrical, mechanical or fabrication trades. You don't need to have everything figured out yet — if you're curious, practical, reliable and willing to learn, we'll support you to build the skills, confidence and workplace behaviours needed to become a qualified tradesperson.

Opportunities may include:

- Certificate III in Electronics and Communications
- Certificate III in Electrotechnology Electrician
- Certificate III in Engineering - Mechanical Trade (Fitting/Machining)
- Certificate III in Engineering - Fabrication Trade (Sheetmetal working)

Over the 4-year apprenticeship, you will work full time, 36.75 hours per week, Monday to Friday. This includes your weekly TAFE day as part of your ordinary working hours while you complete your relevant trade certification.

As an ANSTO apprentice, you will gain practical, hands-on experience in a unique science and technology environment while completing a nationally recognised trade qualification. Depending on your trade pathway, this may include experience in:

- Electronics, communications and control systems

- Electrical installation, maintenance and fault finding
- Mechanical fitting, machining, milling and turning
- Fabrication, welding and manufacturing techniques
- Reading and interpreting technical drawings and job instructions
- Using hand tools, power tools, machinery and specialist equipment safely
- Maintaining, repairing and supporting equipment used across ANSTO’s facilities
- Working in a highly regulated environment with a strong focus on safety, quality and compliance
- Developing problem-solving, teamwork and communication skills
- Building the confidence and capability to work as part of a skilled trade team

What we offer

- A paid, full-time 4-year apprenticeship where you can earn while you learn
- TAFE study included as part of your ordinary working hours
- Support and guidance from experienced tradespeople, supervisors and mentors
- The opportunity to complete a nationally recognised Certificate III trade qualification
- Practical experience using tools, equipment, technical drawings and safe work practices in a specialist science and technology environment
- A strong foundation for a long-term career in electronics, electrical, mechanical or fabrication trades

Why choose ANSTO?

ANSTO offers a unique opportunity to complete your apprenticeship in one of Australia's leading science and technology organisations. As an apprentice, you'll contribute to meaningful work while developing your Trade skills in a specialist environment.

You will benefit from:

- Working alongside experienced tradespeople and technical experts
- Exposure to unique facilities, equipment and technologies
- A strong culture of safety, learning and professional development
- Opportunities to build your network and collaborate with teams across the organisation
- Ongoing support to develop your technical and workplace capability

About You

Diversity and inclusion

At ANSTO, we recognise that diverse teams deliver better outcomes. We are committed to creating an inclusive workplace where everyone can contribute and thrive.

We strongly encourage applications from:

- Aboriginal and Torres Strait Islander peoples
- Women in STEM
- People with disability

Duties

We're looking for people who:

- Are interested in electronics, electrical, mechanical or fabrication work
- Enjoy practical, hands-on activities such as school projects, home repairs, metalwork, electronics or other technical tasks
- Has sound communication, literacy and numeracy skills
- Shows curiosity, attention to detail and a willingness to solve problems
- Works well with others and contributes positively to a team environment
- Is punctual, reliable and ready to learn from feedback and experience
- Can follow instructions, ask questions when unsure and work safely to complete tasks
- Understands that safety is essential in every workplace and is willing to follow safe work practices
- Is committed to completing the apprenticeship and building a long-term trade career

Eligibility

Eligibility and application process

To be eligible to apply, applicants must:

- Be an Australian citizen
- Be able to obtain and maintain an Australian Government security clearance
- Successfully complete required pre-employment checks, including medical assessments
- Hold, or be willing to obtain before commencement, a Construction White Card
- Have a driver's licence and access to reliable transport (desirable)
- Not already hold a qualification above Certificate II level in the relevant trade area

How to Apply

All applications must be submitted through the online application system. Applications submitted via email will not be accepted. For further information about the Apprenticeship Program please refer to our website and Q&A https://www.ansto.gov.au/careers/early-careers/apprenticeship If you have a question that is not addressed online, please contact Regan Beckinsale, Early Career Talent and Development Leader, on 0491 222 039.

For all other enquiries, including the application process, please contact Talent Acquisition on +61 (02) 9717 9361.

If you want to join a world class organisation that's making a difference in the lives of Australians, apply now!

Applications Close: 31st August 2026 11:59pm

Notes

This vacancy has been nominated for filling within the agency's Apprenticeship program. An Apprenticeship program is designed to provide participants with the opportunity to undertake a vocational level qualification whilst gaining on-the-job training to learn new skills. Apprentices experience structured development, mentoring and on-the-job support and may be offered a permanent placement on completion of the program.

About the Australian Nuclear Science and Technology Organisation

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

To Apply

Position Contact	Donna Mansfield, (02) 9717-9361
Agency Recruitment Site	https://careers.ansto.gov.au/job/Sydney-2027-ANSTO-Apprenticeship-Pr

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Industry, Science, Energy and Resources

Vacancy VN-0771538

Australian Nuclear Science and Technology Organisation

Closing Date:Friday 17 July 2026

Commercial
Process Development Technical Process Development

Job Title	Year in Industry Internship Program - ANSTO Minerals
Job Type	Full-Time, Non-Ongoing
Location	Lucas Heights NSW
Salary	$58,893 - $58,893
Future Merit Locations	Lucas Heights
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	
Position Number	No PD for this role
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description

https://careers.ansto.gov.au/job/Sydney-Year-in-Industry-Internship-Program-ANSTO-Minerals-NSW/1364847566/

Year in Industry Internship Program - ANSTO Minerals

Position Overview

- 12-Month Internship | Commencing January 2027 | Full Time | $58,893 + 15.4% super
- 7 x ANSTO Minerals opportunities available
- Suitable for students completing a degree in Chemical Engineering, Industrial Chemistry or Chemistry
- Lucas Heights, Sutherland Shire Location / Bus from Sutherland Station

About the Opportunity

Looking to gain a competitive edge ahead of graduation?

If you are completing a degree in **Chemical Engineering, Industrial Chemistry or Chemistry** and are keen to apply your knowledge in a real world research and operational environment, the

ANSTO Minerals Year in Industry Internship Program offers a unique opportunity to build practical experience alongside leading scientists and engineers.

Designed for penultimate-year students, this 12 month full-time program provides hands-on, industry-based learning. You will apply your academic knowledge in a professional setting while developing technical and workplace skills that will enhance the value of your remaining studies and future career.

Important: This is a full-time placement, and participants are required to defer their university studies for the duration of the program.

About You

We are seeking students who demonstrate:

- A genuine interest in a hands-on research and development environment within the minerals industry
- Strong communication and interpersonal skills
- A proactive approach to learning and applying technical knowledge
- A clear commitment to safety

About Us

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries, and protects the environment.

The Minerals business unit is a part of ANSTO’s Commercial Products and Services cluster. We are a team of around 60 consultants and technicians with expertise that covers metallurgy, chemistry, chemical engineering, mineralogy, geology and radiation safety. We provide practical solutions and innovative technologies to deliver financial and environmental benefits to the mining and metallurgy industries. Our clients are junior and senior companies involved in critical minerals such as rare earths, lithium, uranium and a plethora of others. We are also specialists in addressing the challenges associated with radioactivity in this context.

Why Join ANSTO

Our people are passionate about what they do and take pride in contributing to outcomes that make a difference for Australians. As part of ANSTO Minerals, you will gain exposure to real-world projects and work alongside experienced professionals in a highly collaborative environment.

Diversity and inclusion

At ANSTO, we recognise that diverse teams deliver better outcomes. We are committed to creating an inclusive workplace where everyone can contribute and thrive.

We strongly encourage applications from:

- Aboriginal and Torres Strait Islander peoples
- Women in STEM
- People with disability

Duties

Your Placement:

As an intern within ANSTO Minerals, you will contribute to bench and pilot-scale process development activities. This may include:

- Conducting bench and pilot-scale test work
- Designing, setting up, and operating laboratory and pilot equipment
- Performing sampling and chemical analysis
- Assessing data and preparing preliminary reports and
- Collaborating with multidisciplinary teams.

Eligibility

Eligibility & Application

Preferred fields of study:

- Chemical Engineering
- Industrial Chemistry
- Chemistry

To be eligible, you must:

- Be an Australian citizen
- Be able to obtain and maintain the required security clearance and pass a pre-employment medical assessment
- Be currently enrolled in a relevant degree, ideally in their penultimate year with at least one full year of study remaining
- Be available to understand a full-time, 12-month placement and commit to deferring university studies for the duration of the program
- Have experience in a university or industry laboratory, or have undertaken chemistry / chemical engineering-related projects
- Have hands-on experience within a process or mechanical environment (desirable)
- Hold a current driver’s licence and have access to a vehicle (desirable)

How to Apply

All applications must be submitted through the online application system. Applications submitted via email will not be accepted.

For further information about the Year In Industry Internship Program, including frequently asked questions, please refer to the ANSTO website. Applicants who meet the criteria will receive further information on the recruitment process and timeline following the application closing date.

For technical enquires related to this opportunity, please contact Peter O'Mara on (02) 9717 3724. For all other enquiries, please contact Talent Acquisition on (02) 9717 3740.

Additional Information

- The program is scheduled to commence in January/February 2027
- Opportunities are full-time paid placements, with occasional shift work required
- Participants must defer their university studies for the duration of the program and provide confirmation from their university
- Appointment is subject to obtaining the required security clearance and passing a pre-employment medical assessment
- All applicants must be Australian citizens
-

If you want to join a world class organisation that's making a difference in the lives of Australians, apply now!

Application closing date: 17th August 2026 at 11:59pm

Notes

This vacancy has been nominated for filling within the agency's internship program. An internship designed to provide university students with a taste of work in the APS and, if applicable, an opportunity to gain academic credit through a work placement which is usually unpaid. Participants may receive mentoring and on the job support, and complete a work-based project as part of the placement.

About the Australian Nuclear Science and Technology Organisation

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

To Apply

Position Contact	Donna Mansfield, (02) 9717-9361
Agency Recruitment Site	https://careers.ansto.gov.au/job/Sydney-Year-in-Industry-Internship-Progr

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Industry, Science, Energy and Resources

Vacancy VN-0771531

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Sunday 16 August 2026

Job Title	Senior Industrial Relations Advisor
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Perth WA, Melbourne VIC, Hobart TAS, Sydney NSW
Salary	$118,102 - $127,808
Future Merit Locations	Adelaide, Brisbane, Canberra, Perth, Melbourne, Hobart, Sydney
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible work arrangements - a mix of home and office
Classification	
Position Number	103770
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/

Duties

Role highlights

- **Provide strategic industrial relations advice on complex workplace matters**
- **Support enterprise bargaining, dispute resolution and industrial advocacy**
- **Flexible work arrangements + 15.4% superannuation**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

The opportunity

We are seeking a **Senior Industrial Relations Advisor** to join our Industrial Relations team within Workplace Relations. This team provides practical support and tailored advice on industrial disputes, workplace issues, complex staffing matters and external tribunal matters that affect CSIRO people.

In this role, you will provide practical and risk-based industrial relations advice to leaders and support functions across CSIRO. You will help protect CSIRO’s reputation as a model employer by supporting proactive compliance, fulfilling industrial obligations, acting in good faith with staff and unions, and delivering well-founded advice on a broad range of industrial relations issues.

This is an exciting opportunity for an experienced industrial relations professional who enjoys working on complex workplace matters, exercising influence, building constructive stakeholder relationships and supporting practical, defensible outcomes.

Eligibility
Notes

Your high-level duties will include:

- Providing tailored and risk-based industrial relations advice on complex workplace matters, enterprise agreement interpretation, dispute resolution and legislative obligations.
- Supporting enterprise bargaining, industrial disputes and workplace consultations.
- Preparing advocacy materials and representing CSIRO in industrial forums where required.
- Partnering with leaders to manage industrial risk and achieve practical workplace outcomes.
- Building productive relationships with unions, employee representatives, senior leaders and key stakeholders to support positive industrial outcomes.
- Educating leaders and People staff on workplace relations obligations and legislative changes.

- Representing CSIRO in industrial forums, including the Fair Work Commission and other external proceedings
- Analysing workforce and industrial data to identify trends, risks and opportunities.

Role particulars

Location: Any major city considered

Salary: AU$118k – AU$127k per annum (pro-rata for part-time) + 15.4% superannuation

Tenure: Indefinite, Full-time

Reference: 103770

As the successful candidate, you will bring:

- Relevant Bachelor's Degree in Industrial Relations, Human Resource Management, Business Management, Law, or other relevant discipline;
- Demonstrated experience in providing practical and risk-based industrial relations advice on complex workplace matters, including enterprise agreement interpretation;
- Extensive knowledge of relevant industrial and legal requirements, desirably within a Government context;
- Experience representing in industrial forums, including the Fair Work Commission, conciliations, conferences or comparable proceedings;
- Proven ability to work with business leaders to understand business requirements, provide specialist advice on industrial and legislative requirements;
- Demonstrated ability to use workforce, case and industrial data to inform advice, support advocacy positions;
- Highly developed stakeholder management and influencing skills, including the ability to build constructive working relationships with all relevant stakeholders including unions;
- Demonstrated professional and respectful behaviours and attitudes in a collaborative environment.

For full details about this role, and other criteria, please review the Position Description.

Not sure if you meet all the criteria?

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don't let the list discourage you. If you are unsure about applying, please reach out to the contact person in the Position Description.

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please reach out to the contact person listed in the Position Description and let us know how we can support you.

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit Careers at CSIRO.

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating diverse and inclusive teams where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Platinum Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Eligibility

Applications for this position are open to Australian Citizens, New Zealand Citizens and Australian Permanent Residents.

Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our Child Safe Policy.

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

16th August 2026, 11pm AEST.

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Brett Barton, +61 2 6218 3469
Agency Recruitment Site	https://jobs.csiro.au/

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
Published by Australian Public Service Commission.

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Industry, Science, Energy and Resources

Vacancy VN-0771684

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Monday 31 August 2026

CSIRO Space & Astronomy
SKA-Low Telescope

Job Title	HVAC Technician - SKA-Low Telescope
Job Type	Full-Time, Ongoing
Location	Geraldton WA
Salary	$100,103 - $113,251
Future Merit Locations	Geraldton
Office Arrangement	On Site
Office Arrangement Details	This position operates on a standard roster of FIFO - 8 consecutive days on-site followed by 6 days off
Classification	APS Level 6
Position Number	TBC
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/job/Geraldton%2C-WA-HVAC-Technician-SKA-Low-Telescope/1360782166/

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our vision towards reconciliation.

Role highlights

- **Great ongoing opportunity to support world-leading astronomy infrastructure**
- **Apply your HVAC expertise in a unique remote-site environment**
- **Join a collaborative and dynamic team supporting the SKA-Low telescope!**

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Visit CSIRO.au for more information.

The opportunity

The SKA-Low telescope is part of the international SKA Observatory, one of the world's most ambitious scientific projects. Located in remote Western Australia, SKA-Low will help answer some of the biggest questions about our universe by collecting and processing vast amounts of astronomical data using cutting-edge technology.

The SKA-Low Engineering Operations team is responsible for maintaining and supporting the critical infrastructure that keeps the telescope operating safely and reliably. This includes a broad range of engineering systems and facilities that support telescope operations in a unique, remote environment.

As the HVAC Technician, you will play an important role in enabling world-leading science by ensuring the reliable operation of critical cooling infrastructure across the telescope site. Working closely with engineering colleagues, contractors and operational teams, you will diagnose, maintain, repair and upgrade a range of high-performance HVAC systems, including water-cooled chillers, split systems and specialised industrial air-conditioning and cooling infrastructure that support ongoing telescope operations. The position operates on a FIFO basis and combines hands-on technical work with coordination of specialist contractors and collaboration across a multidisciplinary team.

You will bring a recognised HVAC trade qualification, strong technical troubleshooting capabilities, and experience working with complex cooling systems in industrial, critical infrastructure or similarly demanding environments. You will also be a proactive team member who values safety, takes pride in delivering high-quality work, and enjoys solving technical challenges in collaboration with others.

If you're passionate about applying your technical expertise to support unique world-class scientific infrastructure, this is a fantastic opportunity to contribute to one of the most significant scientific facilities ever built in Australia, and we would love to hear from you!

Duties

Your high-level duties will include:

- Investigating and resolving HVAC system faults, alarms and incidents swiftly, collaborating with internal teams and contractors to ensure minimal disruption.
- Monitoring the Building Management System (BMS), responding proactively to alarms to maintain operational continuity.
- Performing routine and corrective maintenance on site infrastructure to maximise system reliability and uptime.
- Maintaining accurate records and schedules in the Computerised Maintenance and Management System (CMMS), ensuring alignment with asset configurations and operational standards.
- Providing guidance and oversight to contractors to ensure safe and compliant work practices.
- Responding promptly to system failures and malfunctions, implementing effective corrective actions in coordination with stakeholders.

- Planning and executing system upgrades, installations, and modifications in accordance with engineering specifications and site standards.
- Driving continuous improvement by identifying and implementing process optimisations, automation opportunities, and waste-reduction initiatives.

Role particulars

Location and office arrangements: Geraldton, Western Australia – FIFO to Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory

Salary: AU$100K – AU$113K per annum, plus 15.4% superannuation, plus overtime and site-based allowances as applicable

Tenure & work schedule: Indefinite; Full-time, Part-time or Job-share – this position operates on a standard roster of 8 consecutive days on-site followed by 6 days off, supporting a sustainable and balanced work life schedule

Reference: 102854

Eligibility

As the successful candidate, you will bring:

Essential

- **Recognised Trade Qualification:** Hold a current Australian Refrigeration Mechanic Trade qualification, demonstrating a solid foundation in mechanical and HVAC systems.
- **Licensing Requirements:** Hold a valid Arctick Refrigerant Handling Licence, and either a Restricted Electrical Licence or a full WA Electrical Licence, enabling safe and compliant electrical work associated with HVAC systems.
- **HVAC Experience:** Demonstrated hands-on experience working with complex HVAC systems, particularly those involving water-chilled equipment racks, flow balancing, and precision cooling in critical environments.
- **High-Risk Work Licences:** Hold, or be willing to obtain within three months of commencement, High-Risk Work Licences for: Working at Heights, Confined Space Entry.
- **Teamwork and Independence:** Demonstrated capacity to work safely and productively within a small engineering team, showing initiative, self-motivation, and the ability to operate independently with minimal supervision, manage priorities and contribute effectively within a collaborative team environment.
- **Communication and Documentation:** Strong written and verbal communication skills, with the ability to prepare clear documentation and effectively use standard software tools for correspondence, record-keeping, and updates.

Desirable

- **Remote Site Experience:** Previous experience working in remote locations demonstrating adaptability and resilience in isolated or challenging environments.
- **Software Proficiency:** Experience using industry-relevant software tools such as electrical diagnostic software, SCADA systems, SAP, Maximo, CITEC, PLC programming environments, or equivalent platforms.
- **Support for Complex Facilities:** Experience supporting high-reliability technical or scientific infrastructure such as data centres, laboratories, or research facilities.

For full details about this role, please review the **Position Description**.

Not sure if you meet all the criteria?

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don’t let the list discourage you. If you are unsure about applying, please reach out to the contact person in the Position Description.

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please contact the Talent Acquisition Partner or CSIRO Careers via email (see details in the Position Description) and let us know how we can support you.

Eligibility

Applications for this position are **open to Australian Citizens, New Zealand Citizens, and Australian Permanent Residents**.

Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

Notes

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit Careers at CSIRO.

Inclusion and belonging

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CSIRO holds Gold Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our Child Safe Policy.

How to apply

Please apply online, and provide a CV and a detailed cover letter, **responding to each of the selection criteria in detail**, that best demonstrate your motivation and ability to meet the requirements of this role. Please attach your selection criteria responses to your cover letter as one document.

Applications close

31 August 2026, 11:00pm AEST

We encourage early applications as we will be reviewing applications as they come through. CSIRO reserves the right to withdraw this ad prior to the closing date if we find our desired candidate and/or if required.

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

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To Apply

Position Contact	Allan Wilkes, allan.wilkes@csiro.au
Agency Recruitment Site	https://jobs.csiro.au/job/Geraldton%2C-WA-HVAC-Technician-SKA-Low-T

- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Industry, Science, Energy and Resources

Vacancy VN-0771448

Geoscience Australia

Closing Date:Wednesday 30 June 2027

Job Title	Temporary Employment Register 2026/27
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Symonston ACT
Salary	-
Future Merit Locations	Symonston
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	APS Level 1;APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	00000
Agency Website	www.ga.gov.au

Job Description

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

Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in

gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

Our workplace is committed to the health, safety and wellbeing of our employees and offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

When you work at Geoscience Australia you will have access to a range of benefits and the opportunity to experience a workplace culture that truly values and promotes diversity, inclusion, equity and belonging. To learn more about our competitive salary, free onsite parking, generous flexible working arrangements and the role you can play in growing our culture click here.

Duties

We are seeking registrations from eligible candidates for non-ongoing (temporary) employment and intermittent/irregular (casual) employment opportunities across a broad range of classifications and business areas.

Opportunities may vary across classification levels and may be for a specified term, for a specified task, or for duties that are irregular or intermittent. You should indicate the areas of work you have expertise and experience in and the areas you are interested in.

We maintain four separate temporary registers:

- Science
- ICT
- Engineering, Technical & Laboratory
- General (includes administrative, communications, finance, governance, HR and information management)

You are welcome to include your details on more than one register.

When submitting your details you will be asked to identify areas of interest and the levels at which you would like to be considered.

Eligibility

To be eligible to apply for the temporary register you must meet the below eligibility criteria.

- Be an Australian Citizen.
- Must be able to obtain, hold and maintain a security clearance of an appropriate level relevant to the role.
- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

Use of AI in Recruitment

Geoscience Australia may use Microsoft Copilot to support limited administrative and preparatory aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and capabilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

Candidates will be asked to disclose their use of AI when submitting an application and may also be asked to do so at various stages throughout the recruitment process.

Applicants are encouraged to familiarise themselves with the Principles for candidate use of AI in recruitment, as well as the Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

Notes

If you require technical assistance, call the Recruitment and Delivery team on (02) 6249 9777 or email recruitment@ga.gov.au.

About the Geoscience Australia

Geoscience Australia is an Australian Government listed entity within the Industry, Innovation and Science portfolio. Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged. We are committed to the health, safety and wellbeing of our employees and offer a flexible and diverse workplace.

To Apply

Position Contact	Recruitment and Delivery, 02 6249 9777
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0771516

Geoscience Australia

Closing Date:Sunday 16 August 2026

Enabling Services
Chief Information & Transformation Officer Branch Change Management

Job Title	Assistant Director, AI Adoption & Governance
Job Type	Full-Time, Non-Ongoing
Location	Symonston ACT
Salary	$121,755 - $137,542
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	Executive Level 1
Position Number	19180
Agency Website	www.ga.gov.au

Job Description

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

Geoscience Australia values the lands, water and sky as we work to deepen a shared understanding of Country and Earth. We respect First Nations peoples and their enduring connection, contribution and obligations to Country. Reflecting on our shared history, we are committed to listen and learn.

About us

Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

Our workplace is committed to the health, safety and wellbeing of our employees and offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

When you work at Geoscience Australia you will have access to a range of benefits and the opportunity to experience a workplace culture that truly values and promotes diversity, inclusion, equity and belonging. To learn more about our competitive salary, free onsite parking, generous flexible working arrangements and the role you can play in growing our culture click here.

Our team

The Chief Information and Transformation Officer (CITO) Branch is responsible for driving the organisation’s digital, data, and business transformation agenda. The branch provides strategic leadership and governance for information and communication technology (ICT), data management, security, and enterprise architecture, ensuring systems and platforms are secure, reliable, and aligned with organisational priorities.

The CITO Branch leads the design and delivery of innovative, user-centric digital services while enabling continuous improvement across business processes. It works in partnership with

business areas to modernise capabilities, leverage data for decision-making, and embed scalable, future-ready solutions. The branch also fosters a culture of agility, collaboration, and innovation to support sustainable transformation and improved outcomes for stakeholders.

Duties

The Assistant Director, AI Adoption and Governance is responsible for leading the design, implementation and continuous improvement of enterprise AI governance and adoption, translating whole of government policy into agency practice, and enabling safe, high value use of AI aligned to organisational priorities.

What you'll do

You will play a critical leadership role in ensuring AI at Geoscience Australia is ethical, secure, sustainable and aligns with whole of government requirements.

Advise and enable decision-making

- Provide strategic advice to the AI Accountable Official, Chief AI Officer and Executive on AI obligations, risks and opportunities
- Prepare high-quality briefings, submissions and decision papers
- Support business case evaluation, prioritisation and risk-based decision-making for AI use cases

Embed AI governance and assurance

- Operationalise whole-of-government AI frameworks, standards and policies
- Embed risk, ethics, accountability and transparency into AI use
- Oversee AI assurance activities (e.g. impact assessments, AI register, audit readiness)

Drive AI adoption and delivery

- Establish a pipeline of AI use cases, with effective prioritisation and business ownership
- Support capability uplift and practical adoption of AI across the organisation
- Establish and track adoption and performance metrics (e.g. usage, productivity uplift, risk posture)

Collaborate and influence

- Build strong partnerships across the organisation, coordinating input from business, data, digital, legal and governance teams
- Influence the adoption of consistent and responsible AI practices
- Represent the agency in cross-government AI communities, forums and working groups
- Coordinate and grow an internal AI Community of Practice

Support transformation and organisational alignment

- Align AI initiatives with enterprise strategic outcomes and organisational transformation priorities
- Manage interdependencies with transformation workstreams, including digital, data and workforce initiatives

Work-related attributes

- Outcomes-focused and comfortable working in a fast-changing environment
- Collaborative, with strong relationship-building skills
- Curious, adaptable and committed to continuous learning
- Motivated to apply innovation in a public sector context
- Flexible in taking on new challenges, working with different areas of the organisation and contributing to organisational priorities.

Required skills, experience and/or qualifications

- Experience in governance, risk, policy or assurance in a public sector context
- Experience translating policy into operational frameworks and practices
- Proven ability to provide strategic advice and executive-level briefings
- Experience leading organisational change or technology adoption initiatives
- Understanding of AI capabilities, risks, ethics, and responsible use (deep technical skills not required)
- Strong communication skills when working with a highly technical workforce
- Proven ability to engage and influence stakeholders across diverse functions

Success in this role looks like

- AI governance frameworks implemented and operating effectively
- Increased safe and compliant AI adoption across the organisation
- Identifiable delivery of high-value AI use cases
- Positive assurance outcomes
- Strong engagement across internal and APS AI communities

To Apply

Please visit the careers page of our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Kia Wallwork on (02) 6249 9066 or email kia.wallwork@ga.gov.au.

To learn more about applying for roles within the Australian Public Services please review, 'Applying for an APS job: cracking the code'.

Use of AI in Recruitment

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Candidates must ensure their application reflects their own skills, experience and capabilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

Candidates will be asked to disclose their use of AI when submitting an application and may also be asked to do so at various stages throughout the recruitment process.

Applicants are encouraged to familiarise themselves with the Principles for candidate use of AI in recruitment, as well as the Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

Eligibility

To be eligible to apply for this position you must meet the below eligibility criteria.

- Be an Australian Citizen at the closing date of application.
- The successful applicant must be able to obtain, hold and maintain a security clearance of an appropriate level relevant to this role.
- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

Are you unsure about applying?

Did you know that a Hewlett Packard internal report found that men apply for jobs when they meet an average of 60 per cent of the job requirements? Women and other people from diverse backgrounds tend to only apply when they check every box. If you think you have what it takes, but don't necessarily meet every single point on what we are looking for, please still apply or get in touch with the contact officer to learn more about the role.

Notes

Technical Assistance

If you require technical assistance, call our Recruitment and Delivery team on (02) 6249 9777 or email recruitment@ga.gov.au.

A merit list/pool may be created from this process. If you are successful for the merit pool, your details may be shared with other Australian Public Service agencies unless you choose not to have your details disclosed.

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

About the Geoscience Australia

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To Apply

Position Contact	Kia Wallwork, (02) 6249 9066
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771503

Australian Maritime Safety Authority

Closing Date:Thursday 20 August 2026

Regulation and Vessel Certification
Ship Safety Regulation and Certification

Job Title	Senior Surveyor - Flag State Control
Job Type	Full-Time, Ongoing
Location	Fremantle WA, Sydney NSW, Brisbane QLD, Canberra ACT, Melbourne VIC, Adelaide SA
Salary	$154,955 - $179,636
Future Merit Locations	Fremantle, Sydney, Brisbane, Canberra, Melbourne, Adelaide
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible - Hybrid
Classification	Executive Level 2
Position Number	2458
Agency Website	https://www.amsa.gov.au/about

Job Description

https://careers.amsa.gov.au/en/listing/

Senior Surveyor Flag State Control

$154,955 - $179,636 + 15.4% super

AMSA Level 7

Any AMSA Office

Ongoing

About AMSA - Work with Purpose

Safe Seas. Clean Seas. Saving Lives.

At the Australian Maritime Safety Authority (AMSA), every role contributes to our mission of ensuring safe vessel operations, combating marine pollution, and rescuing people in distress.

As Australia's national maritime regulator, we coordinate national maritime and aviation search and rescue services, protect Australia's marine environment, and support a safe and resilient maritime industry. Our work is made possible by the expertise of our people across corporate, specialist, digital and operational functions, working together to deliver services nationwide.

With around 500 employees across Australia, AMSA offers meaningful careers in a complex, highly regulated environment where your work has national impact. Learn more at amsa.gov.au.

Duties

About the Role

As the Senior Surveyor - Flag State Control, you'll play a key role in supporting the safety, compliance and certification of Australian-flagged vessels.

Reporting to the Principal Marine Surveyor - Flag State, you'll provide specialist technical advice on ship safety, survey and certification matters, contributing to the delivery of Australia's Flag State obligations under domestic and international maritime frameworks. Working closely with internal stakeholders, Recognised Organisations and industry representatives, you'll support regulatory decision-making, certification activities and the ongoing development of maritime safety policy and guidance.

In this role you will:

- Provide specialist technical advice on Flag State inspection, survey and certification activities.
- Assess applications and contribute to decisions relating to statutory certification, approvals, exemptions, equivalences, waivers and other regulatory instruments for Australian-flagged vessels.

- Support compliance and enforcement activities associated with Australia's Flag State obligations.
- Coordinate and participate in audits of Recognised Organisations and contribute to AMSA's oversight of approved issuing bodies.
- Contribute to the development and review of ship safety policies, procedures, guidance material and legislative instruments.
- Prepare briefs, reports and technical advice for internal and external stakeholders.
- Represent AMSA at technical meetings, industry forums and stakeholder engagements where required.
- Monitor developments across the maritime sector and contribute to the implementation of international and domestic regulatory requirements.
-

Eligibility

What We're Looking For

You will bring:

- A tertiary qualification in naval architecture, marine engineering, or equivalent qualifications in structural, electrical or mechanical engineering with marine applications.
- Extensive experience in the Australian maritime industry in a senior technical, survey, certification or regulatory role.
- Sound knowledge of ship statutory survey and certification requirements and their practical application.
- A strong understanding of relevant international conventions, domestic maritime legislation and regulatory frameworks.
- The ability to analyse complex technical information and provide sound, evidence-based advice and recommendations.
- Strong written communication skills, including the ability to prepare technical reports, briefs and correspondence.
- Well-developed stakeholder engagement skills and the ability to work collaboratively with industry, recognised organisations and government stakeholders.
- Strong organisational skills, attention to detail and the ability to manage competing priorities.
- Behaviours aligned with AMSA's One AMSA values and ways of working.

For further details, please refer to the position description. Information about our terms and conditions of employment are contained in the AMSA Enterprise Agreement 2024 - 2027

What We Offer at AMSA

At AMSA, we support our people to do their best work through:

- Competitive remuneration and salary packaging options
- 15.4% employer superannuation contribution
- Generous leave entitlements with 20 days annual leave plus paid Christmas shutdown
- Paid parental leave with 18 weeks for primary and 14 weeks for secondary carer
- Wellbeing focus with health reimbursements, flu vaccinations and an Employee Assistance Program for you and your family
- Flexible work including work from home arrangements
- Career development including training, study assistance, paid professional memberships.
- Opportunity to connect, collaborate, and contribute through AMSA's staff-led networks

One AMSA: Shaping Our Future Together

One AMSA is our commitment to creating a workplace that is safe, respectful and inclusive – where every employee feels valued, supported and empowered to contribute. It shapes how we work together and ensures collaboration, trust, and shared purpose across AMSA.

Notes

How to Apply

To apply, visit the Careers at AMSA portal and click 'Apply' on the job listing before **11:55pm AEST on**

Thursday 20th August 2026.

You will need to provide:

- A resume (maximum 3 pages)
- A cover letter (up to 600 words) outlining your suitability based on the key responsibilities and capabilities required for the role.

For further information about the role, contact Kevin Porter on 0407055903 or kevin.porter@amsa.gov.au

For questions about the recruitment process, please contact **recruitment@amsa.gov.au.**

Applications from recruitment agencies will not be accepted, as AMSA recruitment is managed internally.

AMSA does not engage staff under the Public Service Act 1999. AMSA engages employees under the Australian Maritime Safety Authority Act 1990 and our remuneration arrangements are specific to AMSA.

About the Australian Maritime Safety Authority

At the Australian Maritime Safety Authority (AMSA), we acknowledge the value diversity brings. We encourage applications from Aboriginal and Torres Strait Islander People, people with a disability and people from other diverse backgrounds. AMSA is Australia's National agency responsible for coordinating maritime and aviation search and rescue. We regulate domestic commercial vessels, Australian and foreign shipping – from 12 metre prawn trawlers to 350 metre liquefied natural gas tankers, and everything commercial in between. We are also responsible for protecting Australia's precious marine environments like the Great Barrier Reef, from the impacts of shipping. Our stakeholders are just as diverse as our role but our mission connects them all and inspires our people to make a real difference every day – "Safe and clean seas, saving lives". AMSA offers unique and challenging career opportunities, and we employ around 430 people across Australia. To learn more about our organisation please visit our website.

To Apply

Position Contact	Kevin Porter, 0407055903
Agency Recruitment Site	https://careers.amsa.gov.au/en/listing/

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771630

Civil Aviation Safety Authority Australia

Closing Date:Sunday 23 August 2026

Legal
Investigations

Job Title	Alcohol and Other Drug Tester/Assistant Investigator
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$91,955 - $99,795
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	APS Level 5
Position Number	2579
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

The Alcohol and Other Drug (AOD) Tester/Assistant Investigator position sits within the Investigations Section of the Legal Services Branch and reports to the AOD Team Leader.

The Investigations Team is responsible for the management, conduct and coordination of all aspects of CASA's investigative activities under Part IIIA of the Civil Aviation Act 1988, fraud control, internal fraud investigations and Alcohol and Other Drug (AOD) testing of the Civil Aviation industry.

Melbourne is the preferred location for this position, other CASA locations may be considered. The position will operate under shift work arrangements in accordance with CASA's Enterprise Agreement. Intrastate and interstate travel will be required.

This position is a safety sensitive position.

The incumbent may perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998 (CASR).

The AOD Tester/Assistant Investigator position works under broad direction and is responsible for the specific deliverables outlined below, which represent an ongoing body of work:

- Under limited supervision conduct drug and alcohol tests under CASR subpart 99.C.
- Perform administrative duties associated with drug and alcohol testing including the preparation of reports and completion of forms.
- Prepare Alcohol & Other Drug briefs of evidence.
- Liaise with officers of the Commonwealth Director of Public Prosecutions and other legal representatives of the Authority.
- Draft infringement notices, when required to.
- Represent the Authority in court proceedings and give evidence as required.
- When required to, investigate alleged breaches (or assist Investigators investigate alleged breaches) of aviation and related legislation and do the things described above in relation to such investigations or provide assistance to Investigators employed by CASA.
- Liaise with other Government bodies and law enforcement agencies as required.
- As an employee, contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and will provide my input, where appropriate, to decisions that may impact upon my health, safety and wellbeing in the workplace.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Knowledge and experience in the conduct of Alcohol and Other Drug testing in a regulatory environment.
- Knowledge and experience in the conduct of investigations in a regulatory environment.
- Highly developed communication (written and verbal) and negotiation skills including the ability to establish and maintain effective working relationships with a wide range of internal and external stakeholders.
- Strong writing skills with demonstrated knowledge and experience writing briefs of evidence, issuing of infringement notices and drafting reports based on investigation findings.
- Use of electronic case management systems and/or the ability to learn new systems quickly.
- Excellent time management skills.
- Ability to work independently and cohesively as a member of a small team.
- Understanding of the diversity of Aboriginal and Torres Strait Islander peoples, their cultures, and their issues and to be able to communicate respectfully with them.

Eligibility

Eligibility requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

At a minimum, prospective CASA employees must:

- Undergo pre-employment screening and be willing to provide required information to successfully undergo a police record check.
- Be an Australian citizen.
- Be willing to undergo pre-employment physical and psychometric examinations.
- Currently hold a red Aviation Security Identification Card (ASIC) card or have the ability to obtain and hold one.
- Undertake pre-employment audiometric testing.
- As this position is safety sensitive, you may be required to undertake regular employment alcohol and drug tests as part of CASA's Alcohol and Other Drugs Policy.
- Hold a current Drivers Licence.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.
- Certificate IV (or equivalent) – Government Investigations or higher education standards pertaining to the conduct of investigations or have the ability to obtain one within 12 months of commencement.
- Have a general physical fitness to be able to walk reasonable distances with equipment in a wheeled case (approx. 15kg -20kg) and lift the equipment case into and out of vehicles, occasionally up/downstairs

Notes

Affirmative Measures

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process.

About the Civil Aviation Safety Authority Australia

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To Apply

Position Contact	Derren Rogers, 02 6217 1657
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771631

Civil Aviation Safety Authority Australia

Closing Date:Sunday 23 August 2026

Legal
Investigations

Job Title	Alcohol and Other Drug Tester/Assistant Investigator - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$91,955 - $99,795
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	APS Level 5
Position Number	2579
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

The Alcohol and Other Drug (AOD) Tester/Assistant Investigator position sits within the Investigations Section of the Legal Services Branch and reports to the AOD Team Leader.

The Investigations Team is responsible for the management, conduct and coordination of all aspects of CASA’s investigative activities under Part IIIA of the Civil Aviation Act 1988, fraud control, internal fraud investigations and Alcohol and Other Drug (AOD) testing of the Civil Aviation industry.

Melbourne is the preferred location for this position, other CASA locations may be considered. The position will operate under shift work arrangements in accordance with CASA's Enterprise Agreement. Intrastate and interstate travel will be required.

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The incumbent may perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998 (CASR).

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- Perform administrative duties associated with drug and alcohol testing including the preparation of reports and completion of forms.
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- Liaise with officers of the Commonwealth Director of Public Prosecutions and other legal representatives of the Authority.
- Draft infringement notices, when required to.
- Represent the Authority in court proceedings and give evidence as required.
- When required to, investigate alleged breaches (or assist Investigators investigate alleged breaches) of aviation and related legislation and do the things described above in relation to such investigations or provide assistance to Investigators employed by CASA.
- Liaise with other Government bodies and law enforcement agencies as required.
- As an employee, contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and will provide my input, where appropriate, to decisions that may impact upon my health, safety and wellbeing in the workplace.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Knowledge and experience in the conduct of Alcohol and Other Drug testing in a regulatory environment.
- Knowledge and experience in the conduct of investigations in a regulatory environment.
- Highly developed communication (written and verbal) and negotiation skills including the ability to establish and maintain effective working relationships with a wide range of internal and external stakeholders.
- Strong writing skills with demonstrated knowledge and experience writing briefs of evidence, issuing of infringement notices and drafting reports based on investigation findings.
- Use of electronic case management systems and/or the ability to learn new systems quickly.
- Excellent time management skills.

- Ability to work independently and cohesively as a member of a small team.
- Understanding of the diversity of Aboriginal and Torres Strait Islander peoples, their cultures, and their issues and to be able to communicate respectfully with them.

Eligibility

Eligibility requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

At a minimum, prospective CASA employees must:

- Undergo pre-employment screening and be willing to provide required information to successfully undergo a police record check.
- Be an Australian citizen.
- Be willing to undergo pre-employment physical and psychometric examinations.
- Currently hold a red Aviation Security Identification Card (ASIC) card or have the ability to obtain and hold one.
- Undertake pre-employment audiometric testing.
- As this position is safety sensitive, you may be required to undertake regular employment alcohol and drug tests as part of CASA’s Alcohol and Other Drugs Policy.
- Hold a current Drivers Licence.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA’s Alcohol and Other Drugs Directive and Procedure.
- Certificate IV (or equivalent) – Government Investigations or higher education standards pertaining to the conduct of investigations or have the ability to obtain one within 12 months of commencement.
- Have a general physical fitness to be able to walk reasonable distances with equipment in a wheeled case (approx. 15kg -20kg) and lift the equipment case into and out of vehicles, occasionally up/downstairs

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.

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

About the Civil Aviation Safety Authority Australia

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To Apply

Position Contact	Derren Rogers, 02 6217 1657
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771658

Civil Aviation Safety Authority Australia

Closing Date:Wednesday 19 August 2026

Regulatory Oversight

Job Title	Senior Airworthiness Inspector
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$163,757 - $171,201
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	1589
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

About the opportunity

As a member of CASA's Aviation Technical (AT) job family, a Senior Airworthiness Inspector (Senior AWI) works under guidance from a Section Manager and National Manager, and more experienced colleagues who provide additional support. The role sits within a local office team of inspectors and other related staff to deliver on CASA's strategic operational priorities and work plans, including the National Oversight Plan (NOP).

Senior Airworthiness Inspectors (ASR2) are expected to work reasonable additional hours beyond the ordinary hours of work, which may include work on weekends or outside the span of hours. However, this is regarded as the exception and where additional hours are worked, they are compensated in accordance with CASA's enterprise agreement.

Duties

Ideal Candidate

- Demonstrated knowledge and skill in areas such as engines/airframes; avionics; rotary and/or specialist maintenance.
- Ability to work under direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on complex matters, and/or unusual matters where standards, policies and procedures may not always cover the circumstances.
- Well-developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Experience in coaching colleagues in the completion of discreet work tasks to deliver outcomes or initiatives in complex environments, with the ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- A proven ability to seek out diverse perspectives to identify opportunities and improvements.
- In-depth understanding of aviation industry, civil aviation legislation, and relevant national and international aviation standards.

Eligibility

These are **Mandatory** requirements for the role:

- 8 years of appropriate experience as a Licensed Aircraft Maintenance Engineer (LAME).
- Extensive experience in continuing airworthiness or the management of maintenance activities.
- In-depth understanding of Australia's Civil Aviation Act 1988, and relevant CASRs and CARs, guidance materials and other legislation.
- Civil Aviation Safety Regulation (CASR) Part 66 license (or equivalent).
- Hold or be eligible to hold an Australian Security Identification Card (ASIC).

Note: The Delegate may consider experience equivalent to that of a Licensed Aircraft Maintenance Engineer in lieu of a proportion of this 8-year requirement. This could include experience in management role within either an AMO or CAMO or the role of an Airworthiness inspector within a NAA or military equivalent.

Notes

Affirmative Measures

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process.

About the Civil Aviation Safety Authority Australia

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To Apply

Position Contact	Paul Musumeci, 02 8651 3034
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771664

Civil Aviation Safety Authority Australia

Closing Date:Wednesday 19 August 2026

Regulatory Oversight
Regulatory Services 2

Job Title	Senior Airworthiness Inspector - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$163,757 - $171,201
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	1589
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

About the opportunity

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Duties

Ideal Candidate

- Demonstrated knowledge and skill in areas such as engines/airframes; avionics; rotary and/or specialist maintenance.
- Ability to work under direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on complex matters, and/or unusual matters where standards, policies and procedures may not always cover the circumstances.
- Well-developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Experience in coaching colleagues in the completion of discreet work tasks to deliver outcomes or initiatives in complex environments, with the ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
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Note: The Delegate may consider experience equivalent to that of a Licensed Aircraft Maintenance Engineer in lieu of a proportion of this 8-year requirement. This could include experience in management role within either an AMO or CAMO or the role of an Airworthiness inspector within a NAA or military equivalent.

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To Apply

Position Contact	Paul Musumeci, 02 8651 3034
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771598

Museum of Australian Democracy - Old Parliament House

Closing Date:Sunday 23 August 2026

Museum Experience and Learning Museum Experience

Job Title	Bookings and Senior Museum Experience Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$79,125 - $86,246
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	Onsite attendance is required
Classification	APS Level 4
Position Number	21937
Agency Website	

Job Description

https://www.moadoph.gov.au/

The Museum Experience team is responsible for delivering high-quality, engaging and accessible visitor experiences. From visitor services to a range of tours, the Museum Experience team ensures that every visitor encounter is welcoming, informative and memorable.

The Bookings and Senior Museum Experience Officer provides operational and administrative support to the Museum Experience team by managing tour bookings, delivering client-focused visitor services, and ensuring the efficient scheduling of tours and programs. The role combines administrative oversight of tour bookings with frontline engagement with visitors, including guiding tours and supporting the training and development of Museum Experience Officers.

Duties will include booking administration, assisting with team scheduling, operational support through on the-floor visitor services, facilitating tours, assisting with team training, stakeholder engagement, as well as minor project work.

Duties

Under the direction of the Manager Museum Experience, the Bookings and Senior Museum Experience Officer will be required to:

1. Provide high-quality customer service across multiple channels (phone, email and online systems) and in person.

2. Manage public visitor bookings enquiries in line with established procedures, maintaining accurate records to support operational requirements.

3. With guidance, coordinate tour schedules within defined capacity, staffing and operational guidelines; monitoring forward bookings and flagging scheduling issues to leadership.

4. Act as a senior member of the Museum Experience team, supporting the delivery of tours to a high standard, assisting with training and stakeholder engagement.

5. Undertake a range of administrative tasks and minor project work to support the Museum Experience team including maintaining data and creating resources using a variety of software applications.

6. Advocate MoAD tours and programs in industry trade shows, as required.

Eligibility

To be eligible for this position at MoAD, applicants must:

- be an Australian Citizen; and
- have a security clearance or be willing to undertake the process to obtain a baseline clearance (after commencement); and
- have, or be willing to undertake the process to obtain, a Working with Vulnerable People registration; and
- be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be the successful candidate.

Notes

Suitable candidates may be placed in a merit pool from this selection process and the pool may be used to fill similar ongoing or non-ongoing roles. Non-ongoing vacancies filled from a merit pool may be offered as a specified term.

Applicants may have their application and assessment results shared with other Australian Public Service (APS) agencies looking to fill similar roles.

About the Museum of Australian Democracy - Old Parliament House

To Apply

Position Contact	Veronika Troselj, 02 6270 8222
Agency Recruitment Site	https://www.moadoph.gov.au/

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771571

National Archives of Australia

Closing Date:Sunday 23 August 2026

Various Various

Job Title	Digital Archiving Graduate Cadet (Affirmative Measures - Aboriginal and/or Torres Strait Islander)
Job Type	Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Perth WA, Adelaide SA
Salary	$80,108 - $86,321
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne, Perth, Adelaide
Office Arrangement	On Site;Flexible
Office Arrangement Details	On Site (Employee is expected to work in the office location where the job is based
Classification	APS Level 4
Position Number	52800 497396
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

Are you interested in working in a field at the crossroads of cultural heritage, data and technology? National Archives of Australia is looking for a future First Nations digital archivist to join our organisation in 2027, via the Digital Archiving Graduate Cadet program. The cadetship offers graduates the opportunity to earn-while-you-learn, with an initial 11-month part-time role, funded postgraduate study, and a full-time ongoing role at the completion of the cadetship.

National Archives' Digital Archiving Graduate Cadet Program is an opportunity to continue professional study while getting hands-on experience in the management of digital records that define Australia's past and shape its future.

Duties

Desirable attributes for the successful Digital Archiving Cadet include:

• keen interest in all aspects of digital archiving

• ability to collaborate with others to achieve the best possible outcomes

• ability to incorporate feedback into your work

• an eagerness to learn new concepts, models and workflows

• ability to explore ways of improving processes and/or systems

• ability to seek out and understand information from a range of sources

• ability to learn and use various systems and software

• eligibility to enrol in, and ability to complete, the Graduate Certificate in Digital Archiving at CSU

• adherence to APS Values and Code of Conduct

• contribution to a safe, healthy and diverse workplace, working within a team environment.

While working part-time (equivalent of three days a week) at National Archives, the Digital Archiving Graduate Cadet will be supported to complete the Graduate Certificate in Digital Archiving from Charles Sturt University. Learning will be completed remotely with a 50% loading (2 subjects per semester, over two semesters).

All course fees will be fully covered by National Archives as part of the cadetship program. The study component of the cadetship is online and is to be completed outside of working hours at National Archives. On successful completion of the cadet program, a full-time, ongoing role will be offered to the cadet at APS4 level. Be able to obtain and maintain a security clearance at Baseline clearance level.

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)
- Successful applicants must meet the requirements (either an undergraduate university degree, or 5 years minimum equivalent professional experience in a related field) for enrolment in the Graduate Certificate in Digital Archiving at Charles Sturt University - for more information see: Graduate Certificate in Digital Archiving - Study (csu.edu.au).
- Affirmative Measures: The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the 'Racial Discrimination Act 1975'. This vacancy is only available to Aboriginal and/or Torres Strait Islander people Eligible applicants:
- are of Aboriginal and/or Torres Strait Islander descent; and
- identify as Aboriginal and/or Torres Strait Islander; and
- are accepted by their community as being Aboriginal and/or Torres Strait Islander.

To demonstrate eligibility for employment under this affirmative measure, you are required to provide evidence of your heritage as an Aboriginal and/or Torres Strait Islander person within your first three-months of employment. Suitable evidence of Aboriginal or Torres Strait Islander status may include:

Notes

National Archives cares about the cultural safety of our First Nations employees and colleagues, and aims to create a welcoming, safe workspace through the following:

option to work a normal workday on 26 January (utilising the public holiday on a different day)

access to cultural, ceremonial and NAIDOC leave

implementation of the Reconciliation Action Plan, supported by the RAP Working Group

First Nations Cultural Competency training for staff

access to the First Nations Employee Network.

Activities of the role

Tasks will vary from cadet to cadet, dependent on rotations, and may include (but not limited to) the following:

Arranging and describing archival collections

Responding to client queries

Assisting with public seminars

Research in different aspects of recordkeeping and archival management

Preservation of collection items

Transfer of archival records

Digitisation of collection items

Preference will be given to applicants who are able to work in Canberra, but requests to be based in Adelaide, Brisbane, Perth, Melbourne or Sydney will be considered. Relocation assistance may be provided on a case-by-case basis.

The selection process may include a mix of practical tasks, group activities and individual interviews for shortlisted applicants. If shortlisted for individual interviews, these are tentatively set for the week beginning 12 October 2026.

Employment in the graduate cadet role will be from 1 February 2027. The Graduate Certificate Session 1 program begins on 1 March 2027 (TBC).

If you are interested in applying and would like to know more, please register for a Q&A session on one of the following dates (you only need to attend one session and attendance is optional):

Tuesday 11 August 2026 12pm-1pm AEST - https://events.teams.microsoft.com/event/b32cb7c7-c7d5-4757-9d7e-d2fb732989b3@3fae0e5d-f2

Wednesday 12 August 2026 1pm-2pm AEST - https://events.teams.microsoft.com/event/aacb1e95-6d06-4a5c-bc9a-ee6fdbc86246@3fae0e5d-f2

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

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

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Carey Garvie, 03 9881 6826
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
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- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771580

National Archives of Australia

Closing Date:Sunday 23 August 2026

Various Various

Job Title	Digital Archiving Graduate Cadet
Job Type	Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Perth WA, Adelaide SA
Salary	$80,108 - $86,321
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne, Perth, Adelaide
Office Arrangement	On Site;Flexible
Office Arrangement Details	On Site(Employee is expected to work in the location where the role is based
Classification	APS Level 4
Position Number	52801, 52802, 52803 497394
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

Are you interested in working in a field at the crossroads of cultural heritage, data and technology? National Archives of Australia is now accepting applications for our Digital Archiving Graduate Cadet Program, looking for future digital archivists to join our organisation in 2027.

The cadetship offers graduates the opportunity to earn-while-you-learn, with an initial 11-month part-time role, funded postgraduate study, and a full-time ongoing role at the completion of the cadetship.

The National Archives' Digital Archiving Graduate Cadet Program is an opportunity to continue professional study while getting hands-on experience in the management of digital records that define Australia's past and shape its future.

Duties

Desirable attributes for the successful Digital Archiving Cadet include:

• keen interest in all aspects of digital archiving

• ability to collaborate with others to achieve the best possible outcomes

• ability to incorporate feedback into your work

• an eagerness to learn new concepts, models and workflows

• ability to explore ways of improving processes and/or systems

• ability to seek out and understand information from a range of sources

• ability to learn and use various systems and software

• eligibility to enrol in, and ability to complete, the Graduate Certificate in Digital Archiving at CSU

• adherence to APS Values and Code of Conduct

• contribution to a safe, healthy and diverse workplace, working within a team environment.

While working part-time (equivalent of three days a week) at National Archives, the Digital Archiving Graduate Cadet will be supported to complete the Graduate Certificate in Digital Archiving from Charles Sturt University.

Learning will be completed remotely with a 50% loading (2 subjects per semester, over two semesters).

All course fees will be fully covered by National Archives as part of the cadetship program.

The study component of the cadetship is online and is to be completed outside of working hours at National Archives. On successful completion of the cadet program, a full-time, ongoing role may be offered to the cadet at APS4 level.

Be able to obtain and maintain a security clearance at Baseline clearance level.

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)
- Successful applicants must meet the requirements (either an undergraduate university degree, or 5 years minimum equivalent professional experience in a related field) for enrolment in the Graduate Certificate in Digital Archiving at Charles Sturt University - for more information see: Graduate Certificate in Digital Archiving - Study (csu.edu.au).

Notes

Preference will be given to applicants who are able to work in Canberra, but requests to be based in Adelaide, Brisbane, Perth, Melbourne or Sydney will be considered. Relocation assistance may be provided on a case-by-case basis. A base line clearance

The selection process may include a mix of practical tasks, group activities and individual interviews for shortlisted applicants. If shortlisted for individual interviews, these are tentatively set for the week beginning 12 October 2026.

Employment in the graduate cadet role will be from 1 February 2027. The Graduate Certificate Session 1 program begins on 1 March 2027 (TBC).

If you are interested in applying and would like to know more, please register for a Q&A session on one of the following dates (you only need to attend one session and attendance is optional):

Tuesday 11 August 2026 12pm-1pm AEST
https://events.teams.microsoft.com/event/b32cb7c7-c7d5-4757-9d7e-d2fb732989b3@3fae0e5d-f2

Wednesday 12 August 2026 1pm-2pm AEST
https://events.teams.microsoft.com/event/aacb1e95-6d06-4a5c-bc9a-ee6fdbc86246@3fae0e5d-f2

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

This vacancy has been nominated for filling within the agency's cadetship program. A cadetship program is designed to provide university students with employment whilst they complete an appropriate tertiary course leading to a degree required by the agency. Cadetships consist of time spent undertaking both academic study as well as working part-time and as required to complete the specified course of academic study.

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Carey Garvie, 03 98816826
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771611

National Archives of Australia

Closing Date:Wednesday 19 August 2026

Corporate Services Branch People & Culture Section

Job Title	Senior HR Advisor, Wellbeing and Employee Relations
Job Type	Full-Time, Ongoing
Location	Parkes ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Perth WA, Adelaide SA
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	On Site;Flexible
Office Arrangement Details	Requests for flexible working arrangements can be assessed on a case-by-case basis
Classification	APS Level 6
Position Number	32873 497397
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

We are looking for a skilled and motivated HR professional to join the National Archives of Australia as a Senior HR Advisor, Wellbeing and Employee Relations.

The Senior HR Advisor, Wellbeing and Employee Relations supports the delivery of employee wellbeing, rehabilitation, performance management and employee relations services across the National Archives. Working closely with the Assistant Director, Wellbeing and Employee Relations, you will provide trusted advice to managers and employees, manage a range of complex

workplace matters, and contribute to the development of contemporary HR policies, programs and initiatives that support a positive, safe and high-performing workplace.

The role is responsible for coordinating the National Archives' Performance Management Program, including supporting managers and employees throughout the performance management cycle. You will also manage a range of wellbeing, rehabilitation and employee relations matters, including rehabilitation case management, performance management, workplace grievances, dispute resolution, review of actions and Code of Conduct matters. In addition, you will contribute to executive reporting, committee support, policy development and continuous improvement initiatives that strengthen People and Culture service delivery.

The successful candidate will demonstrate experience providing practical, solutions-focused HR advice across employee relations, performance management, rehabilitation and workplace wellbeing. You will be confident managing sensitive and complex matters, building productive relationships with stakeholders, and balancing competing priorities while delivering high-quality outcomes. Strong communication skills, sound judgement and a customer-focused approach are essential.

A sound understanding of the Australian Public Service employment framework, including the Public Service Act 1999, Fair Work Act 2009, Safety, Rehabilitation and Compensation Act 1988, and Work Health and Safety Act 2011, together with experience in rehabilitation and workplace wellbeing, will be highly regarded.

Duties

Under limited direction the main duties of the role are to:

- Support the management of wellbeing and employee relation cases including rehabilitation, performance management, dispute resolution, review of actions and grievance and code of conduct investigations.
- Provide advice and support to managers and employees on National Archives Performance Management Policy.
- Coordinate and manage the implementation of the Performance Management Program, providing ongoing support and guidance to manager and employees regarding the performance management cycle and completion of Individual Work Plans (IWP).
- Provide reports to Senior Management of IWPs for their branches.
- Deliver regular corporate information sessions on the performance cycle.
- Manage the implementation of the SES Performance Leadership Framework.
- Assist in the development and implementation of HR initiatives, policy and process improvements.
- Assist with drafting and developing executive briefs, committee papers and Questions on Notice.
- Provide secretariat support to the National Archives Workplace Relations Committee. • Develop and maintain effective, professional relationships with relevant internal and external stakeholders.
- Identify and deliver developments and innovations to enhance service delivery and the customer experience.

- Take responsibility of a self-managed workload by meeting deadlines, making decisions within parameters and escalating complex issues as necessary.
- Apply the principles of APS Values, Code of Conduct, workplace diversity, work health and safety and participative management within a work and team environment.
- Promote and apply the National Archives' Vision, Mission and Commitments as expressed in Strategy 2030 and Our Values.

Eligibility

To be eligible for the role you must be an Australian citizen. If you are selected, you will be required to

successfully undergo a police record check and be able to obtain and maintain a security clearance at

a Baseline clearance level.

Notes

Due to the nature of the role, you will be required to work on site at our Parkes office. Requests for flexible working arrangements can be assessed on a case-by-case basis.is.

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

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Emma Develin, 02 6212 3608
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771532

National Film and Sound Archive of Australia

Closing Date:Sunday 16 August 2026

Programs and Operations Technical and Production

Job Title	Technical Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Acton ACT
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	The primary duties of this role require working on site.
Classification	APS Level 5
Position Number	89785
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 Technical & Production team is part of the Programs and Operations section. The section includes three teams: Public Programs & Visitor Experience, Learning & Media Literacy, and Technical & Production. The section’s key objectives are to increase NFSA’s relevance, reach and revenue, particularly through experiences for visitors at our headquarters in Acton.

At Acton, we tell the Australian Story through a suite of place-based experiences that activate and celebrate our spaces and collection with programs that inspire, connect, and engage with audio visual culture, media technology, creativity, and the arts. As a local creative and cultural hub, Acton is a place where all Australians can feel safe, feel seen, and be heard - a place to explore their identity and engage in conversation.

The Technical & Production team supports the delivery and maintenance of corporate public programs and experiences at Acton, including:

- Baseline Experiences – Our ‘always on’ experience welcomes visitors to our revitalised heritage spaces and courtyard with digital and object-based displays.

- Gallery Series – A program of audiovisual art installations by renowned Australian artists in our main gallery space.
- Film Series – A year-round program of screenings in our award-winning, heritage-listed Arc Cinema, including partnerships with independent film festivals.
- Partnerships Series- The team collaborates with external strategic partners to deliver joint programs and events. Through these partnerships, NFSA builds community and participates as a key voice in the conversation about identity, city renewal, placemaking and design.
- Live@NFSA – The team delivers live events and public programs onsite.
- Commercial Venue Hire – Many of our revitalised spaces are available for hire and more are coming online. The NFSA recognises venue hire as an opportunity to connect with diverse audiences, develop business tourism and generate revenue.
- Learning & Media Literacy programs.
- NFSA corporate events.

The Opportunity

The Technical Officer is responsible for the coordination of NFSA screening programs including digital and analogue film formats, technical equipment operation and maintenance, and assisting with technical delivery for programs and venue hire.

The Technical Officer reports directly to the Technical Supervisor and is also responsible for maintaining various internal stakeholder and external customer relationships.

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

- Coordinate digital and analogue screening materials for NFSA programming, including sourcing screen materials from distributors and other program partners.
- Test and prepare content including condition reports for 35mm and 16mm film prints.
- Administer the Non-Theatrical Lending Collection and outwards loans using online platform Libero.
- Manage distribution of Collection films, including managing relationships with Collection stakeholders and hirers.
- Assist with monitoring and maintaining projection and audiovisual equipment and systems, including annual maintenance program.

- Provide technical advice and support to Technical & Production projects, NFSA programs, partner programs and venue hirers as required.
- Support technical production planning and delivery, including:
  - coordinating and managing external contractors to deliver technical services,
  - conceptualising and implementing technical requirements for programs,
  - managing bump-ins and technical rehearsals, including artist liaison,
  - assisting with AV bump-in/out and technical operation for programs and venue hires,
  - assisting with preparing and editing digital media files; and
  - ensuring compliance with Work Health and Safety policies and procedures.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Highly developed technical knowledge with experience coordinating and operating a wide range of technical equipment relevant to a cinema and/or live events environment.
2. Demonstrated organisational skills and experience in administration, including ability to manage competing priorities.
3. Well-developed communication skills, including the ability to proactively engage and collaborate with stakeholders effectively.
4. Working understanding and practice of Work Health and Safety issues, identification and risk management related to technical venues and equipment.

Eligibility

Desired Skills and Experience

- Technical qualifications or equivalent knowledge demonstrated through experience in a relevant field.
- Experience working in or with cultural institutions.

How to Apply

When applying via our online e-recruitment system, please provide a written application addressing each Selection Criteria. Your current resume is also to be included in your application.

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

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

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.
- Obtain and maintain a Working with Vulnerable People registration.

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	Justin Watson, justin.watson@nfsa.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/nfsa/production/

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Prime Minister and Cabinet

Vacancy VN-0771660

Aboriginal Hostels Limited

Closing Date:Wednesday 19 August 2026

AHL
Finance Division

Job Title	Finance Reporting Officer / Credit Control Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
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 - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	TBA
Agency Website	https://www.ahl.gov.au/work

Job Description

https://www.ahl.gov.au/work

About AHL

AHL is a not-for-profit Commonwealth company dedicated to providing culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. AHL's vision is to improve the quality of life and economic opportunities for First Nations people. – since 1973, AHL has been committed to improving the quality of life and economic opportunities for First Nations people through a national network of over 40 hostels across Australia.

Duties

About the Role

An exciting opportunity has arisen for two key finance professionals—a Finance Reporting Officer and a Credit Control Officer—to join our dynamic finance team by leading the preparation of management accounting performance reports and optimising the end-to-end management of trade debtors.

Finance Reporting Officer

This pivotal role drives preparation of financial and committee papers for the AHL Board and committees, enabling informed, strategic decision-making. You will compile and distribute critical management accounting reports that empower internal and external stakeholders to successfully fulfill their financial and compliance obligations. Beyond reporting, the role assists with core financial operations, including corporate budgeting and forecasting, the strategic investment of surplus operating funds, and the continuous optimisation of financial systems.

Debtor Management and Credit Control Officer

This role is pivotal in proactively managing debt collection and the recovery of overdue accounts. You will act as a primary point of contact, communicating daily with organisational debtors and collaborating closely with operational staff to resolve outstanding balances. In addition to delivering regular debt and aging reports to management and operations, the position is responsible for compiling weekly and monthly occupancy performance reports to keep internal stakeholders informed on hostel operations nationwide.

For further information about the role and how to apply, visit the AHL website. Work with us | Aboriginal Hostels Limited

Eligibility

To be eligible to apply, applicants must be Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement the successful applicants will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- meet the fitness for duty requirements.

For new APS employees, a six-month probationary period will apply.

Notes

How to apply

- Upload and complete the application form, available from our website Work with us | Aboriginal Hostels Limited
- Email your application form and current resume to jobs@ahl.gov.au by 11:59PM AEST, Wednesday 19 August 2026. The statement of claims (imbedded in the application form) should be a maximum of two pages addressing the key responsibilities and capabilities.
- Include your name and the job reference (VN-0771660) in the subject of your email.

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

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

About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Guolin Mah, 02 6212 2038
Agency Recruitment Site	https://www.ahl.gov.au/work

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Prime Minister and Cabinet

Vacancy VN-0771527

Australian National Audit Office

Closing Date:Sunday 23 August 2026

Financial Statements Audit Services Group

Job Title	SES Band 2 Group Executive Director, Financial Statements Audit Services Group
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$276,066 - $360,874
Future Merit Locations	Barton
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home.
Classification	Senior Executive Service Band 2
Position Number	036/2026
Agency Website	https://www.anao.gov.au

Job Description

https://www.anao.gov.au/careers/vacancies

The opportunity

The Australian National Audit Office (ANAO) is seeking a highly skilled and dynamic leader for the SES Band 2 Group Executive Director, in the Financial Statements Audit Services Group (FSASG). This senior leadership position plays a crucial role in delivering independent reporting to the Australian Parliament and promoting accountability and transparency within the Australian Government sector.

As a Group Executive Director, you will be responsible for leading the Financial Statements Audit Services Group that provides independent assurance on financial statements and financial administration for Australian Government entities and conducts assurance reviews.

The role is vital in delivering the ANAO’s strategic objectives, ensuring the effective and efficient operation of the group, and maintaining high standards of audit quality. As Group Executive Director, you will lead a multidisciplinary team, manage resources, provide strategic direction, and

foster a collaborative environment across the ANAO. You will engage with senior government officials, stakeholders, and Parliament to deliver on the ANAO’s mission.

Duties

Key Responsibilities:

• Provide strategic leadership of the ANAO as a member of the Executive Board of Management and support the Auditor-General in driving overall organisational performance and achieving the ANAO’s goals and vision.

• Provide expert leadership and strategic direction for your group, working closely with other senior executives to ensure alignment with the ANAO’s overall goals and vision.

• Lead and manage the delivery of audit and assurance services in FSASG, ensuring high-quality outcomes and adherence to relevant standards.

• Cultivate and maintain key relationships with senior government officials, stakeholders, and Parliament to support the ANAO’s work and enhance its public sector impact.

• Drive a culture of continuous improvement, fostering innovation and developing strategies to respond to emerging challenges in public sector performance and accountability.

• Oversee resource planning, financial management, and the execution of key projects to ensure the effective operation of your group.

• Lead, mentor, and develop a high-performing team, ensuring the group’s success and capability to meet the ANAO’s objectives.

Please note:

• A merit pool will be created from this activity that may be used to fill similar vacancies for a period of 18 months from the date of advertising.

Who we are looking for

The ideal candidate will perform at the SES Band 2 leadership level and demonstrate the APS-wide DRIVE Leadership behaviours.

We are seeking a strong and visionary leader with the ability to see the big picture and drive transformational change that aligns with the ANAO's goals. The candidate will demonstrate strong decision-making capabilities, acting decisively and confidently even in complex environments. A core requirement of this position is the ability to lead a multi-disciplinary team to deliver innovative and strategic agency outcomes. A collaborative approach is essential, working effectively in partnership with others to foster a results-driven environment. Additionally, the candidate must be resilient, capable of leading through adversity and navigating complex challenges with a calm, solutions-oriented mindset.

To be successful in this role, you will demonstrate:

• Proven experience in leading and managing diverse, multidisciplinary teams to deliver complex audit and assurance services in a professional environment.

• Ability to think critically and strategically, providing expert advice to senior leadership and stakeholders on complex public sector issues, and working effectively in teams with other executives to deliver a shared vision and goals.

• Deep technical expertise in audit, assurance, data analytics, or IT systems, with a commitment to driving high-quality outcomes and improvements in public sector administration.

• Experience in managing complex relationships with internal and external stakeholders, including senior government officials and parliamentary bodies.

• High standards of integrity and professionalism, with a strong commitment to public service values and accountability.

Integrity and Work Health and Safety

All APS employees are required to comply with the APS Code of Conduct, including to at all times behave in a way that upholds the APS Values and Employment Principles, and the integrity and good reputation of their agency and the APS. This ensures public trust in the impartiality and reputation of the APS. Employees must also disclose any real or perceived conflicts of interest.

SES leaders in particular are required to demonstrate the highest levels of integrity, uphold and promote the APS Values and Employment Principles by personal example and other appropriate means. To learn more refer to the APS Values and Code of Conduct in Practice.

SES leaders who make, or participate in making, decisions that affect the whole, or a substantial part, of the ANAO (as the Person Conducting a Business or Undertaking, PCBU) are regarded as an Officer for the purposes of the Work Health and Safety Act 2011 (WHS Act). To fulfil their duty under the WHS Act, Officers must exercise due diligence to ensure the ANAO complies with its work health and safety duties and obligations. It is the ANAO's expectation that all SES Leaders act in a way that is consistent with the obligations of an Officer under the WHS Act.

Eligibility

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

• Relevant tertiary qualifications in commerce, accounting, economics, law, public policy, IT, business management or a related discipline.

• Membership of relevant professional bodies or associations.

• Relevant experience in senior operational management, ideally within the public sector.

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a security clearance at the level of **Negative Vetting 1.** For more information about the AGSVA security clearance process, please refer to the AGSVA website.

Notes

Assessment process / Reasonable adjustment

As part of the assessment process, you may be asked to participate in one or more of the following assessment activities:

• Interview (in-person or virtual)

• Written assessment

If you believe you may require reasonable adjustments to participate in the assessment process, please ensure this is indicated on your application. A member of our recruitment team will contact you to discuss the adjustments prior to the assessment process.

Use of Artificial Intelligence (AI) in recruitment

The ANAO supports candidates using artificial intelligence (AI) tools and technologies to assist in the preparation of their application. To support a fair, transparent and merit-based assessment process, candidates are required to disclose any use of AI in preparing their application. This includes (but is not limited to) AI-based writing assistants, resume builders, or other generative AI tools.

All applications must remain an accurate and genuine representation of your skills, experience and capability, and you must be able to explain and substantiate your submission if required.

Candidates are expected to read and understand the APSC *Principles for candidate use of AI in recruitment*, which outline expectations for appropriate use of AI, including maintaining authenticity and avoiding misleading or unfair use. Failure to appropriately disclose AI use, or use of AI in a misleading way, may impact your assessment.

How to apply

Applications must be submitted using the ANAO's online recruitment system. Applications sent via email cannot be accepted.

Applicants are required to submit a current CV/resume and a statement of claims (500 words maximum) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide

examples which demonstrate your ability to perform the duties of the position. We highly recommend that you refer to the SES Work Level Standards, and demonstrate the APS-wide DRIVE Leadership behaviours in the preparation of your application.

We look forward to receiving your application and exploring how your skills and experience can contribute to our leadership team.

Contact

Name: Beaumont&Beaumont (on behalf of the ANAO)

Phone: (02) 6126 4500

Email: anao@beaumontandbeaumont.com.au

Closing date

Applications close 11:30pm (AEST) on **Sunday 23 August 2026.**

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 National Audit Office

The Australian National Audit Office (ANAO) is a specialist public sector entity that provides a full range of audit services to the Australian Parliament, the Australian Government and public sector entities. The 'Auditor-General Act 1997' provides the legislative framework for the role of the Auditor-General and the ANAO. The purpose of the ANAO is to drive accountability and transparency in the Australian Government sector through quality evidence based audit services and independent reporting to Parliament, the Executive and the public, with the result of improving public sector performance. The Executive is accountable to Parliament for its use of public resources and the administration of legislation passed by the Parliament. The Auditor-General scrutinises and provides independent assurance as to whether the Executive is operating and accounting for its performance in accordance with Parliament’s purpose.

To Apply

Position Contact	Beaumont&Beaumont (on behalf of the ANAO), (02) 6126 4500
Agency Recruitment Site	https://www.anao.gov.au/careers/vacancies

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Prime Minister and Cabinet

Vacancy VN-0771510

Department of the Prime Minister and Cabinet

Closing Date:Sunday 31 January 2027

Job Title	PM&C Employment Register
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$68,524 - $180,967
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements may be considered
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	PMC/2026/ER2
Agency Website	

Job Description

https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

Joining the PM&C team is an opportunity to contribute to meaningful and interesting work. At PM&C we deliver fresh thinking and advice on government activities, policies and programs to support Government to improve the lives of all Australians. We want people who can bring skills to tackle complex challenges in partnership with talented colleagues, leaders and the community. Discover the breadth of PM&C's work by exploring our latest corporate plan and visiting the what we do pages of our website.

We value diversity and aim for our workforce to be reflective of the Australian community. We encourage applications from people with diverse backgrounds and skills, including from other

sectors and / or lines of work, those living with disability, First Nations peoples, members of the LGBTIQA+ community, and culturally and linguistically diverse people.

Working with PM&C is an opportunity to belong to a forward-thinking and inclusive workplace with access to a range of flexible work options that suit your needs and ours, such as work from home, part-time, varied work patterns, flex-time and time off in lieu. Receive great benefits, with annual pay increases and generous leave provisions (for example 4 weeks annual leave plus public holidays and Christmas closedown, 18 days personal/carers leave, 18 weeks parental leave for primary carers, cultural, ceremonial and NAIDOC leave) and continued professional development.

PM&C has an Indigenous staffing liaison officer (ILO) available to provide support to First Nations people seeking employment at PM&C. If you wish to contact them, please email inclusionandiversity@pmc.gov.au.

For candidates requiring workplace adjustments during the recruitment process or employment, please contact the Wellbeing team at wellbeingpmc@pmc.gov.au.

For further details on our employment conditions and our commitment to fostering an inclusive culture, visit the what we offer and inclusion and diversity pages on the PM&C website.

Join us in shaping a brighter future for Australia.

Duties

The PM&C Employment Register (the Register) provides all members of the community with the opportunity to register interest for upcoming employment opportunities at PM&C.

The Register is used by hiring managers across PM&C to rapidly fill a broad range of exciting roles such as advisors on taskforces relating to emerging Government priorities, policy roles, governance and corporate roles, management and leadership positions and administrative support including Executive Assistants and more!

The Register is open to both current APS employees as well all members of the community looking to gain employment experience within the APS. For more information about the Register please refer the Employment Register FAQs below.

If you are interested in becoming an Executive Assistant at PM&C, please submit an application for the PM&C Executive Assistant Employment Register here.

Eligibility

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing. At PM&C to be eligible for a vacancy you must be an Australian Citizen on the date you are engaged/employed.

Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check. They will also be required to obtain and maintain a security clearance of an appropriate level for the role. At PM&C all employees must hold a Baseline level security clearance at a minimum, however some roles may

Notes

Current ongoing APS employees - Ongoing and non-ongoing transfer opportunities may be offered, under section 26 of the Public Service Act 1999.

Non-APS employees and those that do not hold an ongoing role within the APS - Non-ongoing opportunities the employee may be engaged for an initial term of up to 12 months. The employee may be eligible for one contract extension, up to a maximum employment period of 18 months. In any case, non-ongoing employees will be bound by a maximum of 2 consecutive contracts in the same, or similar role.

Flexible working arrangements (such as remote work, part time work) will be considered on an individual basis, based on the operational requirement of the role and individual preferences.

About the Department of the Prime Minister and Cabinet

The Department of the Prime Minister and Cabinet (PM&C) advances Australia's national interests through high quality support to the Prime Minister and the operations of Cabinet. PM&C supports the Prime Minister as leader of the Government and of Cabinet and as leader of the country. This positions us both to provide visibility of Government priorities and influence outcomes across all Commonwealth portfolios, state jurisdictions, the Australian Public Service (APS) as an institution, and on the international stage. Our role is to provide fresh thinking and creative advice to government as stewards for the APS. We contribute ideas on the many and varied issues facing Australia, taking into consideration the views and opinions of a range of stakeholders across the private, public, not-for-profit and community sectors. The PM&C team provides pragmatic advice and finds solutions to problems so that Government policies can be effectively designed and implemented. We give particular weight to issues that are important to the Prime Minister. Our focus, put in its simplest terms, is to find new ways to improve the lives of all Australians.

To Apply

Position Contact	PM&C Recruitment, n/a
Agency Recruitment Site	https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

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Prime Minister and Cabinet

Vacancy VN-0771511

Department of the Prime Minister and Cabinet

Closing Date:Sunday 31 January 2027

Job Title	PM&C Executive Assistant Employment Register
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$83,242 - $98,259
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	The majority of roles are predominately office-based in Canberra, but flexible working arrangements may be considered on an individual basis.
Classification	APS Level 4;APS Level 5
Position Number	PMC/2026/EA-ER2
Agency Website	

Job Description

https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

We value diversity and aim for our workforce to be reflective of the Australian community. We encourage applications from people with diverse backgrounds and skills, including from other sectors and / or lines of work, those living with disability, First Nations peoples, members of the LGBTIQA+ community, and culturally and linguistically diverse people.

Working with PM&C is an opportunity to belong to a forward-thinking and inclusive workplace and receive great benefits, with annual pay increases and generous leave provisions (for example 4 weeks annual leave plus public holidays and Christmas closedown, 18 days personal/carers leave, 18 weeks parental leave for primary carers, cultural, ceremonial and NAIDOC leave) and continued professional development.

PM&C has an Indigenous staffing liaison officer (ILO) available to provide support to First Nations people seeking employment at PM&C. If you wish to contact them, please email inclusionandiversity@pmc.gov.au.

For further details on our employment conditions and our commitment to fostering an inclusive culture, visit the what we offer and inclusion and diversity pages on the PM&C website.

Duties

The PM&C Executive Assistant Employment Register (the EA Register) provides all members of the community with the opportunity to register interest for upcoming Executive Assistant employment opportunities at PM&C.

The EA Register is used by hiring managers across PM&C to rapidly fill exciting Executive Assistants (EA) roles at the APS4 and APS5 classifications. As an EA, you will play a pivotal role in providing high-level executive and administrative support to our Senior Executive Service (SES) leaders. As part of our EA network, you will collaborate closely with the Secretary's office, senior EAs, and other support areas across the Department.

As an APS4 Executive Assistant, you will provide high level administrative support to one or more Assistant Secretaries (SES Band 1) who lead Branch's within PM&C.

This support generally includes, but is not limited to:

- First point of contact for internal and external enquiries to the Assistant Secretary and coordination point for the branch.
- Diary management and travel arrangements, including credit card and financial reconciliations.
- Coordinating and managing correspondence, briefings and approvals.
- Coordinating meetings and events, including agendas and papers, venue booking and logistics.
- Operating and maintaining internal desktop applications for the work area and preparing associated reports.
- Providing a range of coordination and support activities, which may include supporting one or more teams with diverse work to build your skill base, based on the needs of the Branch.

To work at the APS4 level, you may have developed relevant skills in positions such a receptionist, office manager or customer service representative. You don't need to have been an Executive Assistant in the APS before, we can support you to undertaken relevant training if you have the right skills.

As an APS5 Executive Assistant, you will provide complex administrative support to a First Assistant Secretary (SES Band 2) who leads a Division and potentially one or more Assistant Secretaries (SES Band 1).

The duties of an APS5 EA generally include the duties for the APS4 in the above description, as well as:

- Quality control of correspondence, including reports, financial management and less complex research.
- Initiating advice and responding to requests for research, information or briefings.
- Contributing to the development of work plans, including establishing priorities and monitoring progress.
- Providing guidance and support on a range of strategic coordination and support activities, based on the needs of the division.
- Coordination and oversight of executive support services across the Division including supporting and guiding other EAs within the Division.

To work at the APS5 level, you will have demonstrated experience as an EA (or similar) in either the public or private sector in positions such as personal assistant, accounts administrator, travel agent or legal secretary.

Eligibility

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing. At PM&C to be eligible for a vacancy you must be an Australian Citizen on the date you are engaged/employed.

Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check. They will also be required to obtain and maintain a security clearance of an appropriate level for the role. At PM&C all employees must hold a Baseline level security clearance at a minimum, however some roles may require a higher level of clearance.

Notes

Current ongoing APS employees - Ongoing and non-ongoing transfer opportunities may be offered, under section 26 of the Public Service Act 1999.

Non-APS employees and those that do not hold an ongoing role within the APS - Non-ongoing opportunities: the employee may be engaged for an initial term of up to 12 months. The employee

may be eligible for one contract extension, up to a maximum employment period of 18 months. In any case, non-ongoing employees will be bound by a maximum of 2 consecutive contracts in the same, or similar role.

The majority of roles are predominately office-based in Canberra, but flexible working arrangements may be considered on an individual basis, based on the operational requirement of the role and individual preferences.

About the Department of the Prime Minister and Cabinet

The Department of the Prime Minister and Cabinet (PM&C) advances Australia's national interests through high quality support to the Prime Minister and the operations of Cabinet. PM&C supports the Prime Minister as leader of the Government and of Cabinet and as leader of the country. This positions us both to provide visibility of Government priorities and influence outcomes across all Commonwealth portfolios, state jurisdictions, the Australian Public Service (APS) as an institution, and on the international stage. Our role is to provide fresh thinking and creative advice to government as stewards for the APS. We contribute ideas on the many and varied issues facing Australia, taking into consideration the views and opinions of a range of stakeholders across the private, public, not-for-profit and community sectors. The PM&C team provides pragmatic advice and finds solutions to problems so that Government policies can be effectively designed and implemented. We give particular weight to issues that are important to the Prime Minister. Our focus, put in its simplest terms, is to find new ways to improve the lives of all Australians.

To Apply

Position Contact	PM&C Recruitment, n/a
Agency Recruitment Site	https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

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Prime Minister and Cabinet

Vacancy VN-0771565

National Indigenous Australians Agency

Closing Date:Monday 17 August 2026

Corporate
Business Operations Support Security

Job Title	Assistant Director, Physical Security, Business Operations Support
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$130,638 - $148,889
Future Merit Locations	Woden
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement
Classification	Executive Level 1
Position Number	NIAA/2026/030
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=BA103901-E859-B15A-3B91-ED32F4D01257

The Assistant Director, Physical Security Practitioner is a key leadership role within the Branch Leadership Team, responsible for delivering the Agency's physical security program and ensuring compliance with the Australian Government Protective Security Policy Framework (PSPF).

Working under broad direction from the Director, the successful candidate will provide expert advice on physical security and protective security risk management, while leading staff, managing stakeholder relationships and driving continuous improvement initiatives. The role requires a high level of judgement, strategic thinking and the ability to manage complex security risks across diverse operational environments.

As a leader, you will contribute to branch performance by overseeing security programs, managing resources, and fostering a positive, collaborative and high-performing team culture. You will engage with a broad range of internal and external stakeholders, including senior executives, security service providers, law enforcement agencies, emergency services and industry specialists.

In this role, you will:

- lead the identification, assessment and management of physical security risks across Agency facilities, assets and operations
- develop, implement and monitor physical security strategies, plans and procedures to ensure compliance with the PSPF and security best practice
- support the Director in coordinating security reviews, audits and assessments and provide recommendations to strengthen security outcomes
- prepare high-quality reports, briefings and advice for senior executives, security committees and governance forums
- ensure a safe and secure environment for employees, contractors, visitors and Agency assets
- manage access control systems, security zoning requirements and physical security measures for Agency sites
- monitor security performance, identify emerging risks and implement effective mitigation strategies
- manage and oversee the delivery of contracted security services, including guarding, secure destruction, locksmithing and specialist security consulting services
- liaise and build productive relationships with law enforcement agencies, intelligence partners, emergency services and other key stakeholders
- contribute to strategic planning, business continuity, fraud control and other organisational initiatives where security requirements must be considered
- lead and support projects relating to security enhancements, facility upgrades and new site establishment
- provide leadership, mentoring and guidance to staff while supporting capability development and a positive team culture

Duties

We are seeking a motivated and capable leader with strong physical security expertise and a demonstrated ability to deliver strategic and operational outcomes in a complex environment.

The successful candidate will demonstrate:

- demonstrated ability to lead, develop and support high-performing teams through coaching, mentoring and capability development
- commitment to fostering an inclusive, culturally safe and respectful workplace culture
- strong strategic thinking skills, with the ability to align priorities and deliver outcomes that support organisational objectives
- proven experience leading and delivering complex programs, projects or initiatives in a dynamic environment
- ability to identify emerging issues, manage competing priorities and drive continuous improvement
- demonstrated experience in physical security, protective security and security risk management
- ability to identify, assess and mitigate security risks, and implement effective security controls and governance frameworks
- sound judgement and decision-making skills, with the ability to provide trusted advice on complex or sensitive matters
- strong stakeholder engagement skills, with the ability to build productive relationships across government, industry and service providers
- excellent communication skills, including the ability to prepare clear and concise reports, briefings and advice for a range of audiences

- proven ability to influence, negotiate and collaborate effectively to achieve positive outcomes
- professionalism, integrity and resilience when operating in complex and changing environments
- relevant qualifications in security, risk management, law enforcement, emergency management or a related field, or equivalent experience, are desirable

Eligibility

- To be eligible for this position you must be an Australian Citizen.
- You'll need to agree to pre-employment screening checks to work for the NIAA. This role also requires a Negative Vetting Level 2 Security clearance. We may also conduct further integrity checks during the course of your employment.
- Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Notes

This role is being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

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

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

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

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

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

About the National Indigenous Australians Agency

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

To Apply

Position Contact	Tania Honneysett, (02) 6152 3240
Agency Recruitment Site	https://niaa.nga.net.au/?jati=BA103901-E859-B15A-3B91-ED32F4D0125

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Prime Minister and Cabinet

Vacancy VN-0771483

Northern Land Council

Closing Date:Thursday 13 August 2026

Land and Sea Management
Sea Country

Job Title	Project Officer - Sea Country
Job Type	Full-Time, Ongoing
Location	Berrimah NT
Salary	-
Future Merit Locations	Berrimah
Office Arrangement	On Site
Office Arrangement Details	On-Site
Classification	
Position Number	DST3
Agency Website	www.nlc.org.au

Job Description

https://jobs.nlc.org.au/job-details/query/Project+Officer+-+Sea+Country/in/Australia/9786220/

Be part of protecting and managing Aboriginal Sea Country.

The Northern Land Council is seeking a proactive **Project Officer – Sea Country** to support projects that help Traditional Owners manage and protect their Sea Country. Working with the Sea Country Project Coordinator and Recreational Fishing Lead, you'll coordinate consultations, support project delivery and contribute to initiatives across recreational fishing, tourism, access and agreement management.

Duties

Working closely with the Sea Country Project Coordinator and Recreational Fishing Lead, you'll be the person who helps keep projects moving, ensures information is well managed and supports meaningful engagement between Traditional Owners, communities and stakeholders.

If you're someone who enjoys variety, thrives on organisation and values building strong relationships, you'll find this role both rewarding and impactful. In addition to this, you will: -

- Coordinate meetings, travel and logistics for consultations with Traditional Owners and other stakeholders.
- Provide project, operational and administrative support across Sea Country access, fishing and agreement-management activities.
- Maintain accurate records, project documentation and report, and assist with program monitoring and compliance activities.
- Support remote fieldwork and prepare clear information and communication materials for communities and stakeholders.
- Help improve procedures, systems, templates and ways of working relevant to Aboriginal waters and Sea Country agreements.

Eligibility

You are an organised and proactive professional who enjoys coordinating projects and supporting people to achieve shared goals. You have strong communication skills, can juggle competing priorities and understand the importance of working respectfully with Aboriginal people and communities. Most importantly, you're someone who values collaboration, takes initiative and is motivated by work that makes a real difference.

In addition to this, you will have: -

- A relevant qualification and/or demonstrated experience in project support, administration, natural resource management, community development or a similar field.
- Strong cross-cultural communication skills and the ability to build productive, respectful relationships with Aboriginal people and communities, government agencies and industry stakeholders.
- Sound judgement, initiative and problem-solving skills, with the ability to organise competing tasks, meet deadlines and prepare clear reports for different audiences.

- Competence using Microsoft Office and records-management systems, plus a current C Class driver licence and willingness to travel remotely by manual 4WD vehicle or light aircraft.
- Knowledge of land rights, native title, fisheries or Sea Country management, and experience working with Traditional Owners, Aboriginal ranger groups or remote communities, will be highly regarded.

For a full copy of the Position Description refer to the link provided below.

Notes

What's in it for you?

At the NLC, you'll join a purpose-driven organisation committed to supporting the aspirations, rights and interests of Aboriginal people across the Northern Territory. In this role, you'll have the opportunity to contribute to meaningful projects, work alongside passionate colleagues and build valuable experience in land and sea management, community engagement and project delivery. In return, you'll enjoy a supportive workplace, opportunities for professional growth, and the chance to make a lasting impact across the Northern Territory.

We offer:

- A base salary of **$86,257** per annum plus **15%** superannuation and **salary sacrificing** up to $15,900 + Meal Entertainment and Holiday Accommodation benefit up to $2,650 per year.
- Other benefits under our **Enterprise Agreement** include:
  - District allowance of up to **$4,884 (DA2)** per annum for individuals with dependents and **$2,678 (DA1)** without dependents.
  - Generous leave provisions 5 weeks annual leave, 18 days personal leave;
  - **Paid Christmas** close down;
  - Upon completion of 12 months of service an **Annual airfare** with a net (in hand) value of $3,177;

How to apply?

Interested applicants should send a copy of their CV along with a cover letter outlining why you are interested in this position and what relevant skills and expertise you will bring to this role.

This is an Identified Aboriginal and/or Torres Strait Islander position. The successful applicant must be of Aboriginal and/or Torres Strait Islander descent, identify as an Aboriginal and/or Torres Strait Islander person. This requirement is a genuine occupational qualification authorised under the relevant provisions of the Anti-Discrimination Act (NT).

If you have any further queries, please contact Rhys Mulholland on 0499 592 334.

Applications Close: Thursday 13 August 2026

About the NLC:

The Northern Land Council (NLC) is an independent statutory authority of the Commonwealth. The NLC is established under the Aboriginal Land Rights Act (NT) 1976 and its purpose is to serve its constituents who are Traditional Owners (TOs) and other Aboriginal people living in their region. Cultural knowledge and lived experience are central to the work that we do here at NLC. We are committed to enhancing Aboriginal peoples social, political and economic participation by supporting their aspirations and amplifying their voices on a range of issues impacting on their lands, seas, culture and communities.

About the Northern Land Council

To Apply

Position Contact	Rhys Mulholland, 0499 592 334
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Project+Officer+-+Sea+Country/ir

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Prime Minister and Cabinet

Vacancy VN-0771547

Office of the Official Secretary to the Governor-General

Closing Date:Monday 17 August 2026

Job Title	Assistant Program Officers and Assistant Case Officers
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT
Salary	$71,429 - $78,153
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Employees have access to flexible working arrangements in line with the Office's Enterprise Agreement
Classification	APS Level 3
Position Number	TBC
Agency Website	https://www.gg.gov.au/office-official-secretary-governor-gene

Job Description

https://www.gg.gov.au/office-official-secretary-governor-general/recruitment

The Office of the Official Secretary to the Governor-General supports the Governor-General in carrying out constitutional, ceremonial, and community duties. The Office manages the Australian Honours and Awards system, provides policy and administrative support, and delivers a range of programs that recognise outstanding service and achievement across the nation.

The Honours and Awards Branch is seeking enthusiastic and motivated candidates to join our team in short-term GHO3 roles. This is an excellent opportunity to gain hands-on administrative experience while contributing to one of Australia's most respected Award Systems.

These roles are ideally suited to candidates who are confident using technology, enjoy learning new systems, and can adapt quickly in a dynamic and fast-paced workplace.

Duties

- Undertaking primary research into award nominations.
- Updating and monitoring databases and electronic records management systems.
- Drafting routine correspondence and providing input into briefing materials and reports.
- Providing consistent customer service; building and maintaining effective relationships with colleagues
- Assisting with the coordination and delivery of other aspects of the administration of the Australian Honours system.

Eligibility

To be eligible for employment, applicants must be Australian Citizens.

All positions at the Office of the Official Secretary to the Governor-General are prescribed and the successful applicant will need to complete a background check and pass and maintain a security clearance.

Notes

Employment with the Office is in accordance with section 13 of the Governor-General Act 1974. If you are an ongoing APS employee and are engaged under the Public Service Act 1999, Under section 67 of the Australian Public Service Commissioner's Directions (2022) - an Agency Head must grant leave without pay to an ongoing APS employee to undertake employment with the Office of the Official Secretary to the Governor-General and on return provide employment at the employee's substantive level.

About the Office of the Official Secretary to the Governor-General

The Office of the Official Secretary to the Governor-General (OOSGG) is a small Commonwealth budget-funded statutory agency with staff located at Government House, Canberra and Admiralty House, Sydney. The Official Secretary leads an organisation committed to identifying and implementing innovative ways to support the Governor-General in carrying out their constitutional, statutory, ceremonial and public duties.

To Apply

Position Contact	Mark Jordan, 02 6283 3653
Agency Recruitment Site	https://www.gg.gov.au/office-official-secretary-governor-general/recruitme

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0771416

Services Australia

Closing Date:Monday 17 August 2026

Infrastructure and Operations
Core Infrastructure

Job Title	Infrastructure Engineer – Mainframe Systems Programmer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$122,493 - $135,731
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	Office arrangements may be negotiated with the successful candidate.
Classification	Executive Level 1
Position Number	EXT-EL-2026-473
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/

Job Description

https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=473&company=depthsP5

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

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

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

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

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

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

What we do

The Infrastructure and Operations Division is part of the Technology and Digital Programs Group.

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

The Core Infrastructure Branch provides core IT infrastructure services to Services Australia and our shared services partners. Supporting critical applications that deliver services across Centrelink, Medicare, Child Support, Department of Veterans Affairs, Department of Social Services and others.

About the role

The Mainframe Systems Programmer is responsible for the ongoing support and stability of the Mainframe platform while delivering a mix of technology projects and business as usual functions, such as implementing new functions and features, upgrade/maintenance of operating systems, system software and hardware, troubleshooting problems and performance issues.

The Mainframe Systems Programmer uses their experience in large complex enterprise IT environments to implement innovative solutions working across infrastructure and application development teams to ensure solutions meet the availability and resilient standards of the mainframe. They will be highly autonomous, capable of taking the lead on multiple products within the Mainframe platform, working alongside and collaborating with other technical leads to ensure the system is maintained and upgraded smoothly and seamlessly.

The role requires leadership and management skills. You'll provide mentoring and direction to team members to assist in their learning and development on the Mainframe platform. You will exercise independence and effective decision-making considering the wider implications under broad direction from the leadership team.

Duties

- Lead the design, improvement and ongoing operation of the mainframe platform to ensure high availability, performance and resilience of critical systems.

- Set technical direction and contribute to platform roadmaps and priorities, aligning mainframe capability with agency and divisional objectives.
- Oversee delivery of system upgrades, enhancements and maintenance activities, ensuring risks are managed and services remain stable.
- Provide expert advice on complex technical issues, guiding resolution of high-impact incidents and supporting continuous improvement of system reliability.
- Work closely with internal teams, vendors and partners to deliver integrated solutions that meet service and security requirements.
- Lead and influence automation and modernisation initiatives to improve efficiency, reduce risk and enhance system performance.
- Contribute to planning, reporting and governance activities, including preparing input to briefs, performance reporting and strategic documentation.
- Lead and develop staff by coaching, mentoring and building technical capabilities, fostering a culture of innovation, collaboration and continuous improvement.

Eligibility

Essential Requirements:

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

Desirable Qualifications or Experience:

- Tertiary Education qualification in IT or equivalent area of study.
- Minimum 3 years experience working in a similar role within a complex ICT environment.

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

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

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

Notes

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

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

where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

About the Services Australia

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

To Apply

Position Contact	Brett Glassford, 0418 771 414
Agency Recruitment Site	https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=473&

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0771464

Services Australia

Closing Date:Monday 17 August 2026

Face to Face Services/Health Service Delivery and Smart Centres Operations
Various

Job Title	APS3 Service Officer
Job Type	Full-Time;Part-Time;Casual, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - SA SA
Salary	$71,170 - $79,320
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	It is expected that this role will be performed in an office located in the advertised location/s. Office arrangements may be negotiated.
Classification	APS Level 3
Position Number	EXT-APSL-2026-941
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/

Job Description

https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=941&company=depthsP5

There are currently no vacancies. We’re creating a merit pool to be used within the next 18 months to fill future vacancies as they arise.

We strongly recommend you read the full job pack before continuing to the application form. The job pack provides important information about the recruitment process.

Service delivery – work that rewards

Customer service means a lot to Services Australia (the agency). When you work with us, you’ll support the Australian community when they need government services. You’ll help make it simple to access these services so people can get on with their lives.

We’re looking to fill a range of entry level service delivery roles at the APS3 level. Service delivery roles are rewarding and challenging. Every day is different and every customer you encounter will be different. You need to be empathetic, resilient, flexible and be willing to move between different customer service channels and tasks as workload demands change.

These entry level positions involve working in a rostered and/or scheduled environment and may involve shiftwork.

Dependent on operational requirements you may:

- preference rostered days of work between 7am and 7pm Monday – Friday
- work a set roster and undertake scheduled activities.

You’ll work under the support and general direction of senior staff to make decisions within defined legislative, policy and procedural parameters.

Duties

- Provide customer service support at the initial point of contact, including identifying and prioritising customers who may be vulnerable, in distress or have accessibility needs, and escalating issues where appropriate.
- Resolve routine customer enquiries and support first contact resolution, including directing customers to the appropriate service channels and escalating matters to the leadership team where required.
- Assess customer needs and support the delivery of payments and services, including facilitating payments to customers and payments made by customers.
- Encourage, promote and support customers to use self-managed and digital services.
- Provide accurate information and advice to customers on legislation, policy, procedures, payments and services administered by the agency.
- Undertake quality assurance and assessment activities to support the accurate delivery of payments and services.
- Provide on-the-job support to colleagues and work collaboratively within a team environment.
- Review and check information across agency data sources to support correct payment outcomes.

Eligibility

Some positions may require the following:

- A security clearance (or ability to obtain and maintain). The level of security clearance may differ depending on the potential role.
- A working with Children or Vulnerable Persons Check in the relevant state (or ability to obtain and maintain).
- A current driver's license or ability to travel between workplaces.

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

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

You must be willing and eligible to undergo and maintain an Australian Government security clearance to the appropriate level, if applicable to the position.

You should be aware that our employees may be required to undergo ongoing suitability assessments as part of their employment with the agency.

Should you be found suitable for a role you will be required to provide proof of citizenship and if you have recently received a redundancy benefit, evidence that you have served your exclusion period. You may also be required to provide evidence of your APS employment.

The information you provide on your application, may be used as required by the agency for checks relating to your employment with us.

Notes

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

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

This recruitment round will be used to create a nationally available merit pool, however the below locations have been identified priority locations:

Australian Capital Territory

Canberra.

New South Wales

Albury, Ballina, Batemans Bay, Bega, Bourke, Bowral, Broken Hill, Casino, Coffs Harbour, Cooma, Cowra, Deniliquin, Glen Innes, Grafton, Griffith, Gunnedah, Inverell, Leeton, Lismore, Lithgow, Moree, Mudgee, Muswellbrook, Murwillumbah, Narooma, Narrabri, Nelsons Bay, Newcastle, Orange, Parkes, Port Macquarie, Singleton, Sydney, Tumut, Tuncurry, Tweed Heads, Ulladulla, Wagga Wagga, Walgett and Wollongong.

Northern Territory

Alice Springs, Darwin, Katherine and Nhulunbuy.

Queensland

Atherton, Ayr, Bowen, Brisbane, Cairns, Charleville, Dalby, Gladstone, Goondiwindi, Ingham, Mareeba, Maryborough, Mossman, Mount Isa, Noosa, Normanton, Rockhampton, Townsville/ Aitkenvale, Yarrabah and Yeppoon.

South Australia

Adelaide, Berri, Ceduna, Coober Pedy, Kadina, Mount Gambier, Murray Bridge, Port Augusta, Victor Harbor and Whyalla.

Tasmania

Hobart, Launceston, Sorell.

Victoria

Ararat, Ballarat, Bairnsdale, Bendigo, Colac, Echuca, Geelong, Hamilton, Horsham, Maryborough, Melbourne, Mildura, Morwell, Portland, Sale, Seymour, Swan Hill, Traralgon, Warrnambool and Wonthaggi.

Western Australia

Albany, Broome, Bunbury, Busselton, Carnarvon, Derby, Esperance, Geraldton, Halls Creek, Kalgoorlie, Karratha, Kununurra, Laverton, Newman, Northam, Perth and South Hedland.

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

About the Services Australia

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To Apply

Position Contact	DFP Recruitment, 1300 760 000
Agency Recruitment Site	https://career.prod.hxm.au-cre.scs.sap/sfcareer/jobreqcareer?jobId=9418

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Social Services

Vacancy VN-0771522

Department of Social Services

Closing Date:Monday 17 August 2026

Community Grants Hub
Client Grants

Job Title	Funding Arrangement Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Darwin NT, Perth WA, Townsville QLD
Salary	$92,885 - $99,194
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 5
Position Number	EXT-2026-0290
Agency Website	https://www.dss.gov.au/

Job Description

https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

Contract Managers are known in the Community Grants Hub as Funding Arrangement Managers or FAMs.

As a FAM, you will play a critical role to the Hub’s success in ensuring that Government’s funded programs are delivered effectively to support Australian people and communities.

Working in close connection to service providers and community, you will be the ‘eyes and ears’ of the department as you:

- engage regularly with funded organisations to ensure that programs are being delivered in a way that is consistent with the requirements of the grant agreement
- build networks and relationships with funded organisations, as well as other key stakeholders such as the not-for-profit community sector, Commonwealth, state and territory governments, local government, peak representative organisations, and research bodies
- gather local intelligence on how programs are being delivered on-the-ground to inform policy development and program re-design.

Training will be provided to assist new staff to perform their role.

Occasional travel may also be required.

Duties

- assess and monitor the performance of funded organisations against agreed objectives, targets and outcomes in the grant agreement
- address instances of poor performance or non-compliance with input from a supervisor to achieve the policy and program outcomes
- build strong relationships with organisations to assist them to deliver their services, and manage issues and risks, generally with higher risk organisations
- proactively identify, document and escalate issues and risks that may impact the funded organisation’s ability to achieve policy or program outcomes
- use various IT systems to monitor and record performance and risk data
- identify local and environmental trends that impact the delivery of policies and programs
- gather and analyse local intelligence to feed back to policy areas on the impact of policies and programs
- maintain knowledge of relevant program guidelines, legislation and policy frameworks.

Please review the job pack for the full position description.

Eligibility
Notes

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

About the Department of Social Services

The Department of Social Services (DSS) develops policies and delivers programs that support the lifetime wellbeing of Australians and their families. Our vision is to achieve the best health, wellbeing and safety of all Australians. Our people are critical in delivering the key priorities of DSS. We are seeking candidates that reflect our cultural values of curious, contestability, courage and collaboration.

To Apply

Position Contact	Joanne Reimers, 02 5162 5893
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

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Social Services

Vacancy VN-0771496

National Disability Insurance Agency

Closing Date:Sunday 23 August 2026

Reform Implementation

Job Title	SES Band 2, General Manager, Reform Implementation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Melbourne VIC, Sydney NSW, Canberra ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 2
Position Number	0860_07/26_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

SES Band 2, General Manager, Reform Implementation

• Lead the implementation of one of Australia's most significant public sector reform agendas

• Drive enterprise-wide program management that will shape the future of the NDIS

• Locations: Geelong, Melbourne, Sydney or Canberra

The National Disability Insurance Agency (NDIA) is the independent statutory agency responsible for implementing the world-leading National Disability Insurance Scheme (NDIS), supporting eligible Australians with permanent and significant disability. After more than a decade of operation, the NDIS is in a major period of change, with a focus on improving participant experience, strengthening integrity and ensuring long-term financial sustainability.

Duties

The opportunity: This is a career defining opportunity to lead the implementation of one of Australia's largest and most complex public sector reform programs. As General Manager, Reform Implementation, you will provide strategic leadership for the NDIA's enterprise reform agenda, ensuring major policy reforms are successfully translated into practical, sustainable outcomes across the Agency and the Scheme.

Reporting to the Deputy Chief Executive Officer, Participant Experience and Service Design, you will oversee multiple concurrent reform initiatives that will fundamentally reshape how participants access and experience the NDIS. Working closely with the Agency's Executive Leadership Team, you will provide enterprise leadership across implementation planning, program governance, delivery assurance and strategic problem solving, bringing together policy, operational, technology and corporate perspectives to resolve complex implementation challenges.

You will also establish and strengthen the Agency's enterprise program management capability, providing independent assurance, disciplined governance and confidence that reform programs are being delivered effectively, sustainably and consistently with policy intent. Operating in a highly scrutinised environment, you will influence across organisational boundaries, maintain delivery momentum and support successful reform outcomes for participants, providers and the broader disability community.

Eligibility

The ideal candidate: You are an accomplished senior executive with extensive experience leading large-scale service delivery reform, enterprise transformation or complex program delivery within government or similarly regulated environments. You bring exceptional judgement, intellectual curiosity and the ability to navigate ambiguity while balancing strategic thinking with disciplined execution. You are recognised for your ability to synthesise complex issues, influence senior leaders and build consensus across highly matrixed organisations.

As a leader, you model resilience and foster collaboration, accountability and continuous improvement. You build trusted relationships across organisational boundaries and inspire confidence through clear governance, sound judgement and disciplined delivery. Most importantly, you are motivated by improving outcomes for Australians with disability and contributing to the long-term sustainability of one of Australia's most significant social reforms.

Notes

How to apply: Orchard Talent Group has been engaged to assist with this appointment. For a confidential discussion and/or a copy of the candidate pack, please contact Jessica Lewy or Felicity Stalley of The Orchard Talent Group at NDIA@orchardtalent.com.au. To apply, please submit a current CV and a succinct pitch (maximum 750 words) addressing the skills, attributes and leadership expectations outlined in the candidate pack via email to NDIA@orchardtalent.com.au .

Applicants must be Australian citizens, and the successful candidate must obtain and maintain an Australian Government security clearance at the Negative Vetting 1 level.

Closing date: Sunday 23 August 2026

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

About the National Disability Insurance Agency

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

To Apply

Position Contact	Jessica Lewy or Felicity Stalley, NDIA@orchardtalent.com.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0771498

National Disability Insurance Agency

Closing Date:Sunday 23 August 2026

Engagement and Improvement Division

Job Title	SES Band 2, General Manager, Engagement and Improvement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geelong VIC, Melbourne VIC, Sydney NSW, Canberra ACT
Salary	-
Future Merit Locations	Geelong, Melbourne, Sydney, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 2
Position Number	0861_07/26_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

SES Band 2, General Manager, Engagement and Improvement

• Shape how participant voice drives one of Australia's most significant public sector reforms

• Lead a newly established Division at the forefront of organisational improvement

• Locations: Geelong, Melbourne, Sydney or Canberra

The National Disability Insurance Agency (NDIA) is the independent statutory agency responsible for implementing the world-leading National Disability Insurance Scheme (NDIS), supporting eligible Australians with permanent and significant disability. After more than a decade of operation, the NDIS is in a major period of change, with a focus on improving participant experience, strengthening integrity and ensuring long-term financial sustainability.

Duties

The opportunity: This is a unique opportunity to establish and lead a newly evolved Division that sits at the heart of how the NDIA listens, learns and improves. As General Manager, Engagement and Improvement, you will provide strategic leadership for an enterprise function responsible for ensuring participant and stakeholder experiences directly influence policy, service delivery and organisational performance across the Agency.

Reporting to the Deputy Chief Executive Officer, Participant Experience and Service Design, you will bring together participant engagement, complaints, critical incidents and practice improvement into a single integrated function. Working closely with the Agency's Executive Leadership Team, you will identify systemic issues, connect diverse sources of insight and translate evidence into practical improvements that strengthen participant outcomes and organisational performance.

You will establish the strategic direction and operating model for this newly formed Division, building trusted relationships across government, the disability sector, advocacy organisations and participant communities. Operating in a highly scrutinised environment, you will influence enterprise-wide change by ensuring participant voice is embedded in decision-making and continuous improvement across the NDIA.

Eligibility

The ideal candidate: You are an established senior executive with a reputation for leading organisational improvement, participant or customer experience, engagement, complaints, quality assurance or service improvement within complex government environments. You demonstrate exceptional judgement and analytical capability, bringing together participant feedback, administrative data and operational insight to identify systemic issues, influence strategic decision-making and drive meaningful organisational improvement.

As a leader, you model resilience and foster collaboration, accountability and continuous improvement. You build trusted relationships across organisational boundaries and inspire confidence through evidence-informed leadership, sound judgement and a genuine commitment to participant-centred practice. Most importantly, you are motivated by improving outcomes for Australians with disability and ensuring participant’s voices remains at the centre of how the NDIA learns, improves and delivers outcomes.

Notes

How to apply: Orchard Talent Group has been engaged to assist with this appointment. For a confidential discussion and/or a copy of the candidate pack, please contact Jessica Lewy or Felicity Stalley of The Orchard Talent Group at NDIA@orchardtalent.com.au. To apply, please submit a current CV and a succinct pitch (maximum 750 words) addressing the skills, attributes and leadership expectations outlined in the candidate pack via email to NDIA@orchardtalent.com.au .

Applicants must be Australian citizens, and the successful candidate must obtain and maintain an Australian Government security clearance at the Negative Vetting 1 level.

Closing date: Sunday 23 August 2026

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

To Apply

Position Contact	Jessica Lewy or Felicity Stalley, NDIA@orchardtalent.com.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0771536

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Monday 17 August 2026

People, Culture and Communications
People Branch

Job Title	Director, People Capability and Director HR Advisory
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Parramatta NSW
Salary	$146,622 - $172,868
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Position may be offered for working from home, spilt offering under hybrid or may be flexible.
Classification	Executive Level 2
Position Number	095_07/26
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

About the Opportunities

This advertisement is for two ongoing vacancies at the Executive Level 2 classification. A description and duties for each Director position is provided below, followed by the capabilities applicable to both positions. At the commencement of your statement of claims please identify whether you are interested in either or both positions and outline how your skills and experience meet the capabilities based on relevant duties of either or both roles. There will be one selection panel to assess candidates for both positions.

Director, People Capability

The Director, People Capability reports to National Manager People and leads a multifunctional team that provides strategic leadership and operational oversight of the Workforce Planning and Learning and Development function.

Working closely with the executive and management teams this role provides expert advice in developing and implementing workforce strategies that support the NDIS Commissions organisational goals. It also oversees workforce analytics, reporting and Power BI dashboard

development, delivering data-driven insights to inform workforce planning and strategic decision-making.

The role partners with executive leaders to provide proactive, high-level people advice, ensuring workforce initiatives align with organisational priorities and business needs.

Director Human Resources (HR) Advisory

Reporting to the National Manager, People, the Director, HR Advisory provides strategic leadership and operational oversight of the Human Resources Advisory function.

The role leads a team responsible for delivering high-quality, timely HR advice across a broad range of people matters, while overseeing HR policy development, management of relationships with HR shared service providers, and the delivery of organisational culture initiatives. The Director ensures HR services align with business objectives, strengthen workforce capability, and foster a positive and inclusive workplace culture.

The role partners with executive leaders to provide proactive, high-level people advice, ensuring workforce initiatives align with organisational priorities and business needs.

Duties

Duties for the roles may include, but are not limited to, the following:

- Lead a team of HR professionals to deliver high-quality operational and strategic human resource services, partnering with business areas to support organisational priorities and workforce outcomes.
- Provide expert advice and leadership on complex and sensitive HR matters, supporting senior leaders to make informed people management decisions.
- Oversee the delivery of HR services through the Commission's shared services arrangements, ensuring service quality, compliance, and continuous improvement.
- Lead and deliver strategic people projects and initiatives that enhance HR capability, workforce performance, and organisational effectiveness.

Eligibility

The occupant of the position:

1. Has a positive and contemporary attitude to people with disability
2. Leads and inspires a team to achieve objectives with a focus on safety, staff wellbeing and high performance
3. Upholds exemplary standards of service to clients and stakeholders

4. Provides strong leadership in implementing and promoting change and continuous improvement
5. Exceptional communication and interpersonal skills, with the ability to influence and communicate effectively at both a strategic and operational level, in plain English

Notes

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Matthew Fenner, Matthew.fenner@NDIScommission.gov.au
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0771614

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Friday 21 August 2026

People, Culture and Communication
People Health, Safety and Wellbeing

Job Title	Rehabilitation Case Manager
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Perth WA, Parramatta NSW, Melbourne VIC, Geelong VIC, Darwin NT, Canberra ACT, Hobart TAS, Penrith NSW
Salary	$99,841 - $112,222
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	50095481
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The Rehabilitation Case Manager (RCM) is accountable for identifying and providing early intervention services including:

- Management of complex cases for injury or illness to achieve satisfactory outcomes for both the employee and the agency
- Support employees to remain at work or return to work as quickly and safely as possible
- Coordinate rehabilitation services, including appointment of providers, liaison with medical professionals, and engagement with Comcare or other stakeholders
- RCMs may be responsible for developing, monitoring, reviewing policies or guidelines, programs and systems which impact workplace rehabilitation and promoting mental health supports and wellbeing initiatives.

Duties

Duties may include, but are not limited to, the following:

- Early Intervention and Case management: Develop, coordinate and monitor early intervention, rehabilitation and return to work strategies
- Stakeholder engagement: Work with managers, employees, allied health professionals, and external providers including Comcare
- Policy & legislative compliance: contribute to the planning and development of the department’s rehabilitation management system (RMS) and compliance with the SRC Act and relevant WHS legislation

- Reporting & records: Maintain accurate, confidential records; produce data and reports; support policy development
- Wellbeing support: Contribute to wellbeing programs, incident response, and hazard management
- Personal development: establish personal work goals/training, set and meet work priorities, develop and maintain professional competence, seek feedback through Personal Development Agreement

Eligibility

To be considered in this role, candidates will need to:

- be an Australian Citizen, and
- have a favourable National Police Check, and
- have or be willing to obtain and maintain a Baseline Vetting security clearance. Should business need arise, be willing to obtain and maintain a Baseline / Negative Vetting Level 1/ NV 2 security clearance. See AGSVA website for more details Security | Sectors | Defence, and
- complete a NDIS Commission external influences and associations declaration form.

Notes

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Leigh Ann Hosking, Contact via email
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

Social Services

Vacancy VN-0771671

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Friday 21 August 2026

Regulatory Strategy and Sector Capability
Regulatory Reform and Design

Job Title	Director, Program Management, Regulatory Reform and Design
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Parramatta NSW, Perth WA
Salary	$146,622 - $172,868
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Position may be offered for working from home, spilt offering under hybrid or may be flexible.
Classification	Executive Level 2
Position Number	097_08/26
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

About the Branch

The Regulatory Reform and Design branch leads system level regulatory design, legislative policy and reform, market stewardship and regulatory frameworks to strengthen quality and safety in the NDIS Market.

About the Role

The Director Program Management provides leadership and direction across the Regulatory Reform Program, ensuring program functions are effectively coordinated to support the delivery of a complex reform agenda.

Duties

Duties may include, but are not limited to, the following:

- Provide leadership and strategic direction across the Program and advice to senior executive and the Senior Responsible Officer.
- Oversee the implementation and ongoing operation of effective program management processes to support the successful delivery of the Program.
- Lead the strategic coordination and delivery of program functions across a complex environment, ensuring alignment with NDIS Commission priorities, governance frameworks, and delivery objectives.
- Promote a strategic connection between the program leadership and senior decision makers and bodies by coordinating governance inputs, facilitating timely and targeted reporting, and ensuring program outputs support executive oversight and strategic alignment.

Eligibility

The occupant of the position:

- Has a positive and contemporary attitude to people with disability
- Provides strategic direction and authoritative advice to senior executives, aligning program and transformation activities with organisational priorities and outcomes.
- Leads complex program delivery activities, with an outcome-focused delivery.
- Establishes and maintains effective governance, reporting, assurance, and risk management frameworks to support executive decision-making and accountability.
- Leads enterprise planning and scheduling functions, ensuring visibility of milestones, dependencies, risks, resource requirements, and delivery performance across the Reform Program.

Notes

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

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To Apply

Position Contact	Shanna Morrow, Shanna.morrow@ndiscommission.gov.au
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0771678

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Friday 21 August 2026

Regulatory Strategy and Sector Capability
Executive Office

Job Title	Executive Officer, Regulatory Strategy and Sector Capability
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parramatta NSW
Salary	$124,398 - $141,206
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Position may be offered for working from home, spilt offering under hybrid or may be flexible.
Classification	Executive Level 1
Position Number	100_08/26
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

About the Role

Through leadership of the Executive Support team and management of workflow, the Executive Officer will provide high level administrative support and coordination support to the Deputy Commissioner.

The Executive Officer will identify linkages, anticipate needs and develop solutions where required, and provide strategic advice to support the Deputy Commissioner on a day-to-day basis to ensure they are able to operate efficiently and effectively. The position is based in the NDIS Commission’s Parramatta office and will be required to attend the office approximately three (3) days a week, with additional days as required. The successful candidate is required to be contactable during standard business hours.

Duties

Duties may include, but are not limited to, the following:

- Providing high-level executive support and advice to a senior executive
- Managing workflow through the executive office including providing analysis and coordinating follow up action to ensuring priorities and deadlines are met
- Producing correspondence and communications to support the promulgation of critical messages and priorities
- Drafting briefs on complex/sensitive matters or coordinating requests for information on behalf of the executive office
- Acting as the primary point of contact for the executive office, with the requirement to independently respond to a range of routine, sensitive or urgent agency matters
- Managing secretariat functions for senior management meetings, including coordinating papers, preparing minutes and action items and preparing forward programs for meetings

Eligibility

The occupant of the position:

- Has a positive and contemporary attitude to people with disability
- Leads and manages executive support staff to achieve objectives with a focus on safety, staff wellbeing and high performance
- Demonstrates highly developed organisational skills to drive the effective operations of a busy executive office
- Works collaboratively and operates as an effective team member
- Demonstrates a high-level of attention to detail in undertaking office tasks and preparing communication

Notes

This role is based in Parramatta.

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

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To Apply

Position Contact	Jesse Williams, Jesse.Williams@ndiscommission.gov.au
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0771099

Australian Office of Financial Management

Closing Date:Sunday 16 August 2026

Impact Investment

Job Title	Assistant Director, Investment Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$155,317 - $194,146
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered as per the AOFM Enterprise Agreement and relevant policies.
Classification	Executive Level 1
Position Number	II-04
Agency Website	https://www.aofm.gov.au/

Job Description

https://www.aofm.gov.au/about/careers/current-opportunities

Salary: $155,317 to $194,146 per annum plus 15.4% superannuation

Role overview

The Impact Investment Team is tasked with managing the Australian Business Securitisation Fund (ABSF). The ABSF is a $2 billion fund established to support the provision of finance to small and medium enterprises (SMEs).

The Investment Manager in the Impact Investment team will take a leadership role in managing new and existing ABSF investments. This will require oversight of investment documentation terms and, where required, negotiation with originators. They may lead commercial negotiations between multiple parties with respect to transaction documentation. The Investment Manager is expected to support the team through the assessment of securitisation transactions.

The Investment Manager may be responsible for managing one or more analysts in the team and stewarding their professional development. As a technical leader in Impact Investment, the Investment Manager is expected to add value to current processes, manage associated risks, and drive improvements.

Duties

Key Activities

The work of the Investment Manager will vary depending on group priorities and project deliverables. It is expected that key activities may include:

• ongoing management of ABSF investments

• leading the analysis, due diligence and overall risk assessment of current and prospective ABSF investments

• leading the negotiation of the terms of investments in securitised financial products (this may include credit enhancement requirements, pricing, intercreditor rights, portfolio parameters and eligibility criteria) and providing guidance on commercial terms

• review and comment on securitisation documents for adherence to agreed terms

• maintaining appropriate ABSF policies and procedures

• managing external relationships with originators, other market participants, and service providers

• other duties as directed.

Further details are available in the Position and Duty Statement for this role.

Skills and experience

To be successful in this role, you will have:

• A minimum of 10 years relevant experience

• An ability to develop and manage a range of stakeholder relationships.

• Highly developed communication skills including a demonstrated ability to effectively negotiate investment transactions and resolve conflicts.

• Strong leadership skills including the ability to build technical capability within the team through coaching, providing feedback, and encouraging ongoing development, while ensuring high-quality outputs are delivered.

• Proficiency in providing high level technical advice and leadership on documentation for the commercial assessment of structured finance transactions.

Knowledge and understanding of:

o Debt capital markets, with a focus on the debt finance structuring and documentation of bankruptcy remote vehicles (required)

o Commercial negotiation of multiparty wholesale debt financing transactions (required)

o Knowledge of securitisation markets and investments (desirable)

o Investment performance reporting and monitoring (desirable).

Behavioural attributes

The following behavioural attributes apply to all AOFM officials:

• To act reliably with integrity and transparency.

• To work respectfully and collaboratively.

• To continuously improve through curiosity and innovation.

• To adapt to changing circumstances and deliver as a prominent, respected authority.

• To welcome all perspectives and embrace different ideas.

• To be valued as our authentic selves, and to respect and include everyone.

SELECTION CRITERIA

Following are the criteria against which selection for this position will be made. It is in your interest to assess your knowledge, skills, and experience against the criteria. The selection panel will assess your ability to meet these criteria along with the core Behavioural Attributes listed in the Position and Duty Statement. Referees will also be asked to use these criteria when reporting on your suitability for this position.

Note: This is a security assessed position.

• Ability to take technical leadership on documentation for the commercial assessment of financing transactions.

• Ability to negotiate debt investment transactions and resolve conflicts.

• Ability to build relationships, network, and liaise with stakeholders.

• Ability to contribute proactively within a team and to develop analysts.

• Quality of academic and professional qualifications related to the position.

Eligibility

• Citizenship – applicants must be an Australian Citizen.

• Security Clearance – positions at AOFM require a Baseline security clearance.

• Other checks – successful applicants are required to undergo a mandatory Australian Federal Police Check and other checks to confirm their suitability for employment.

Notes

About the Australian Office of Financial Management

The Australian Office of Financial Management (AOFM) is small specialised agency that plays a central role in the Australian financial markets. AOFM manages for Australia a portfolio of sovereign debt (as at 2023 some $900 billion+) and a variety of financial assets (including the Structured Finance Support Fund and the Australian Business Securitisation Fund). AOFM ensures that the government’s expenditure obligations are able to be met at all times. AOFM staff ensure that budget financing needs are delivered cost effectively without undue risk. The AOFM operates within global financial markets in order to effectively achieve AOFM’s financing and portfolio management responsibilities.

To Apply

Position Contact	Emma Alberici, 0419 683 660
Agency Recruitment Site	https://www.aofm.gov.au/about/careers/current-opportunities

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Treasury

Vacancy VN-0771679

Australian Securities and Investments Commission

Closing Date:Wednesday 12 August 2026

Job Title	Product Owner - Director ID
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Perth WA, Sydney NSW, Melbourne VIC, Brisbane QLD, Darwin NT
Salary	$127,641 - $140,725
Future Merit Locations	Canberra, Perth, Sydney, Melbourne, Brisbane, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office attendance a fortnight
Classification	Executive Level 1
Position Number	ASIC/1924940
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226656954&in_organid=16529&

Duties

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

- **Sydney or Melbourne. Other locations considered.**
- **From $127,641 - $140,725 (depending on experience) + 15.4% superannuation**
- **12-month Fixed Term Contract**
- **Applications close at 11:59pm AEST on Wednesday, 12 August 2026**

The team

The RegistryConnect program is focused on the stabilisation and targeted uplift of business registers including designing connections to the ABN and Director ID registers held by the ATO, and the more than 30 registers held by ASIC.

The role

The Product Owner, Director ID, is responsible for translating business and regulatory needs into prioritised product outcomes for the RegistryConnect Program. The role owns the feature backlog, leads discovery and elaboration, and provides delivery teams with clear requirements, business rules and acceptance criteria.

Responsibilities will include:

- Translate policy, legislative, business and customer needs into prioritised, delivery-ready product outcomes, requirements and acceptance criteria.
- Own and manage the Director ID feature backlog, ensuring alignment with RegistryConnect priorities, delivery milestones and policy intent.
- Lead feature discovery, analysis and elaboration to define solutions that meet business, regulatory and operational outcomes.
- Produce and maintain high-quality feature documentation, business rules and supporting artefacts.
- Collaborate with business, policy, legal, data, architecture, UX/UI and delivery teams to define and prioritise requirements.
- Ensure legislative, regulatory and operational constraints, dependencies and assumptions are identified and documented.
- Champion One ASIC design principles and support the delivery of secure, trusted and efficient registry services.
- Present feature proposals and outcomes to senior stakeholders to gain alignment and approval.
- Support business readiness, UAT and PVT activities, including test planning, issue resolution and acceptance sign-off.
- Manage product enhancements and technical changes to address business needs and improve outcomes.
- Identify and communicate risks, trade-offs and decisions, balancing customer, regulatory, operational and technology considerations.

About you

Qualifications & Experience:

- Relevant qualifications and/or 6+ years' experience in product ownership, business analysis, service design, digital delivery or a related field.
- Proven experience as a Product Owner or in a similar product delivery role within a complex environment.
- Strong capability to translate business, legislative, regulatory and operational requirements into clear product outcomes, requirements and acceptance criteria.
- Experience managing and prioritising product backlogs, shaping delivery outcomes from discovery through to implementation.
- Ability to balance customer needs, regulatory outcomes, operational feasibility, risk and technical constraints to make sound product decisions.
- Experience working with Agile, multidisciplinary delivery teams, ideally within government, regulatory or similarly complex environments.
- Experience in registry, compliance, identity management, government service delivery or other large-scale, regulated product domains.
- Comfortable working in evolving delivery environments, helping shape practical ways of working and driving continuous improvement.
- Strong analytical and problem-solving skills, with a curious and collaborative approach to complex challenges.
- Proven ability to engage, influence and build productive relationships across business, policy, operations and technology stakeholders.
- Excellent communication and facilitation skills, including leading workshops and presenting recommendations, trade-offs and outcomes to senior leaders.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEST, Wednesday, 12 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 providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander decent are encouraged to apply.

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

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements

- Assistance for study and professional development

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

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0771450

Australian Taxation Office

Closing Date:Monday 17 August 2026

Compliance and Engagement Group
Various teams

Job Title	Audit and Compliance Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Albury NSW, Box Hill VIC, Canberra ACT, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$84,028 - $99,307
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Geelong, Gosford, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Sydney, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4;APS Level 5
Position Number	EXT_CEG_566_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=AC634815-43D2-61E4-98BD-ED21BA0CEFD8

Duties

We are seeking Audit and Compliance Officers to join our Compliance and Engagement Group, you will work with taxpayers and their representatives to help them meet their tax and superannuation obligations by providing exceptional service in a multi-channelled environment to achieve outcomes.

As an Audit and Compliance Officer, you will be a professional who can apply established processes and procedures, work accurately under general direction, exercise care and judgement, and collaborate effectively to support team outcomes.

You will engage with taxpayers, advisers, and intermediaries to gather necessary information and explain requirements clearly though multiple channels e.g. phone, online and face-to-face. Throughout all interactions, you'll maintain the highest standards of integrity and professionalism.

Depending on the area you will work in, an average day might see you:

- providing tailored advice and guidance to taxpayers and their representatives on a range of tax and superannuation
- identifying risks and capturing intelligence to help formulate treatment strategies
- investigating, analysing and researching information, policies, procedures, frameworks or tax laws to identify solutions

At the APS 4 level, you will apply established processes under moderate guidance, delivering quality and accurate work. You'll support analysis, stakeholder engagement and delivery of outcomes working on developing your capability to support your own performance and contribute to the growth of the team.

At the APS 5 level, you will operate with increased independence, exercising judgment in managing more complex tasks, contributing to improvements and identifying issues. You'll continually build your own technical and professional capability, while supporting development within the team by sharing knowledge, mentoring colleagues, and contributing to continuous improvement.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Our ideal candidate:

• builds and maintains productive working relationships, manages differing perspectives by engaging constructively with stakeholders across multiple channels, including online, phone and face-to-face

• communicates professionally and concisely, gathering information, providing clear guidance, and delivers accurate, timely work in fast-paced or sensitive environments

• collects, reviews and analyses information and data, including financial documents, to identify discrepancies and risks, and maintains accurate, clear, and defensible records

• analyses, researches, interprets and applies legislation, policy and legal frameworks, and provides well-reasoned, evidence-based recommendations

• works effectively within a dynamic team by contributing to shared outcomes, manages tasks under general direction and seeks guidance when needed, prioritising workload to meet team goals

• adapts readily to change, showing a strong commitment to continuous learning, development, and building capability in a dynamic environment.

Eligibility
Notes

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

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	CEG Workforce and Recruitment Support, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=AC634815-43D2-61E4-98BD-ED21BA0CEFD

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Treasury

Vacancy VN-0771453

Australian Taxation Office

Closing Date:Monday 17 August 2026

Compliance and Engagement Group
Various teams

Job Title	Audit and Compliance Officer (Affirmative measure – Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Hobart TAS, Adelaide SA, Albury NSW, Geelong VIC, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Gosford NSW, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$84,028 - $99,307
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Geelong, Gosford, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Sydney, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4;APS Level 5
Position Number	EXT_CEG_574_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=418B8516-1E88-A860-CB73-ED21BAEA1C98

This vacancy is only open to Aboriginal and Torres Strait Islander applicants. This initiative helps to increase the number of Aboriginal and Torres Strait Islander people employed in the APS, to better reflect the diversity of the Australian community.

Duties

We are seeking Audit and Compliance Officers to join our Compliance and Engagement Group, you will work with taxpayers and their representatives to help them meet their tax and superannuation obligations by providing exceptional service in a multi-channelled environment to achieve outcomes.

As an Audit and Compliance Officer, you will be a professional who can apply established processes and procedures, work accurately under general direction, exercise care and judgement, and collaborate effectively to support team outcomes.

You will engage with taxpayers, advisers, and intermediaries to gather necessary information and explain requirements clearly though multiple channels e.g. phone, online and face-to-face. Throughout all interactions, you'll maintain the highest standards of integrity and professionalism.

Depending on the area you will work in, an average day might see you:

- providing tailored advice and guidance to taxpayers and their representatives on a range of tax and superannuation
- identifying risks and capturing intelligence to help formulate treatment strategies
- investigating, analysing and researching information, policies, procedures, frameworks or tax laws to identify solutions

At the APS 4 level, you will apply established processes under moderate guidance, delivering quality and accurate work. You'll support analysis, stakeholder engagement and delivery of outcomes working on developing your capability to support your own performance and contribute to the growth of the team.

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We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Our ideal candidate:

• builds and maintains productive working relationships, manages differing perspectives by engaging constructively with stakeholders across multiple channels, including online, phone and face-to-face

• communicates professionally and concisely, gathering information, providing clear guidance, and delivers accurate, timely work in fast paced or sensitive environments

• collects, reviews and analyses information and data, including financial documents, to identify discrepancies and risks, and maintains accurate, clear, and defensible records

• analyses, researches, interprets and applies legislation, policy and legal frameworks, and provides well reasoned, evidence based recommendations

- works effectively within a dynamic team by contributing to shared outcomes, manages tasks under general direction and seeks guidance when needed, prioritising workload to meet team goals

- adapts readily to change, showing a strong commitment to continuous learning, development, and building capability in a dynamic environment.

Eligibility

Candidates applying under the affirmative measure provision must provide confirmation of their Aboriginal and/or Torres Strait Islander heritage.

For further information about this requirement and the application process please select the Apply now button.

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions may be offered for up to 18 months.

Non-ongoing vacancies have the potential to become ongoing. These non-ongoing positions may become ongoing within the next 12 months. Should a position become ongoing then the merit pool established through this selection process may be used to fill the vacancy.

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

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

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To Apply

Position Contact	CEG Workforce and Recruitment Support, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=418B8516-1E88-A860-CB73-ED21BAEA1C9

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Treasury

Vacancy VN-0771525

Australian Taxation Office

Closing Date:Wednesday 19 August 2026

Frontline Operations
Various teams

Job Title	Customer Service Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Dandenong VIC, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Geelong VIC, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Townsville QLD, Upper Mount Gravatt QLD, Gosford NSW, Wollongong NSW
Salary	$75,431 - $81,381
Future Merit Locations	Dandenong, Adelaide, Albury, Box Hill, Brisbane, Geelong, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Townsville, Upper Mount Gravatt, Sydney, Wollongong, Gosford
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 3
Position Number	EXT_FO_570_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=EB892927-D890-8DB0-9A6D-ED21F67DFDF1

Duties

We are seeking Customer Service Officers to join our Frontline Operations group.

Customer Service Officer – APS 3

We are looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasises problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

Your role will involve assisting taxpayers with their taxation and superannuation enquiries through an inbound telephony channel. The majority of your working time may be primarily spent responding to incoming calls in a scheduled call centre environment, supporting real-time client interactions.

Lodge and Pay Officer

A Lodge and Pay Officer works extensively with clients to address lodgment and payment obligations, helping them get back on track with their taxation and superannuation affairs. This role focuses on debt management, lodgment compliance, and payment actions, including preparing and processing legal notices and undertaking recovery actions. They ensure the accuracy of taxpayer records and contribute to initiatives that improve compliance outcomes and service efficiency.

Debt Collection Officer

A Debt Collection Officer specialises in debt recovery and enforcement actions, engaging with clients through inbound and outbound calls and processing correspondence. They verify client information to resolve complex issues, maintain accurate records, and ensure compliance with ATO obligations. The role may involve preparing legal notices and executing recovery actions to meet legislative requirements, with a strong emphasis on timely and consistent outcomes.

Duties for all of the above roles may include:

- assisting clients through various channels including phone, web chat, email, paper and online portals to help them meet their taxation, superannuation, and registration obligations
- understand individual client circumstances and provide tailored advice aligned with current legislation, policy and procedures
- engage in meaningful conversations to support and facilitate client's payment, lodgment and registration outcomes
- strategic engagement and implement legal compliance actions to shift taxpayer behaviour, applying consequences for deliberate non-compliance.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm responding to incoming phone calls and supporting real-time client interactions.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Our ideal candidate:

- communicates with clients in an empathetic and respectful way, including having difficult conversations to help them understand and meet their tax and super obligations
- works well in a team, adapts to change, and performs effectively in fast-paced environments while maintaining high service standards
- applies good judgement and clear communication to balance client needs with compliance requirements
- uses multiple computer systems to accurately record information, maintain notes, and manage work tasks.

Eligibility
Notes

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

About the Australian Taxation Office

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To Apply

Position Contact	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=EB892927-D890-8DB0-9A6D-ED21F67DFDF

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Treasury

Vacancy VN-0771526

Australian Taxation Office

Closing Date:Wednesday 19 August 2026

Frontline Operations
Various teams

Job Title	Customer Service Officer (Affirmative measure - Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Dandenong VIC, Geelong VIC, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Townsville QLD, Upper Mount Gravatt QLD, Gosford NSW, Wollongong NSW
Salary	$75,431 - $81,381
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Dandenong, Geelong, Gosford, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Sydney, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 3
Position Number	EXT_FO_606_2026
Agency Website	http://www.ato.gov.au/careers

Job Description https://ato.nga.net.au/?jati=D7FD134A-4E5B-8B48-7C95-ED2231492A40

This vacancy is only open to Aboriginal and Torres Strait Islander applicants. This initiative helps to increase the number of Aboriginal and Torres Strait Islander people employed in the APS, to better reflect the diversity of the Australian community.

Duties

We are seeking Customer Service Officers to join our Frontline Operations group.

Customer Service Officer – APS 3

We are looking for passionate, client focused individuals to join our Frontline Operations group in a variety of roles including:

Service Delivery Officer

A Service Delivery Officer primarily responds to client and agent enquiries, providing guidance and education to help them meet taxation and superannuation obligations. This role emphasises problem-solving and analytical tasks related to requests, while maintaining strong client relationships and delivering exceptional service across multiple channels. They may also mentor less experienced staff and work in a scheduled environment to assist and educate clients.

Your role will involve assisting taxpayers with their taxation and superannuation enquiries through an inbound telephony channel. The majority of your working time may be primarily spent responding to incoming calls in a scheduled call centre environment, supporting real-time client interactions.

Lodge and Pay Officer

A Lodge and Pay Officer works extensively with clients to address lodgment and payment obligations, helping them get back on track with their taxation and superannuation affairs. This role focuses on debt management, lodgment compliance, and payment actions, including preparing and processing legal notices and undertaking recovery actions. They ensure the accuracy of taxpayer records and contribute to initiatives that improve compliance outcomes and service efficiency.

Debt Collection Officer

A Debt Collection Officer specialises in debt recovery and enforcement actions, engaging with clients through inbound and outbound calls and processing correspondence. They verify client information to resolve complex issues, maintain accurate records, and ensure compliance with ATO obligations. The role may involve preparing legal notices and executing recovery actions to meet legislative requirements, with a strong emphasis on timely and consistent outcomes.

Duties for all of the above roles may include:

- assisting clients through various channels including phone, web chat, email, paper and online portals to help them meet their taxation, superannuation, and registration obligations
- understand individual client circumstances and provide tailored advice aligned with current legislation, policy and procedures
- engage in meaningful conversations to support and facilitate client's payment, lodgment and registration outcomes
- strategic engagement and implement legal compliance actions to shift taxpayer behaviour, applying consequences for deliberate non-compliance.

Some roles will require working within a scheduled contact centre environment, providing high quality service to clients between 7am and 7pm responding to incoming phone calls and supporting real-time client interactions.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Our ideal candidate:

- communicates with clients in an empathetic and respectful way, including having difficult conversations to help them understand and meet their tax and super obligations
- works well in a team, adapts to change, and performs effectively in fast-paced environments while maintaining high service standards
- applies good judgement and clear communication to balance client needs with compliance requirements
- uses multiple computer systems to accurately record information, maintain notes, and manage work tasks.

Eligibility

Candidates applying under the affirmative measure provision must provide confirmation of their Aboriginal and/or Torres Strait Islander heritage.

For further information about this requirement and the application process please select the Apply now button.

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions may be offered for up to 18 months.

Non-ongoing vacancies have the potential to become ongoing. These non-ongoing positions may become ongoing within the next 12 months. Should a position become ongoing then the merit pool established through this selection process may be used to fill the vacancy.

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

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To Apply

Position Contact	Frontline Operations Workforce Supply, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=D7FD134A-4E5B-8B48-7C95-ED2231492A4(

Treasury

Vacancy VN-0771550

Australian Taxation Office

Closing Date:Wednesday 19 August 2026

ATO Finance
Various teams

Job Title	Finance Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Albury NSW, Brisbane QLD, Canberra ACT, Dandenong VIC, Melbourne VIC, Sydney NSW, Penrith NSW, Upper Mount Gravatt QLD
Salary	$84,028 - $91,199
Future Merit Locations	Box Hill, Moonee Ponds, Parramatta, Albury, Brisbane, Canberra, Dandenong, Melbourne, Sydney, Penrith, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_ESCO_589_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=1287A9E2-C110-07BA-4D32-ED2234E87BD5

Duties

We are seeking experienced and motivated Finance Officers to join various teams in our ATO Finance Business line.

As a Finance Officer, you will undertake a range of financial and accounting activities, largely governed by established guidelines and procedures. This will include providing insight, advice and decision support to a range of stakeholders to improve resource management matters under the guidance of other team members.

You will prioritise your work to ensure you meet competing deadlines and liaise with internal and external stakeholders to support the team in delivering high-quality financial outcomes.

We have roles available in various teams:

Corporate Services, Systems and Tax Management, provide critical corporate services and enterprise systems that enable the ATO to operate effectively. Our teams manage key finance, payroll, travel, and taxation functions, including accounts payable, official travel, employee pay, GST and PAYG withholding. We also deliver and support core enterprise platforms, including SAP Finance, and lead finance transformation initiatives that enhance organisational capability and efficiency.

You will need a basic understanding of finance and ability to provide support for the administration of departmental accounts, corporate credit cards, corporate travel and finance systems.

Finance Service Delivery is the front door to ATO Finance for financial services. We are experts at understanding our client business priorities, their environment and providing trusted services and advice that support effective and efficient financial management activities. With FSD providing administrative and governance support, our clients can focus on delivering their core business.

You will need to understand budget management, financial management processes, forecasts, reconciliations, reporting, banking management, general ledger mapping and accruals.

Corporate Budgeting and Financial Reporting manage and facilitate the ATO’s strategic long-term resource allocation to achieve a balanced budget, to support organisational priorities. We provide budgeting, forecasting financial reporting, analysis, and advice to our partners and key ATO Committees.

You will need to understand facilitating budget allocations at the ATO level to support organisational priorities, gathering and investigating intelligence from various sources to identify risks, emerging trends and opportunities.

We embrace the strength of diversity – through our people and the perspectives they bring.

We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Our ideal candidate:

• has experience using financial management systems (preferably SAP, Cognos, VIPER and CBMS), together with strong Microsoft Excel skills and proficiency in other software applications

• compiles and analyses reports, trends, and data to inform decision-making, identify risks and opportunities, and implement value-add solutions

• has strong attention to detail, with well-developed analytical and problem-solving skills to resolve issues related to financial accounting and reconciliation processes, resource management, operational reporting, and assurance activities

• works collaboratively within a team, asks questions to understand the basis of their work, shows good judgment, seeks out opportunities and contributes to process improvement

• communicates effectively in a range of styles and formats to deliver technical information and influence outcomes.

Qualifications or experience in relevant fields, such as Accounting, Finance or Economics will be highly regarded but not essential.

Eligibility
Notes

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

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We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	ATO Finance Recruitment, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=1287A9E2-C110-07BA-4D32-ED2234E87BD5

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771486

Australian War Memorial

Closing Date:Sunday 09 August 2026

Corporate Services Information Technology

Job Title	IT Applications Administrator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$121,755 - $132,713
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	Executive Level 1
Position Number	26-111
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://www.awm.gov.au/get-involved/employment

The IT Section delivers modern, secure, resilient, and usercentred technology services that support Memorial operations, publicfacing digital services, and enterprise transformation. Under broad direction, the IT Applications Administrator is responsible for the operational support, administration and continual improvement of critical business applications, databases and cloud services. This position will work closely with business areas, technical specialists, and external partners to deliver highquality project outcomes aligned with organisational strategy, wholeofgovernment requirements, and industry best practice.

The IT Applications Administrator is responsible for the administration, support, maintenance and continual improvement of key enterprise and collection-related business applications. This includes the Memorial's Collection Management System (CMS), Digital Asset Management System (DAMS), and associated integrations, databases and cloud services. The role works closely with business stakeholders, vendors and technical teams to ensure applications remain secure, available, supported and aligned with business requirements.

Duties

- Administer, support and continuously improve the Memorial's business application portfolio, including Collection Management Systems (CMS), Digital Asset Management Systems (DAMS), Software-as-a-Service (SaaS) platforms and associated integrations.
- Act as the technical custodian for designated business applications, including vendor engagement, application configuration, release management, lifecycle planning, operational support, installation, monitoring and maintenance;
- Manage integrations and data flows between business applications, databases, cloud services and enterprise platforms;
- Ensure business applications are maintained in accordance with the Information Security Manual (ISM), Protective Security Policy Framework (PSPF) and Memorial security requirements;
- Document software applications and associated support procedures, including the development and maintenance of IT Service Management (ITSM) processes such as standard changes, incident management and problem management;
- Coordinate and oversee application, database and supporting infrastructure upgrades in accordance with the Information Security Manual (ISM) and vendor best practice; and
- Report on progress of operational issues to senior management, end users and stakeholders.

Technical Knowledge and Skills

- Demonstrated technical skills with one or more of:
  - Oracle or Microsoft SQL Server and database administration;
  - Application administration and support;
  - Piction or equivalent Digital Asset Management Systems (DAMS);
  - MuseumPlus or equivalent Collection Management Systems (CMS);
  - PowerShell scripting and automation; and
  - Application integration and data migration activities.
- Strong understanding of Microsoft Azure and Microsoft 365 services including Microsoft Entra ID, Azure SQL Managed Instance, Azure Storage, Azure Monitor, Azure Key Vault, application integrations, authentication, identity management and security controls.

Eligibility

Position Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Mandatory Requirements

- Ability to Obtain and Maintain a Negative Vetting Level 1 Security Clearance

Notes

- A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.
- Successful applicants engaged into the APS will be subject to a probation period.
- The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia’s wartime experience.

To Apply

Position Contact	David Creagh, (02) 6243 4564
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0771567

Australian War Memorial

Closing Date:Wednesday 12 August 2026

National Collection Collection Services

Job Title	Textile Conservator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$79,125 - $96,829
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 4;APS Level 5
Position Number	26-113
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://www.awm.gov.au/get-involved/employment

The textile conservator contributes to the professional conservation, preservation and storage of items from the National Collection. The primary work of this position is the on-going survey, treatment, preservation and maintenance programs for a range of textiles and related materials including uniforms, flags, medals, leather, plastics and rubber and associated hazards. The conservator assists in the development and implementation of new and improved conservation processes and techniques; documents work performed; may supervise other staff and prepares items for access, storage and exhibition and contributes to team, section and Memorial activities.

Note: Tertiary qualifications in conservation are highly desirable.

This role is available on either a part-time (3 days per week) or full-time basis.

Duties

Under general direction from the Senior Conservator, Textiles:

- Use established and innovative techniques and procedures to carry out conservation and preservation treatments on a range of textile and related objects including uniforms and accessories, flags and colours, medal ribbons (including medal mounting), leather, plastic, rubber and other mixed media items identfied as corporate priorities for new acquisitions, exhibitions, loans, storage and other preservation programs including hazard mitigation

- Document all conservation and preservation activities on the Memorial's Collection Management System
- Undertake scientific analysis, testing and research to determine composition, condition and deterioration processes of the Memorial's collection as required
- Assist in the supervision of other staff and assist with their training and development
- Assist in the development of new conservation techniques and practices
- Participate in multi-disciplinary teams to deliver conservation programs including gallery maintenance and integrated pest management
- Provide conservation and preservation advice to other sections of the Memorial, professional colleagues and to the public
- Conduct manual handling tasks including movement of a wide range of objects including but not limited to textiles and related collection items

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

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

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia's wartime experience.

To Apply

Position Contact	Cathy Challenor, (02) 6243 4423
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771569

Australian War Memorial

Closing Date:Wednesday 19 August 2026

National Collection Research Centre

Job Title	Assistant Curator - Image Production
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$70,477 - $76,820
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 3
Position Number	26-114
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://www.awm.gov.au/get-involved/employment

The Memorial's Research Centre holds the written records of war, both published and unpublished. The Research Centre manages and provides access to these collections. The

Digitised Collections team curates, digitises and publishes the Research Centre Digitised Collection, creates and maintains nominal data rolls, and supports the Memorial's public programs, exhibitions and projects. This position directly supports the Memorial's major digitisation projects and commitment to collection digitisation.

Under general direction, this position is responsible for image production, quality assurance, and ingestion of images into the Memorial's Digital Asset Management System (DAMS) contributing to individual and section work targets, and recording accurate workflow statistics. The work involves digital capture of archival records to preservation standards using a range of equipment and performs general maintenance tasks including calibration of image capture equipment. This position is responsible for less complex cataloguing and online release of archival documents utilising the Collection Management Systems (CMS). The position supports the promotion of the Digitised Collection and undertakes document preparation, collection rehousing and data clean-up as required. The position also assists with the provision of public access to Research Centre collections by participation in the Reading Room collection access roster. This position may involve handling potentially distressing material.

Note: this role includes rostered hours within the Memorial's standard ordinary working hours. This position may include the handling of potentially distressing material.

Duties

- Contribute to and maintain a positive and productive work environment
- Digital capture of archival records in accordance with preservation standards using a range of equipment and software including Photoshop
- Perform image quality control and ingestion into the Memorial's Digital Assets Management System (DAMS)
- Less complex cataloguing of Research Centre collection material using the Memorial's Collection Management System (CMS)
- Meet work targets, keep accurate statistics and perform data clean up as required
- Maintain image capture equipment and calibrate as required
- Collection movement, preparation, and re-housing as required
- Support the promotion of the digitisation program

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

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

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

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To Apply

Position Contact	Shannon Sutton, (02) 6243 4584
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0771573

Australian War Memorial

Closing Date:Wednesday 19 August 2026

Public Programs Commemoration and Visitor Engagement

Job Title	Education Assistants
Job Type	Casual, Non-Ongoing
Location	Campbell ACT
Salary	$70,447 - $76,820
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	This position requires successful applicants to work on site
Classification	APS Level 3
Position Number	26-116
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

https://www.awm.gov.au/get-involved/employment

Education Assistants play a key role in the delivery of a range of face to face education and public programs to visitors to the Memorial, including school students, teachers, community, and other special interest groups. In addition, Education Assistants contribute to program development, deliver a range of front-of-house services, and assist with project work and administrative functions. As an Education Assistant you will have strong people skills and customer service, flexibility when working in a busy environment, and empathy for the purpose and mission of the Memorial.

Notes:

- Employment is of a casual nature, there are no set hours. Rostered shifts are based on the changing demands of visitor bookings.
- Minimum availability required is two shifts per week. Both weekday and weekend availability is desirable.
- Education Assistants are required to demonstrate a level of physical ability and mobility to safely move through the galleries, walking and standing for extended periods on hard surfaces, and to perform manual handling tasks as required.
- As part of the Memorial’s commitment to provide a world-class corporate image, restrictions may apply to visible tattoos, piercings or hairstyles.
- Experience working with children is essential

Duties

- Under general direction, deliver education and public programs to a range of visitors to the Memorial, including out of hours, liaising with Memorial staff and volunteers, school teachers, and tour operators on operational matters pertaining to the visit.
- Under guidance, assist in the development of Australian Curriculum aligned educational programs.
- Assist in administrative tasks and project work related to the provision of the Memorial's education and public programs and education resources.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Mandatory Requirements

- Current ACT Working with Vulnerable People (WWVP) Registration

Notes

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

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

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RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Joanna Taplin, (02) 6243 4355
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0771449

Department of Veterans' Affairs

Closing Date:Sunday 31 January 2027

Job Title	DVA Temporary Employment Register (TER)
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - VIC VIC, Various locations - SA SA, Various locations - NT NT, Various locations - WA WA, Various locations - TAS TAS
Salary	$67,158 - $179,125
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - QLD, Various locations - VIC, Various locations - SA, Various locations - NT, Various locations - WA, Various locations - TAS
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	TER-2026-0002
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

OUR TEMPORARY EMPLOYMENT REGISTER

The Department of Veterans' Affairs (DVA) invites you to express your interest in the Temporary Employment Register for potential opportunities across various classifications, business areas, and locations throughout Australia.

Non-ongoing roles may be offered for an initial period of up to 12 months, with the possibility of a single extension of up to 6 months, for a maximum contract duration of 18 months.

To better match you with suitable opportunities, we seek to understand your employment preferences, interests, and skills. This information will be collected through the application form.

ABOUT THE DEPARTMENT

The Department of Veterans' Affairs (DVA) exists to honour Australia's commitment to those who have served our Nation. We support veterans, defence members and their families from all periods of service - wartime, conflict and peacetime - through programs that deliver care, compensation, commemoration, income support and Defence support services.

Our work helps improve self-sufficiency, quality of life, financial wellbeing and community recognition for the veteran community. Every role at DVA contributes to outcomes that matter to individuals, families and the nation.

Our vision is to be a responsive and flexible organisation, delivering connected services that meet the needs of current and future generations of veterans and veteran families.

Duties

ABOUT THE EMPLOYEES

At DVA, you will be part of a workplace that values purpose, people and flexibility. We foster a culture of respect, inclusion and collaboration, where employees are supported to grow and do their best work.

We welcome people with diverse skills, experiences and perspectives. DVA is committed to building a workforce that reflects the community we serve and encourages applications from:

- Veterans and former Australian Defence Force members, whose skills and experience are highly valued across the APS
- Aboriginal and Torres Strait Islander peoples
- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

As a DVA employee, you can expect to:

- work in an inclusive and diverse environment that values respect and fairness
- receive competitive APS salaries, generous superannuation and leave conditions
- access a range of flexible working arrangements, including hybrid work, part time work, job sharing and flexible hours.
- access learning and development opportunities and studies assistance to support your career growth and capability
- be eligible for an annual Healthy Lifestyle subsidy to support your wellbeing

- have the opportunity to join our diversity committees to contribute to our workplace culture.
- contribute to work that delivers real outcomes for veterans and veteran families

HOW TO REGISTER INTEREST

We encourage you to submit your interest in temporary employment with our department by completing our online application form, indicating your area/s of interest, experience and attaching your resume, by clicking **apply now**.

If a position becomes available that suits your skill set, experience, knowledge, and qualifications, the department may contact you to discuss your interest in that position.

Please note that this register is an expression of interest and does not guarantee an offer of employment.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- Any successful candidate external to DVA offered employment will be required to undergo pre-engagement screening checks, including those who already hold a current security clearance. The screening checks are conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Notes

Ongoing engagement and promotion under the Public Service Act 1999 are not possible through this recruitment register

About the Department of Veterans' Affairs

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

To Apply

Position Contact	DVA.Recruitment@dva.gov.au, DVA.Recruitment@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771508

Department of Veterans' Affairs

Closing Date:Sunday 31 January 2027

Job Title	DVA APS Section 26 Transfer - Temporary and Permanent Employment Register
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - WA WA, Various locations - NT NT, Various locations - VIC VIC, Various locations - SA SA, Various locations - TAS TAS
Salary	$67,158 - $179,125
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - QLD, Various locations - WA, Various locations - NT, Various locations - VIC, Various locations - SA, Various locations - TAS
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	STER-2026-0002
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

OUR SECTION 26 TRANSFER – TEMPORARY AND PERMANENT EMPLOYMENT REGISTER

The Department of Veterans' Affairs (DVA) invites existing ongoing APS employees to express interest on the APS Section 26 Transfer Register for potential opportunities across various classifications, business areas, and locations throughout Australia.

The register will be utilised to fill both Ongoing and Non-Ongoing (temporary) vacancies, which may include full-time or part-time roles, depending on our business needs.

To better match you with suitable opportunities, we seek to understand your employment preferences, interests, and skills. This information will be collected through the application form.

ABOUT THE DEPARTMENT

The Department of Veterans' Affairs (DVA) exists to honour Australia's commitment to those who have served our Nation. We support veterans, defence members and their families from all periods of service - wartime, conflict and peacetime - through programs that deliver care, compensation, commemoration, income support and Defence support services.

Our work helps improve self-sufficiency, quality of life, financial wellbeing and community recognition for the veteran community. Every role at DVA contributes to outcomes that matter to individuals, families and the nation.

Our vision is to be a responsive and flexible organisation, delivering connected services that meet the needs of current and future generations of veterans and veteran families.

Duties

ABOUT THE EMPLOYEES

At DVA, you will be part of a workplace that values purpose, people and flexibility. We foster a culture of respect, inclusion and collaboration, where employees are supported to grow and do their best work.

We welcome people with diverse skills, experiences and perspectives. DVA is committed to building a workforce that reflects the community we serve and encourages applications from:

- Veterans and former Australian Defence Force members, whose skills and experience are highly valued across the APS
- Aboriginal and Torres Strait Islander peoples
- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

As a DVA employee, you can expect to:

- work in an inclusive and diverse environment that values respect and fairness
- receive competitive APS salaries, generous superannuation and leave conditions
- access a range of flexible working arrangements, including hybrid work, part time work, job sharing and flexible hours.
- access learning and development opportunities and studies assistance to support your career growth and capability
- be eligible for an annual Healthy Lifestyle subsidy to support your wellbeing
- have the opportunity to join our diversity committees to contribute to our workplace culture.
- contribute to work that delivers real outcomes for veterans and veteran families

HOW TO REGISTER INTEREST

We encourage you to submit your interest in employment with our department by completing our online application form, indicating your area/s of interest, experience and attaching your resume, by clicking **apply now**.

If a position becomes available that suits your skill set, experience, knowledge, and qualifications, the department may contact you to discuss your interest in that position.

Please note that this register is an expression of interest and does not guarantee an offer of employment.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- Any successful candidate external to DVA offered employment will be required to undergo pre-engagement screening checks, including those who already hold a current security clearance. The screening checks are conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Notes

This register is only available to existing ongoing APS or Parliamentary Service employees employed under the Australian Public Service Act 1999 or Parliamentary Service Act 1999.

Promotion under the Public Service Act 1999 is not possible through this recruitment register.

About the Department of Veterans' Affairs

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

To Apply

Position Contact	DVA.Recruitment@dva.gov.au, DVA.Recruitment@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771578

Department of Veterans' Affairs

Closing Date:Thursday 20 August 2026

Open Arms – Veterans and Families Counselling
Clinical Operations

Job Title	Service Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Wodonga VIC
Salary	$75,809 - $81,436
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 3
Position Number	EXT-2026-5085
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

A Service Support Officer provides the front line of customer service for clients accessing services from Open Arms Veterans and Families Counselling. This customer service is provided in person (at front reception) or via telephone. In addition, they provide operational and administrative support to the regional clinical service delivery staff to ensure quality services to the veteran and families community.

Duties

- Provide high quality customer service as the first point of contact for clients, visitors and stakeholders, in person, over the phone or via email and SMS.
- Resolve client enquiries, provide information and options in accordance with policy and procedures, and refer to relevant service delivery team.
- Provide frontline administrative support and first point of contact to clients presenting for in-centre appointments including appointment management activities via the Client Management System.
- Provide administrative support in the coordination of regional events inclusive of group treatment and educative programs, internal meetings, and community based events.
- Provide administrative support across all service delivery streams inclusive of data entry, record keeping, and workflow tasks.
- Deliver correspondence both internally and externally related to client allocations, referrals, appointments, and service satisfaction.
- Provide administrative support to external referral platforms including contracted health providers and external stakeholders.

- Support the daily operations of the region including management of regional correspondence and deliveries, arranging travel, processing invoices, raising resource requests and responding to property and maintenance issues.
- Support the Assistant Practice Manager in reporting quality assurance and operational data.
- Support workplace practices in line with policies of Occupational Health and Safety, Workplace Diversity, the Australian Public Service Values and Employment Principles, and Code of Conduct.

Eligibility

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

Notes

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

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

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

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

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

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths,

which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Veterans' Affairs

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To Apply

Position Contact	Rhys Bevan, 0476 863 742
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771582

Department of Veterans' Affairs

Closing Date:Thursday 20 August 2026

Open Arms – Veterans and Families Counselling
Clinical Operations

Job Title	Clinician
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT
Salary	$104,898 - $119,116
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	EXT-2026-5123
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

Open Arms – Veterans & Families Counselling (formerly VVCS) is Australia's leading provider of high-quality mental health assessment and clinical counselling services for Australian veterans and their families. We are focused on meeting client needs through a combination of proven clinical practices and new and emerging evidence-based approaches.

You will be supported through the provision of ongoing learning and development opportunities and funded clinical supervision.

Operates within multidisciplinary teams providing mental health and wellbeing support to anyone who has served at least one day of continuous fulltime service in the ADF and their immediate families.

Clinicians (APS 6) work within the Open Arms Division of the Department of Veterans' Affairs (DVA) providing counselling services to current and formerly serving Australian Defence Force (ADF) personnel, their partners, and families. They apply extensive knowledge and experience gained from a relevant background in psychology, social work, counselling, occupational therapy, or nursing to build rapport with clients, understand their unique experiences and work with them to identify goals that will enhance mental health and wellbeing.

Reporting to the Assistant Director (EL 1) Clinicians are required to attend regular case reviews and operational supervision to discuss client progress and complex cases with the Assistant Director and other Clinicians. They are required to make decisions, problem solve and navigate complex client issues, whilst adhering to relevant legislation, ethical guidelines, and policies. Critical thinking, communication and interpersonal skills are paramount, and Clinicians must demonstrate high levels of integrity and emotional intelligence. Bringing knowledge of veterans' and their families' experiences to the role, Clinicians will demonstrate respect for all clients and uphold a strong commitment to confidentiality and privacy.

Duties

- Provide high quality clinical services including risk assessment and intervention, referral, evidence-based individual, couple and family counselling, and case management to eligible Open Arms clients in order to achieve outcomes identified in care planning.
- Conduct reviews with clients on counselling progress to determine further approaches and establish additional needs, including extensions to episodes of care.
- Using the Client Management System, maintain confidential files for each client that include session progress notes, care plans, risk assessment, and additional client interactions.
- Schedule and attend Continuing Professional Development (CPD) activities, including clinical supervision, to maintain professional registration.
- Adhere to relevant legislation, ethical guidelines and policies pertaining to best-practice client care.
- Liaise and attend regular meetings with the Assistant Director and other Clinicians to review client cases, including those that may require extensions to episodes of care.
- Liaise with clients' family members and additional treatment providers and/or other Open Arms/DVA stakeholders to coordinate care.
- Apply the principles of cooperative and safe working practices consistent with APS Values and the Department's mission, vision, approach and values.
- Engage in other clinical tasks as directed by the Assistant Director based on organisational need. These may include:
    - Co-facilitate treatment and psychoeducation programs on a range of topics alongside other Open Arms staff or external clinicians.
    - Participate in community development and service promotion activities.
    - Participate in Open Arms program evaluation and research activities, contributing to project management activities that implement strategic directions and quality improvement recommendations, and provide feedback for ongoing development of clinical policies and procedures.
    - Facilitate the delivery of Open Arms counselling and other programs to veterans and families by applying quality assurance principles and procedures to ensure the clinical practice, and reporting of Outreach Program Clinicians (OPCs) meet contractual requirements.
    - Collaboratively manage the regional allocation queue through liaison and consultation with Open Arms Clinicians, OPCs and administrative staff.
    - Conduct regional intake assessments to inform allocation to appropriate services.

Eligibility

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

- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Mandatory Requirements

- Currently hold or ability to obtain a Working with Vulnerable People registration OR
- Currently hold or ability to obtain a Working with Children check

In addition to the above, one of the following:

- Qualifications as a registered Psychologist / Occupational Therapist / Registered Nurse with full AHPRA registration, OR
- Social Worker with membership of the Australian Association Social Workers (AASW) on commencement, OR
- A Masters-level counselling qualification and registration with PACFA as a Registered Clinical Counsellor or with ACA at Level 3 or Level 4.

Notes

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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

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To Apply

Position Contact	Linda Hopkinson, 08 7970 6513
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771584

Department of Veterans' Affairs

Closing Date:Thursday 03 September 2026

Veterans' Review Board

Job Title	Client Service Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$85,610 - $91,309
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 4
Position Number	EXT-2026-5131
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

Make a meaningful difference for veterans and their families.

The Veterans' Review Board is a specialist merits review tribunal committed to delivering fair, timely and accessible review outcomes for veterans, serving members of the Australian Defence Force and their families.

The VRB Client Service Officer plays an integral role in delivering high-quality client service and administrative support that enables the Board to provide timely, fair and accessible review services for veterans and their families.

Working under the general direction of a Deputy Registrar, the Client Service Officer manages administrative aspects of matters before the Board, supports the progression of applications from lodgement through to finalisation, and contributes to the effective delivery of dispute resolution events and hearings.

The role requires sound judgement, strong organisational skills and a commitment to providing professional, empathetic and responsive service to applicants, representatives, VRB Members and stakeholders. Client Service Officers work collaboratively within a team to support consistent, efficient and high-quality case management.

This role offers the opportunity to build a rewarding career in the Australian Public Service while contributing to an organisation committed to fairness, accessibility and service excellence.

Duties

- Manage a portfolio of VRB matters through established case management processes.
- Provide professional, timely and empathetic assistance to applicants, representatives and stakeholders regarding VRB procedures and case progression.
- Prepare matters for dispute resolution events and hearings by coordinating documentation, correspondence and listings.
- Support VRB Members before, during and after proceedings through high-quality administrative and operational support.
- Maintain accurate case records and ensure information is managed in accordance with legislative, privacy and recordkeeping requirements.
- Liaise with applicants, advocates, ex-service organisations, the Department and other stakeholders to obtain information and facilitate timely progression of matters.
- Resolve routine administrative issues independently and identify matters requiring escalation.
- Contribute to continuous improvement by identifying opportunities to enhance Registry processes and client service.
- Work collaboratively to support operational priorities and deliver consistent client outcomes.

Eligibility

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To Apply

Position Contact	Jodi Ross, Jodi.Ross@vrb.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Parliamentary Department

Vacancy VN-0771402

Department of Parliamentary Services

Closing Date:Friday 14 August 2026

Various
Various

Job Title	2027 DPS Graduate Program
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$78,258 - $81,780
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	Graduate APS
Position Number	JR33412
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Dep

Job Description

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

The Opportunity

Applications are now open for the 2027 Department of Parliamentary Services Graduate Program.

Are you ready to start a career that makes a real impact? The Department of Parliamentary Services (DPS) Graduate Program offers a unique opportunity to grow professionally while supporting the heart of Australian democracy.

This is more than just a job - it’s an opportunity to work at the centre of the nation’s decision-making, contributing to the smooth operation of Parliament House and the services that support elected representatives, building occupants and thousands of visitors each year.

As a DPS graduate, you will:

- develop your confidence, skills and capability in a professional workplace.
- rotate through diverse business areas, gaining insight into the wide range of services that support the work of the Parliament.
- be part of a collaborative, inclusive and purpose-driven organisation committed to service excellence and innovation.

Areas in which you may gain experience include:

- corporate, people, finance and commercial services
- digital, data, parliamentary broadcasting, Hansard and information management
- parliamentary, governance, communications, library and research services
- visitor, events, security, property, procurement and contract services
- art, special collections and design integrity

Whether you're passionate about public service, technology, design, communications or operations, the DPS Graduate Program offers a rewarding and diverse start to your career.

Apply now and be part of something bigger - help shape the future of parliamentary service.

About the Program

The Graduate Program is a 12-month, full-time development opportunity designed to support the transition from study to a career in the Parliamentary Service.

Throughout the year, you will build valuable skills, knowledge and experience through rotational placements across the department, supported by experienced colleagues and structured learning opportunities.

Graduates will commence at the Parliamentary Service Level (PSL) 3 classification. Subject to satisfactory performance and successful completion of the program, graduates will be eligible for advancement to PSL4.

Why work for DPS

At DPS, we value the contributions of our graduate cohort. Graduates bring fresh perspectives, new ideas, and contemporary knowledge that help drive innovation and continuous improvement across the department.

Throughout the program, graduates gain meaningful, hands-on experience while receiving tailored learning and development opportunities focused on communication, leadership and professional capability.

Through hands-on experience, graduates develop their skills, build confidence and gain valuable insight into the work of the Parliamentary Service. DPS also offers:

- **Personalised support:** Each graduate is paired with a dedicated ‘graduate buddy’ – a recent program graduate who can provide practical advice, encouragement, and support.
- **Valuable networking opportunities:** You'll have access to senior executives and leaders across the department, helping you build professional connections from day one.
- **A values-driven culture:** The Parliamentary Service Values - Committed to Service, Ethical, Impartial, Respectful and Accountable – underpin everything we do.

Who we are looking for

Your qualifications do not define your career at DPS. We welcome applications from graduates who have completed, or will complete by January 2027, an undergraduate degree or higher qualification in a discipline relevant to the diverse work and services provided by the department.

To thrive as a DPS Graduate, you will be motivated, innovative, and collaborative, with strong problem-solving skills. You will demonstrate effective communication and interpersonal skills, act with integrity and professionalism, and be committed to delivering high quality customer service. You will also be adaptable, resilient and able to respond positively to changing priorities.

At DPS, we acknowledge the value diversity brings. We are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We welcome applications from people of all backgrounds, including Aboriginal and Torres Strait Islander peoples, people with disability, culturally and linguistically diverse people, LGBTQIA+ people, and people of all ages and identities.

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the 2027 DPS Graduate Program and submit your application.

Eligibility

To be eligible for the program, candidates must:

- have completed, or will complete by January 2027, an undergraduate degree or higher in the past three years
- be available to commence work by February 2027.

Employment opportunities at DPS are also subject to a range of conditions prescribed in the *Parliamentary Service Act 1999* which include:

- Australian citizenship
- the ability to obtain and maintain a security clearance
- the successful completion of a police check, and
- a pre-employment medical assessment.
- employees of DPS are required to be able, and to be seen to be able, to provide professional advice and services to all Senators and Members without favour or prejudice.

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.

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To Apply

Position Contact	Employment Pathways Team, 02 6277 9331
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0771518

Department of Parliamentary Services

Closing Date:Wednesday 19 August 2026

Information Services
Digital Customer Services ESS Operations

Job Title	Assistant Director, ESS Operations
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1
Position Number	JR33408
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

Are you an experienced business operations leader who thrives in a complex, high-profile and security-focused environment?

The Department of Parliamentary Services is seeking a capable and motivated Assistant Director, ESS Operations to support the effective delivery, governance and sustainment of critical Electronic Security System operations across the parliamentary environment.

This is a key leadership role within ESS Operations, providing strategic business management, operational support, procurement and contract management, executive reporting, financial

oversight, workforce planning and continuous improvement. The role acts as a trusted adviser to the Director of ESS Operations and plays an important part in aligning operational activities with organisational priorities and strategic objectives.

The successful candidate will bring strong judgement, excellent communication skills and the ability to operate confidently across business, financial, workforce and governance matters. You will lead and support end-to-end procurement activities, manage contracts and service agreements, prepare high-quality briefs and reports for senior executives, and contribute to practical improvements that enhance efficiency, accountability and operational delivery. You will also have the opportunity to work closely with technical specialists, service providers, security practitioners and senior executives, supporting the delivery of essential security services in a dynamic and sensitive operating environment.

Who we are looking for

This role is well suited to someone who can balance strategic thinking with practical delivery, manage competing priorities and build productive relationships across a broad stakeholder group. We are looking for someone with demonstrated experience in business management, governance, procurement, contract management, financial oversight, workforce planning and stakeholder engagement.

Experience in a Commonwealth Government, Parliamentary or security operations environment will be highly regarded, along with knowledge of the Commonwealth Procurement Rules, PGPA Act requirements and APS/DPS governance frameworks.

If you are a collaborative, solutions-focused leader who wants to contribute to the effective operation of critical security systems in one of Australia’s most significant democratic institutions, we encourage you to apply.

Duties

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

Eligibility

The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

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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.

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To Apply

Position Contact	Antonio Antonino, 02 6277 8491
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0771533

Department of Parliamentary Services

Closing Date:Wednesday 19 August 2026

Information Services
Digital Customer Services ESS Operations

Job Title	ESS Technician
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$101,168 - $113,706
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 6
Position Number	JR33414
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

Secure one of Australia's most iconic workplaces.

The Department of Parliamentary Services (DPS) is seeking an experienced Electronic Security Systems (ESS) Technician to support the operation and maintenance of critical security technologies within Australian Parliament House.

Working as part of the ESS Operations team, you will install, maintain and troubleshoot a broad range of electronic security systems, including CCTV, access control, intrusion detection and intercom technologies. You'll play a key role in ensuring the reliability, integrity and continuous operation of systems that support the security of one of Australia's most significant national institutions.

This is an excellent opportunity for a technically skilled professional who enjoys hands-on work, problem solving, and working with modern security technologies in a unique operational environment.

Who we are looking for

We are seeking an organised, adaptable, and results-focused project manager who can successfully deliver complex projects in a high-profile operational environment.

You will bring demonstrated experience managing multiple projects simultaneously, balancing competing priorities, and delivering outcomes within agreed timeframes and budgets. Your ability to build strong relationships, communicate effectively with both technical and non-technical stakeholders, and influence positive project outcomes will be highly valued.

Our ideal candidate will be:

- An experienced and motivated electronic security technician with demonstrated experience installing, maintaining, troubleshooting, and repairing complex security systems, including CCTV, access control, intercom, and intrusion detection technologies
- A proactive problem solver with strong analytical and fault-finding skills who can diagnose technical issues, identify best practice solutions, and respond effectively to incidents in a fast-paced operational environment.
- A team-focused professional who takes pride in delivering quality outcomes, works collaboratively with colleagues, contractors, and stakeholders, and contributes positively to a supportive workplace culture.
- An individual with excellent organisational skills who can effectively prioritise competing tasks, manage service requests and maintain accurate records while meeting operational timeframes.
- A strong communicator who can provide clear technical advice, explain complex concepts to a range of audiences, and build productive working relationships across the organisation.
- A technically curious professional who is committed to continuous improvement, embraces new technologies and actively contributes to system enhancements, maintenance activities, and operational excellence.
- A diligent and professional person with a strong focus on safety, security, integrity and attention to detail, capable of working in a highly secure environment and maintaining the confidence required to support critical infrastructure.

Duties

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

Eligibility

Job Specific Requirements:

- This role requires the applicant to occasionally perform technical upgrades outside of core business hours. This work may take place on weekends or public holidays.

- This role requires the applicant to participate in a rotating on-call roster for out of hours on site support.
- This role requires the applicant to participate in a rotating on-site roster for on-site support (8AM – 5PM).
- Current Australian Drivers Licence
- The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Desirable Qualifications:

- Tertiary technical qualifications such as Certificate III in Electrotechnology, Electronics and Communications.
- Open Registration Cable Licence.
- EWP Elevated Work Platform Licence.
- Restricted Electrical Licence

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	Antonio Antonino, 02 6277 8491
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0771540

Department of Parliamentary Services

Closing Date:Wednesday 19 August 2026

Information Services
Digital Customer Services ESS Operations

Job Title	ESS Project Manager
Job Type	Full-Time, 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	Executive Level 1
Position Number	JR33415
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

Lead security projects at one of Australia's most iconic institutions.

The Department of Parliamentary Services (DPS) is seeking an experienced ESS Project Manager to lead the delivery of electronic and physical security projects across Australian Parliament House.

Working within the ESS Operations team, you will manage the end-to-end delivery of security enhancement projects, from planning and procurement through to installation, commissioning, and handover. You will work closely with stakeholders, technical specialists, contractors, and security professionals to deliver outcomes that support the ongoing protection of one of Australia's most significant national assets.

This is an exciting opportunity for an experienced project manager who combines strong stakeholder engagement skills with a practical understanding of security technologies and project governance.

Who we are looking for

We are seeking an organised, adaptable, and results-focused project manager who can successfully deliver complex projects in a high-profile operational environment.

You will bring demonstrated experience managing multiple projects simultaneously, balancing competing priorities, and delivering outcomes within agreed timeframes and budgets. Your ability to build strong relationships, communicate effectively with both technical and non-technical stakeholders, and influence positive project outcomes will be highly valued.

Duties

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

Eligibility

Desirable qualifications and experience include:

- Tertiary qualifications in Project Management, Security Management, Engineering, Information Technology, or a related discipline.
- Project Management certifications such as PRINCE2 Practitioner, AgilePM, PMP, Scrum Master, or equivalent.
- Experience working with Gallagher Security Management Systems, including access control, alarms, and integrated security solutions.
- Security industry qualifications, certifications, or vendor training such as Gallagher Technician Certification, Milestone, Genetec, ICT, Inner Range, LenelS2, or similar.(Suggested enhancement)
- Qualifications or experience in Australian Government procurement and contract management.

Job Specific Requirements:

• The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

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To Apply

Position Contact	Antonio Antonino, 02 6277 8491
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0771566

Department of Parliamentary Services

Closing Date:Thursday 20 August 2026

Information Services
Digital Customer Services ESS Operations

Job Title	Applications Administrators and Senior Applications Administrators
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$92,450 - $113,706
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This position requires onsite work at one of the DPS office locations in Canberra
Classification	APS Level 5;APS Level 6
Position Number	JR33413
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

The Department of Parliamentary Services (DPS) is seeking motivated, capable and forward-thinking technology professionals to join the Electronic Security Systems (ESS) Operations team at Australian Parliament House. We are recruiting for both Applications Administrator (PSL5) and Senior Applications Administrator (PSL6) positions.

Working within the Information Services Division (ISD), you will play a critical role in supporting and enhancing the enterprise security systems that underpin the safety, security and resilience of Parliament House, its occupants and national democratic processes. You will work across a diverse and evolving technology environment that includes Physical Security Information Management (PSIM), Electronic Access Control Systems (EACS), CCTV and video management platforms, intercom technologies, monitoring solutions, integrations, databases and supporting infrastructure.

This is a unique opportunity to contribute to the operation, maintenance, improvement and future direction of mission-critical systems that operate 24 hours a day, 7 days a week. You will collaborate with technical specialists, business stakeholders and industry partners to deliver operational excellence, drive innovation, resolve complex challenges and strengthen the security capabilities of Australian Parliament House.

If you are passionate about technology, enjoy solving complex problems, and want your work to have a visible and meaningful impact, this role offers the opportunity to work on some of the most important and technically diverse security systems in the Commonwealth.

Who we are looking for

As part of a highly skilled and collaborative team, you will contribute to the operation, maintenance, enhancement, and continuous improvement of mission-critical security systems. Whether you are an emerging specialist looking to grow your technical expertise or an experienced professional ready to provide technical leadership, these roles offer a unique opportunity to work with complex technologies in a nationally significant environment.

Our ideal candidate is someone who possesses the following skills and experience:

- Qualifications in Information Technology, a related discipline, and/or 5 years of equivalent work experience are highly regarded.
- ITIL Foundation certification (desirable).

Duties

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

Eligibility

- This role requires the applicant to occasionally perform technical upgrades outside of core business hours. This work may take place on weekends or public holidays.
- This role requires the applicant to participate in a rotating on-call roster for out of hours support.
- This role requires the applicant to participate in a rotating on-site roster for on-site support (8AM – 4PM).
- The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

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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.

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To Apply

Position Contact	Udara Rupasinghe, 02 6277 2897
Agency Recruitment Site	https://jobs.dps.gov.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771473

Bureau of Meteorology

Closing Date:Friday 07 August 2026

Enterprise Services
Business Management

Job Title	Finance Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 4
Position Number	60018614
Agency Website	

Job Description

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

The Bureau of Meteorology are seeking an enthusiastic and motivated Finance Officer to join our team.

As the Finance Officer, you will provide financial and administrative support to a broad range of stakeholders, both within the bureau and externally.

The Finance Operations team provides customer-focused services across a range of areas and is seeking skilled individuals to support the Accounts Payable, Accounts Receivable, Purchasing Card, and Travel Finance teams.

The bureau is undergoing significant change in the Finance space. Your ability to implement and adapt to change is instrumental in supporting the Financial Operations team in its drive for continuous improvement and the delivery of best practice procure to pay processing, generating and sending invoices to customers and managing and reconciling purchasing card transactions.

The role will provide a unique opportunity to oversee how financial resources are managed in a Commonwealth setting. Knowledge of the Public Governance, Performance and Accountability (PGPA Act) 2013 and experience using SAP, SAP Concur and Microsoft Office Suite are highly desirable.

Duties

The responsibilities of this role encompass activities across one or more of the following areas: Accounts Payable, Accounts Receivable, Purchasing Card, and Travel functions. Key duties include, but are not limited to:

1. **Accounts Payable:**

• Provide accurate accounts payable services

• Process a high volume of vendor invoices

• Quality assure goods receipt and approval confirmations

• Display excellent customer service skills whilst communicating with vendors via phone and email assisting with accurate and timely payments

• Provide advice relating to accounts payable activities.

2. **Accounts Receivable:**

• Provide accurate accounts receivable services

• Process customer invoices and credit notes

• Monitoring of the accounts receivable inbox

• Responsible for debtor management including but not limited to the follow up of outstanding accounts, analysis of the AR aging report and debtors reconciliation

• Display excellent customer service skills whilst communicating with customers via phone and email assisting with accurate and timely payments.

3. **Purchasing Card:**

• Processes applications for new/renewed credit card, cancellations and changes

• Assisting bureau staff with their expense acquittals

• Provide advice to cardholder/s on the use of card and expense queries

• Monitors use of credit cards to ensure compliance with policy and procedures set out by the agency.

• End of month accruals and compliance report.

4. **Travel Finance:**

• Administer travel processes, from lounge membership renewals, setting up travel profiles in CTM Portal (Corporate Travel Management) and Cessations.

• Manage travel mailbox queries and provide support and advice as per Travel Procedure

• Update and/or create supporting materials, guidance and tools to support effective administration of bureau travel.

5. Work effectively in a small hybrid team environment.

6. Provide a high-level of customer service to both internal and external customers.

7. Assist in driving process improvements through the adoption of best practices and the maintenance/development of standard operating procedures (SOPs).

8. Provide advice and expert opinion consistent with Accounting Standards, PGPA Act, Accountable Authority Instructions (AAI) and bureau policy and procedures.

9. Comply with all bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

10. Commitment to APS Values, Employment Principles, and Code of Conduct.

Eligibility
Notes

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

About the 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	Nada Kovac, NA
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771529

Bureau of Meteorology

Closing Date:Wednesday 19 August 2026

Data and Digital
Observing Systems and Operations

Job Title	Radar Technical 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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60001218
Agency Website	

Job Description

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

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, 2 drifting buoys to dedicated observations and satellites to ships at sea in order to meet business needs.

The Radar Technical Officer will be responsible under supervision to provide technical services to ensure that the Leonardo radar fleet used by the Bureau of Meteorology are supportable for operations. This may include:

• Identifying obsolescence and performance risks

• Developing, testing and evaluating solutions to technical problems

• Working with vendors, maintenance staff and other stakeholders to support ongoing operation

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 maintenance and support of Radio Frequency (RF) systems in an operational environment

Duties

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

1. A demonstrated understanding of all aspects of radar network equipment, including operation, maintenance, and interaction/communication with other Bureau systems,particularly data ingestion and external control.

2. Ability to provide phone and remote support to field staff to assist them in maintenance and trouble shooting

3. Capability tomanageOperational/Technical Staff to keep the Fielded Equipment maintained and otherwise operating to meet User Requirements.

4. Translate and apply high level goals and outcomes, identifying issues and uncertainties and incorporate these into advice, planning, decision making and implementation.

5. Take an active role in the generation and application of procedures to further improve the radar system calibration and operation.

6. Availability to undertake extensive domestic travel (up to 25%) to facilitate onsite installation, upgrade and return to service of Radar equipment.

7. Work collaboratively, communicate effectively with internal and external stakeholders and influence the work of teams.

8. Exercise Financial Delegation in accordance with Bureau Policies including holding a Commonwealth Government Credit Card.

9. Motivate and Mentor technical staff, aligning complementary skills and allocate resources in a manner that delivers results.

10. Evaluate and ensure that the delivered equipment and systems meet requirements and legislative, policy and regulatory frameworks.

11. Evaluate activities to understand critical factors for success and engage in continuous improvement and innovation.

12. Lead and ensure safety aspects of Bureau equipment and systems are considered and incorporated.

13. 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.

14. Complying with all bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility
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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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	Tom Kane, NA
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771602

Bureau of Meteorology

Closing Date:Thursday 20 August 2026

Data & Digital
Service & Infrastructure Management

Job Title	End User Computing Support Engineer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 5
Position Number	60018121
Agency Website	

Job Description

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

The Bureau of Meteorology is seeking a qualified End User Computing (EUC) support engineer to provide Level 1 & Level 2 Information and Communications Technology (ICT) technical support in all its offices – Nationwide (including bureau remote offices) based out at the bureau's Melbourne office as part of a team spread across multiple offices.

The successful applicant will be a key member of the Service & Infrastructure Management – End User Services (EUS) section within the Data and Digital group and on a day-to-day basis provide end user support to subscribers of ICT services including (not limited) to auditing, configuration, maintenance including support of software, hardware, and associated peripherals within supported ICT operating environments namely - Windows, Linux, and Apple environments. The successful applicant will also be expected to provide advice, recommendations and report on all matters pertaining to ICT on both corporate and operational support related to the flow of meteorological information. In addition, the successful applicant will be required to provide proficient support (not limited) local area network, video conferencing including telephony technology, mobile telephony including support for a varied collaborative systems/application tools set.

A calm assertive demeanour is required to ensure accountabilities are assigned and blockages overcome. The successful applicant will have proven practical experience in dealing with internal colleagues including senior leaders and external customers including vendors.

The successful applicant will be ITIL certified and will be expected to participate in the development, implementation, and continuous service improvements.

The successful applicant will hold a Baseline security clearance, upgrading to Negative Vetting Level 1 (requirement for this role).

The successful applicant will have proven excellent written and verbal communication skills which will be required to liaise with internal colleagues, support teams, management, customers including vendors.

The successful applicants **may** be required to be available for on-call roster basis - applicable penalties applied.

The successful applicant **may** be required to assist to cover L1 Support duties (IT Service Desk) as part of their **'follow the sun'** operating model and or as required.

Duties

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

1. Established system administration skills across supported operating environments (Windows, Linux and Apple) including ability to apply security practices being adopted/mandated across meteorological systems.

2. Provide oversight and support (locally and via remote control toolsets) of computing infrastructure, including, and not limited to hardware and software for all areas of responsibility (not limited):

• Melbourne Office including any associated warehouses

• Bureau Operational Centres (Nationwide)

• State Offices

• Server and Communication facilities/rooms

• Training facilities and meeting rooms

• Observation Technology Operational Hubs including related Maintenance Centres

• Embedded Operational Sites

• Nationwide Remote Field Offices

3. Provide proficient advice and recommendations including being able to report on all matters pertaining to ICT aligned to the EUS services remit. Promote the "shift-Left" strategy across EUS with the focus on continuous process improvements with a focus on self-service.

4. Utilise analytical skillset including an ability to contribute into ICT continuity/improvement processes which will feed into overall Business continuity processes and Disaster Recovery Plans for areas of responsibility.

5. Utilise knowledge base techniques in providing prompt service delivery including demonstrated customer service techniques. Utilise problem solving skills and an ability to coordinate activities with other subject matter experts including external parties such as vendors when required.

6. Engage with key stakeholders on a range of ICT matters, providing advice and feedback with a view to resolve or triage with an emphasis of service improvement including (not limited) attending key stakeholder forums and leadership forums.

7. Proven understanding of ITIL concepts with a focus on Incident, Problem and Change Management.

8. Use sound liaison and communication skills (written and verbal) and the ability to provide input into (not limited):

• Standard Operating Procedures (SOP)

• Knowledge Base (KB)

• Proficiently resolving service requests/incidents whilst managing expectations (measured

against SLA's and KPIs)

• Contribute into ICT continuity group plans

9. Use IT Service Management processes to support services and requests, including ITIL service delivery for matters pertaining to all EUS services.

10. Work flexibly and cooperatively with others to achieve team goals. Set work priorities, meet deadlines, and continuously develop workflows and procedures aligned to practices being undertaken with an emphasis of providing continuous service improvements.

11. Actively apply the principles and practices of Workplace Health and Safety, Workplace Diversity, Participative Workplace Practices, and other elements of the bureau's Social Justice Strategy.

• http://www.bom.gov.au/careers/social-justice.shtml

Eligibility
Notes

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To Apply

Position Contact	Lachlan Brown, NA
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771520

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

Closing Date:Sunday 23 August 2026

Parks Australia
Kakadu National Park KNP Management / KNP Country / KNP Fire Management

Job Title	Fire Management Officer
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	$88,834 - $96,829
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 5
Position Number	2026/1615
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

Kakadu National Park is a world-heritage listed site for its natural and cultural values, and one of three national parks, leased by their Aboriginal owners to the Director of National Parks, and jointly managed by Traditional Owners and Parks Australia. Parks Australia assists with ongoing management of the park's natural and cultural heritage. In addition to ongoing management of the park's natural and cultural heritage, this branch also manages strategic priorities for Parks Australia, managing a range of strategic planning and major capital projects across the three jointly managed parks.

The Biodiversity Conservation team is responsible for the protection of Kakadu National Park's biodiversity assets and bio-cultural values. The section does this by providing strategic advice and support to the operations sections on fire, managing Country through a significant fire program and externally funded conservation programs; implementing significant species projects, facilitating, and supporting externally led research; data and knowledge management; and planning. The section is an important part of creating an inclusive cross-cultural working environment.

For more information about us please visit our website.

Duties

Under general supervision and at the direction of the Fire Management Coordinator, implement biodiversity and cultural focused fire management projects across Kakadu National Park.

This includes to:

- Work with Traditional Owners and other Park staff to develop, implement, and report on annual fire plans and late dry season response plans and tools.
- Coordinate and lead strategic prescribed burning programs in the wet season and early-dry season, including aerial and ground burning with a key responsibility for implementing the parks Fire Management Strategy.
- Monitor late dry season fires using web-based tools such as NAFI.
- Contribute to late dry season fire response and suppression activities across all park districts and liaise with senior staff to support these efforts.
- Maintain data and GPS records associated with fire management activities using ArcGIS.
- Assist in the preparation of annual monitoring and evaluation reporting, including the use of GIS tools.
- Assist in research activities associated with fire management, as required.
- Contribute to on-park meetings to update the parks Fire Management strategy and relevant supporting documents.
- Supervise staff in a cross-cultural environment including encouraging Traditional Owners and other relevant Aboriginal people to participate in all aspects of fire management in the park
- Implement the Traditional Owner's vision for the future of the park including participating in the exchange of knowledge, experience and skills between Indigenous and non-Indigenous staff, the community and public.
- As an effective member of the team, mentor, support and train junior staff and seasonal staff on the Kakadu Fire Team, and traditional owners to develop practical skills, safe work practices, and efficient and effective use of equipment and resources to implement fire management.
- Promote safe working practices as per the Work Health and Safety Act 2011 and relevant departmental WHS policies.

- All duties will be performed in accordance with the Park's Lease Agreement, the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and Management Plan.

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

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

Additional requirements

- hold a current Apply First Aid Certificate or have the ability to obtain this qualification,
- hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle,
- meet physical fitness minimum standards to undertake work within the role including firefighting as needed,
- note that relocation assistance is subject to negotiation,
- note that the ability to perform shift work is a requirement when applying for this position(s),
- note that the physical requirements of the role(s) involve a combination of outdoor and office-based work,
- note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles,
- note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams,
- wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy,
- wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures

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

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

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

To Apply

Position Contact	Sean Spicer, 0419 621 240
Agency Recruitment Site	https://dcceewjobs.nga.net.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771523

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

Closing Date:Sunday 23 August 2026

Parks Australia
Kakadu National Park KNP Management / KNP Country / KNP Fire Management

Job Title	Fire Management Officer (Affirmative Measure - Indigenous Employment)
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	$88,834 - $96,829
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 5
Position Number	2026/1638
Agency Website	https://www.dcceew.gov.au/

Job Description

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

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For more information about us please visit our website.

Duties

Under general supervision and at the direction of the Fire Management Coordinator, implement biodiversity and cultural focused fire management projects across Kakadu National Park.

This includes to:

- Work with Traditional Owners and other Park staff to develop, implement, and report on annual fire plans and late dry season response plans and tools.
- Coordinate and lead strategic prescribed burning programs in the wet season and early-dry season, including aerial and ground burning with a key responsibility for implementing the parks Fire Management Strategy.
- Monitor late dry season fires using web-based tools such as NAFI.
- Contribute to late dry season fire response and suppression activities across all park districts and liaise with senior staff to support these efforts.
- Maintain data and GPS records associated with fire management activities using ArcGIS.

- Assist in the preparation of annual monitoring and evaluation reporting, including the use of GIS tools.
- Assist in research activities associated with fire management, as required.
- Contribute to on-park meetings to update the parks Fire Management strategy and relevant supporting documents.
- Supervise staff in a cross-cultural environment including encouraging Traditional Owners and other relevant Aboriginal people to participate in all aspects of fire management in the park
- Implement the Traditional Owner's vision for the future of the park including participating in the exchange of knowledge, experience and skills between Indigenous and non-Indigenous staff, the community and public.
- As an effective member of the team, mentor, support and train junior staff and seasonal staff on the Kakadu Fire Team, and traditional owners to develop practical skills, safe work practices, and efficient and effective use of equipment and resources to implement fire management.
- Promote safe working practices as per the Work Health and Safety Act 2011 and relevant departmental WHS policies.
- All duties will be performed in accordance with the Park's Lease Agreement, the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) and Management Plan.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

Additional requirements

- hold a current Apply First Aid Certificate or have the ability to obtain this qualification,
- hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle,
- meet physical fitness minimum standards to undertake work within the role including firefighting as needed,
- note that relocation assistance is subject to negotiation,
- note that the ability to perform shift work is a requirement when applying for this position(s),
- note that the physical requirements of the role(s) involve a combination of outdoor and office-based work,
- note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles,
- note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams,
- wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy,
- wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures

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

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

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

To Apply

Position Contact	Sean Spicer, 0419 621 240
Agency Recruitment Site	https://dcceewjobs.nga.net.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771568

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

Closing Date:Wednesday 12 August 2026

Electricity
Several Several

Job Title	Executive Assistant/Administrative Support
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$80,371 - $87,496
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Working from home some days each week may be negotiated, the employee will need to work in the office/onsite regularly.
Classification	APS Level 4
Position Number	2026/1685
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=BB4B3A15-B714-9F5A-5219-ED32F6895871

The Electricity Division provides policy advice to the Australian Government on matters that support electricity markets to deliver beneficial outcomes for consumers. We support the Minister for Climate Change and Energy and Assistant Minister to drive national electricity market reforms and implement government policies that promote affordable, secure, and reliable electricity supply through the transition to net zero emissions. The division is also responsible for delivering a range of nationally significant projects in support of the energy transition, including the National Consumer Energy Resources Roadmap, the Cheaper Home Batteries Program, community energy programs, and a joint review with the Department of Treasury into the performance of electricity markets as they evolve with the energy transformation. These positions sit in multiple branches across the Electricity Division.

Duties

Key duties include, but are not limited to:

- Provide diary management and coordinate appointments, meetings and competing priorities.
- Manage executive and shared inboxes, assisting with allocating items, workflow management and filing.
- Provide secretariat support for meetings and committees, including coordinating meeting schedules, preparing agendas and papers, recording meetings, tracking actions and supporting follow-up activities.
- Provide support with meeting preparations, including logistics for in-person and virtual meetings.

- Coordinate travel and associated arrangements in line with departmental requirements, including bookings, itineraries, approvals and acquittals.
- Provide administrative support, including maintaining documents, distribution lists, organisational charts and communications.
- Build effective working relationships across DCCEEW and with external stakeholders, acting as a professional first point of contact.
- Handle sensitive information with discretion and apply judgement to escalate issues appropriately.
- Maintain records in approved recordkeeping systems in accordance with departmental policies and branch practices.
- Contribute to continuous improvement by identifying efficiencies in administrative processes and ways of working.
- Provide backup support to other Executive Assistants across the division as required.

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

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have four vacancies available for immediate filling. A merit pool for filling the same or similar positions may be established at the conclusion of this selection process.

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

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

To Apply

Position Contact	Emma Neame, 0478 270 154
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=BB4B3A15-B714-9F5A-5219-ED32F

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771588

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

Closing Date:Thursday 27 August 2026

Parks Australia
Science & Australian National Botanic Gardens Data Systems and Analytics

Job Title	Director, Data Systems and Analytics
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Hobart TAS
Salary	$151,938 - $176,530
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	Executive Level 2
Position Number	2026/1631
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=DA8CED4D-98F2-CE5E-673C-ED332EA5809C

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Science and Australian National Botanic Gardens Branch leads science and conservation planning and policy for Parks Australia, and conducts research in conservation and biodiversity management through a range of programs. We engage in and coordinate diverse research partnerships and ensure First Nations knowledge and innovative solutions are core to our work, enabling us to enhance engagement and embed science into decision-making at all levels. Our work includes:

- Strategic science planning and prioritisation and shaping research partnerships for Parks Australia.
- Leading cross-cutting research to support Parks Australia – in areas such as climate change adaptation, nature positive and knowledge weaving.
- Providing scientific support for Protected Areas policy and Park Management Plans.
- Managing the Australian National Botanic Gardens, home to our Branch and the nation’s largest living collection of native plants.
- Innovation in the cross-cutting application of new technologies and data analytics to meet science and application outcomes.
- Facilitating research and science capacity building and education.
- Curating national collections of biological data and conserving and protecting plants through systematics research, seed banking and ex situ conservation.
- Climate adaption and policy for Parks Australia.
- Evaluation and reporting to understand management effectiveness and performance of our parks, gardens and agency.
- Data and information systems services for Parks Australia.

The Parks Australia Data and Information Centre is a new, organisation-wide service. The Centre leads and is accountable for Parks Australia’s data governance and management functions and the development of modern data systems and platforms, enabling streamlined data storage, access and integration across science, operations and corporate functions. It provides information services, spatial analysis, analytics and artificial intelligence capabilities, and delivers data and outputs for Parks Australia’s management effectiveness system. As a central and trusted service, it will bring together data governance, information management, analytics and emerging technologies—providing clear guidance, shared tools and expert support to help teams find, access and use data in their day-to-day work and make better-informed decisions. As a major producer and user of environmental data, Parks Australia is positioning the Centre within the broader environmental data landscape, connecting to national data networks to ensuring our data is interoperable, accessible and contributes to a wider ecosystem of environmental knowledge. The Centre team works collaboratively across parks, science, policy, corporate and ICT functions to deliver a coordinated approach and alignment to broader Departmental and Australian Government requirements.

Duties

The position of Director, Data Systems and Analytics is a key leadership role responsible for establishing and overseeing Parks Australia's Data and Information Centre. The position will work closely with the Director, Information Services in design and delivery of the Parks Australia Data and Information Centre. We are seeking an experienced and strategic leader with a strong technical background who will be responsible for:

- Providing strategic leadership and clear direction for the Parks Australia Data and Information Centre as the enterprise service accountable for data governance and management, data architectures, analytics, spatial services and AI enablement across Parks Australia functions.
- Leading the design and oversight of enterprise data and analytics architecture with a focus on science and management data, including platforms, interoperability, standards, metadata, and sequencing of uplift activities in alignment with ICT investment and departmental architecture settings.
- Shaping and overseeing analytics and responsible AI requirements, and ensuring that analytics and AI use is ethical and aligned to organisational priorities and protocols.
- Establishing and governing data pipelines that support planning, performance evaluation, research, monitoring and related operational delivery at a whole of Parks scale, and enabling Parks Australia to participate effectively in national environmental data supply chains.
- Providing leadership on the use and integration of contemporary environmental data streams, including sensor derived, modelled and field monitoring and research data.
- Operating as a connector and integrator across the Division and Department, working closely with Environment Information Australia (EIA), ICT, corporate functions and operational teams to align standards, platforms, investment sequencing and delivery.
- Embedding First Nations data governance and right way principles into the design and operation of data, analytics and AI systems, and working respectfully with Aboriginal and Torres Strait Islander peoples to support culturally appropriate data stewardship.
- Leading and developing high performing teams delivering complex cross-divisional uplift programs, and building and supporting data and analytics capability and accountabilities across Parks Australia.
- Providing expert advice and assurance to Senior Executive, including on data risks, maturity, investment trade-offs and progress against uplift roadmap, and supporting the Branch Head and executive through the preparation of briefings, submissions and other material.

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

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a

National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar positions may be established at the conclusion of this selection process.

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

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

To Apply

Position Contact	Rebecca Pirzl, 0421 965 353
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=DA8CED4D-98F2-CE5E-673C-ED33

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771593

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

Closing Date:Thursday 20 August 2026

Parks Australia
Science & Australian National Botanic Gardens Biodiversity Science and Knowledge

Job Title	Bush Blitz Project Officer (Identified)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,734 - $112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/1693
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=C65853D7-1F4D-EEC1-48EF-ED332F6608FD

Identified position

This position is an ‘Identified’ position which signifies that the role has a strong involvement in issues relating to Aboriginal and Torres Strait Islander people. The successful applicant must have an understanding of the issues affecting Aboriginal and/or Torres Strait Islander people and an ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander People.

Who we are

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase

these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

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- Strategic science planning and prioritisation and shaping research partnerships for Parks Australia.
- Leading cross-cutting research to support Parks Australia – in areas such as climate change adaptation, nature positive and knowledge weaving.
- Providing scientific support for Protected Areas policy and Park Management Plans.
- Managing the Australian National Botanic Gardens, home to our Branch and the nation’s largest living collection of native plants.
- Innovation in the cross-cutting application of new technologies and data analytics to meet science and application outcomes.
- Facilitating research and science capacity building and education.
- Curating national collections of biological data and conserving and protecting plants through systematics research, seed banking and ex situ conservation.
- Climate adaption and policy for Parks Australia.
- Evaluation and reporting to understand management effectiveness and performance of our parks, gardens and agency.
- Data and information systems services for Parks Australia.

Bush Blitz is the world’s largest biodiversity documentation program. It is a partnership between Parks Australia, the Department of Climate Change, Energy, the Environment and Water (the Department), BHP and Earthwatch Institute. The Bush Blitz Program runs scientific expeditions to locations in Australia to investigate and document biodiversity. The Bush Blitz program is delivered predominantly through Parks Australia and team members are employed within Parks Australia in the Science & Australian National Botanic Gardens Branch.

Duties

The main tasks of the role will include, but not be limited to, development and coordination of the Bush Blitz Continuing Connections project and Bush Blitz media and communications strategy.

The Bush Blitz Continuing Connections project aims to develop ongoing connections with Bush Blitz stakeholder communities. The aim of this work is to partner communities that host Bush Blitz field trips with the opportunity to partner with researchers and scientists to develop an ongoing project or study that will provide long-term knowledge of biodiversity and support educational outcomes. The Bush Blitz media and communications strategy includes a review of current media and communications and a strategy to increase the profile of Bush Blitz and its key messages through online platforms, social media and mainstream media.

Other tasks include:

- Negotiation of new partnerships and collaborations.
- Managing the budget and procurement processes for the Continuing Connections project.
- Preparing reports and briefings associated with the Bush Blitz Continuing Connections project and Bush Blitz media and promotion outcomes. Contribute to reports, coordinated responses and briefings for Section business.
- The development of media content and the coordination of team contributions to media content.

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

Eligibility

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver’s licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that relocation assistance is subject to negotiation.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Note that you will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- Note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles.
- Note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Mandatory qualifications – your suitability for employment will be dependent on you holding relevant mandatory qualifications.

- Tertiary qualifications in the field of biological science, environmental science or similar.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Jo Harding, 0459 804 796
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=C65853D7-1F4D-EEC1-48EF-ED332

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Climate Change, Energy, the Environment and Water

Vacancy VN-0771595

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

Closing Date:Thursday 20 August 2026

Parks Australia
Science & Australian National Botanic Gardens Biodiversity Science and Knowledge

Job Title	Bush Blitz Project Officer (Affirmative Measure - Indigenous)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,734 - $112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/1695
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=4B5111D5-B313-D135-092E-ED332F750825

Affirmative measure employment - Indigenous employment

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the Racial Discrimination Act 1975. This vacancy is only available to Aboriginal and/or Torres Strait Islander people.

If you are found suitable and offered a position, you will need to provide evidence of your eligibility for affirmative measure employment when the formal written offer is made.

For more information about affirmative measure employment, see Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants | Australian Public Service Commission.

Who we are

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58

Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Science and Australian National Botanic Gardens Branch leads science and conservation planning and policy for Parks Australia, and conducts research in conservation and biodiversity management through a range of programs. We engage in and coordinate diverse research partnerships and ensure First Nations knowledge and innovative solutions are core to our work, enabling us to enhance engagement and embed science into decision-making at all levels. Our work includes:

- Strategic science planning and prioritisation and shaping research partnerships for Parks Australia.
- Leading cross-cutting research to support Parks Australia – in areas such as climate change adaptation, nature positive and knowledge weaving.
- Providing scientific support for Protected Areas policy and Park Management Plans.
- Managing the Australian National Botanic Gardens, home to our Branch and the nation’s largest living collection of native plants.
- Innovation in the cross-cutting application of new technologies and data analytics to meet science and application outcomes.
- Facilitating research and science capacity building and education.
- Curating national collections of biological data and conserving and protecting plants through systematics research, seed banking and ex situ conservation.
- Climate adaption and policy for Parks Australia.
- Evaluation and reporting to understand management effectiveness and performance of our parks, gardens and agency.
- Data and information systems services for Parks Australia.

Bush Blitz is the world’s largest biodiversity documentation program. It is a partnership between Parks Australia, the Department of Climate Change, Energy, the Environment and Water (the Department), BHP and Earthwatch Institute. The Bush Blitz Program runs scientific expeditions to locations in Australia to investigate and document biodiversity. The Bush Blitz program is delivered predominantly through Parks Australia and team members are employed within Parks Australia in the Science & Australian National Botanic Gardens Branch.

Duties

The main tasks of the role will include, but not be limited to, development and coordination of the Bush Blitz Continuing Connections project and Bush Blitz media and communications strategy.

The Bush Blitz Continuing Connections project aims to develop ongoing connections with Bush Blitz stakeholder communities. The aim of this work is to partner communities that host Bush Blitz field trips with the opportunity to partner with researchers and scientists to develop an ongoing project or study that will provide long-term knowledge of biodiversity and support educational

outcomes. The Bush Blitz media and communications strategy includes a review of current media and communications and a strategy to increase the profile of Bush Blitz and its key messages through online platforms, social media and mainstream media.

Other tasks include:

- Negotiation of new partnerships and collaborations.
- Managing the budget and procurement processes for the Continuing Connections project.
- Preparing reports and briefings associated with the Bush Blitz Continuing Connections project and Bush Blitz media and promotion outcomes. Contribute to reports, coordinated responses and briefings for Section business.
- The development of media content and the coordination of team contributions to media content.

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

Eligibility

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver’s licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that relocation assistance is subject to negotiation.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Note that you will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- Note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles.
- Note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Mandatory qualifications – your suitability for employment will be dependent on you holding relevant mandatory qualifications.

- Tertiary qualifications in the field of biological science, environmental science or similar.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Jo Harding, 0459 804 796
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=4B5111D5-B313-D135-092E-ED332I

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Employment and Workplace Relations

Vacancy VN-0771454

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Frontline

Job Title	EL1 Assistant Director (Contact Centre)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$129,477 - $143,099
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	Executive Level 1
Position Number	26/0864
Agency Website	https://www.dewr.gov.au/

Job Description

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

As an Assistant Director you will work closely with your Director and peers to achieve excellence in operational service delivery, overseeing various functions of the Contact Centre. This position provides the critical connection between the strategic direction and operational leadership of our teams.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. The ideal candidate will therefore be high performing, dynamic, proactive, motivated and can work as part of a leadership team to achieve outcomes across our branch.

Duties

Responsibilities of the Assistant Director include:

- Working collaboratively, as part of the leadership group to deliver business outcomes and contribute to a positive workplace culture.
- Demonstrating positive leadership and managing a team of frontline staff to ensure they have the support and capabilities to meet their role and responsibilities.
- Lead, manage, and develop multiple teams of frontline staff, ensuring team members are appropriately supported, coached, and equipped to meet business priorities, service standards, and role expectations.

- Set clear direction for team priorities, workflows, and deliverables, aligning resources and activities to program objectives, operational requirements, and emerging business needs.
- Analyse and monitor team performance using data, feedback, quality assurance outcomes, workflow reporting, and operational insights to drive performance, inform decision-making, and support achievement of program priorities.
- Build and maintain effective relationships with internal and external stakeholders, representing the program with confidence, professionalism, and sound judgement to influence outcomes, resolve issues, and support collaborative delivery.
- Lead a strong performance and accountability culture by setting clear expectations, providing regular feedback, actively managing performance, addressing underperformance in a timely and constructive manner, and recognising high performance at both individual and team levels.
- Oversee and contribute to quality assurance outcomes, ensuring actions are taken to strengthen capability, improve consistency, manage risk, and support continuous improvement in service delivery.
- Contribute to program governance by identifying, assessing, and managing risks, issues, and emerging challenges, and by developing practical, evidence-informed solutions to support effective program delivery.
- Lead and implement continuous improvement initiatives, including reviewing, refining, and embedding policies, procedures, systems, and processes to improve efficiency, quality, consistency, and operational effectiveness.
- Exercise sound judgement, initiative, and professional accountability in managing complex operational matters, escalating significant risks or issues where appropriate, and ensuring decisions are consistent with legislative, policy, and organisational requirements.

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and

experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771459

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Learning and Development

Job Title	APS6 Learning and Career Counsellor
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Sydney NSW, Adelaide SA, Perth WA
Salary	$105,295 - $115,786
Future Merit Locations	Brisbane, Sydney, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0857
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to the Assistant Director, the APS6 Learning and Career Counsellor is responsible for supporting the development of workforce capability through the design, implementation, and continuous improvement of career development resources, learning materials, and employee development initiatives. Working collaboratively with business areas as well as learning and development specialists, you will create and promote career support resources that guide employees who support job seekers to obtain employment.

You will contribute to the design, delivery, and evaluation of career development initiatives, facilitate workshops and learning activities, and provide subject matter expertise on contemporary career development practices and workforce trends.

Duties

Responsibilities of the APS6 Learning and Career Counsellor include:

- Provide support to frontline staff to drive individual career support, coaching, and guidance services to job seekers, building their capability to deliver customer-focused services and support customer success.
- Support staff to deliver strengths-based conversations to job seekers aligned with organisational opportunities, workforce requirements, and tailored goal setting.

- Design, develop, and facilitate sessions, learning resources, and capability-building activities that support staff to identify strengths, interests, values, and development needs when engaging in service delivery interactions.
- Provide advice and guidance to staff and managers on career development resources, capability development frameworks and learning opportunities, to support job seeker mobility pathways.
- Contribute to the design, implementation, and evaluation of workforce capability programs, learning initiatives, and development activities that build individual and organisational capability.
- Build and maintain productive relationships with internal and external stakeholders to support the development and delivery of workforce capability and learning initiatives.
- Research and apply contemporary learning, capability development, and adult education practices to inform the design of resources, programs, and development solutions.
- Maintain accurate records, program documentation, resource repositories, evaluation reports, and related information in accordance with legislative, privacy, and organisational requirements.
- Provide professional advice and recommendations to managers and senior stakeholders on career support focused workforce capability priorities, learning strategies, development pathways, and capability-building initiatives.
- Exercise sound judgement in the development of career support resources, capability solutions, and professional advice relating to job seeker development.
- Contribute to administrative and coordination activities that support the effective delivery of learning and development services across the branch.
- Uphold APS Values and the APS Code of Conduct while supporting staff, contributing to organisational priorities and workforce capability development.

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

Qualifications and Education

The successful applicant will possess formal qualifications relevant to the role, such as:

- A Graduate Certificate in Career Development or higher.
- Registration or eligibility for registration with relevant professional bodies (e.g. ARPDCP, CICA, CDAA, ACCE).

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

where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771460

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Operations Intelligence Team

Job Title	APS5 Systems Support Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$93,660 - $100,132
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/0863
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to an APS6 Team Manager, as an APS5 Systems Support Analyst you will support the performance, reliability and continuous improvement of contact centre systems in a complex, high-volume operational environment. You will work with stakeholders and technical teams to ensure systems are fit-for-purpose, aligned to business needs and support effective service delivery.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. It requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the APS5 Systems Support Analyst may include:

- Provide technical support for contact centre platforms (e.g. CRM and Genesys), including troubleshooting issues and monitoring system performance.
- Manage system configurations and maintain data structures and reporting tools aligned to business requirements.
- Administer user access, onboarding and system activities (e.g. campaign configuration and directory updates).

- Support system testing and post-release activities, including user acceptance testing (UAT), regression testing and hyper care periods.
- Perform quality assurance activities to maintain data integrity and system reliability.
- Monitor system performance and analyse trends, providing insights and recommendations to improve functionality and user experience.
- Engage with stakeholders and technical teams to gather requirements, provide advice and support system enhancements.
- Contribute to continuous improvement, including process optimisation, knowledge management and development of training materials.

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful 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	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771461

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Learning and Development

Job Title	APS6 Learning and Development Team Leader
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Sydney NSW, Brisbane QLD, Perth WA
Salary	$105,295 - $115,786
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0859
Agency Website	https://www.dewr.gov.au/

Job Description

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

As an APS6 Learning Team Leader, you will lead the design and delivery of learning that enables frontline staff to perform effectively in a complex service delivery environment. You will manage a team of learning professionals and work with business areas to translate operational requirements, policy and system changes into practical learning solutions. You will balance strategic planning with hands-on delivery to ensure learning remains relevant, timely and impactful.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. It requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the APS Level 6 Learning and Development Team Leader may include:

- Set priorities and oversee team performance, building capability to ensure the effective delivery of learning outcomes.
- Partner with stakeholders to identify capability needs and plan, forecast and schedule learning activities to support operational requirements.
- Provide strategic and operational advice on learning and development to inform decision-making and drive capability uplift.
- Assure the quality of learning products, ensuring materials are accurate, accessible and fit-for-purpose.
- Monitor, evaluate and report on learning outcomes (including mandatory training), identifying trends, supporting compliance and informing improvement.
- Drive continuous improvement of learning approaches by incorporating feedback, data insights and contemporary practices.
- Build and maintain effective stakeholder relationships to support the delivery of learning outcomes.

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771462

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Frontline

Job Title	APS6 Team Leader (Contact Centre)
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Sydney NSW, Brisbane QLD, Perth WA
Salary	$105,295 - $115,786
Future Merit Locations	Adelaide, Sydney, Brisbane, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0845
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=918D9C43-3D9E-8A0D-FB52-ED21BC19B7B9

Reporting to the Assistant Director, the APS6 Team Leader will lead a frontline team delivering in a high-volume, fast-paced operational environment. You will be responsible for setting clear expectations, managing performance and supporting staff to deliver consistent, high-quality outcomes for customers. You will also play a key role in maintaining a positive, accountable team culture while ensuring compliance with policy and legislative requirements.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. It requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the APS6 Team Leader include:

- Support the branch executive, department and government in the strategic direction of employment services programs.
- Demonstrate supervisory capability with the ability to line manage staff, set clear performance expectations and communicate results and outcomes.?
- Identify risks and strategically challenge processes to identify and implement improvements that enhance customer experience and/or operational efficiency.

- Strong leadership and management skills in a dynamic and fast-paced environment with the ability to manage changing priorities, plan and meet deadlines.?
- Deliver highly effective coaching and mentoring skills focused on meeting development needs and promoting continuous improvement.?
- To provide constructive feedback, monitor and evaluate performance data (using available tools) at a team and individual level to identify areas of improvement and undertake any necessary performance management steps.
- Develop the capability of their team overall and assist individual staff to meet their full potential and work towards career goals.
- Take responsibility for own professional development by actively building capability, seeking feedback, and pursuing learning opportunities to maximise performance and support career aspirations.
- Promote a focus on positive workplace culture and accountability, including ensuring policy and legislation is followed.
- Conduct supportive conversations with staff to promote wellbeing.
- Demonstrate strong written and oral communication skills and a proven ability to work effectively with stakeholders and delivery of change management.?
- Respond to complex and sensitive requests (either verbally or in writing) within agreed timeframes.
- A commitment to leading staff in a scheduled environment, demonstrating reliability, punctuality, and adherence to standard operating hours (including start and end of day leadership coverage).

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different

perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/?jati=918D9C43-3D9E-8A0D-FB52-ED21BC19B7

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Employment and Workplace Relations

Vacancy VN-0771463

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Various

Job Title	APS5 Business Process Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$93,660 - $100,132
Future Merit Locations	Canberra, Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/0853
Agency Website	https://www.dewr.gov.au/

Job Description

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

The Business Process Officer supports the analysis, documentation, implementation, and continuous improvement of business processes that enable the effective delivery of employment services.

The role works closely with operational, program, and policy stakeholders to support business improvement activities, contribute to change initiatives, undertake research and analysis, and deliver practical solutions that improve business performance, service delivery, and customer experience. The role supports staff operating in fast-paced environments and contributes to building operational capability through process improvement and business support activities.

Duties

Responsibilities of the Business Process Officer may include:

- Support the analysis, mapping, documentation, and review of business processes to identify opportunities for improvement and increased efficiency.
- Develop and maintain process documentation, including procedures, work instructions, process maps, guidance materials, and business artefacts.
- Assist in business process improvement initiatives and support the implementation of change activities across the business.
- Collect, organise, analyse, and interpret data and information to support reporting, business improvement, and decision-making activities.

- Support project and program activities, including planning, monitoring progress, tracking actions, and maintaining project documentation.
- Prepare clear and accurate reports, briefings, correspondence, presentations, and other written materials.
- Build and maintain productive working relationships with internal and external stakeholders.
- Contribute to workshops, consultations, and stakeholder engagement activities to support business improvement outcomes.
- Identify emerging issues, risks, and opportunities and escalate matters where appropriate.
- Support continuous improvement activities through research, evaluation, and analysis of business processes and operational practices.
- Apply relevant policies, procedures, frameworks, and business rules when undertaking work activities.
- Contribute positively to team objectives and branch priorities while upholding APS Values and the APS Code of Conduct.

Eligibility

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This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771465

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Operations Intelligence Team

Job Title	APS6 Systems Support Team Leader
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Perth WA, Sydney NSW
Salary	$105,295 - $115,786
Future Merit Locations	Canberra, Adelaide, Brisbane, Perth, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0842
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=076E4A76-ADA5-B6DD-81EB-ED21BCA865CA

The APS6 Systems Support Team Leader provides leadership, technical expertise and operational oversight to support the delivery of Contact Centre services and associated projects.

The role combines team leadership with project and technical delivery responsibilities, ensuring that systems, processes and services meet business needs, quality standards and stakeholder expectations. This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. The position contributes to the strategic direction of the branch by driving continuous improvement, fostering a culture of service excellence and collaborating across teams to achieve outcomes for job seekers and employers.

Duties

Responsibilities of the Systems Support Team Leader may include:

- Lead and support a team in a fast-paced service delivery environment, setting clear expectations and monitoring performance.
- Foster a positive team culture that supports collaboration, accountability and continuous improvement.
- Support staff to adapt to change and build capability in technical and operational processes.
- Provide technical and operational oversight for Contact Centre systems and platforms, including troubleshooting, resolving issues and monitoring support channels.
- Ensure systems, processes and services are delivered effectively and meet business requirements.
- Ensure quality assurance activities are undertaken to maintain data integrity and system reliability.
- Apply analytical and problem-solving skills to identify opportunities for innovation to improve processes, systems and service delivery outcomes.
- Lead or contribute to projects, ensuring agreed objectives, timelines, standards and stakeholder expectations are met.
- Support the full project lifecycle, including planning, implementation, monitoring and reporting.
- Develop and maintain project documentation, including risk assessments, progress reports and supporting materials.
- Build and maintain effective relationships with internal and external stakeholders.
- Provide clear, timely advice and updates to senior management on project and operational performance.
- Coordinate and facilitate meetings, workshops and cross team collaboration activities.
- Use data and insights to inform decision making, identify issues and recommend solutions.

Eligibility

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This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/?jati=076E4A76-ADA5-B6DD-81EB-ED21BCA86

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Employment and Workplace Relations

Vacancy VN-0771469

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Learning and Development

Job Title	EL1 Assistant Director (Learning and Development)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$129,477 - $143,099
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	Executive Level 1
Position Number	26/0852
Agency Website	https://www.dewr.gov.au/

Job Description

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

As an Executive Level 1, you will lead the delivery of learning and capability initiatives across the Contact Centre, overseeing a team responsible for designing, delivering and continuously improving learning solutions in a complex, high-volume service delivery environment.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. It requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the EL1 Assistant Director may include:

- Oversee a team responsible for delivering learning activities across the Contact Centres, setting priorities, managing performance, and fostering a strong learning culture through communications, resources and advice.
- Undertake project management of induction and initial training for high volumes of new staff as part of the branch's high-volume recruitment strategy.
- Work with stakeholders to identify capability gaps, understand underlying development needs and contributing factors, and design effective learning and development strategies and solutions.
- Design and develop core curriculum products and broader learning programs to build workforce capability in a service delivery environment.

- Provide leadership in translating government policies into practical strategies and approaches that support employment services objectives.
- Apply policy, procedures and governance frameworks to support consistent delivery and continuous improvement of the Learning and Development function.
- Use data, evaluation and feedback to assess effectiveness and drive improvements in learning approaches and outcomes.
- Oversee the planning and delivery of learning activities, including project management, resource coordination, and the effective use of procurement, technology and learning design, while monitoring progress and supporting staff capability development.

Eligibility

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771470

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Operations Intelligence Team

Job Title	APS5 Workforce Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$93,660 - $100,132
Future Merit Locations	Canberra, Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/0856
Agency Website	https://www.dewr.gov.au/

Job Description

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

As a Workforce Analyst you will provide critical workforce intelligence that underpins efficient and effective service delivery. In the role you will interpret data, identify trends and risks, develop evidence-based recommendations and support operational leaders to make informed workforce decisions. This recruitment process is being used to fill roles across forecasting, scheduling and real-time functions. Successful candidates may be assigned to a specific functional area based on business requirements, operational priorities and alignment with their skills and experience.

These roles support staff operating in fast-paced and at times psychosocially demanding environments, and contribute to building capability, confidence and resilience across frontline teams. They require strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Forecasting and Capacity:

- Apply workforce management methodologies and analyse historical data to inform forecast planning, demand profiling and decision-making.
- Develop, maintain and continuously improve forecasting models, including assumptions, inputs and methodologies, to support accuracy and reliability.
- Analyse trends, volumes, seasonality and performance drivers, identifying data limitations, emerging issues and opportunities to refine forecasting approaches.
- Undertake capacity planning and scenario modelling (e.g. demand fluctuations and staffing constraints) to support resource allocation and operational planning.
- Monitor performance against forecasts, analyse variances and investigate root causes to inform adjustments and practical improvements.
- Provide timely, evidence-based advice and recommendations to stakeholders to support planning decisions and service delivery outcomes.

Workforce Scheduling:

- Develop, maintain and optimise workforce schedules and rosters aligned to forecast demand, workforce availability and operational requirements.
- Incorporate workforce constraints and individual circumstances where appropriate, balancing fairness, compliance and operational outcomes.
- Manage roster changes (e.g. leave, absences, shift swaps) and adjust schedules in response to demand fluctuations and operational priorities to maintain service continuity.
- Ensure all schedules comply with enterprise agreements, policies, procedures and legislative requirements.
- Monitor scheduling outcomes and workforce coverage, identifying risks, inefficiencies or gaps, and implementing corrective actions.
- Liaise with stakeholders to communicate scheduling decisions, impacts and trade-offs, maintain accurate workforce data in systems, and support intraday operational adjustments.

Real-Time Monitoring:

- Monitor real-time operational performance across queues, workloads and service levels, taking timely action to address variances and maintain service continuity.
- Analyse live workforce data (e.g. volumes, adherence, handling times) to identify trends, risks and impacts on service delivery.
- Manage intraday workforce activities, including schedule adjustments, resource reallocation and response to operational disruptions or demand changes.
- Identify and respond to emerging operational risks and events (e.g. demand surges, system issues or workforce shortages), implementing mitigation strategies or escalating where required.
- Investigate variances between forecast, schedule and actual performance, applying data-informed approaches to implement corrective actions and optimise workforce utilisation.

- Provide timely updates and advice to stakeholders on performance, risks and mitigation actions, and contribute to the continuous improvement of real-time and optimisation practices.

Eligibility

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To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771472

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Frontline

Job Title	APS4 Employment Services Officer (Contact Centre)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$84,828 - $90,720
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 4
Position Number	26/0865
Agency Website	https://www.dewr.gov.au/

Job Description

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

As an APS4 Employment Services Officer you will deliver high-quality frontline services to our customers. Reporting to an APS6 Team Leader, you will work in a structured, high-volume environment, supporting customers across multiple channels including but not limited to phone, email and webform.

You will assess customers' individual needs, provide personalised assistance and tailored career support to help participants move into employment more quickly and sustainably. You will make decisions and provide guidance in line with policy and program requirements. The role requires sound judgement, strong communication skills and the ability to manage competing priorities in real time.

The Employment Services Officer role operates in a fast-paced and at times psychosocially demanding environment requiring resilience, professionalism and the ability to manage challenging or sensitive interactions.

Duties

Responsibilities of the APS4 Employment Services Officer include:

- Providing a first point of contact for customers including provision of guidance, support and advice tailored to individual needs in a timely manner. Tailored interventions will include guiding customers to source the information they need themselves, building their capability.
- Applying judgement and discretionary decision making to determine customer needs and requirements, tailoring servicing, and referring to relevant government or community services where relevant.
- Employing a flexible approach to day-to-day work changes and shifting priorities.
- Receiving and handling employment services complaints, ensuring issues are resolved or escalated appropriately in line with departmental guidance.
- Communicate clearly and professionally, both verbally and in writing, adapting communication style to suit different audiences and circumstances.
- Respond to a range of enquiries and requests, including those requiring sensitivity and sound judgement, within agreed timeframes and in accordance with policy and procedures.
- Maintaining privacy and accurate records within departmental systems to support the actioning of requests related to the release of information.
- Researching, analysing, and making informed decisions based on the legislation, resources and guidelines provided.
- Evaluating eligibility, assessing and considering approval for payment of items in line with relevant employment funding guidelines.
- Contributing to a positive team environment, including identifying learning opportunities in a service delivery environment and providing mentoring to staff of lower classification levels where required.
- Navigating multiple IT systems concurrently while responding to customer interactions, maintaining accuracy, efficiency, and effective communication through both verbal and written channels.
- A commitment to working in a scheduled environment, demonstrating reliability, punctuality, and strict adherence to set rosters, or standard operating hours.

Eligibility

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To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771474

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Various

Job Title	APS6 Senior Business Process Officer
Job Type	Full-Time, Ongoing
Location	Perth WA, Canberra ACT, Brisbane QLD, Sydney NSW, Adelaide SA
Salary	$105,295 - $115,786
Future Merit Locations	Perth, Canberra, Brisbane, Sydney, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0840
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=426CE883-AC92-3C35-39A3-ED21F49EC640

Reporting to the Assistant Director, the Business Process Officer is responsible for supporting the design, analysis, improvement and implementation of business processes that enable the effective delivery of employment services.

The role works closely with operational, program and policy stakeholders to identify opportunities for improvement, support change initiatives, manage project activities and deliver evidence-based outcomes that enhance business performance, service delivery and customer experience. This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams.

Duties

Responsibilities of the Business Process Officer may include:

- Analyse, map, document and redesign business processes to identify improvement opportunities and support strategic, operational and service delivery outcomes.
- Develop and maintain process documentation, including process maps, models, procedures, guidance materials and business artefacts.
- Lead and support business process improvement initiatives, including change management activities, benefits realisation and the implementation of sustainable business improvements.

- Collect, organise and analyse data along with research and stakeholder information to support decision-making, reporting and continuous improvement activities.
- Build and maintain effective relationships with internal and external stakeholders, including operational, program and policy areas, to support program delivery and business improvement outcomes.
- Manage and coordinate projects and streams of work, including planning, monitoring progress, and managing risks, issues, dependencies and priorities.
- Prepare high-quality written materials, including briefings, reports, business cases, governance papers and other corporate documentation.
- Provide specialist advice and guidance, contribute to capability development, and promote innovation, continuous improvement and best practice across the business.

Eligibility

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

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful 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	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/?jati=426CE883-AC92-3C35-39A3-ED21F49EC6

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Employment and Workplace Relations

Vacancy VN-0771482

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Various

Job Title	EL1 Business Process Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$129,477 - $143,099
Future Merit Locations	Canberra, Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	Executive Level 1
Position Number	26/0855
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to the Director, the Business Process Manager leads a team responsible for driving business process improvement, project delivery and organisational change across the Contact Centre Branch.

This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. The role provides strategic leadership, manages key stakeholder relationships, and ensures business improvement initiatives deliver sustainable operational, service delivery and customer outcomes aligned with departmental priorities.

Duties

Responsibilities of the Business Process Manager may include:

- Lead the development and implementation of business process improvement strategies, ensuring alignment with branch priorities, organisational objectives and employment services reform outcomes.
- Oversee the analysis, design and optimisation of business processes, driving continuous improvement initiatives that enhance operational performance, service delivery, customer experience and business capability.
- Provide strategic leadership and high-quality advice on complex business, operational and program issues, applying sound judgement to support informed decision-making and organisational outcomes.
- Provide product ownership and strategic direction for designated business systems, processes and service capabilities, including prioritisation, stakeholder engagement, continuous improvement and benefits realisation.
- Lead the planning, governance and delivery of business improvement projects and change initiatives, managing risks, dependencies, resources and competing priorities.
- Establish and maintain effective partnerships with operational, program, policy and corporate stakeholders, influencing outcomes and fostering collaboration across diverse business areas.
- Lead the development of business cases, executive briefings, governance papers, reports and recommendations to support senior executive decision-making and strategic planning.
- Drive a culture of innovation, continuous improvement and evidence-based practice through the use of data, insights, process improvement methodologies and emerging technologies.
- Monitor, assess and manage strategic and operational risks associated with business processes, projects and organisational change initiatives, implementing appropriate mitigation strategies and governance controls

Eligibility

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To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771484

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Operations Intelligence Team

Job Title	APS6 Workforce Planning Manager
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW, Adelaide SA, Perth WA
Salary	$105,295 - $115,786
Future Merit Locations	Brisbane, Canberra, Sydney, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0848
Agency Website	https://www.dewr.gov.au/

Job Description

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

The Contact Centre Branch of the Workforce Australia for Individuals Division is seeking people who are skilled in providing operational, specialist and leadership support at the APS6 level.

Reporting to the Workforce Management Assistant Director, the Workforce Planning Manager provides a range of strategic leadership and subject matter expertise in Workforce and Workload Management to assist with the smooth running of the branch. The Workforce Planning Manager oversees a team of Workforce Schedulers who create and maintain schedules for all frontline Contact Centres Branch employees. This role supports staff operating in fast-paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams.

Duties

Responsibilities of the APS6 Workforce Planning Manager may include:

- Lead workforce planning, forecasting, scheduling and optimisation activities to ensure workforce capability and capacity align with operational requirements and service delivery objectives.
- Provide strategic workforce management advice and evidence-based recommendations to support operational decision-making, business performance and continuous improvement outcomes.

- Lead and develop a high-performing team by setting clear priorities, managing workflows, building capability and fostering a positive and inclusive team culture.
- Build and maintain productive relationships with internal and external stakeholders, influencing outcomes and collaborating to deliver workforce solutions that meet business needs.
- Monitor, analyse and interpret workforce performance data, identifying trends, risks and opportunities to inform planning activities and improve operational effectiveness.
- Manage complex workforce management issues and competing priorities, exercising sound judgement to deliver practical, customer-focused solutions in a dynamic environment.
- Drive continuous improvement initiatives, including the development and refinement of workforce management processes, tools, reporting and business practices.
- Provide subject matter expertise in workforce management principles and practices, supporting frontline leaders to effectively manage workforce performance, productivity and service delivery outcomes.

Eligibility

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Notes

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771488

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Learning and Development

Job Title	APS5 Learning and Development Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$93,660 - $100,132
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/0854
Agency Website	https://www.dewr.gov.au/

Job Description

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

As an APS5 Learning and Development Officer, you will support the design and delivery of learning that enables frontline staff to perform effectively in a dynamic service delivery environment. Reporting to the APS6 Learning and Development Manager and working closely with

subject matter experts and operational teams, you will deliver practical, accurate and user focused learning aligned to business needs.

This role supports staff operating in fast paced and at times psychosocially demanding environments, and contributes to building capability, confidence and resilience across frontline teams. It requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the APS5 Learning and Development Officer may include:

- Coordinate the development and maintenance of learning resources ensuring content is accurate, relevant, accessible and aligned to business requirements and capability needs.
- Support the delivery of learning activities through facilitation of training sessions (face-to-face and virtual), ensuring a consistent and engaging learner experience.
- Apply quality learning principles in practice by supporting the development and delivery of learning that is purposeful, user focused and suitable for the operating environment.
- Monitor and manage learning development enquiries and communication channels including shared mailboxes, ensuring timely, accurate and customer-focused responses to stakeholders.
- Collect, maintain and report on learning data including participation, completion and knowledge check results, to support reporting, evaluation and continuous improvement.
- Support continuous improvement of learning products and delivery by identifying trends, feedback and opportunities to enhance content, accessibility and effectiveness.
- Build and maintain effective stakeholder relationships working collaboratively with subject matter experts and business areas to support the development and delivery of learning solutions.
- Contribute to administrative and coordination activities that support the effective delivery of learning and development services across the branch.

Eligibility

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To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771490

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Wellbeing

Job Title	APS6 Wellbeing Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$105,295 - $115,786
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 6
Position Number	26/0847
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to the Assistant Director, the APS6 Wellbeing Officer is responsible for playing a vital role in promoting psychological safety and supporting staff wellbeing. This position is part of our commitment to Work Health and Safety (WHS) and reducing the risk of psychosocial harm in the workplace. You'll support early intervention, contribute to practical wellbeing initiatives, deliver awareness activities, and provide advice that helps leaders respond effectively to emerging wellbeing challenges.

The Contact Centre is committed to the wellbeing of all of its workforce in line with safe work Australia's code of practice for managing psychosocial hazards at work. You will provide timely, empathetic, and practical support to staff experiencing elevated stress, anxiety, or wellbeing concerns. Working closely with branch leaders, managers, and key stakeholders, you'll help identify wellbeing risks, promote awareness of psychosocial safety, and contribute to initiatives that support a positive and resilient work environment.

Duties

Responsibilities of the APS6 Wellbeing Officer include:

- Partner with operational leadership to identify wellbeing risks, emerging issues, and opportunities to strengthen workforce resilience and engagement.
- Develop, implement, and evaluate wellbeing initiatives, programs, and strategies that support a positive, safe, and inclusive workplace culture and mitigate psychosocial risk.

- Conduct wellbeing, risk, vulnerability, and psychosocial safety risk assessments, and develop appropriate staff-centred support and intervention strategies.
- Promote awareness and understanding of psychosocial safety, mental health, and wellbeing across teams and work areas.
- Provide professional advice, guidance, mentoring, and wellbeing expertise to leaders and staff on health, wellbeing, and psychosocial risk management matters.
- Build and maintain effective working relationships with internal and external stakeholders, including service providers and support agencies.
- Maintain accurate case notes, records, reports, and documentation in accordance with legislative, privacy, and organisational requirements.
- Identify, escalate, and support the resolution of complex wellbeing, workplace, and organisational issues that may impact staff welfare, service delivery, or operational performance.
- Contribute to the development and implementation of wellbeing policies, procedures, frameworks, and organisational change initiatives.
- Participate in quality assurance, research, continuous improvement, and evaluation activities to enhance wellbeing services and outcomes.
- Ensure all activities are delivered in accordance with work health and safety legislation, organisational policies, ethical standards, and trauma-informed, culturally safe practices.
- Exercise sound professional judgement and delegated authority when managing complex wellbeing matters and providing advice to leaders.
- Lead discussions, influence workplace practices, and promote evidence-based approaches to employee wellbeing, psychosocial safety, and organisational culture.
- Support organisational wellbeing objectives by implementing preventative programs, fostering resilience, psychological safety, employee engagement, and positive workplace behaviours.
- Support quality improvement and research activities to enhance service delivery.
- Drive and embed a data-driven culture that supports the departments strategic direction and enhances service delivery, customer and staff experience and outcomes.
- Uphold APS Values and the APS Code of Conduct while supporting staff, contributing to organisational priorities and workforce capability development.

Eligibility

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

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Notes

Qualifications and Education

The successful applicant will possess formal qualifications relevant to the role, such as:

- A tertiary degree in Psychology, Counselling, Social Work, or a related field.

- Registration or eligibility for registration with relevant professional bodies (e.g. AHPRA, ACA, AASW).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0771493

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 17 August 2026

Customer Experience and Engagement
Contact Centre Contact Centre Quality

Job Title	APS5 Quality Development Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	$93,660 - $100,132
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/0844
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=E6D6FA14-3CED-76EA-F159-ED21F67AF797

The APS5 Quality Development Officer supports the delivery of high-quality service outcomes by providing quality assurance, coaching and guidance to frontline staff, while managing complex and sensitive matters within a high-volume operational environment.

Staff operate in a fast-paced and at times psychosocially demanding environment requiring resilience, professionalism and the ability to manage challenging or sensitive interactions. It contributes to building capability, confidence and resilience across frontline teams and requires strong organisational skills, sound judgement, and the ability to respond to competing priorities.

Duties

Responsibilities of the APS5 Quality Development Officer may include:

- Undertaking quality assurance activities, including reviewing and clearing work, to ensure consistent, accurate and compliant outcomes.
- Coaching and supporting staff through technical advice, feedback and facilitated development activities.
- Investigating and resolving complex cases, complaints and escalated enquiries, including highly sensitive matters.
- Managing or supporting complaint handling processes, ensuring outcomes are fair, consistent and aligned with policy and legislation.

- Preparing clear, accurate and evidence-based written material, including Ministerial, Executive, Freedom of Information and Ombudsman correspondence, identifying sensitivities as required.
- Assessing and actioning complex requests requiring sound judgement, including matters involving conflict of interest or relationship breakdown.
- Supporting consistent decision-making by applying legislation, policy and operational guidelines, and identifying risks where appropriate.
- Communicate clearly and professionally, both verbally and in writing, adapting communication style to suit different audiences and circumstances.
- Respond to a range of enquiries and requests, including those requiring sensitivity and sound judgement, within agreed timeframes and in accordance with policy and procedures.
- Navigating multiple IT systems concurrently while responding to customer interactions, maintaining accuracy, efficiency, and effective communication through both verbal and written channels.
- Building and maintaining effective working relationships with team members and stakeholders in a frontline service delivery environment.
- Managing competing priorities in a fast-paced environment while maintaining quality, accuracy and timeliness.
- Contributing to continuous improvement activities, including the development and review of procedures and guidance materials.
- A commitment to working in a scheduled environment, demonstrating reliability, punctuality, and adherence to set rosters, or standard operating hours.

Eligibility

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To Apply

Position Contact	Chandler MacLeod, 1800 242 560
Agency Recruitment Site	https://dewr.nga.net.au/?jati=E6D6FA14-3CED-76EA-F159-ED21F67AF7

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Employment and Workplace Relations

Vacancy VN-0771499

Fair Work Ombudsman

Closing Date:Friday 21 August 2026

Criminal Investigations Criminal Investigations Team

Job Title	Fair Work Inspector (APS5)/Senior Fair Work Inspector (APS6)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA, Brisbane QLD, Perth WA, Newcastle NSW
Salary	$95,980 - $119,453
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/flexible
Classification	APS Level 5;APS Level 6
Position Number	26/038EA
Agency Website	http://www.fairwork.gov.au

Job Description https://www.fairwork.gov.au/about-us/careers

We are seeking highly motivated and practical investigators to join the Office of the Fair Work Ombudsman's (OFWO) Criminal Investigations Team within the Criminal Investigations Branch.

We have positions available at the Fair Work Inspector APS Level 5 (APS5) and Senior Fair Work Inspector APS Level 6 (APS6). You may apply for an APS level 5 or 6 level role, or both. To be considered for the APS6 role, you must satisfy the additional selection criteria requirements set out in this position description. Full-time and part-time hours and hybrid work arrangements are available. Offers will be based on candidate performance and operational requirements. A merit pool may also be formed as a result of this exercise and may be used to fill similar vacancies in the next 18 months.

About the OFWO

The Office of the Fair Work Ombudsman (OFWO) is an independent statutory office established by the *Fair Work Act 2009* (Fair Work Act). Our functions outline the responsibilities we have as set by the Fair Work Act and other legislation to achieve our purpose:

- provide education, assistance, advice and guidance to employers, employees, outworkers, outworker entities and organisations
- promote and monitor compliance with workplace laws
- inquire into and investigate breaches of the Fair Work Act
- take appropriate enforcement action
- perform our statutory functions efficiently, effectively, economically and ethically.

What our employees say about us

We are one of the most engaged and high performing agencies in Australia; consistently scoring above average on employee engagement and wellbeing when surveyed against other APS agencies.

What we offer you

- We provide a diverse, inclusive and supportive work environment with access to:
- Great training and development opportunities
- Generous leave and flexible working arrangements
- Our Employee Assistance Program (EAP), a free counselling service for you and your family
- A competitive salary, plus 15.4% superannuation
- Rewards and recognition initiatives.

We Value Diversity

OFWO has been accredited as a Breastfeeding Friendly Workplace since 2011. We are also members of the Australian Network on Disability and Pride in Diversity. We encourage and welcome applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds and mature age people.

About the Team

The Criminal Investigations Branch investigates intentional underpayments contrary to subsection 327A(1) of the *Fair Work Act 2009* (Cth) and prepares briefs of evidence for referral to the Commonwealth Director of Public Prosecutions. This is a high-profile area of the OFWO and inspectors are required to possess sound judgement, a disciplined investigation practice and confidence operating in an environment of public, stakeholder and prosecutorial scrutiny. To meet current and future operational needs, we are seeking hard-working and motivated inspectors with criminal investigations or prosecutions experience to join our Criminal Investigations team.

Duties

Typical Duties

Reporting to an Assistant Director – Criminal Investigations Team, your responsibilities will include:

- Leading investigations from referral to final outcome, including planning, case strategy and lawful use of investigative powers.
- Managing concurrent matters by setting priorities, maintaining momentum and escalating material risks or issues.
- Gathering, analysing and managing evidence to ensure it is lawfully obtained, reliable, and capable of being used in proceedings, in accordance with the Australian Government Investigations Standards.
- Planning and conducting interviews with witnesses, suspects and persons of interest, including cautioned and electronically recorded interviews.
- Exercising statutory, coercive or search powers lawfully, proportionately and with appropriate assurance.
- Preparing briefs of evidence and related material to a criminal prosecution standard and in accordance with the Prosecution Policy of the Commonwealth.
- Providing advice to management on investigative strategy, evidential issues and matter direction.
- Building effective working relationships with internal teams, law enforcement partners, regulators, prosecutors and other stakeholders.
- Giving evidence in court as required.
- Maintaining accurate, complete and defensible case management records, including privacy, information-handling and chain-of-custody requirements.

Eligibility

- To be eligible for employment with the OFWO you must be an Australian citizen.
- The successful candidate must hold a current Australian Government Security Clearance (AGSVA) or be willing to undergo and obtain a Baseline security clearance.

Please note: Under section 700(2) of the *Fair Work Act 2009*, the Fair Work Ombudsman may only appoint a Fair Work Inspector if the Fair Work Ombudsman is satisfied the person is of good character.

Qualifications and experience

- Applicants must have demonstrated experience in criminal investigations or prosecutions.
- Relevant qualification(s) in Government Investigations (or a willingness to acquire these qualifications).

Notes

Selection Criteria

Applicants will be assessed against the following selection criteria. Applicants seeking APS5 consideration must address Selection Criteria 1–3. Applicants seeking APS6 consideration must also address Selection Criterion 4.

APS5/6 – Selection Criteria

- **Selection criterion 1: Investigative capability and evidence management -** Demonstrated experience conducting criminal investigations, including investigation planning, gathering and managing evidence lawfully, conducting interviews and preparing investigation outcomes or briefs of evidence to a high standard.

- **Selection criterion 2: Judgement, risk and analytical thinking -** Demonstrated ability in a criminal investigations context to analyse complex information, identify evidentiary gaps or risks, make sound and defensible decisions and progress investigations in accordance with legislation, policy and procedural requirements.

- **Selection criterion 3: Communication and stakeholder engagement -** Demonstrated ability to communicate clearly and professionally with witnesses, suspects, colleagues, prosecutors and other stakeholders and to prepare accurate, concise and defensible written material.

APS6 – Additional selection criterion

- **Selection criterion 4: Leadership, quality assurance and complex investigation Management -** Demonstrated ability to lead or coordinate complex investigations, provide guidance and quality assurance to others, manage competing priorities and risks and support consistent, high-quality investigative practices.

How to Apply

Please provide a response of **no more than 300 words** for each selection criterion.

- Applicants seeking APS5 consideration must address Selection Criteria 1–3.
- Applicants seeking APS6 consideration must address Selection Criteria 1–4.
- Applicants seeking consideration for both APS5 and APS6 levels should address all four criteria.
- Please use specific examples from your experience and outline the situation, your actions and the outcome achieved.

You should also be mindful of the Integrated Leadership System (ILS) and the capabilities required to be successful at the APS5 or APS6 level. Additional information about the ILS is available on the Australian Public Service Commission website: ILS - A guide to the ILS | Australian Public Service Commission.

All applications including a resume must be submitted via our online application system through the OFWO website. If you have any questions about this recruitment exercise, please email recruitment@fwo.gov.au.

Applications close 11.00pm (AEST) Friday 21 August 2026

RecruitAbility Scheme applies to this vacancy

Under the RecruitAbility scheme you will be progressed to further assessment if you declare you have a disability (according to definition below), opt into the scheme, and meet the minimum requirements for the position. The RecruitAbility scheme disability definition is 'a limitation, restriction or impairment, which has lasted, or is likely to last, for at least 6 months and restricts everyday activities'. This also includes episodic conditions.

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

More Information

• Working with us and tips on applying, visit fairwork.gov.au/about-us/careers

• OFWO's purpose and functions, visit fairwork.gov.au/about-us/our-role-and-purpose

• Office locations, visit fairwork.gov.au/about-us/contact-us/offices

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Fair Work Ombudsman

The Fair Work Ombudsman (FWO) is an independent government agency created by the Fair Work Act 2009. The FWO is responsible for promoting harmonious, productive, cooperative and compliant workplace relations in Australia. Please visit the FWO website for further information. For a full list of our current office locations in each state, please visit: https://www.fairwork.gov.au/contact-us/offices The FWO provides a challenging and supportive work environment with access to great training and development opportunities and flexible working arrangements. To be eligible for employment with the FWO, you must be an Australian citizen.

To Apply

Position Contact	recruitment@fwo.gov.au, N/A
Agency Recruitment Site	https://www.fairwork.gov.au/about-us/careers

This notice is part of the electronic Public Service Gazette PS31 Weekly Gazette Thursday (Vacancy Notices) - 06 August 2026.pdf
Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Communications and the Arts

Vacancy VN-0771667

National Museum of Australia

Closing Date:Thursday 20 August 2026

Corporate
Information Technology

Job Title	Applications Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,829
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	APS Level 5
Position Number	150513
Agency Website	https://www.nma.gov.au/about/employment

Job Description

https://www.nma.gov.au/about/employment

This role is a key component of the Applications Team in the Information Technology Branch of the National Museum which has the critical function supporting the lifecycle of core business applications.

The Museum is seeking motivated professional with experience in the support of business applications including M365 applications, ERP applications (Finance and HRIMS systems) and Client Relationship Management systems, among others. The role has a significant focus on managing relationships with internal stakeholders and external vendors.

Duties

Key responsibilities for the team include:

- Contribute to the administration and support for the Museum's core business applications:
  - Support for the Museum's Client Relationship Management system, Tessitura, including configuration and administration responsibilities with consideration of business practices
  - Microsoft 365 – Support of an enterprise-wide deployment of the Microsoft 365 environment across the Museum, including, but not limited to, SharePoint, Teams, Microsoft Apps, Exchange and Single Sign On capabilities
  - SaaS based business applications, including assisting in the implementation of security features, such as single sign on
  - Support in the system administration of the Museum's Enterprise Resource Planning systems (finance, payroll, rostering, etc)
- Participate in the management of the Museum's data and its use within business intelligence reports across the Museum.
- Build stakeholder relationships with internal stakeholders and vendors to consult and communicate with for enhancements, upgrades and configuration changes
- Work collaboratively with internal service delivery groups to ensure effective security administration of the core business systems.

Eligibility

To be eligible to apply for this vacancy, applicants must:

- be an Australian citizen
- undergo pre-employment checks, including a police record check
- hold or be eligible to hold a security clearance at the level specified in the position description.

The National Museum of Australia is an equal employment opportunity workplace. Aboriginal and Torres Strait Islander people and those from culturally diverse backgrounds are encouraged to apply for roles at the Museum.

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

The Museum 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.

Notes

To apply

Applicants must include a pitch (up to 2 pages) addressing their suitability for the role against the essential and desirable skills, experience and qualifications. Applicants must also provide a resume and contact details for 2 referees.

Applications close 11:59pm, 20 August 2026.

Visit https://www.nma.gov.au/about/employment and apply online.

Reasonable adjustments are available throughout the recruitment process. If you require, or would like to discuss reasonable adjustments, please contact the Contact Officer for this position.

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

About the National Museum of Australia

The National Museum of Australia is recognised at home and around the world as the place where the story of Australia comes alive. The Museum is the only institution equipped to tell the complex and comprehensive story of Australia from 65,000 years ago to the present day. The story of Australia is a remarkable one, from the ancient and enduring histories of the world's oldest living cultures to the achievements of modern Australia. It is a story that is ever evolving and growing – and it is a story for a nation and for the world. Our vision and mission • The Museum inspires, challenges and empowers people to find their voice and place in the world. • We strive to build a just and equitable society that honours and respects the First Nations peoples of this continent and all who have come after. • We collect, document, research and make accessible heritage collections that represent the diversity of experience in Australia. • We engage with audiences physically and digitally to promote learning, dialogue and debate about our past, present and future. • We promote collaborative work across the breadth of artistic and creative practice to enhance the cultural life of our nation. • We value and respect the commitment and contribution of all who participate in and contribute to the Museum's community. • The National Museum of Australia brings to life the rich and diverse stories of Australia through compelling objects, ideas and events. For more information, visit the NMA website.

To Apply

Position Contact	Scott McMenemy, 6208 5321
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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