



Commonwealth of Australia
APSJobs - Vacancies Daily
PS32 Daily Gazette Thursday - 13 August 2026.pdf

Australian Government

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APSJobs - Vacancies Daily

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

The date of publication of this Gazette is PS32 Daily Gazette Thursday - 13 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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Vacancies

Vacancy VN-0771673

Australian Electoral Commission

Closing Date: Sunday 23 August 2026

Corporate Service and Governance Division

Job Title	Executive Officer, Corporate Service and Governance
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT, 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	2026-127 14522
Agency Website	https://www.aec.gov.au/

Job Description

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

The Corporate Services and Governance Division (CSGD) provides critical corporate and enabling services that support the AEC in delivering trusted electoral outcomes for all Australians. The Division is responsible for a broad portfolio including legal services, people and culture functions, financial management, governance, and corporate support services, ensuring the agency operates effectively, efficiently and in accordance with legislative and regulatory requirements.

Working in a highly collaborative environment, CSGD partners closely with the AEC's Executive Leadership Team, managers and employees across the agency to provide expert advice, strategic

support and corporate services. Through strong partnerships across business areas, the Division supports informed decision-making, organisational performance and the delivery of agency priorities that maintain the integrity and effectiveness of Australia's electoral system.

Duties

The Executive Officer to the First Assistant Commissioner (FAC) plays a pivotal role in supporting the CSGD. Working closely with the FAC and Executive Assistant, you will provide high-level executive, secretariat and coordination support, helping to deliver strategic priorities and ensure the effective operation of the FAC Office.

This role offers a unique opportunity to contribute to agency-wide initiatives and work closely with senior leaders on complex and sensitive matters. You will coordinate communications, manage competing priorities and provide strategic support across a broad range of corporate and governance activities. Operating with a high degree of autonomy, you will exercise sound judgement, discretion and initiative to deliver outcomes in a dynamic environment.

As the Executive Officer, you will prepare and quality assure complex correspondence, briefs, reports, submissions, talking points and other written products, ensuring they are accurate, timely and aligned with organisational priorities. You will engage confidently with stakeholders across the AEC, building productive relationships and supporting the effective communication of decisions and priorities.

Success in this role requires exceptional organisational skills, strong stakeholder engagement capabilities and the ability to balance multiple priorities while supporting executive decision-making. You will work collaboratively with Executive Assistants and administrative staff across the Division, contributing to a professional, responsive and high-performing executive office while managing sensitive and confidential information with integrity and discretion.

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 communicate clearly and influence outcomes through high-quality written and verbal communication tailored to a range of audiences.
- Experience building productive stakeholder relationships and working effectively with people at all levels, including senior executives.
- Demonstrated experience preparing and quality assuring complex or sensitive correspondence, briefs, reports, submissions and other executive-level documentation.
- Ability to manage competing priorities, exercise sound judgement and provide timely support and advice in a fast-paced environment.
- Experience supporting senior executives, including anticipating needs, managing emerging issues and contributing to informed decision-making.
- Demonstrated ability to analyse information, identify risks and issues, and provide practical, solutions-focused recommendations to address complex matters.

- Ability to work collaboratively across teams and business areas to achieve shared outcomes and support organisational priorities.
- Demonstrated integrity, professionalism and discretion when handling sensitive or confidential information.
- Understanding of corporate or public sector governance frameworks and the ability to apply this knowledge to support organisational objectives.

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	Thomas Ryan, 0417 923 825
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0771838

Australian Signals Directorate

Closing Date: Sunday 30 August 2026

Job Title	ASD 4, 5 & 6 Database Administrators
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	\$83,489 - \$116,169
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	As per the Information Pack
Classification	APS Level 4; APS Level 5; APS Level 6
Position Number	ASD/04636/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

Mission Data (MD) Division within ASD is responsible for providing the foundational data capabilities to support all of ASD's functions. We achieve this via the provision of data platforms and services, management of ASD's mission data, and providing complex analytic development and support, including Artificial Intelligence and Machine Learning capabilities. All roles within MD require knowledge of and strict compliance with legislative frameworks, government decision-making and ASD's mission and policies requirements.

The Databases and Indexing team (DBI) provides a reliable corporate database environment to ensure uninterrupted and reliable database services for owners and users of multiple systems running on the corporate databases used in ASD and wider Defence.

Key Duties

ASD 4 Database Administrator

The successful applicant will:

- Develop their expertise in managing corporate databases and supporting data owners and users.
- Create, maintain and follow standard operating procedures based on outcomes of our internal testing, work implementation and environmental changes.
- Be flexible to meet changing work requirements to ensure the reliability and ongoing enhancements for supported databases.
- Upskill in a variety of database technologies to meet on-going or new operational requirements.
- Learn a number of fundamental Oracle and Microsoft technologies such as MSSQL, SQL, table structure, indexes.
- Learn a number of fundamental MongoDB technologies such as Operations Manager, JSON, key-value pairs.

ASD 5 Database Administrator

In addition to duties in the ASD 4 category, the successful applicant will:

- Mentor junior DBAs in the team.
- Work on supporting issues of a more technical nature that require investigation and debugging.
- Learn a number of ASD specific requirements for our Oracle databases such as EUS, RAs, RMAN, Commvault, EMCC, materialized views, GRPs, flashbacks, APEX.
- Learn a number of ASD specific requirements for our MongoDB databases such as Replication Server, Sharding, and Compacting.

ASD 6 Database Administrator

In addition to duties in the ASD 4 & 5 categories, the successful applicant will:

- Be a source of technical expertise in the team on all Database matters, and have the ability to utilise all available resources to come to meaningful conclusions.
- Have a previous strong and demonstrated working knowledge of Oracle, MongoDB or MSSQL.
- Work on scripts written and running on Linux or Windows environments.
- Have a focus on providing clear guidance to the team.
- Be willing to automate tasks as needed and to make the team more efficient where practical.
- Master a number of Oracle specific requirements such as PLSQL, Commvault, backups, flashbacks, APEX.
- Master a number of MongoDB specific requirements such as Collections, Aggregation, Indexing and all CRUD operations.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](#)

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

Duties

We are seeking applicants who:

- Have the ability to think critically.
- Are able to communicate with both technical and non-technical people.
- Are able to work in a team, following established priorities and procedures and sharing information with others, while prioritising and managing their own workflows.
- Are motivated to learn and further develop their skills and accept feedback.

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waived.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

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

Notes

Desirable Qualifications, Experience or Training

Experience or Training in one or more of the following areas is highly desirable but not mandatory for the **ASD 4 role**:

- Database Administrator experience on Oracle, MongoDB or MSSQL.
- Database implementation in a Cloud environment (eg OpenSearch, AWS RDS, Azure SQL).
- Developer who's worked on systems that use a database.

Experience in one or more of the following areas is highly desirable but not mandatory for the **ASD 5 role**:

- Database Administrator experience on Oracle, MongoDB or MSSQL.
- Work experience with Database implementation in a Cloud environment (eg OpenSearch, AWS RDS, Azure SQL).
- Work experience with Linux or Windows system administration.
- Work experience with cloud database solutions like Azure SQL or AWS RDS.

Experience in two or more of the following areas is highly desirable but not mandatory for the **ASD 6 role**:

- Leading Database Administrator experience with Oracle, MongoDB, MSSQL or Sybase.
- Leading role experience with Database implementation in a Cloud environment (eg OpenSearch, AWS RDS, Azure SQL).
- Leading role experience with Linux or Windows system administration.
- Experience as a general developer (eg Java, Python, Android dev, C, C#, React, Powershell).

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Name Withheld, asdcareers@horizonone.com.au
Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0771840

Australian Signals Directorate

Closing Date: Sunday 30 August 2026

Job Title	ASD EL1 Database Administrators
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$126,857 - \$143,093
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	As per the Information Pack
Classification	Executive Level 1
Position Number	ASD/04676/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

An EL1 ICT Database Administrator is accountable to perform and achieve very complex database management work within an integrated workforce. They will require an in-depth knowledge of and compliance with legislative frameworks, government decision-making and ASD's mission and policy requirements.

Key Duties:

- Manage database configuration including installing and upgrading software, and maintaining relevant documentation.
- Lead the development and implementation of strategies and the evaluation of business outcomes to ensure continuous improvement in the delivery of ICT database solution.

- Maintain knowledge, experience and skills of database administration to provide advice to stakeholders and team members.
- Build and sustain relationships, liaise with a range of stakeholders including other teams, peers and colleagues across Defence and other organisations.
- Motivate and mentor teams, aligning complementary skills and allocating resources in a manner that delivers results.
- Evaluate projects to understand critical factors for success and engage in activities to achieve continuous improvement.
- Responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function.
- Analyse very complex database types and database structures and apply expertise to identify and recommend courses of action.
- Engage in very complex problem solving and issues management and may coordinate and perform detailed or sensitive projects that impact on strategic, political or operational outcomes for ASD.
- Accountable to set strategy for effective use of database technology taking into account the complex interrelations between hardware and software.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](#).

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

Duties

We are seeking applicants who:

- Have the ability to think critically.
- Are able to communicate with confidence to a mixture of technical and non-technical people.
- Is able to exercise a considerable degree of independence and perform subject matter expert role to provide expert policy advice.
- Has in-depth knowledge of the ICT service delivery function.
- Are able to guide a team and freely sharing their expertise and information with others.
- Actively monitor systems and build in safeguards for future maintainers.
- Motivated to learn, present, teach and develop their own and the team's skillsets

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waived.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

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

Notes

Desirable Qualifications, Experience or Training

Experience or Training in three or more of the following areas is desirable for the **ASD EL1** role:

- Database servers and supporting domain infrastructure.
- High availability / disaster recovery database solutions across multiple datacentres
- Experience in supporting Windows Server 2019 and newer or Red Hat Enterprise Linux 8 or newer as related to database infrastructure.
- Experience in automation and day-to-day administration of database infrastructure using scripting (e.g. administering SQL Server using PowerShell, administering Oracle via scripts or via EMCC).
- Significant Database Administrator experience with Oracle, MongoDB, MSSQL or Sybase.
- Expertise in database implementation in a Cloud or Exadata environment (eg Opensearch, AWS RDS, Azure SQL, Exadata).
- Expertise in Linux or Windows system administration.
- Experience as a general developer (eg Java, Python, Android dev, C, C#, React, Powershell).
- "Microsoft Certified Solutions Associate - SQL Server" or other vendor equivalent qualification / training / years of experience.
- Experience in applying DevOps methodology as pertaining to supporting database infrastructure.
- Experience writing technical documentation covering design, operation and fault finding, including standard operating procedures.
- Experience managing virtualised server infrastructure using VMWare and other cloud and virtualisation solutions.
- Experience supporting Azure and/or AWS cloud hosted database technologies.
- Experience in NoSQL database products and other emerging database technologies.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	asdcareers@horizonone.com.au, asdcareers@horizonone.com.au
Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0771853

Australian Signals Directorate

Closing Date: Sunday 30 August 2026

Job Title	ASD EL2 Corporate Directors
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Perth WA
Salary	\$147,288 - \$176,792
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	Executive Level 2
Position Number	ASD/04690/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

The Opportunity

COO Group provides crucial programs to raise, train and sustain ASD's people. We lead a complex and diverse portfolio of work programs, with staff from broad-ranging specialisations and disciplines located around the country. We are recruiting for several EL2 Directors to support the COO Group in delivering strategic priorities and organisational capability outcomes.

A key focus of these roles under the REDSPICE Program is to ensure the right opportunities at the right time are available for ASD's people to improve their skills, knowledge and workplace experience now and into the future. Directors will lead a range of functions and opportunities that support the COO Group and ASD's strategic objectives, including business optimisation and management, workforce capability, learning and development, stakeholder engagement, program delivery, and continuous improvement initiatives.

ASD are looking for leaders with demonstrated experience shaping and delivering strategic outcomes, and who thrive in a varied, fast-paced environment where they are empowered to deliver continuous improvement. Our Directors will have strong stakeholder engagement experience, using highly developed communication skills to build internal and external strategic relationships.

Applications are encouraged from experienced and high potential individuals with knowledge and relatable skills.

Further information can be found at: [Our People | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au/our-people)

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

Duties

Our ideal candidate will have demonstrated experience to:

- Lead the development and implementation of corporate and centralised strategies and plans to deliver outcomes aligned with organisational priorities.
- Provide expert and timely strategic advice and recommendations across the Agency including the Executive to influence agency decisions, aims and initiatives, while building and sustaining productive relationships with a broad range of internal and external stakeholders.
- Provide strategic leadership to guide and mentor a multidisciplinary, geographically dispersed team to achieve high quality outcomes and continuous workplace improvement.

- Drive business improvement and organisational capability initiatives, identifying opportunities to enhance organisational performance, workforce effectiveness and service delivery while delivering high-quality outcomes in a complex and evolving environment.
- Have highly developed interpersonal and communication skills, and have demonstrated experience implementing strategic corporate initiatives.
- Demonstrate the ability to proactively build and sustain positive working relationships with team members, senior leadership and stakeholders within a strong client focused environment.
- Our successful candidates will be motivated leaders who are accountable, outcomes driven and future focused. They will model behaviours which are inclusive, collaborative and encourage curiosity and innovation.

Eligibility

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waived.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

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

Notes

Tertiary qualifications, industry certification or equivalent experience in disciplines related to these 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.

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To Apply

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Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0771854

Australian Signals Directorate

Closing Date: Sunday 30 August 2026

Job Title	ASD EL2 Governance Directors
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	\$147,288 - \$176,792
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	As per the Information Pack
Classification	Executive Level 2
Position Number	ASD/04691/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

The Opportunity

ASD's Governance Branch delivers and supports robust enterprise governance solutions that withstand shifts in ASD's strategic operating environment and enable the effective operation of the agency. The branch sits within Legal, Compliance and Strategy Division, in Chief Operating Office Group.

Through its sections, the branch is responsible for:

- Organisational policy
- Information and records management
- Audit and risk
- Enterprise-level strategic planning and performance reporting
- Committee secretariat functions
- ASD's history and public access functions.

Current and anticipated EL2 vacancies exist in Audit and Risk, Information and Records Management and broader governance roles.

Governance Director

An EL2 Governance Director is responsible for performing very complex work to influence and develop strategies, policies, priorities and operational practices in support of ASD's objectives, exercising sound judgement under broad guidance. You will provide strategic advice to senior management and stakeholders while leading and assuming accountability for very complex work or sensitive projects or work programs that have strategic or operational significance.

Responsibilities may include:

- Leading enterprise governance functions including organisational policy, corporate planning and reporting, committee secretariat and public access obligations.
- Setting work area priorities, workflows, developing strategies and evaluating business outcomes.
- Planning, leading and managing human and physical resources, and exercising associated human resources and financial delegations.
- Managing and leading a team, providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility, and guiding and developing your team.

Audit and Risk Director

As an Audit and Risk Director, you will be responsible for leading ASD's audit and risk function, performing very complex work to strengthen governance, risk management and assurance arrangements across the agency. Exercising sound judgement under broad direction, you will provide strategic advice to senior executives and stakeholders, lead a high-performing team, and assume accountability for complex audit, assurance and risk activities that have organisational and operational significance.

Responsibilities include:

- Providing independent assurance and advice on risk management, governance and internal controls.
- Developing and delivering the Annual Assurance Work Program, including monitoring budget and expenditure, tracking recommendations and outcomes of both internal and external audits, and providing quality assurance in draft and final audit reports.
- Identifying implementation risks and coordinating reporting to internal committees in line with reporting requirements.
- Planning, leading and managing human and physical resources, and exercising associated human resources and financial delegations.
- Procuring audit services and coordinating the delivery of internal audit services.

Information and Records Management Director

As the Information and Records Management Director, you will be responsible for leading ASD's information governance and records management function, performing very complex work to support the effective management of information and accredited recordkeeping systems across the agency. Exercising sound judgement under broad direction, you will provide strategic advice to senior executives and stakeholders, influence organisational practices, and lead a team to strengthen information governance, legislative compliance and enterprise capability.

Responsibilities include:

- Ensuring compliance with the Archives Act 1983 and other relevant legislative and regulatory obligations, and building a culture where information is recognised as a strategic asset.
- Planning, leading and managing human and physical resources, and exercising associated human resources and financial delegations.
- Driving enterprise-wide information governance capability.
- Influencing senior executives and business leaders to embed good information management behaviours.
- Balancing governance, risk and operational effectiveness in a highly secure environment.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

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

Duties

In all of these roles we are seeking motivated and collaborative leaders with strong analytical and communication skills, problem-solving and exceptional attention to detail. These candidates will thrive in fast-paced environments, whilst managing competing priorities and delivering high-quality outcomes.

Successful candidates will demonstrate:

Governance Director

- Experience in enterprise governance functions.
- Sound judgement, experience in leading very complex work programs, managing competing priorities, and building productive relationships to achieve organisational outcomes.
- The ability to influence stakeholders and provide strategic advice.
- Experience developing, implementing and reviewing governance frameworks, policies and processes.
- Experience leading and managing high-performing teams.

Audit and Risk Director

- Experience in audit and assurance practices, with government experience highly desirable.
- Experience leading teams undertaking very complex audits, reviews or assurance activities.
- Experience applying legislative, regulatory and policy frameworks in a complex environment, with the ability to strengthen governance practices, develop risk mitigation strategies and drive continuous improvement.
- Strong stakeholder engagement skills and experience working with a diverse range of stakeholders.

Information and Records Management Director

- Experience in information and records management, preferably within a records management leadership role.
- Knowledge of, and experience applying, relevant legislative and regulatory frameworks.
- Strong stakeholder engagement and influencing skills, with experience working across a broad range of business areas.
- A strong understanding of information governance principles and records management practices, including the ability to provide strategic advice, drive continuous improvement, support digital transformation initiatives, and promote effective information stewardship.

Eligibility

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waived.

- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

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

Notes

Relevant tertiary qualifications or experience equivalent to the skills required is highly desired.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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	Name Withheld, asdcareers@horizonone.com.au
Agency Recruitment Site	www.asd.gov.au/careers

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Vacancy VN-0771791

Australian Skills Quality Authority (ASQA)

Closing Date: Wednesday 26 August 2026

Integrity and Compliance
Compliance

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

Job Description

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

Who we are

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

What we do

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

Why we do it

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

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

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

Duties

About the Opportunity

We are seeking a **Compliance Officer** to work as part of our team. The Compliance Officer analyses regulatory matters and applies appropriate compliance methodologies to effectively manage significant or ongoing non-compliance for a proportionate regulatory response.

Key responsibilities include:

- undertaking regulatory activities including compliance audits and qualification integrity matters
- assessing evidence and documenting structured written assessments of responses
- applying sound judgement and expertise to accurately research, interpret and apply legislation and policy to inform findings and decision making
- drafting decision documents, including written reasons for decisions, that are consistent with good administrative law decision-making principles
- clearly communicating with providers and students and providing them with the opportunity to ask questions about ASQA's decisions in a way that supports them to understand what is required
- effectively managing a caseload and ensure all matters are progressed in a timely manner.

Skills and experience

To succeed in this role, you will have:

- an understanding of regulatory frameworks and the principles of effective regulation, and application of resources to manage risk and make clear, well-reasoned and timely recommendations in a fast-paced and changing environment
- strong communication skills with experience in preparing high-quality reports, reasoning statements or other regulatory materials
- strong analytical and problem-solving skills to support well- reasoned recommendations based on evidence
- strong interpersonal skills with demonstrated negotiation, conflict resolution and engagement skills with internal and external stakeholders
- demonstrated commitment in applying self and supporting team members with effective outcomes, understanding the agency wide priorities and key risks.

What we offer

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

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

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

You will have access to:

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

Benefits of working in the APS

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

Eligibility

Eligibility to apply

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

Notes

How to apply

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

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

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

Please include the following in your application:

- a 2-page pitch detailing your skills, background, and experience relevant to the role.
- a resume/CV, including the name and contact details of two referees (one should be your current supervisor/manager).

When preparing your 2-page pitch and resume, you should consider the relevant duties, selection criteria, skills, values and attributes required for the role, as outlined above and in the **Job Information Pack**.

If you have questions about this exciting opportunity, please contact **Jacqueline Pellow, Director Compliance** via Jacqueline.Pellow@asqa.gov.au.

Use of AI by the Panel:

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

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

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

Applications close: Wednesday, 26 August 2026 at 11:30pm (AEST).

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

About the Australian Skills Quality Authority (ASQA)

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

To Apply

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

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Vacancy VN-0771261

Australian Submarine Agency

Closing Date: Sunday 30 August 2026

Australian Submarine Agency
Engineering & Technology

Job Title	Program Support Officer –Governance - (Multiple Positions)
Job Type	Full-Time, Ongoing
Location	Port Adelaide SA, Canberra ACT, Melbourne VIC
Salary	\$99,733 - \$112,431
Future Merit Locations	Canberra, Melbourne, Adelaide, Port Adelaide
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	ASA/04097/26
Agency Website	https://www.defence.gov.au/about/taskforces/aucus

Job Description <https://defencecareers.nga.net.au/?jati=518D0AB4-83C5-11F9-48EF-ED201AA441A2>

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.

This role will include the following:

- Provide program management support and coordinate administrative activities to ensure the effective delivery of program outcomes.
- Lead the development, implementation and maintenance of program plans, governance processes and reporting mechanisms in accordance with agreed procedures and performance standards.
- Apply project management methodologies and frameworks to support the delivery of administrative and technical work activities.
- Research, analyse and prepare briefs, complex correspondence, reports and submissions for executive and committee consideration.

- Work collaboratively with team members, contribute to a positive team culture and provide constructive feedback to support continuous improvement.
- Build and maintain productive relationships with internal and external stakeholders, understanding and responding to their expectations and concerns.
- Monitor and adapt project management approaches to ensure compliance with relevant legislative, policy and regulatory requirements.
- Identify, analyse and resolve complex issues, using sound judgement and initiative to develop and implement practical solutions.

About our Team

The Engineering & Technology Program Engineering Branch / 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 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 candidates will bring the following attributes and skills to the role:

- Demonstrated experience providing program support, governance coordination and administrative services in a complex environment.
- Sound ability to develop and maintain program processes, planning activities and governance frameworks that support effective delivery.
- Strongly developed written communication skills, including the preparation of briefs, reports, submissions and correspondence for senior stakeholders.
- Sound analytical and problem-solving skills, with the ability to exercise judgement, manage risks and identify practical solutions.
- Effectively demonstrated stakeholder engagement skills, with the ability to build productive relationships and respond to diverse stakeholder needs.
- Experience applying project management principles and supporting delivery across multiple work streams.
- A collaborative and proactive approach, with a commitment to quality, continuous improvement and positive team outcomes.

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 Australian Submarine Agency

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia's nuclear-powered submarine program. Australia's acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=518D0AB4-83C5-11F9-48EF-ED201AA441A2

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Vacancy VN-0771400

Australian Submarine Agency

Closing Date: Sunday 30 August 2026

Australian Submarine Agency
Engineering and Technology

Job Title	Program Risk Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Port Adelaide SA
Salary	\$99,733 - \$112,431
Future Merit Locations	Canberra, Melbourne, Port Adelaide
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	ASA/04092/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=27DB2EDF-8859-CC3A-D56A-ED217E1E3F1C>

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.

The Program Risk Officer is responsible for delivering structured, evidence-based risk management across the Engineering and Technology Division.

The position will engage with their peers across the ASA to deliver Program Management Services and provide Program Management input in support of the development and operation of the Technical Capability delivered by Engineering And Technology Division. Externally where required the position may need to engage with Defence (RAN, CASG, DSTG, NSSG), and International partners and their government agencies.

Working under broad direction from the Divisional Controller, the role will:

- Develop and maintain risk management documentation, including risk registers, treatment plans and reporting, to support governance, decision-making and Defence objectives.
- Monitor risk profiles and treatment effectiveness, identifying emerging risks, tracking mitigation activities and escalating issues as required.
- Provide practical risk management advice to project and program stakeholders to support planning, delivery and assurance activities.
- Support the implementation and continuous improvement of risk management frameworks, ensuring alignment with Defence policy, legislative requirements and organisational priorities.
- Facilitate risk workshops, reviews and assurance activities to strengthen risk awareness and capability across the Division.
- Build effective stakeholder relationships to embed risk management practices and support the proactive identification and management of risks and issues.

About our Team

The Engineering & Technology Program Engineering Branch / 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 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 candidates will bring the following attributes and skills to the role:

- Strong organisational skills, with experience maintaining risk management documentation, registers and databases, and supporting risk training and awareness activities.
- Sound knowledge of Defence risk management policies, frameworks and procedures, with the ability to promote compliance and contribute to continuous improvement of risk management practices.
- Strong analytical and problem-solving skills, with the ability to identify, assess and monitor risks, provide evidence-based recommendations, and understand the relationship between scope, schedule, cost, performance and risk.
- Demonstrated ability to build effective stakeholder relationships, collaborate across teams, and provide clear, practical risk management advice.
- A commitment to the Australian Submarine Agency's Nuclear Mindset principles, including excellence, curiosity, continuous learning and a proactive approach to risk 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.

About the Australian Submarine Agency

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia's nuclear-powered submarine program. Australia's acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=27DB2EDF-8859-CC3A-D56A-ED217E1E3F1C

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Vacancy VN-0771600

Job Title	HR Strategic Director
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Henderson WA, Majura ACT
Salary	\$144,430 - \$173,359
Future Merit Locations	Adelaide, Henderson, Majura
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 2
Position Number	ASA/04473/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=485293CB-97BB-EE4C-F172-ED3330044388>

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.

The EL 2 Director, HR Strategy is a key leadership role within the People Services Branch, responsible for shaping and delivering the organisation's people strategy and workforce agenda. Operating with a high degree of autonomy, the Director provides strategic leadership, specialist human resources expertise, and authoritative advice on complex workforce, organisational, and people-related matters.

The role plays a critical part in influencing organisational strategy and driving workforce capability through the development of contemporary people policies, programs, and priorities. The Director leads the design and delivery of major strategic initiatives, including Early Entry and Graduate Programs, talent management frameworks, succession planning, and leadership development pathways, ensuring the organisation is well positioned to meet current and future workforce needs.

Leading a high-performing HR team, the Director is accountable for delivering strategic and operational outcomes that support organisational objectives. The position requires a strong understanding of human resource management, workforce strategy, organisational development, and government decision-making processes, together with the ability to build trusted relationships, influence senior executives, and engage effectively with a diverse range of stakeholders.

Key Responsibilities include:

- Lead and deliver the organisation's people strategy, ensuring workforce initiatives align with strategic priorities and future capability requirements.
- Provide high-level strategic HR advice to executives and senior leaders on complex workforce, organisational, employee relations and people matters.
- Lead strategic talent and capability initiatives, including early-entry and graduate programs, talent management frameworks, succession planning and leadership pathways, to attract, develop and retain a diverse, high-performing workforce aligned to current and future organisational needs.
- Lead the development and implementation of HR policies, frameworks and programs, ensuring compliance with legislative, industrial and governance requirements.
- Analyse workforce data and trends to identify risks, opportunities and emerging workforce challenges, and develop evidence-based solutions
- Build and maintain strong relationships with internal and external stakeholders, influencing outcomes and fostering collaboration to achieve organisational objectives.
- Manage and develop a high-performing HR team, setting clear expectations, building capability and fostering a culture of accountability, inclusion and excellence.
- Manage allocated financial, human and operational resources, ensuring priorities, workflows and business outcomes are delivered efficiently and effectively.
- Represent the organisation in senior-level forums and other external engagements relating to workforce and people matters where required.

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 is seeking to fill an Executive Level 2 position and is looking for a high-performing leader who is adaptable, resilient, and thrives in a dynamic environment. The successful candidate will demonstrate the ability to work across a broad range of HR functions, provide strategic leadership, and deliver outcomes in a fast-paced and evolving operational context.

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.

We are seeking an accomplished and forward-thinking HR leader with a proven track record of delivering strategic talent and capability initiatives. The successful candidate will bring demonstrated experience in attracting, developing, and retaining a diverse, high-performing workforce through innovative talent management, leadership development, and workforce planning strategies. They will be a collaborative and influential leader, capable of driving organisational change and building the workforce and leadership capability required to achieve the organisation's long-term priorities.

The successful candidate will play a key role in attracting, developing, and retaining a diverse, high-performing workforce that meets the organisation's current and future workforce needs. We are looking for an authentic and people-centred leader who is passionate about shaping the employee experience and building a workforce that is engaged, capable and ready to deliver outcomes of national significance.

As a strategic HR leader, you will thrive in a dynamic and evolving environment, bringing curiosity, sound judgement and a collaborative approach to solving complex workforce challenges. You will be motivated by the opportunity to influence organisational direction, collaborate with senior leaders and create meaningful impact for both people and business outcomes.

This is a unique opportunity to contribute to a once-in-a-generation program while leading initiatives that strengthen workforce capability, foster an inclusive culture and support organisational success.

The successful candidate will bring:

- Demonstrated experience leading strategic HR functions and enterprise-wide workforce initiatives in complex environments.
- A strong commitment to building positive workplace cultures and delivering people-focused solutions.
- The ability to translate workforce insights, legislation and policy into practical strategies that support organisational objectives.
- Experience leading organisational change, workforce transformation and capability-building initiatives.
- Exceptional stakeholder engagement skills, with the ability to build trusted relationships and influence at all levels.
- Proven success leading, coaching and developing high-performing teams.
- Strategic thinking, resilience and sound judgement when navigating complex and sensitive people matters.
- A passion for continuous improvement, innovation and delivering exceptional people outcomes.
- Above all, we are seeking a leader who values people, inspires others through their actions, and is committed to creating an environment where individuals and teams can perform at their best while contributing to a mission of national importance.

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 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=485293CB-97BB-EE4C-F172-ED3330044388

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Vacancy VN-0771615

Job Title	ILS ERP Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Rockingham WA
Salary	\$99,733 - \$112,431
Future Merit Locations	Canberra, Rockingham
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	APS Level 6
Position Number	ASA/044409/26
Agency Website	https://www.defence.gov.au/about/taskforces/aucus

Job Description <https://defencecareers.nga.net.au/?jati=AD9E258A-4AD1-9DB2-5B3A-ED33322573C7>

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.

SRF-West is a critical enabler for Australia's Nuclear Powered Submarine (NPS) capability and broader AUKUS objectives. The Integrated Logistic Support Officer provides support within the SRF-West Delivery branch to ensure readiness and sustainment of trilateral operations.

The roles provides a single point of accountability for SRF-West logistics and asset management across AUKUS partner nations and Australian Government agencies to achieve essential project milestones. This role can be filled from either Canberra or WA. A merit pool will be established to fill future logistics family roles.

About our Team

The SRF-West Delivery Branch is the lead for delivering Phase 1 of the Optimal Pathway. The Branch works closely with trilateral partners, ASA, Defence and other stakeholders. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

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 candidates will bring the following attributes and skills to the role:

- Has demonstrated experience managing complex logistics operations, with a strong focus on compliance and risk management;
- Builds and maintains effective working relationships with international partners and Australian Government stakeholders;
- Brings sound financial acumen, including cost assurance, invoicing coordination and accurate record keeping.
- Applies quality assurance principles, including gathering and managing Objective Quality Evidence to support accountability.
- Is proactive in continuous improvement, with the ability to capture lessons learned, refine processes and deliver training or guidance to build capability.
- The candidate may be required to contribute to policy and process refinement activities to improve sustainment outcomes.

The proposed key functions of this position include:

- ERP Integration and Inventory Management through coordination with AUKUS partners
- Ensure data accuracy and compliance with Defence logistics standards, provide a single point of coordination and assurance to develop the asset management and governance and structures;
- Develop and align logistics requirements and processes with key stakeholders, and build and sustain relationships at strategic and operational levels to ensure effective coordination;
- Capture observations, insights and lessons (OILs), and recommend process enhancements for logistics and asset management practices in the endeavour of continuous improvement; and
- Project management delivery and support through development of project activities and coordination of milestones to achieve key AUKUS outcomes, monitor progress and report on schedule and milestone performance.

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 Australian Submarine Agency

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia's nuclear-powered submarine program. Australia's acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	Kat Gray, 02 5128 9887
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AD9E258A-4AD1-9DB2-5B3A-ED33322573C7

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Vacancy VN-0771724

Job Title	Assistant Director Digital Definition - (multiple positions)
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Port Adelaide SA
Salary	\$124,393 - \$140,315
Future Merit Locations	Canberra, Port Adelaide
Office Arrangement	On Site;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/04236/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=47FBC378-7CDB-2321-AD48-ED33E16BC530>

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.

The Australian Submarine Agency's Digital Engineering Branch are seeking suitably qualified and experienced personnel to fill two Assistant Director Digital Definition positions within the VCS and SSN-A Digital Definition directorates. Working to the respective directors, Assistant Director Digital Definition supports the planning, coordination, and delivery of digital engineering activities that enable Australian technical control of Australian flagged Nuclear Powered Submarines.

The Assistant Director Digital Definition will work under broad direction from Digital Definition directors, in collaboration with technical specialists and delivery partners, to:

- Plan and coordinate digital engineering activities across VCS and SSN AUKUS work streams.
- Develop and maintain schedules, milestones, delivery plans, and governance artefacts.
- Translate technical requirements and strategy into structured, deliverable work packages.
- Provide technical input to ASA and AUKUS partner planning, documentation and artefacts.
- Monitor progress, manage risks, dependencies, and constraints, and escalate issues
- Coordinate across ASA, Defence, industry, and AUKUS partner organisations.
- Support governance, assurance, reporting, and continuous improvement activities.

The Assistant Director Digital Definition will lead, plan, and deliver complex digital engineering coordination activities in support of:

- Establishment and sustainment of the SSN Authoritative Source of Truth.
 - Integration of technical data, modelling, configuration management, and digital systems.
 - Alignment with AUKUS partner systems, processes, and digital environments.
 - Adoption of contemporary digital engineering practices, including MBSE and data driven delivery.
 - Delivery of assured, traceable, and well governed digital capability across the enterprise.
- Assistant Directors are required to operate with sound judgement and a strong nuclear mindset, ensuring precision, accountability, and compliance with relevant legislation, policies, and ASA governance frameworks

About our Team

The Digital Engineering Branch sits at the core of the ASA's mission, building the digital backbone that will underpin sovereign technical control of Australia's acquisition of conventionally armed nuclear-powered submarines.

We foster a collaborative data and software ecosystem facilitating effective knowledge sharing across the AUKUS enterprise, from submarine design through to disposal.

Our team is responsible for designing and sustaining digital engineering environments, specialised software tools and digital definitions that connect science, engineering, construction, operation and sustainment into a single coherent ecosystem.

We work at the genuine frontier of what's technically possible in Australia, applying emerging technologies such as AI, Machine Learning and evolving digital engineering practices including Model-Based Systems Engineering to novel problems in the Australian Defence context.

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.

We seek motivated, outcome-focused professionals for our Digital Engineering Branch with strong technical, professional and interpersonal skills. Candidates should be curious, adaptable and committed to continuous learning.

The role requires sound technical leadership to guide work, influence stakeholders and uphold engineering standards.

Ideal candidates will bring the following attributes to the role:

- Demonstrated experience in client-side delivery of large scale major programs and/or projects, including establishment and/or maturing of integrated program and/or project management functions.
- Strong program and project management skills, including governance, controls, assurance and performance.
- Demonstrated experience leading, developing and managing teams
- Excellent communication skills, both written and verbal, with the ability to prepare clear and concise briefs and submissions.
- Ability to influence and negotiate effectively with diverse stakeholders.
- Sound judgement and problem-solving skills, with the ability to manage competing priorities and deliver outcomes under pressure.
- Demonstrated experience managing complex technical, engineering, digital, or data centric projects.
- Strong engineering literacy, with the ability to understand, interpret, and communicate technical concepts accurately.
- Proven ability to develop schedules, manage risks, track dependencies, and coordinate delivery across multidisciplinary teams.
- Strong written and verbal communication skills, including preparation of executive level documentation and reporting.
- Ability to exercise initiative, sound judgement, and attention to detail in high assurance or high consequence environments.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained Engineers Australia Stage 1 competency standard for Engineering Associate recognition (or ability to obtain status as an Engineering Associate within three months) or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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=47FBC378-7CDB-2321-AD48-ED33E16BC530

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Vacancy VN-0771814

Job Title	Business Manager
Job Type	Full-Time, Ongoing
Location	Rockingham WA
Salary	\$124,393 - \$140,315
Future Merit Locations	Rockingham
Office Arrangement	Flexible
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	Executive Level 1
Position Number	ASA/04049/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=1FE4A4D6-2CC2-1085-162A-ED3332426B59>

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.

The EL 1 Business Manager is responsible for leading and managing complex business, administrative, governance, financial and workforce activities to support the delivery of strategic outcomes within the Australian Submarine Agency. Operating with a high degree of independence, the Business Manager provides expert advice, manages resources, drives performance and ensures compliance with relevant legislative, policy and governance frameworks.

The role requires strong leadership, stakeholder engagement and strategic thinking to deliver efficient, compliant and integrated business outcomes while contributing to continuous improvement and organisational capability development.

Key Responsibilities:

- Lead and manage complex business, administrative and corporate support functions to achieve organisational objectives.
- Provide leadership, direction and performance management to develop and sustain a high-performing team.
- Manage financial, procurement and governance activities, ensuring compliance with legislative and policy requirements.
- Oversee business planning, resource allocation, workflow management and performance reporting.
- Deliver strategic advice and recommendations on business, operational and organisational matters.
- Build and maintain effective relationships with internal and external stakeholders to support integrated business outcomes.
- Identify, assess and manage business risks while driving continuous improvement initiatives across the work area.
- Represent the Australian Submarine Agency in forums and engagements, promoting organisational priorities and fostering stakeholder confidence.

ASA 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.

Please note: Candidates successful in this recruitment will be on-boarded and seconded to Naval Shipbuilding and Sustainment Group for training and ongoing development for 2 years.

About our Team

You will be joining the Naval Shipbuilding and Sustainment Group (NSSG) which is a dynamic work environment, bringing together various ADF, Defence APS and ASA staff under one umbrella working collaboratively across the submarine enterprise. NSSG is focused on implementing and enhancing the development and delivery of operational sustainment frameworks to Australia's submarine program. Our work directly contributes to achieving the Government's objective to maintain confidence in Australia's Defence and national security programs.

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 candidates will bring the following attributes and skills to the role:

- Exceptional interpersonal, written and oral communication skills.
- Sound judgement, stakeholder management and the ability to anticipate emerging issues.
- Strong organisational and prioritisation skills, with the ability to adapt to dynamic workloads, work independently, and meet deadlines.
- Demonstrated analytical and problem-solving skills, with the ability to show initiative and provide sound business solutions to identified issues.
- Ability in leading a team to achieve successful outcomes.
- A high level, or the ability to quickly acquire, understanding of the Commission's role, its strategic objectives and processes and people.
- Excellent data analysis capabilities in addition to superior problem-solving skills.
- Ability to lead and support enhancement and/or transformation initiatives.
- Strong leadership, stakeholder management and negotiation skills.

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 Workforce Management, -
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1FE4A4D6-2CC2-1085-162A-ED3332426B59

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Vacancy VN-0771847

Cancer Australia

Closing Date: Tuesday 25 August 2026

Corporate Operations HR & Corporate

Job Title	Payroll & HR Business Partner
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Surry Hills NSW
Salary	\$90,178 - \$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	Hybrid
Office Arrangement Details	Hybrid work is a flexible working arrangement where an employee may be able to work partly in the physical office and partly remotely.
Classification	APS Level 5
Position Number	20015062
Agency Website	

Job Description

<https://canceraustralia.gov.au/about-us/employment-opportunities>

Reporting to the Assistant Director, HR and Corporate Services, the Payroll and HR Business Partner is primarily responsible for delivering payroll coordination and recruitment administration services and works closely with the Senior HR Business Partner. The position also assists in key HR initiatives relating to the payroll, recruitment, staff development and training, HR support services within the agency.

As one of the points of contact of Cancer Australia, the Payroll and HR Business Partner plays a key role in customer service for our internal customers and the coordination of key outsourced services. The position provides a range of corporate services, including HR reporting, payroll support and security vetting.

Duties

Key accountabilities include:

- Ensuring all staffing changes (including new starters, exits, promotions, transfers, higher duties, etc) are recorded in a timely manner, and all salary and benefits (including leave) are updated in the HR/payroll system.
- Manage each payroll run on time and in accordance with finance and audit requirements.
- Provide payroll helpdesk function for Cancer Australia employees, assisting with enquiries, managing requests for information and resolving issues and/or errors in system.
- Handle and triage HR shared inbox, resolve queries, and troubleshoot system errors.
- Manage HR reporting including monthly payroll and staff establishment reports and other HR and payroll compliance reporting for audit, reviews as required.
- Monitor and reporting of whole of agency time recording (flex sheets) and update organisational charts,
- Support recruitment activities including advertising vacancies, administering assessments and arranging approvals in collaboration with hiring managers and the Senior HR Business Partner.
- Assist the Senior HR Business Partner with the workforce development planning and implementation.
- Advise employees about their salary and conditions of employment (as defined in the enterprise agreement, staff determination and relevant legislation) and about relevant HR practices (as defined in HR policies and guidelines).
- Support and assist with Work Health and Safety initiatives and requirements.
- Support security vetting security clearances processes.
- Other corporate services administration and support when required, including but not limited to:
 - Assisting the Human Resources team and the Finance and Corporate group with administrative support;
 - Assisting in onboarding of new employees and exit of departing employees and
 - Assist in ICT and property services.

Eligibility

Must be an Australian Citizen.

The successful candidate will be required to undergo pre-employment checks and may be required to obtain/maintain a Baseline security clearance (minimum requirement depending on 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 Cancer Australia

To Apply

Position Contact	Recruitment Team, recruitment@canceraustralia.gov.au
Agency Recruitment Site	https://canceraustralia.gov.au/about-us/employment-opportunities

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Vacancy VN-0771799

Department of the Treasury

Closing Date: Sunday 30 August 2026

Australian Small Business and Family Enterprise Ombudsman

Job Title	EL1 Assistant Director, Communications and Media
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$137,301 - \$157,498
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1
Position Number	20-2026
Agency Website	www.treasury.gov.au

Job Description

<https://candidate.aurion.cloud/trea/production/portal1/>

The **Australian Small Business and Family Enterprise Ombudsman** (ASBFEO) is seeking an EL1 Assistant Director, Communications and Media, to lead development and delivery of strategic communications, media and stakeholder engagement activities that promote the work of the Ombudsman and support Australia's small businesses and family enterprises.

About ASBFEO

The Australian Small Business and Family Enterprise Ombudsman (ASBFEO) is part of the Department of Treasury but operates as an independent statutory office holder. Staff engaged with ASBFEO are employed under the [Treasury Enterprise Agreement 2024-2027](#).

The ASBFEO is looking for tomorrow's capable and professional leaders. This is your opportunity to make a positive contribution for small businesses and family enterprises engaging in the Australian business environment.

The ASBFEO presents a challenging and rewarding career with the opportunity to contribute substantially to Government policy that affects small and family businesses. The ASBFEO's staff are drawn from many professions, including those with small business backgrounds, and they bring diversity in experience and skills. We seek passionate staff who will work collaboratively to deliver the ideas and advice that will help the Australian small and family business sector meet the challenges of the coming years.

Further information on ASBFEO please visit at www.asbfeo.gov.au.

About the role

We are recruiting for an **EL1 Assistant Director** to join our **Communications and Media Team**, with an opportunity to work in a multi-disciplinary communications team and to work as part of the wider Office, both collaboratively and independently. We are a small team that operates in a dynamic fast paced environment, working together to accomplish key priorities for the ASBFEO. While we don't expect individuals to be an expert in all communications disciplines, we are looking for someone who is willing to use their skills and experience to help shape and inform the work we do across the team.

The purpose of the Communication and Media Team is to provide strategic direction, professional advice and efficient service delivery on a range of internal and external customer facing communication activities including:

- Media engagement.
- Communication strategies.
- Social and digital media.
- Digital production/management.
- Event and sponsorship management.
- Marketing and advertising activities.
- Stakeholder engagement.
- Content development.
- Publications and graphic design.
- Brand management and change management activities.

You will have the opportunity to work across a wide range of communication activities, inter-team projects, and across a variety of external stakeholders and suppliers, to bring information, education resources and works of the ASBFEO to life and to shine a light on the small and family business ecosystem.

Duties

- Developing and executing evidence-based strategic communication and stakeholder engagement strategies and plans aligned with ASBFEO's strategic priorities (driving engagement with the ASBFEO and our channels) and monitor and evaluate communication outcomes for continuous improvement.
- Developing and managing media relationships, including effectively engaging with media organisations, journalists and media services providers to secure channel and content opportunities including monitoring the media phone.
- Provision of high-level support to the Ombudsman and senior Executive staff in developing responses to requests and questions from media, ministers, parliamentarians and small business representative organisations.
- Working effectively within a small multi-disciplinary communication team and proactively across the office, to research, review and author high-quality, accessible and fit for purpose content such as digital products, web content, publications, newsletters, reports, educational and informational resources, event collateral, marketing materials, advertising campaigns, stakeholder kits and other public relations activities.
- Collaborating with and supporting the Advocacy, Assistance and Data Teams with key deliverables including inquiry/referral processes, service promotion and data product launches with through-project engagement, professional advice and assistance in advancing key communications objectives through content development and channel activation in support of the initiative.
- Consulting and collaborating with a broad range of stakeholders, including Commonwealth government departments and agencies, state and territory agencies, private enterprises, peak industry bodies and individuals on small business and family enterprise matters.
- Assisting in leading and mentoring a small multi-disciplinary communication team, including proactively managing team's work program, taking responsibility for meeting objectives, monitor performance, supporting professional growth and fostering a positive team culture.
- Identifying, activating and executing speaking engagements (for the Ombudsman and agency), public appearances, and cross-departmental strategic opportunities.

The successful applicant:

- Is a team-player who is proactive, flexible and adaptive to changing priorities and a high-paced work environment.
- Is a strategic thinker with a proven record of supporting multi-disciplinary teams to be a key member of the ASBFEO leadership group.
- Demonstrates ability in providing strategic communication advice on issues and guidance on most appropriate communication approach to individualised projects/activities.
- Demonstrates the ability to exercise judgement, identify risks and uncertainties and account for these in planning and prioritisation of tasks.
- Has exceptional interpersonal, verbal and written communication skills with a talent for generating fresh ideas and seeing them through.
- Has excellent research, analytical and problem-solving skills, have knowledge/experience of small and family businesses, and the ability to empathise and quickly understand issues faced by the sector.
- Has the ability to translate complex ideas and technical policies into compelling content, tailored for a variety of products and channels, and diverse audiences.
- Is experienced in Australian Government advertising campaigns and processes, project, financial, contract management and procurement experience.

Desirable qualifications and experience

- Tertiary qualification in communications/media with a minimum five years' experience spanning communications and media.
- Sound knowledge of and experience working within a communications function in government is preferred and a passion, commitment and understanding of small business is required.
- Demonstrated experience in stakeholder engagement and public policy advocacy, preferably in a complex business, industry and government context.
- Proven ability to quickly analyse complex, politically sensitive information and formulate measured responses for internal and external use.
- Demonstrated experience using Artificial Intelligence for practical application in a communications/media context.

If this resonates with you but you don't think you have all the requirements, consider applying or contacting the contact officer. It is common for people to underestimate their contributions and expertise, particularly in some cohorts.

We have a culture of continuous improvement and learning and welcome your reflection on your skills and are excited to help you grow. We welcome diverse experiences, and you may be just what we are looking for!

Eligibility

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

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

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

Notes

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

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

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

To Apply

Position Contact	Amelia Watman, 02 5114 6137
Agency Recruitment Site	https://candidate.aurion.cloud/trea/production/portal1/

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Vacancy VN-0771809

Federal Circuit and Family Court of Australia

Closing Date: Thursday 27 August 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Associate to a Judge
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD
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; Flexible
Office Arrangement Details	This role is predominately on-site with an ad hoc working from home arrangement subject to operational requirements
Classification	APS Level 5
Position Number	0553-08-26
Agency Website	https://www.fcftoa.gov.au/

Job Description

<https://fcjobs.nga.net.au/?jati=0442CEA9-B522-BEB8-AE2C-ED34D4E123FF>

Purpose of Position

The Associate is part of a team assisting a Judge in the day-to-day management of Chambers and Court. The role of the Associate is to manage chambers and to supervise the Deputy Associate.

Important Functions

The person appointed to this position is expected to carry out his or her duties so as to:

- Satisfy all relevant statutory obligations
- Satisfy the Australian Public Service Values and Code of Conduct
- Contribute to and support achievement of the Court's Strategic and Business Plans
- Operate within the Court's policies and procedural guidelines, and

- Support and contribute to the Court's Service Charter

Duties

Key Responsibilities and Duties

1. Day-to-day running of chambers including responding to enquiries.
2. Assist in the conduct of Court proceedings, ensuring the orderly conduct of matters and general Courtroom management.
3. Supervise the work of the deputy associate.
4. Assist the Judge to manage the docket by preparing and managing matters waiting for hearing.
5. Providing a high level of administrative support to the judicial officer to ensure the prompt distribution of orders and judgments.
6. Entering data accurately into the Court's case management and other information systems to reflect the workload of the judicial officer.
7. Maintain court related relationships with various external stakeholders.
8. Arrangements for circuit and relief sittings.
9. Contribute to organisational forums working for better working practices.
10. Other duties as required.

Qualifications and experience

Experience working in a legal environment is desirable, but not essential.

Selection Criteria

1. Strong communication (oral and written) and liaison skills and the ability to communicate with people of all levels.
2. Organisational and follow-through skills, including attention to detail, time-management skills, the ability to manage priorities and adapt to changing situations.
3. A high standard of ethical behaviour.
4. Tolerance, diligence and the ability to work as a member of a small team.
5. Demonstrated high-level keyboard skills and ability to use relevant software applications including Microsoft Office applications and the internet.

Eligibility

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, LGBTIQ+ 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.

Notes

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 issues with applying please email recruitment@fedcourt.gov.au

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	Emma Crutchfield, (07) 3052 4159
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=0442CEA9-B522-BEB8-AE2C-ED34D4E123FF

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Vacancy VN-0771852

Job Title	Assistant Directors, Modellers and Economists
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$134,580 - \$155,390
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
Classification	Executive Level 1
Position Number	PBO114
Agency Website	https://www.pbo.gov.au/

Job Description

<https://www.pbo.gov.au/about-the-pbo/our-people/careers>

The PBO is seeking dynamic and motivated individuals to help us enrich Australia's democracy through independent budget and fiscal analysis by:

- Undertaking economic research and analysis on budget and fiscal issues.
- Developing costings for policy proposals.
- Building and using models and data visualisation tools to underpin evidence-based advice, briefing material on fiscal issues, and supporting efficient internal processes.
- Writing reports and publications, such as the triennial election commitments report and educationally focused Budget Explainers.

To deliver on our mandate, we rely on professionals with diverse skills and experience who are curious and rigorous in their approach.

The PBO works in an agile and flexible way, and successful applicants can expect a mix of costings and analytical work along with contributing to model enhancement and capability building. Stakeholder engagement is central to our work and all staff contribute to this through effective client interactions and external engagement activities such as seminars and briefings for parliamentarians and their staff.

There are also regular opportunities to work on organisation-wide projects that allow staff to contribute to and lead organisational change and have significant exposure to the PBO's Executive and agency head. After each general election, the whole of the PBO works to deliver the Election Commitments Report.

Duties

Assistant Director roles at the Parliamentary Budget Office generally involve quantitative analysis of the budget. During the lead up to and after each general election, Assistant Directors are primarily engaged in the costing of policy proposals as part of the PBO's report of election commitments.

Duties may include:

- Supervising, guiding, and mentoring staff and providing effective leadership to small project teams
- Managing projects from the early stages through to completion
- Leading the preparation of products for external release, including costings, research reports and updates to interactive modelling tools
- Analysing data to provide insights into budget and fiscal policy settings, and communicating these insights to a variety of audiences
- Undertaking costings of revenue, expenditure and financing proposals and drafting related explanatory material and evaluations.
- Contributing to the preparation of PBO reports and publications, including analysing budget and economic data to provide insights into budget and fiscal policy settings.
- Analysing large datasets utilising tools such as Excel, R or other statistical or programming packages and finding creative ways to visualise insights from data.
- Assisting in building and/or adapting models and frameworks to analyse the budget in effective and efficient ways.
- Applying strong written communication skills to ensure that all written products are accessible to a wide audience.
- Working across the PBO and with other organisations to obtain data, test the findings of our research and enhance our understanding of the budget.
- Contributing to organisation wide process and tool development and improvement.
- Contributing to implementing the PBO's annual work plan, including on organisational wide initiatives.
- Other duties as required.

Eligibility

Successful applicants will:

- be Australian Citizens
- hold relevant tertiary qualifications
- have the ability to work with utmost discretion and confidentiality
- have the ability to obtain and maintain a Baseline security clearance (though some staff may be given an opportunity to be sponsored for a Negative Vetting 1 clearance).

Notes

About the Parliamentary Budget Office

The Parliamentary Budget Office (PBO) supports the Parliament by providing independent and non-partisan analysis of the budget cycle, fiscal policy and the financial implications of proposals. We do this in 3 main ways: - responding to requests made by senators and members for costings of policy proposals or for analysis of matters relating to the Australian Government's budget - publishing a report after every election that provides transparency around the fiscal impact of the election commitments of major parties - conducting and publishing self-initiated work, including interactive tools, that enhance public understanding of budget and fiscal policy settings.

To Apply

Position Contact	Human Resources, 02 6277 9500
Agency Recruitment Site	https://www.pbo.gov.au/about-the-pbo/our-people/careers

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Attorney-General's

Vacancy VN-0771818

Commonwealth Ombudsman

Closing Date:Wednesday 26 August 2026

Corporate
Finance and Property

Job Title	Financial Accountant
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD, Adelaide SA, Perth WA
Salary	\$99,734 - \$111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work can be requested in line with operational requirements
Classification	APS Level 6
Position Number	039_08/26
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

The Office of the Commonwealth Ombudsman is seeking an experienced and motivated APS 6 Financial Accountant to join the Finance and Property Team.

This role provides an excellent opportunity to contribute to the delivery of high-quality financial accounting and reporting outcomes for the Office. Working within a small and collaborative team, the APS 6 Financial Accountant will support month-end and year-end financial processes, taxation compliance, asset accounting and financial reporting requirements.

The successful candidate will work closely with internal stakeholders and external agencies to ensure the integrity of financial information and compliance with legislative and policy requirements. The role also provides opportunities to contribute to process improvements and support the ongoing development of financial systems and reporting capabilities.

Duties

The duties of the role include, but are not limited to:

- Prepare and review month-end accounting journals, including accruals, prepayments, payroll and finance lease journals.
- Prepare Business Activity Statements (BAS), Fringe Benefits Tax (FBT) and Taxable Payments Annual Report (TPAR) returns, ensuring compliance with relevant legislation.
- Perform complex reconciliations and asset accounting activities, including depreciation calculations, acquisitions and disposals.
- Prepare and submit monthly actuals reporting through the Commonwealth Budget Management System (CBMS).
- Prepare and maintain annual financial statement working papers, lead schedules, and supporting documentation to ensure timely and accurate completion of financial statement audit.
- Maintain the accuracy and integrity of financial data within TechnologyOne and other financial management systems.
- Ensure compliance with Australian Accounting Standards, the PGPA framework and organisational policies.
- Analyse financial information, investigate issues and provide practical advice and recommendations to stakeholders.
- Build and maintain effective stakeholder relationships while delivering high-quality financial support and guidance.
- Manage competing priorities and deliver accurate outcomes within strict reporting deadlines.
- Identify opportunities for continuous improvement in financial processes, controls and reporting practices.

Eligibility

The successful candidate will have formal qualifications in Accounting, Finance, Commerce or a related discipline and progress towards, or completion of a professional accounting qualification (CPA Australia or Chartered Accountants Australia and New Zealand) will be highly regarded.

Additionally, the successful candidate must:

- be an Australian citizen
- be willing to undergo a Nationally Coordinated Criminal History Check (NCCHC)
- be able to obtain and maintain a Baseline security clearance.

Notes

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

About the Commonwealth Ombudsman

About the Office The purpose of the Office of the Commonwealth Ombudsman (the Office) is to: • provide assurance that the Australia Government entities and prescribed private sector organisations that the Office oversees, act with integrity and treat people fairly, and • influence enduring systematic improvement in public administration in Australia and the Pacific region. The Office does this through handling complaints, conducting investigations, performing audits and inspections and encouraging good administration. The Office also influences improvement in public administration in the Pacific region through collaboration with partner entities. The Office is statutorily independent within the Attorney-General's portfolio with the following separate titles that describe some of our specific powers and functions: • Defence Force Ombudsman • Postal Industry Ombudsman • Overseas

Students Ombudsman • Private Health Insurance Ombudsman • Immigration Ombudsman • Law Enforcement Ombudsman • VET Students Loans Ombudsman. The Commonwealth Ombudsman is also the ACT Ombudsman. Further information about the Office is available at the Commonwealth Ombudsman website.

To Apply

Position Contact	Joyce Hu, N/A
Agency Recruitment Site	https://ombudsman.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2

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Attorney-General's

Vacancy VN-0771849

Fair Work Commission

Closing Date:Wednesday 26 August 2026

Regulatory Investigations and Enforcement
Registered Organisations Services Branch

Job Title	Assistant Director, Regulatory Investigations and Enforcement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	\$127,799 - \$138,304
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	Executive Level 1
Position Number	6129
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

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

We are seeking an experienced Assistant Director, Regulatory Investigations and Enforcement (RIE) to join our Registered Organisations Services Branch (ROSB). Working in a dynamic and cohesive environment, the Assistant Director, RIE, will contribute to the Fair Work Commission's (the Commission's) regulatory functions by assisting our Director, Executive Director, RIE, and the Branch, to manage the multi-disciplinary complex investigations and rules teams.

As Assistant Director, you will provide high quality, consistent and timely advice relating to the General Manager's registered organisations regulatory functions under the Fair Work (Registered Organisations) Act 2009. You will work collaboratively across the ROSB to contribute proactively to positive compliance outcomes and behave with integrity, enabling you to build trust and communicate with influence.

You will efficiently manage a multi-disciplinary team of lawyers and investigators (and potentially other specialists) who investigate potential contraventions of financial management obligations by registered organisations, and their officers and employees.

Where non-compliance has been identified, you will manage any relevant enforcement actions taken by the General Manager with a view to promoting the efficient management of registered organisations and the delivery of high standards of accountability to their members.

Legal qualifications and litigation experience, including briefing external law firms in a regulatory environment, are preferred noting that this role is primarily focused on management.

Duties

Reporting to the Director, RIE, ROSB, the duties of the Assistant Director, RIE include, but are not limited to:

- Leading and managing the conduct of civil penalty litigation against registered organisations, their officers, and employees, that shape the law and deter non-compliance with the RO Act. This includes briefing solicitors and supporting counsel to represent the General Manager in the Federal Court.
- Managing the provision of in-house legal advice relating to the General Manager's regulatory functions and powers under the RO Act in respect of the regulation of registered organisations.
- Managing a small multi-disciplinary team, including lawyers, advisors and investigators, to investigate complex allegations of regulatory non-compliance by registered organisations and their officers and staff.
- Advising on, preparing for, and supporting the General Manager's investigative and enforcement powers, including compulsory information gathering powers, and the appropriate use of infringement notices, enforceable undertakings, and civil penalty litigation.
- Developing investigation and enforcement strategies and internal and external policy and resources to support the functioning of the branch.
- Driving efficiencies and operational performance including with respect to innovative or novel processes to promote the effective and timely operation of the Complex Investigations functions.
- Working with a collection of stakeholders across a range of areas within the branch, the Commission, the legal profession, the Courts, other government agencies, and the wider public sector.
- Other duties as directed by the Director, RIE, ROSB.

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	Catherine Bebbington, (03) 8650 018
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

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Defence

Vacancy VN-0771613

Department of Defence

Closing Date: Thursday 27 August 2026

Capability Acquisition and Sustainment Group
Air Defence & Space Systems Division

Job Title	Quality Assurance Officer
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$99,733 - \$112,431
Future Merit Locations	Edinburgh
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/03788/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=1CA023E9-788F-5D91-0E79-ED336D4F6165>

Duties

The Role

The High Frequency Sensing System Program Office (HFSSPO) is seeking an experienced Quality Assurance Officer to lead quality assurance, audit and governance activities within the Engineering Governance Office. This influential role combines assurance, compliance and continuous improvement activities to support sound governance and informed decision-making across the organisation.

As the APS6 Quality Assurance Officer, you will provide assurance to senior leaders that HFSSPO's quality and governance systems remain effective, compliant and aligned with the ISO9001:2015 Quality Management Framework. You will coordinate audits, monitor governance

activities, analyse trends and risks, and identify opportunities to improve organisational performance.

Key responsibilities include:

- Coordinating and conducting quality assurance, governance and audit activities across HFSSPO
- Providing advice and assurance to senior leaders on quality, compliance and governance matters
- Developing, maintaining and monitoring a risk-based audit schedule, including coordination of internal and external audits
- Monitoring compliance with legislative, regulatory and organisational requirements, and recommending corrective actions where required
- Reviewing and improving plans, instructions, templates and governance frameworks to ensure consistency, currency and effectiveness
- Identifying trends, risks and opportunities for continuous improvement, and supporting the implementation of practical business improvements
- Maintaining accurate records, audit reports and compliance documentation
- Coordinating Information and Records Management assurance activities and supporting ongoing compliance across the organisation
- Building strong relationships with stakeholders and providing guidance and mentoring to staff on quality and governance practices

About our Team

The High Frequency Sensing Systems Program Office (HFSSPO) is an exciting environment to work in, offering rewarding opportunities in world leading capabilities and emerging technologies. HFSSPO acquires, sustains, and exports High Frequency radar capabilities for the Australian Defence Force. This includes the world leading Jindalee Over the Horizon Radar.

HFSSPO is a complex, fast-paced environment comprising a professional integrated workforce. We work in conjunction with Air Force, other Defence Groups, our Allies, and our industry partners to deliver complex programs for Defence. In addition to being involved in unique sovereign programs, you will also have access to competitive working conditions. As an Australian Public Servant in Defence, you will be supported in balancing work and family priorities and the remuneration package includes a generous superannuation contribution (15.4%).

Our Ideal Candidate

We are looking for a motivated and capable professional who can confidently navigate complex governance and assurance environments. You are proactive, solutions-focused and able to balance strategic thinking with practical delivery.

To succeed in this role you will have:

- Experience in quality assurance, governance, auditing, compliance or a related discipline.
- Strong analytical skills and the ability to identify risks, trends and improvement opportunities.
- The ability to work independently, manage competing priorities and deliver high-quality outcomes.
- Excellent communication and stakeholder engagement skills, with the ability to provide trusted advice and influence positive change.
- A commitment to continuous improvement and maintaining high standards of quality and governance.
- The ability to build productive working relationships and support the development of others through coaching and mentoring.
- This is an excellent opportunity for a quality professional seeking to apply their expertise in a role that supports organisational performance, strengthens governance practices and contributes to nationally significant Defence outcomes.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Graham Reynolds, 08 7375 3507
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1CA023E9-788F-5D91-0E79-ED336D4F6165

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Defence

Vacancy VN-0771728

Department of Defence

Closing Date: Thursday 27 August 2026

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Software Engineer
Job Type	Full-Time, Ongoing
Location	Southbank VIC
Salary	\$124,393 - \$140,315
Future Merit Locations	Southbank
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	CASG/04009/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=AC283DD9-769F-AD9A-44E4-ED33E21681F7>

Duties

The Role

The Fires Modernisation Program is seeking an EL 1 Software Engineer to lead complex software development and engineering activities supporting the integration of NATO's SG2 Shareable (Fire Control) Software Suite (S4) Technology into the Program's Fire Control System for the Australian Army's new artillery capability, and more broadly throughout the Land Fires ecosystem.

In this senior role, you will provide technical leadership, develop and sustain of S4 Technology, undertake software development and testing, oversee software prototyping and tool development, and ensure interoperability with Battle Management Systems - Fires.

You will represent Australia in the NATO S4 Programme, undertake technology development (including mathematical model definition, software implementation and integration), and ensure compatibility of solutions. You will be expected to conduct software quality assurance test and evaluation activities, undertake independent software audits of NATO S4 Technology, and guide and mentor junior team members in completion of these tasks.

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

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.

The Land Engineering Agency (LEA), as part of CASG, supports various Projects and Systems Program Offices (SPO) to ensure successful technical outcomes of Defence acquisition and in-service support of land materiel.

LEA provides services in engineering, testing, design and development, technical data and configuration management across the Defence Capability Life Cycle.

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 EL 1 Software Engineer, you will lead a small team, working with a high degree of autonomy, guiding stakeholders, developing and testing software in an Ada environment, managing software engineering specifications, resolving Problem and Change Requests, and delivering expert technical advice across the capability lifecycle.

Strong demonstrated capability in software development, software architecture, and structured development and testing processes are essential. A demonstrated ability to develop, test and maintain complex software, and operate in a dispersed software development environment is essential.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

A role in this engineering occupation requires a Bachelor of Engineering from an Australian institution, or a qualification gained elsewhere, that satisfies the requirements of the Washington Accord for recognition as a Professional Engineer.

This engineering position may require the individual to be able to meet the requirements of Chartered Professional Engineer (Engineers Australia), Registered Professional Engineer (Professionals Australia) or Fellow/Member of Royal Institution of Naval Architects or demonstrated the ability to obtain such status within 12 months.

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	Fiona Ince, 03 8567 4862
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AC283DD9-769F-AD9A-44E4-ED33E21681F7

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Foreign Affairs and Trade

Vacancy VN-0771822

Austrade

Closing Date: Thursday 27 August 2026

Job Title	Adviser, Security Governance and Operations
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, 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 with our Enterprise Agreement
Classification	APS Level 6
Position Number	6435_08/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

The Adviser, Security Governance and Operations is a key member of Austrade's Global Security Operations team and is responsible for enhancing security culture across the agency.

The position provides expert advice on protective security policy, obligations, and the development of training and awareness content. Working closely with business areas, people leaders, external vetting agencies and government security partners, the role supports Austrade's compliance with the Australian Government's Protective Security Policy Framework (PSPF) and contributes to a mature and proactive security culture.

The successful candidate will lead security risk assessments and assurance activities, contribute to policy development and drive initiatives that strengthen Austrade's security culture. The role requires sound judgement, strong stakeholder engagement skills and the ability to balance security requirements with business outcomes.

Duties

- Providing protective security advice to employees, managers and executives across Austrade.
- Establishing processes for regular, ongoing engagement with Post and Facility Security Officers.
- Developing, reviewing and implementing protective security policies, procedures and guidance materials.
- Conducting protective security assessments and recommendations to support risk-informed decision-making.
- Developing, reviewing and delivering security awareness, education and engagement initiatives that enhance Austrade's security culture.
- Monitoring compliance with the PSPF and supporting internal and external security assurance activities.
- Monitoring and reporting on protective security matters.
- Preparing high-quality briefs, submissions, reports and responses for senior executives and governance committees.
- Identifying opportunities for process improvement and contributing to the ongoing maturity of Austrade's security capability.

Eligibility

- Australian citizenship – our successful candidate must be an Australian citizen.
- Security clearance – our successful candidate is required to hold, or have the ability to obtain, and maintain a Negative Vetting Level 2 security clearance.
- Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process.

Notes

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

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	Glyn Thwaites, (02) 6201 7632
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Health

Vacancy VN-0771702

Australian Centre for Disease Control

Closing Date:Sunday 30 August 2026

Multiple

Job Title	Intern
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA, Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Perth WA, Hobart TAS, Darwin NT
Salary	\$64,723 - \$70,629
Future Merit Locations	Adelaide, Canberra, Sydney, Melbourne, Brisbane, Perth, Hobart, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements can be negotiated
Classification	APS Level 2
Position Number	NA
Agency Website	www.cdc.gov.au

Job Description

<https://cmgrecruit.nga.net.au/?AudienceTypeCode=CDC>

About the program

The Australian Centre for Disease Control (CDC) Internship Program offers a unique opportunity to contribute to Australia's public health future while gaining practical experience in a newly established national agency. As the first internship program delivered since the CDC became a standalone Commonwealth entity, participants will have the opportunity to work on meaningful projects that support the CDC's mission to protect and improve the health of all Australians.

Interns will be placed in a section aligned to their skills, interests and study background, where they will undertake a supervised work-based project and contribute to real-world public health challenges. Opportunities span a broad range of disciplines, including epidemiology, analytics, policy development, governance, law, stakeholder engagement, health equity, environmental health and communicable disease prevention. Interns will work alongside experienced professionals, build valuable networks and gain insight into the development of national public health policy, programs and advice.

Duties

Key capabilities

The CDC is seeking enthusiastic, highly motivated, and self-starting university individuals who thrive in busy, dynamic, and collaborative environments, working independently and in small teams.

We are seeking candidates who are:

- passionate about public health, particularly preparing the nation for health challenges
- skilled problem solvers and critical thinkers, who can get across new material and issues
- effective verbal and written communicators
- people who can effectively engage with a wide range of diverse stakeholders
- team players who can create strong, productive relationships with colleagues and collaborate successfully on shared projects
- motivated and organised individuals, who can thrive in a busy and changing environment.

Eligibility

To be eligible for employment with the Australian CDC, applicants must also be an Australian citizen at the time of applying.

An applicant's suitability for employment with the CDC will also be assessed through a variety of pre-employment check processes, such as:

- Satisfactory completion of a criminal history 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 Sunday, 30 August 2026 11:30pm AEST
- Applicants are asked to quote reference number 26CDC-EXEC-10151 to assist when making an enquiry

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

About the Australian Centre for Disease Control

The independent Australian Centre for Disease Control (Australian CDC) is at the frontline of improving Australia's ability to prepare for, and respond to, public health challenges, including pandemics. The Australian CDC is an independent technical advisory agency on public health matters and a leader in disease control, preparedness, response, and prevention. The Australian CDC collaborates with national and international health bodies to strengthen Australia's public health infrastructure.

To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://cmgrecurit.nga.net.au/?AudienceTypeCode=CDC

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Health

Vacancy VN-0771823

Australian Institute of Health and Welfare

Closing Date:Sunday 30 August 2026

First Nations Health & Welfare Group
Regional Insights Unit Various

Job Title	APS5 Data Analyst (Demography and Life Expectancy) – Identified Position
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$90,072 - \$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	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 5
Position Number	101_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 including study assistance

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people(s), people with disability, LGBTIQ+, 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 First Nations Health and Welfare Group provides leadership, both internally and externally to the AIHW, as well as analysis and reporting of information and statistics about the health and welfare of Aboriginal and Torres Strait Islander people.

The Regional Insights Unit is responsible for a range of data projects about Aboriginal and Torres Strait Islander people and communities.

The work in the unit includes ongoing updates and enhancements to the Regional Insights for Indigenous Communities website and the Urban Aboriginal and Torres Strait Islander Health Equity Dashboards, undertaking Aboriginal and Torres Strait Islander life expectancy estimates using linked data, and partnering with Aboriginal and Torres Strait Islander communities and stakeholders to develop regional and community data profiles.

Under general direction you will:

- Work with complex datasets, including linked administrative data, to undertake data extraction, analysis, modelling and reporting that inform policy, research and decision-making.
- Undertake statistical analyses and apply advanced analytical techniques, including Bayesian modelling, to generate robust insights from large and complex data sources.
- Collaborate with external expert advisors and communicate with advisory group members to develop, refine and validate methodologies, and to support the interpretation and communication of analytical findings.
- Develop data visualisations, reports and other analytical products, and communicate technical findings clearly and effectively to a range of technical and non-technical audiences.
- Respond to stakeholder information requests and build productive working relationships with internal and external stakeholders.
- Manage competing priorities and contributing to multiple projects in a dynamic, collaborative team environment.

This is an identified position. Aboriginal and Torres Strait Islander cultural knowledge, lived experience, networks and the ability to work effectively with First Nations peoples, organisations and communities are genuine occupational requirements of these role.

Eligibility

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the institute
- a probationary period of six (6) months will apply to any new engagement to the APS.

Notes

Please submit your application online via the [AIHW e-Recruit system](#). When applying online for the first time, you will need to register and provide a valid email address. Your application must include:

- A summary of your relevant skills and experience and explain why you would be the best person for the role. Your response should align with the position summary and selection criteria information above and must be no more than 750 words.
- Your current CV and the names of two referees.

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 Australian Institute of Health and Welfare

To Apply

Position Contact	Chun Oberst, 02 6244 1048
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0771816

Australian Radiation Protection and Nuclear Safety
Agency

Closing Date:Thursday 27 August 2026

Radiation Health Services Emergency Management

Job Title	Emergency Management Officer
Job Type	Full-Time, Ongoing
Location	Yallambie VIC, Miranda NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	13578
Agency Website	https://www.arpansa.gov.au/

Job Description

<https://candidate.aurion.cloud/arpansa/production/redirect/to/dmFjYW5jaWVzLzI5MTlyMjE2MzE5NTE3OTI-MS9IZG>

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

The Emergency Management Section ensures ARPANSA can lead Australia's response to radiological or nuclear events in alignment with national and international frameworks. It supports this role by providing high-quality advice to decision-makers, maintaining strong relationships with Commonwealth agencies and state and territory responders, and contributing to coordinated national preparedness and response arrangements. The Section undertakes these responsibilities under the Australian Government Crisis Management Framework (AGCMF) and leads the development of the national radiological and nuclear event plan, the AUSRNEPLAN.

The Section oversees internal agency readiness by managing the Incident Response Officer roster, conducting training and exercises, and ensuring systems, processes and staff capability align with the Australasian Inter-service Incident Management System (AIIMS). It also supports situational awareness and executive decision-making through the development and maintenance of dashboards, reporting products and other decision-support tools, and monitors readiness

across personnel, systems and operational arrangements. The Section contributes to continuous improvement by capturing lessons identified from exercises, activations and stakeholder engagement, and translating these into updates to plans, procedures and capability development.

Why work for us?

- Opportunities to engage with national and international stakeholders
- Inclusive and diverse workplace
- Competitive salaries with 15.4% superannuation
- Generous leave conditions
- Flexible work practices
- Modern amenities and free parking at both our Yallambie and Miranda sites.

Duties

In this role you will perform complex technical, scientific and operational work supporting Australia's preparedness for and response to radiological and nuclear emergencies. The role is suited to candidates with qualifications in physics, or related science, technology, engineering or mathematics (STEM) disciplines. Candidates with qualifications solely in emergency management without a relevant scientific background may not meet the technical requirements of the role. Working under limited direction, you will contribute to the development and maintenance of national emergency preparedness arrangements, radiation monitoring capability, environmental assessment systems and operational decision-support tools.

You will assist in maintaining ARPANSA's readiness to fulfil its responsibilities under the Australian Government Crisis Management Framework (AGCMF) and the Australian Radiological and Nuclear Event Plan (AUSRNEPLAN), while contributing specialist advice on radiation protection, health physics and radiological monitoring activities.

The role includes participation in training, exercises, field deployments and operational responses, including rostered emergency preparedness and response duties. Domestic and international travel may be required.

Key accountabilities

- Support the implementation, maintenance and continuous improvement of ARPANSA's emergency preparedness and response arrangements, including plans, procedures and operational systems.
- Contribute technical expertise in radiation protection, health physics and environmental monitoring to support radiological and nuclear emergency preparedness and response activities.
- Assist in the development, operation and maintenance of radiation monitoring, environmental sampling and assessment capabilities used during exercises and incidents.
- Develop and maintain situational awareness products, geospatial information systems, dashboards and decision-support tools used during emergency responses.
- Contribute to the development and delivery of AIIMS-based training, drills and exercises and support organisational readiness activities.

- Coordinate and administer ARPANSA's emergency preparedness and response duty officer arrangements, including roster management, procedures, training, reporting and continuous improvement activities.
- Assist with the assessment, interpretation and communication of radiation monitoring data and technical information to support decision-making during incidents.
- Support ARPANSA's preparedness activities associated with nuclear-powered warship visits, including monitoring arrangements, stakeholder engagement and operational planning.
- Participate as a member of Incident Management Teams and fulfil rostered emergency preparedness and response responsibilities, including duty officer functions and operational deployments.
- Contribute to technical projects and capability development initiatives that enhance ARPANSA's radiological and nuclear emergency preparedness arrangements.

Eligibility

To be considered for this position, you will hold a tertiary qualification in physics or another relevant STEM discipline from an Australian tertiary institution, or comparable qualification, and relevant experience which is appropriate to the duties of the position. You will have demonstrated knowledge or experience in one or more of the following areas:

- radiation protection and health physics;
- radiation monitoring and environmental assessment;
- radiological or nuclear emergency preparedness and response;
- emergency management systems and operations;
- geospatial information systems (GIS);
- scientific programming, data analysis or decision-support systems.

You will possess strong analytical skills, sound judgement and the ability to communicate technical information clearly to a range of audiences. Experience working within multidisciplinary teams and contributing to operational activities will be highly regarded.

You will have well developed interpersonal skills and the ability to contribute effectively in a team environment, sometimes in a leading role, together with the ability to liaise with all levels of staff, clients and members of the general public. You will have the ability to consistently perform efficiently and effectively at a high level and the demonstrated ability to make well balanced and informed decisions.

You must hold Australian citizenship and be prepared to travel interstate from time to time as required. ARPANSA requires all new employees to obtain and maintain a national security clearance as a condition of engagement. You must also meet required pre-employment checks as necessary.

Selection criteria

1. Demonstrated knowledge of radiation protection, health physics or environmental monitoring and the ability to apply this knowledge in emergency preparedness and response contexts.
2. Demonstrated understanding of Australian emergency management arrangements and the ability to support radiological or nuclear emergency preparedness activities.
3. Proven ability to contribute to the development, delivery and evaluation of training, exercises or operational readiness programs.
4. Demonstrated ability to support technical systems, data products, monitoring arrangements or decision-support tools used in operational environments.
5. Demonstrated ability to work collaboratively, exercise sound judgement and manage competing priorities in a dynamic environment.

Eligibility

Employment with ARPANSA is subject to:

- conditions prescribed within the Public Service Act 1999
- agency and role specific pre-employment security checks that may include, but are not limited to:
 - entitlement to work in Australian
 - national criminal history
 - international criminal history
 - professional memberships
 - qualifications
 - sanctions
 - anti-money laundering & counter-terrorism financing
 - ASIC banned & disqualified persons
 - ASIC credit registered persons
 - bankruptcy & national personal insolvency
 - directorship
 - global media check
- former Australian Government employer information sharing
- Protective Security Policy Framework (PSPF) security clearance eligibility requirements
- evidence of citizenship status required
- evidence of qualifications required of the role
- internal security assessment
- security clearance vetting
- the CEO of ARPANSA, or their Delegate, approving a Notice of Engagement.

The Australian Government Security Vetting Agency (AGSVA) website provides detailed information about the requirements for obtaining a security clearance at the required level, the documentary evidence you will be required to provide, the forms that need to be completed, and the relevant timeframes. Please ensure that you are able to provide the required evidence if you apply for the position. Failure or refusal to complete the required forms, or to comply with reasonable requests from AGSVA, will result in ARPANSA withdrawing your security clearance application, and your employment with the agency not progressing.

ARPANSA is responsible for assessing how information relates to the agency's security risks, as well as a person's suitability for employment by the agency. ARPANSA will use the information you provide to undertake relevant checks in order to identify any factors or circumstances that pose a security risk to the agency and assess whether you are suitable to have access to the agency's non-public assets. You will be notified if you are assessed as unsuitable for employment by the agency.

Notes

How to apply

Applications can be lodged through ARPANSA Recruitment Portal. Your application should consist of a resume, and a '500-word pitch' that considers:

- Key accountabilities
- Job specific capabilities
- Selection criteria.

ARPANSA recognises the need for our workforce to reflect the community we serve and provide an inclusive environment that respects and values diversity. We strongly encourage qualified applicants from diverse backgrounds to apply.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme applicants who choose to apply under the scheme will be invited to participate in further assessment activities for the vacancy, where they meet the minimum requirements for the position. ARPANSA will provide reasonable adjustments or flexibilities in the recruitment process as requested. For more information visit: <https://www.apsc.gov.au/recruitability>

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the 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 Radiation Protection and Nuclear Safety Agency

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

To Apply

Position Contact	Andrew Yule, 03 9433 2445
Agency Recruitment Site	https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTlyMjE2MzE5NTE3

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Health

Vacancy VN-0771795

National Health and Medical Research Council

Closing Date:Thursday 27 August 2026

Technology and Data Grants Systems

Job Title	Senior Test Analyst (Two Days Per Week)
Job Type	Part-Time, Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$89,489 - \$96,829
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Preferably at least one day per week in the office.
Classification	APS Level 5
Position Number	15-2026
Agency Website	https://www.nhmrc.gov.au/

Job Description

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

The National Health and Medical Research Council (NHMRC) is seeking an experienced and high performing candidate to fill the role of Senior Test Analyst.

The role is available as a non-ongoing, part time (two days per week) opportunity for 12 months with the possibility of an extension. A merit pool may be created to use in filling any similar future ongoing or non-ongoing vacancies.

Our ideal candidate is a proactive and detail oriented testing professional with proven experience in planning, designing, executing, and reporting on testing activities across complex enterprise applications. The successful candidate will play a key role in ensuring the quality and reliability of the NHMRC's Grants Management Platform and Microsoft Power Platform solutions, working closely with developers, business analysts, and stakeholders to deliver high quality outcomes. They will also provide technical guidance to junior team members, promote testing best practices, and contribute to the continuous improvement of NHMRC's testing capabilities and quality assurance processes.

About the Branch

The Technology and Data Branch is responsible for supporting the strategic direction of NHMRC by providing cost effective, efficient and timely corporate services that respond effectively to current and future business needs. The branch consists of the following sections:

- Data analytics, reporting and administration of the Medical Research Endowment Account
- Grants systems
- Business Intelligence and Data Access
- Information technology management and strategy

About the Section

The Grants Systems Section is a small multidisciplinary team responsible for the management, support, administration, and continuous improvement of NHMRC's grants management and reporting systems. Through a combination of in-house expertise and strategic vendor partnerships, the team ensures the reliable operation and ongoing enhancement of critical platforms that support more than 50,000 external users and around 200 NHMRC staff, labour hire personnel, and contractors. The section delivers end-to-end services across the grants systems environment, including service and contract management, project delivery, system administration, application and release management, quality assurance and testing, incident management, reporting and analytics, vendor coordination, and cloud-based grants reporting solutions.

What we offer

What truly makes us a great place to work? It is our highly engaging, inclusive and supportive culture. With an outstanding 85% response rate*, our staff told us they feel pride in their work (89%), are committed to our goals (92%), and value our leadership and communication. We are leading the way in employee engagement, innovation, and wellbeing support—making NHMRC not just a workplace, but a community where people thrive. *according to our recent 2024–25 APS Census results.

Our roles come with broad responsibilities and minimal hierarchy, making it easier to get things done. You will be part of a small, inclusive, and high performing team with a strong, supportive culture.

We offer:

- A truly flexible workplace culture.
- A dynamic, diverse and supportive team across Melbourne and Canberra.
- Wellbeing programs including up to 6 free counselling sessions per year and a workplace that genuinely cares.
- Generous recreational leave, personal leave, cultural leave, parental leave and paid end-of-year shutdown.
- Study assistance and professional development opportunities that align with your career goals.
- Opportunities to be trusted to lead high value projects with the freedom to innovate and the support to grow.
- Strategic exposure where you can engage directly with senior leaders and contribute to decisions that shape our future direction.

Remuneration

\$89,489 - \$96,829 per annum pro rata plus 15.4% superannuation.

Duties

As a Senior Test Analyst, you will support the delivery of NHMRCs strategic Grants Management and digital transformation initiatives including:

Testing:

- Develop and maintain test plans, test cases, test scripts, and test data for the NHMRC Grant Management platform and Microsoft Power Platform.
- Perform functional, integration, regression, performance, security, and accessibility testing using various tools and techniques, including Azure DevOps.
- Identify, analyse, and report on defects, issues, and risks, and collaborate with the development team and stakeholders to resolve them.
- Document and report issues using a structured and organised approach, including bug tracking and resolution verification.
- Provide technical leadership and coaching to junior test analysts and ensure adherence to the testing standards and best practices.
- Research and evaluate new testing tools and technologies and provide recommendations for their adoption.

Documentation:

- Create and update end user (internal and external) documentation.
- Maintain clear and concise records of test plans and test results.
- As required, prepare and present test reports and metrics to the project manager and senior management.

Eligibility

Core capabilities

- The successful applicant will demonstrate the following qualities:
- **Testing Expertise:** Experience in software testing, including manual testing, automated testing tools, and defect tracking.
- **Knowledge of testing methodologies and strategies.** Experience in testing complex web-based applications, preferably in the government sector.
- **Technical Knowledge:** Possess a strong understanding of IT applications, software development processes, and quality assurance principles.
- **Analytical Thinking:** Ability to identify issues, assess their impact, and devise solutions to problems in a structured manner.
- **Attention to Detail:** Meticulous and thorough in documenting test cases and defects.
- **Communication:** Excellent verbal and written communication skills to effectively convey technical information to both technical and non-technical users.
- **Adaptability:** Willingness to learn and adapt to new technologies and applications, keeping up with industry trends.
- **Teamwork:** Collaboration and communication with cross-functional teams, including developers, product managers, and end-users.
- **Time Management:** Effective at prioritising tasks, meeting deadlines, and managing workload efficiently.

Highly desirable

The following qualifications, demonstrated knowledge and experience will be highly regarded:

- Knowledge and experience with Microsoft365 tools including Microsoft Power Suite
- Knowledge of testing methodologies, tools, and frameworks, such as Agile, Scrum, Playwright/Selenium, ServiceNow and Azure DevOps.
- Knowledge and experience in using Playwright or similar (e.g., Selenium) to automate web application testing, including writing scripts, running tests and analysing results.
- Relevant qualifications or certifications in software testing, such as ISTQB or CSTE.
- Knowledge of government granting systems/processes
- Knowledge of health and medical research

Mandatory requirement

The successful candidate will be required to obtain and maintain a Baseline security clearance.

Eligibility

To be eligible for a position at NHMRC, you must be an Australian citizen and be able to provide evidence of this. If successful, you will also be required to undertake a Nationally Coordinated Criminal History Check.

Notes

NHMRC is an inclusive and diverse employer that supports gender equity and diversity in leadership. We welcome and encourage applications from everyone, including People with Disability, First Nations peoples, LGBTIQ+ people, mature age people, people from culturally and linguistically diverse backgrounds.

Notes

Principles for candidate use of AI in recruitment

Candidates should familiarise themselves with the [Australian Public Service Principles for candidate use of AI in recruitment](#) as they guide the ethical, responsible and transparent use of AI tools by candidates engaging in APS recruitment processes. These principles are designed to ensure that the use of AI tools by candidates aligns with the expectations outlined in the [APS Values and Employment Principles](#) and maintains the integrity of recruitment decisions and outcomes.

Application

Your Statement of Claims should address the job specific duties and core capability requirements and refer to the relevant sections of the Integrated Leadership System (ILS) and APS work level standards

Please provide:

- an explanation of how your skills, knowledge and experience will be relevant to the role (no more than 750 words)
- current Resume
- contact details of two referees, one of whom should be your current supervisor or manager.

Access the application form online via NHMRC's online recruitment system, eRecruit. Submit your online application through the NHMRC Careers page

Applications close

11:30 PM AEST Thursday 27 August 2026.

About the National Health and Medical Research Council

The National Health and Medical Research Council (NHMRC) is Australia’s leading Government agency for supporting health and medical research for the improvement of individual and population health. It does this through funding high quality research, supporting the translation of research into evidence-based practice and policy, providing guidance on responsible research practices and ethical issues, and administration of legislation governing research using human embryos. In addition, NHMRC has responsibilities in relation to implementation of the Medical Research Future Fund. NHMRC engages closely with a range of stakeholders across the health system and community to ensure that health and medical research meets the needs of the Australian community. This includes governments, researchers, biotech industries and other business leaders, medical, nursing and allied health practitioners, Aboriginal and Torres Strait Islander health and research leaders, teaching and research institutions, health services, community health organisations, consumers and carers. NHMRC’s responsibilities include engagement with the health and medical research sector and broader community to manage NHMRC’s grants system which has up to 57,000 external users and is responsible for coordinating and administering grants processes totalling more than \$1.5 billion annually. NHMRC has a workforce of around 250 staff, with most located in the Canberra office, with a smaller number in our Melbourne office. NHMRC offers attractive flexible work arrangements which allow staff to work from home. NHMRC is dedicated to championing gender equity and diversity, ensuring equal opportunities for all staff in our pursuit of excellence in health research.

To Apply

Position Contact	Rafiul Islam, (03) 8866 0413
Agency Recruitment Site	https://www.nhmrc.gov.au/about-us/careers

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Health

Vacancy VN-0771803

Job Title	System Support and Reporting Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$99,773 - \$112,560
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements are available under our Enterprise Agreement and will be considered on a case-by-case basis.
Classification	APS Level 6
Position Number	20036906
Agency Website	https://www.publichospitalfunding.gov.au/about-us/our-people

Job Description

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

About the National Health Funding Body

The Administrator of the National Health Funding Pool (the Administrator) and the National Health Funding Body (NHFB) were established through the Council of Australian Government's National Health Reform Agreement (NHRA) of August 2011. NHFB is a small, high-performing agency based in Canberra.

The primary functions of the NHFB are to assist the Administrator in:

§ calculating and advising the Commonwealth Treasurer of the Commonwealth's contribution to public hospital funding in each State and Territory (\$30 billion in 2024-25)

§ reconciling estimated and actual public hospital services, and adjusting Commonwealth payments (over 46 million activities in 2024-25)

§ undertaking funding integrity analysis to identify public hospital services that potentially received funding through other Commonwealth programs

§ monitoring payments of Commonwealth, State and Territory public hospital funding into the National Health Funding Pool (the Pool)

§ making payments from the Pool to each LHN

- § reporting publicly on funding, payments and services
- § developing and providing three-year data plans to the Commonwealth, States and Territories
- § supporting additional funding streams to be transacted through the Pool.

About the role

The National Health Funding Body (NHFB) has an APS Level 6 (APS6) employment opportunity available for an appropriately qualified system administrator support officer, to undertake a range of support functions to help deliver transparent and efficient administration of Commonwealth, State and Territory funding of the Australian public hospital system.

Duties

Under the guidance of the Assistant Director of Finance, System Administrator (EL1), the role of the System Support and Reporting Officer is to:

- § Support Payments System maintenance and operations, including monitoring system jobs, user interfaces and workflows, maintaining the NHFB Configuration Document, and supporting the rollout of TechnologyOne software releases and the annual system rollover
- § Assist with governance documentation and assurance reviews, including annual review of Payments System governance documents (Payments System Policy, System Security Plan, Internal Controls Framework, Security Risk Management Plan, Business Continuity Plan, Incident Response Plan and Disaster Recovery Plan) and quarterly user access reviews
- § Deliver user training, help desk support and the quarterly Payments System Community of Practice for NHFB and jurisdiction users, including on-boarding and induction of new users
- § Contribute to transparency reporting and data quality, including monthly and annual reporting to the publichospitalfunding.gov.au website and supporting preparation of Annual Report datasets and the Administrator's Statutory Disclosures
- § Provide stakeholder support and contract administration assistance for key Payments System partners, including TechnologyOne, the Level 2 Configuration Support contractor, and State and Territory Payments System users

The National Health Funding Body is seeking people with diverse experience who are willing to explore innovative ways of working. People who work at the NHFB will display leadership at all levels and work collaboratively to achieve outcomes.

Eligibility

Selection Criteria

NHFB will assess applications against the APS Integrated Leadership System at the APS6 level, your demonstrated ability to perform the duties of the position, and your potential contribution to your section and broader NHFB.

The successful candidates will have strong technical and analytical skills, sound understanding of government processes, and the communication skills to translate complex data and analysis for both technical and non-technical audiences.

Essential

- § Demonstrated experience in systems administration, IT support, or a related technical or operational discipline, including maintaining documentation and supporting operational processes.
- § Experience providing customer or user support services, including responding to queries, troubleshooting issues, and developing training or guidance materials for diverse audiences.
- § Strong attention to detail and accuracy, with demonstrated experience in quality assurance, data validation, or governance documentation activities.
- § Well-developed written and verbal communication skills, including the ability to prepare clear technical documentation, user manuals, and correspondence for a range of internal and external audiences.
- § Demonstrated ability to manage competing priorities, work independently on assigned tasks, and escalate issues appropriately within the APS6 level of responsibility.
- § Commitment to the APS Values, Code of Conduct, and the NHFB's United Leadership behaviours.

Desirable

- § Experience with TechnologyOne ERP software or a comparable enterprise-level financial or payments system.
- § Understanding of the Australian public hospital funding framework, the National Health Reform Agreement, and the role of the Administrator of the National Health Funding Pool.
- § Knowledge of relevant Commonwealth frameworks including the PGPA Act, Commonwealth Financial Framework, Protective Security Policy Framework (PSPF), or the Information Security Manual (ISM).
- § Experience with data analytics, reporting tools, or dashboard development within a government or financial services context.

Notes

Why NHFB?

The National Health Funding Body is a workplace committed to providing an environment that values diversity and supports staff to reach their full potential.

The NHFB values health and wellbeing of employees and offers a range of benefits to support staff including:

§ Flexible work arrangements

§ Fostering a positive workplace culture and encouraging work-life balance

§ Providing a supportive and inclusive work environment.

In the 2025 Australian Public Service Employee Census, the NHFB ranked in the top 10 from 104 APS agencies for 'Wellbeing Policies and Support', 'SES Leadership' and 'Innovation'.

Additional Information

It is an expectation that all NHFB employees will perform their jobs professionally, respectfully and in accordance with the principles and practices of workplace diversity, workplace participation and in support of a safe working environment.

Additionally, NHFB employees are expected to be flexible in their approach to the workplace to assist wherever needed across the organisation.

How to Apply

Please supply a one-page pitch, outlining your skills and experience relevant to the role on offer and selection criteria.

To apply, send your pitch, your current CV (no more than three pages), and a completed [Candidate Application Form](#) to nhfbhr@nhfb.gov.au by the closing date.

For further information, please contact Bec Armstrong on (02) 5132 0489 or NHFPPS.Support@nhfb.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 National Health Funding Body

The Administrator of the National Health Funding Pool (the Administrator) and the National Health Funding Body (NHFB) were established through the Council of Australian Government's National Health Reform Agreement (NHR Agreement) of August 2011. The primary functions of the NHFB are to assist the Administrator in: § calculating and advising the Commonwealth Treasurer of the Commonwealth's contribution to public hospital funding in each State and Territory (\$30 billion in 2024-25) § reconciling estimated and actual public hospital services, and adjusting Commonwealth payments (over 46 million activities in 2024-25) § undertaking funding integrity analysis to identify public hospital services that potentially received funding through other Commonwealth programs § monitoring payments of Commonwealth, State and Territory public hospital funding into the National Health Funding Pool (the Pool) § making payments from the Pool to each LHN § reporting publicly on funding, payments and services § developing and providing three-year data plans to the Commonwealth, States and Territories § supporting additional funding streams to be transacted through the Pool.

To Apply

Position Contact	Bec Armstrong, (02) 5132 0489
Agency Recruitment Site	https://www.publichospitalfunding.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0771793

National Emergency Management Agency

Closing Date: Thursday 27 August 2026

Emergency Management and Response Group

Job Title	Deputy Coordinator-General
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	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with NEMA policy and the operational requirements of the role.
Classification	Senior Executive Service Band 3
Position Number	60166496
Agency Website	https://nema.gov.au/about-us

Job Description

admin@amandaorourke.com.au

The National Emergency Management Agency (NEMA) was established on 1 September 2022 as a single, accountable Commonwealth authority that delivers a whole-of-nation approach to reducing disaster risk, planning, preparing for, responding to and recovering from all hazards across the emergency management continuum.

NEMA works closely with local communities as well as state and territory governments to deliver the best outcome for communities across Australia. To help communities respond and recover, while preparing Australia for future emergencies, we:

- provide national leadership to share knowledge, situational awareness, and trends in disaster efforts to inform, guide and shape the national picture and decision-making at the Commonwealth, state and local government level – including through policy development and strategy to improve risk reduction, resilience and recovery.
- provide round-the-clock all-hazards monitoring and operational coordination for domestic and international emergencies, including supply chain disruptions, critical infrastructure outages, biosecurity risks and widespread cyber-attacks, and through supporting preparedness and response activities, including through the operationalisation of the Australian Government Crisis Management Framework and the Australian Disaster Preparedness Framework.
- work with communities, industry and non-government organisations by connecting local Coordination and Planning Officers and other NEMA staff right around Australia, to share lessons learnt, provide awareness on navigating government services, and gain community and industry-led ideas and concepts to inform strategic policy and planning.
- fund programs and initiatives, big and small, that help communities in times of emergency, as well as to recover and prepare, including through disaster recovery funding and the Disaster Ready Fund to help reduce the risk and impact of disasters.

For further information on NEMA's purpose, vision and values, please see [About us | NEMA](#).

About the Role

The Deputy Coordinator-General, Emergency Management Response Group is a member of NEMA's Senior Leadership Team and provides leadership for Australia's national emergency management and crisis coordination arrangements across the preparedness, response and early recovery continuum. The role is responsible for shaping national capability and preparedness, strengthening whole-of-government crisis management arrangements, and working with the Senior Leadership Team on strategic engagement across governments, industry, communities and other partners.

The Deputy Coordinator-General drives national outcomes through influence and collaboration to ensure NEMA and the Australian Government are prepared for, respond to and recover from disasters and crises of national significance.

The Deputy Coordinator-General, EMR Group works to:

- Protect Australia and Australians from national security, emergency management and disaster-related threats through effective coordination, preparedness and policy leadership.
- Strengthen Australia's resilience and reduce disaster risk through strategic capability development and national partnerships.
- Work with key stakeholders to lead continuous improvements to Australia's emergency management and crisis coordination frameworks, capabilities and systems.
- Ensure Australia is equipped to prepare for, respond to and recover from disasters through nationally coordinated capability uplift and operational leadership.
- Support the delivery of Australian Government non-financial assistance to states, territories and communities impacted by disasters and emergencies.

The role is Canberra based and may require domestic and international travel.

Duties

We are seeking candidates who:

- Demonstrate and promote the APS Values, Employment Principles and Code of Conduct.
- Provide strategic leadership that aligns organisational priorities with Government objectives and national outcomes.
- Contribute as a member of NEMA's Senior Leadership Team to the strategic direction, culture, performance and stewardship of the Agency.
- Lead across organisational, jurisdictional and sector boundaries to achieve outcomes that cannot be delivered by a single entity acting alone.
- Drive organisational transformation and continuous improvement through innovation, evidence-based decision making and adaptive leadership.
- Ensure strong governance, risk management, assurance and performance frameworks are communicated and embedded across the Group.
- Foster an inclusive, diverse and psychologically safe workplace that enables high performance and professional growth.
- Build organisational capability to respond to current and emerging risks affecting Australia's crisis management and emergency management systems.
- Maintain a focus on stewardship by investing in people, capability, partnerships and systems that strengthen long-term public value.
- Champion collaboration, accountability and excellence in service delivery.

Specific Duties and Responsibilities

The Deputy Coordinator-General, Emergency Management & Response Group will:

- Provide advice to the Coordinator-General on emergency management, resilience, preparedness, crisis response and related strategic policy matters, including execution of the Australian Government Crisis Management Framework.
- Provide strategic leadership for NEMA's national preparedness, crisis coordination, disaster response and early recovery functions.

- Lead NEMA's future capability program of work, including national operational capability building and nationally significant projects and programs such as AusAlert, Public Safety Mobile Broadband, the National Emergency Stockpile and Aerial Firefighting.
- Drive continuous improvement of Australia's crisis management and emergency management systems through innovation, lessons management, exercising and capability development.
- Provide strategic leadership of the Australian Government's crisis coordination arrangements, ensuring effective national preparedness, situational awareness, consequence management and coordination during events of national significance.
- Develop and maintain trusted relationships with senior leaders across Commonwealth, state and territory governments, industry, academia, the community sector and international partners to strengthen national resilience and crisis response arrangements.
- Lead coordination of Australian Government non-financial assistance through the Australian Government Disaster Response Plan (COMDISPLAN), including activation and oversight of whole-of-government coordination mechanisms.
- Oversee the operations of the National Situation Room and associated national situational awareness capabilities, ensuring the provision of timely and authoritative advice to Ministers, government and senior decision makers.
- Represent NEMA and the Australian Government nationally and internationally, when required.
- Be accountable for issues of exceptional complexity, consequence, political sensitivity and risk.
- Lead by example and foster a culture of inclusion, integrity, accountability, innovation and continuous improvement while building organisational capability and leadership depth.

Eligibility

To be eligible to work with NEMA you must:

- be an Australian Citizen
- obtain and maintain a security clearance at a minimum of Negative Vetting 2
- obtain and maintain an Australian Federal Police Character Clearance/Certificate of Suitability

Notes

How to Apply

For further information and to obtain a candidate information pack (CIP), please email admin@amandaorourke.com.au. For further questions after reviewing the CIP or if you need assistance with the application process, please contact Amanda O'Rourke 0452 199 031 or Sharron Jobling 0411 430 043. Enquiries will be kept in strict confidence.

Please submit your application via email to admin@amandaorourke.com.au quoting Ref. No. 1199 in the subject line.

Remuneration: The Agency offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position. A competitive salary package will be negotiated with the successful applicant.

A merit pool will be established that may be used to fill similar ongoing positions within the next 18 months.

If you have identified as having a disability, please indicate whether you require any support throughout the selection process. For further information please contact admin@amandaorourke.com.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.

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About the National Emergency Management Agency

Who we are: NEMA works closely with local communities as well as state and territory governments to deliver the best outcome for communities across Australia. To help communities respond and recover, while preparing Australia for future emergencies, we: • fund programs and initiatives, big and small, that help communities in times of emergency, as well as to recover and prepare, including through disaster recovery funding and the Disaster Ready Fund to help reduce the risk and impact of disasters; • work with communities, industry and non-government organisations by connecting local Regional Support Officers and other NEMA staff right around Australia, to share lessons learnt, provide awareness on navigating government services, and gain community and industry-led ideas and concepts to inform strategic policy and planning; • provide national leadership to share knowledge, situational awareness, and trends in disaster efforts to inform, guide and shape the national picture and decision-making at the Commonwealth, state and local government level – including through policy development and strategy to improve risk reduction, resilience and recovery; and • provide round-the-clock all-hazards monitoring and operational coordination for domestic and international emergencies, including supply chain disruptions, critical infrastructure outages, biosecurity risks and widespread cyber-attacks, and through supporting preparedness and response activities, including through the operationalisation of the Australian Government Crisis Management Framework.

To Apply

Position Contact	Amanda O'Rourke, 0452 199 031
Agency Recruitment Site	admin@amandaorourke.com.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0771825

Civil Aviation Safety Authority Australia

Closing Date: Thursday 27 August 2026

Finance, International, Audit & Governance

Job Title	Executive Manager, Finance, International, Audit & Governance and Chief Financial Officer
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	\$280,000 - \$462,000
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	The role is based in Canberra and may require interstate and overseas travel.
Classification	Executive Level 2
Position Number	4402
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Organisation

The Civil Aviation Safety Authority (CASA) is Australia's aviation safety regulator. Working closely with government and the aviation community, CASA is committed to promoting safe skies through effective regulation, collaboration, and innovation.

Duties

The Position

The Executive Manager, Finance, International, Audit & Governance (FIAG) and Chief Financial Officer (CFO) is a member of CASA's Executive Leadership Team, leading the FIAG Division and

providing the Chief Executive Officer/Director of Aviation Safety (CEO/DAS) with high-level strategic and operational advice across finance, governance, audit and international engagement matters.

The EM FIAG & CFO contributes to CASA's strategic direction, supports effective stewardship of public resources, and influences aviation safety outcomes through sound financial management, governance oversight and compliance with legislative and international obligations. The role represents CASA and the CEO/DAS at a senior level in engagement with government agencies, industry stakeholders, international aviation bodies and the wider community.

As Executive Manager FIAG you will:

- Lead CASA's Finance, International, Audit & Governance Division, providing strategic financial leadership, governance oversight and executive advice to the CEO/DAS.
- Promote financial stewardship, governance excellence and strategic international collaboration.
- As part of the Executive Leadership Team, support delivery of CASA's executive priorities and strategic direction.
- Drive financial sustainability, accountability, aviation safety outcomes and influence aviation safety outcomes through embedding a values-based culture aligned to CASA's Values.

Eligibility

To be eligible you will have:

- Demonstrated high level experience in financial management, including financial control, budgeting, funding strategies and financial sustainability
- Strong knowledge and experience in the interpretation and application of finance-related legislation, Australian Accounting Standards and public sector governance frameworks.
- Tertiary qualifications in finance or accounting and current membership of a recognised professional accounting body.
- Experience operating within complex regulatory, government or highly regulated environments.
- Demonstrated experience across corporate governance, compliance, audit and assurance
- Knowledge of the international civil aviation framework, including Australia's obligations and engagement within the International Civil Aviation Organization environment, would be highly regarded.
- The successful applicant must be an Australian citizen and able to obtain and maintain a Negative Vetting 1 security clearance
- The role is based in Canberra and may require interstate and overseas travel.

Notes

To apply, applications must be submitted using CASAs online recruitment system. Applications sent via email cannot be accepted.

Should you have further questions please contact Ms Pip Spence PSM, Chief Executive Officer/Director of Aviation Safety by calling 02 6217 1001.

About the Civil Aviation Safety Authority Australia

"Safe skies for all—it begins with you." CASA is established by and operates under the Civil Aviation Act 1988 and the Airspace Act 2007. CASA's primary function is to conduct the safety regulation of civil air operations in Australia and the operation of Australian aircraft overseas. We license pilots, register aircraft, oversee aviation safety and promote safety awareness. We are also responsible for making sure that Australian airspace is administered and used safely. CASA is a Corporate Commonwealth entity and is subject to the Public Governance, Performance and Accountability Act 2013 which deals with a range of matters, including reporting and the use of and management of public resources. We employ over 800 people working across Australia. We are an engaged team and proud to work for CASA. We strongly believe in the vision, mission and goals of our agency. We are highly connected to CASA's Values and Regulatory Philosophy that underpin all we do. We understand how our roles directly contribute to aviation safety. We are a relationship-based organisation and value the unput and ideas of others.

To Apply

Position Contact	Ms Pip Spence PSM, Chief Executive Officer/Director of Aviation Safety, 02 62171001
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0771826

Job Title	Executive Manager, Finance, International, Audit & Governance and Chief Financial Officer - Affirmative Measures
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	\$280,000 - \$462,000
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	The role is based in Canberra and may require interstate and overseas travel.
Classification	Executive Level 2
Position Number	4402
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Organisation

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Duties

The Position

The Executive Manager, Finance, International, Audit & Governance (FIAG) and Chief Financial Officer (CFO) is a member of CASA's Executive Leadership Team, leading the FIAG Division and providing the Chief Executive Officer/Director of Aviation Safety (CEO/DAS) with high-level strategic and operational advice across finance, governance, audit and international engagement matters.

The EM FIAG & CFO contributes to CASA's strategic direction, supports effective stewardship of public resources, and influences aviation safety outcomes through sound financial management, governance oversight and compliance with legislative and international obligations. The role represents CASA and the CEO/DAS at a senior level in engagement with government agencies, industry stakeholders, international aviation bodies and the wider community.

As Executive Manager FIAG you will:

- Lead CASA's Finance, International, Audit & Governance Division, providing strategic financial leadership, governance oversight and executive advice to the CEO/DAS.
- Promote financial stewardship, governance excellence and strategic international collaboration.
- As part of the Executive Leadership Team, support delivery of CASA's executive priorities and strategic direction.
- Drive financial sustainability, accountability, aviation safety outcomes and influence aviation safety outcomes through embedding a values-based culture aligned to CASA's Values.

Eligibility

To be eligible you will have:

- Demonstrated high level experience in financial management, including financial control, budgeting, funding strategies and financial sustainability
- Strong knowledge and experience in the interpretation and application of finance-related legislation, Australian Accounting Standards and public sector governance frameworks.
- Tertiary qualifications in finance or accounting and current membership of a recognised professional accounting body.
- Experience operating within complex regulatory, government or highly regulated environments.
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- The successful applicant must be an Australian citizen and able to obtain and maintain a Negative Vetting 1 security clearance
- The role is based in Canberra and may require interstate and overseas travel.

Notes

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Should you have further questions please contact Ms Pip Spence PSM, Chief Executive Officer/Director of Aviation Safety by calling 02 6217 1001.

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	Ms Pip Spence PSM, Chief Executive Officer/Director of Aviation Safety, 02 6217 1001
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Treasury

Vacancy VN-0771141

Australian Taxation Office

Closing Date: Thursday 27 August 2026

International Support and Programs
Revenue Performance

Job Title	Assistant Commissioner, Revenue Performance
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Hobart TAS, Melbourne VIC, Sydney NSW, Adelaide SA, Canberra ACT, Perth WA
Salary	-
Future Merit Locations	Brisbane, Hobart, Melbourne, Sydney, Canberra, Perth, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 1
Position Number	EXT_SES_544_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=832DAB6A-4CD2-F43B-CD87-ED201B3A3998>

Duties

We are seeking an experienced and strategic leader to join the Compliance and Engagement Group as Assistant Commissioner, Revenue Performance, in our International Support and Programs area.

As Assistant Commissioner, Revenue Performance, you will lead enterprise-wide strategies to optimise revenue performance and strengthen the integrity of the tax and superannuation systems.

You'll provide executive leadership across complex, high impact programs, using data and insights to identify risks, enhance performance and drive sustainable behavioural change.

You'll also lead the ATO's enterprise approach to system performance, including delivering credible and transparent estimates of tax gaps, revenue effects and assurance measures, underpinned by robust methodologies that withstand scrutiny.

The Revenue Performance Branch applies advanced statistical, analytical and systemic methods to understand and explain system performance. In this role, you will provide authoritative advice that supports evidence-based decision making across the ATO, particularly in relation to compliance strategies and investment prioritisation.

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.

All of our senior leaders are expected to:

- develop a clear vision for the future that links to ATO and government priorities
- be accountable and deliver outcomes that align with the long-term perspective
- find innovative and practical solutions, be open to ideas and engage with risk
- work collaboratively and influence across boundaries to achieve outcomes, progressing issues that cut across APS agencies, sectors and communities
- persuade others towards an outcome, maintaining the confidence of government and stakeholders
- be self-aware and courageous, empowering individuals and teams to deliver their best
- build trust and confidence in the ATO and the tax and superannuation systems.

To be considered you must have:

- strong technical leadership in system performance methodologies, including the ability to oversee and assure complex estimation approaches, such as tax gap and compliance effectiveness measures
- advanced analytical and quantitative expertise, applying modelling, econometrics and statistical techniques to inform prioritisation and investment decisions
- demonstrated ability to assess the performance of the tax and super systems, translating insights into clear priorities and actions
- proven ability to lead and influence in a complex environment, driving alignment across business lines and delivering clear, authoritative advice through briefings, analytical papers and performance narratives
- a focus on governance and assurance, ensuring performance approaches are transparent, defensible and aligned with the PGPA Act and Commonwealth performance framework.

The Australian community requires the highest integrity of ATO staff. Our people act with integrity, make ethical decisions and embody [our culture](#), and [APS Values](#). We meet the commitments to the community outlined in the [ATO Charter](#).

You'll need to be an Australian citizen to work for the ATO.

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	Dan Wilson, 0426 477 670
Agency Recruitment Site	https://ato.nga.net.au/?jati=832DAB6A-4CD2-F43B-CD87-ED201B3A3998

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Treasury

Vacancy VN-0771590

Australian Taxation Office

Closing Date:Thursday 27 August 2026

ATO People
Conduct and Reviews

Job Title	Human Resource Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Wollongong NSW, Albury NSW, Box Hill VIC, Canberra ACT, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Upper Mount Gravatt QLD
Salary	\$155,911 - \$185,713
Future Merit Locations	Dandenong, Brisbane, Adelaide, Wollongong, Albury, Box Hill, Canberra, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Sydney, 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	Executive Level 2
Position Number	EXT_ESCO_626_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=12B7AF15-2103-AB16-81C5-ED332EC139B5>

Duties

We are seeking highly driven and innovative Human Resource Director to join our Conduct and Reviews (CAR) team, delivering strategic leadership across complex organisational environments.

As a Human Resource Director, you will lead a large, specialist, geographically dispersed team to manage code of conduct investigations, reviews of employment actions and alternate dispute resolution processes. You will have accountability for ATO policy and procedures and exercise a range of HR delegations to ensure consistent, fair and legally sound outcomes.

You will play a key role within the Working Well leadership team, collaborating with colleagues across ATO People, senior leaders, the Office of General Counsel, integrity bodies and external agencies to ensure our efforts are fit for purpose and impactful. In this influential role, you will provide strategic advice and lead coordinated resolution strategies that deliver fair, defensible and people-centred outcomes while balancing organisational, legal and employee considerations.

This is a unique opportunity to apply exceptional leadership, judgement and analytical expertise in a dynamic and often complex environment. You will navigate ambiguity with confidence, influence senior stakeholders, and help shape a culture grounded in accountability, transparency and respect.

By leading work that directly supports workforce integrity and organisational trust, you will play a critical role in fostering a safe, productive and high-performing workplace. Your leadership will contribute to upholding the ATO's values and strengthening the confidence that the Australian community places in us every day.

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:

- demonstrates deep expertise in leading complex, sensitive and high-risk misconduct investigations and reviews of action, underpinned by a strong understanding of the APS employment framework and broader APS operating environment
- leads strategically with a strong focus on building capability, fostering a high-performing culture and supporting team wellbeing, while shaping effective HR strategies and interventions aligned to workforce trends and reform priorities
- applies a pragmatic, risk-based approach to navigating complex and sensitive matters, delivering trusted advice, sound judgement and clear recommendations to support senior executive decision-making
- influences decision-making through clear communication, strong stakeholder engagement and the ability to distil complex issues into actionable insights.

Certificate IV or Diploma in Government Investigations or other relevant HR qualifications are highly desirable.

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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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	Jade Hamilton, (08) 8208 3809
Agency Recruitment Site	https://ato.nga.net.au/?jati=12B7AF15-2103-AB16-81C5-ED332EC139B5

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Treasury

Vacancy VN-0771745

Australian Taxation Office

Closing Date: Thursday 27 August 2026

Enterprise Strategy and Design
Workplace Services

Job Title	Workplace Services Experience Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Moonee Ponds VIC, Parramatta NSW, Perth WA
Salary	\$84,028 - \$91,199
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Upper Mount Gravatt
Office Arrangement	On Site
Office Arrangement Details	This role provides site-based support and you will be required to work onsite during business hours.
Classification	APS Level 4
Position Number	EXT_ESCO_572_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=35C3879E-9C7F-6C42-DA92-ED33A7D151C9>

Duties

We are seeking client-focused, professional and personable individuals who thrive on providing face-to-face services to join our dynamic Workplace Services team.

As a Workplace Services Experience Officer, you will play a pivotal role in delivering 5 Star workplace experiences that enable our people do their best work.

As a trusted first point of contact, you will create a welcoming workplace environment while coordinating services and building strong client relationships. You will proactively anticipate and respond to client needs to enable effective work outcomes.

In this onsite client-facing role, you will act as a central point of coordination for workplace services, working collaboratively across the organisation and with external service partners. Through primarily face-to-face, as well as telephone and email interactions, you will provide responsive and client-centred support, welcoming visitors and managing enquiries with confidence and care. You will connect people with the appropriate support, services and solutions, contributing to positive and effective workplace operations.

Operating in fast-paced and complex environments, you will use sound judgement to assess priorities, balance competing demands and facilitate outcomes across diverse stakeholders. By anticipating needs, resolving issues and navigating challenges with professionalism and initiative, you will help create a positive and productive workplace experience. If you have a passion for delivering exceptional service, creating productive partnerships and facilitating seamless delivery across teams and stakeholders, this role is for you.

As the role provides site-based support, you will be required to work onsite during business hours.

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 a passion to deliver high-quality, client-focused service and always strives to create positive workplace experiences
- leads by example to communicate professionally and confidently, building strong relationships with a diverse range of stakeholders
- effectively manages competing priorities in a dynamic environment, exercising initiative and sound decision-making to coordinate the team to achieve timely service outcomes
- proactively identifies opportunities to improve services, processes and workplace experiences, contributing to innovation and national consistency
- quickly learns and applies new systems and processes (such as Microsoft Office Applications), sharing knowledge with others and providing guidance, coaching or leadership support.

Experience in client facing roles such as reception, concierge, hospitality or other service industries, is 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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To Apply

Position Contact	Jamie Hartley, (02) 4923 1035
Agency Recruitment Site	https://ato.nga.net.au/?jati=35C3879E-9C7F-6C42-DA92-ED33A7D151C9

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Treasury

Vacancy VN-0771805

Australian Taxation Office

Closing Date:Thursday 27 August 2026

Enterprise Strategy and Design
Workplace Services

Job Title	Property Services Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Penrith NSW, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW, Geelong VIC, Perth WA
Salary	\$84,028 - \$91,199
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Gosford, Geelong, 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
Position Number	EXT_ESCO_573_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=384CCB67-35F1-5178-8766-ED3499ABDE37>

Duties

We are seeking Property Services Officers to join our ATO Property teams.

As a Property Services Officer, you will undertake a range of tasks and activities related to supporting the delivery of functions across the national ATO Property Portfolio. You'll be service orientated and contribute to stakeholder coordination, business improvement, and administrative activities.

You will collaborate with a broad range of stakeholders to achieve business outcomes. Using your critical thinking and communication skills, you'll analyse information and provide advice on client enquiries. You'll support project delivery, coordinate site activities, assist with scheduling, logistics and business operations, while managing competing deadlines.

You will lead by example to influence a dynamic team environment, showing a commitment to your own development and the uplift of others.

Roles may be offered in Accommodation Strategy, Projects or Business Management.

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 confidence to build and maintain positive stakeholder relationships
- has high attention to detail and good critical-thinking skills, shows good judgment and contributes to process improvements
- manages their time effectively, prioritising, coordinating and delivering tasks within defined timeframes in a dynamic environment
- is flexible, adaptable and capable of working with limited direction
- quickly learns and applies new systems and processes (such as Microsoft Office Applications), sharing knowledge with others and providing guidance, coaching or leadership support.

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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To Apply

Position Contact	Jake Nicholls, (07) 4753 7048
Agency Recruitment Site	https://ato.nga.net.au/?jati=384CCB67-35F1-5178-8766-ED3499ABDE37

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Treasury

Vacancy VN-0771821

Australian Taxation Office

Closing Date: Thursday 27 August 2026

Compliance Engagement Group, Law Design and Practice
Various teams

Job Title	Law Interpretation Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Canberra ACT, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	\$84,028 - \$91,199
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Burnie, 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
Position Number	EXT_ATO_628_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=FEFCF8C9-123C-5041-22EB-ED349998A786>

Duties

We are seeking Law Interpretation Officers to join our Law Design and Practice and Compliance and Engagement Group business areas.

As a Law Interpretation Officer, you will provide advice and contribute to technical excellence through research, analysis and knowledge sharing to support the delivery of high-quality advice to internal and external stakeholders.

You will interpret and apply taxation legislation, rulings, policy and procedures to resolve routine to moderately complex tax technical issues and where appropriate, facilitate the escalation of novel or precedent setting matters for resolution. You may also research and analyse information, identify risks in the application of the law, contribute to decision-making, and support the ATO's established view of the law.

You will support the development of evidence-based advice, legislative design and policy initiatives, by undertaking research, analysis and information gathering.

By working collaboratively with internal partners and, where required, engaging with Treasury and other government agencies, you will ensure policy intent is translated into practical, effective and administrable law.

You will apply a holistic approach to law interpretation and decision making to maintain the integrity of the tax system and work with various stakeholders to resolve and prevent disputes.

You will have the opportunity to work with experienced and accomplished senior staff to develop your technical expertise through coaching, structured learning and exposure to a range of tax and superannuation issues.

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:

- interprets and applies legislation, policy and technical guidance to resolve moderately complex tax technical issues and policy issues

- conducts research and analysis to identify relevant facts, assess information and develop evidence-based conclusions and recommendations
- communicates technical information clearly and effectively to a range of stakeholders
- builds productive working relationships and collaborates with others to resolve issues and share knowledge
- translates technical concepts into clear, practical advice tailored to different stakeholders
- recognises when there may be risks and uncertainties in the application of legislation or policy, escalates issues appropriately, and contributes to effective risk mitigation and consistent decision-making.

Qualifications in taxation, business, or law are desirable 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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To Apply

Position Contact	Holly Le Rossignol, (03) 8346 7970
Agency Recruitment Site	https://ato.nga.net.au/?jati=FEFCF8C9-123C-5041-22EB-ED349998A786

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Australian Taxation Office

Closing Date: Thursday 27 August 2026

Compliance Engagement Group, Law Design and Practice
Various teams

Job Title	Law Interpretation Officer (Affirmative Measure Aboriginal and Torres Strait Islander)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, 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 - \$91,199
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Burnie, 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
Position Number	EXT_ATO_631_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=F1AE6E26-B63D-576E-7440-ED34D41872CF>

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 Law Interpretation Officers to join our Law Design and Practice and Compliance and Engagement Group business areas.

As a Law Interpretation Officer, you will provide advice and contribute to technical excellence through research, analysis and knowledge sharing to support the delivery of high-quality advice to internal and external stakeholders.

You will interpret and apply taxation legislation, rulings, policy and procedures to resolve routine to moderately complex tax technical issues and where appropriate, facilitate the escalation of novel or precedent setting matters for resolution. You may also research and analyse information, identify risks in the application of the law, contribute to decision-making, and support the ATO's established view of the law.

You will support the development of evidence-based advice, legislative design and policy initiatives, by undertaking research, analysis and information gathering.

By working collaboratively with internal partners and, where required, engaging with Treasury and other government agencies, you will ensure policy intent is translated into practical, effective and administrable law.

You will apply a holistic approach to law interpretation and decision making to maintain the integrity of the tax system and work with various stakeholders to resolve and prevent disputes.

You will have the opportunity to work with experienced and accomplished senior staff to develop your technical expertise through coaching, structured learning and exposure to a range of tax and superannuation issues.

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:

- interprets and applies legislation, policy and technical guidance to resolve moderately complex tax technical issues and policy issues
- conducts research and analysis to identify relevant facts, assess information and develop evidence-based conclusions and recommendations
- communicates technical information clearly and effectively to a range of stakeholders
- builds productive working relationships and collaborates with others to resolve issues and share knowledge
- translates technical concepts into clear, practical advice tailored to different stakeholders

- recognises when there may be risks and uncertainties in the application of legislation or policy, escalates issues appropriately, and contributes to effective risk mitigation and consistent decision-making.

Qualifications in taxation, business, or law are desirable but not essential.

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	Holly Le Rossignol, (03) 8346 7970
Agency Recruitment Site	https://ato.nga.net.au/?jati=F1AE6E26-B63D-576E-7440-ED34D41872CF

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Treasury

Vacancy VN-0771850

Royal Australian Mint

Closing Date:Sunday 30 August 2026

Royal Australian Mint
Operations

Job Title	Operations Project Manager
Job Type	Full-Time, Ongoing
Location	Deakin ACT
Salary	\$102,516 - \$112,011
Future Merit Locations	Deakin
Office Arrangement	On Site
Office Arrangement Details	This position is required to be onsite.
Classification	APS Level 6
Position Number	1386
Agency Website	https://www.ramint.gov.au

Job Description

<https://www.ramint.gov.au/about-us/work-us>

About the Mint

The Royal Australian Mint is a small government agency working within the Commonwealth Government Portfolio of the Treasury. The Mint is a non-corporate Commonwealth Entity and is listed under the *Public Governance Performance and Accountability Act 2013* (PGPA Act). The Mint is also covered by the *Public Service Act 1999* (Cth) (PS Act).

The Royal Australian Mint makes coins and other minted products to serve the needs of the Australian economy, foreign countries, investors and collectors. We are stewards of a thriving national institution that showcases our Nations stories through the National Coin Collection, and a world class museum and gallery experience.

The Royal Australian Mint creates public value through a range of coining and minting-related activities. We play a key role in sharing the stories of Australia by recognising significant anniversaries, events, organisations and cultural perspectives through coins.

The Mint offers some of the most unique career opportunities within the public service, including roles such as:

- Coin making – polishing, laser frosting, 3D engraving, Physical Vapour Deposition hard coating, chrome plating, dies inspection and collars manufacture.
- Machinery – operate and maintain minting critical machines.
- Coin Sculpting – design coins, medals, medallions, and token, etc.
- Graphic Design – design coin packaging materials, exhibition graphics, etc.
- Engineering – technical support and manufacturing operations.

About the Branch

The Operations Branch is the manufacturing arm of the Mint. It is an operationally focused, multi-disciplinary team, responsible for the manufacture of both Australian and foreign circulating coin, collectable coins, and tooling to support those production requirements. The branch covers, coin manufacture, die preparation, blank preparation, electro plating and chemical processing, tooling and machining services, planning and packing.

In addition to meeting production targets, the branch has a strong focus on safety, continuous improvement, and quality. The Operations branch is currently embarking on a large program of uplift initiatives, providing a great opportunity for enthusiastic leaders to contribute to meaningful change and development.

About the Role

The Operations Project Manager reports to the Executive Manager, Operations, and is responsible for leading and delivering projects that support the Mint's manufacturing and operational environment. This includes projects involving production equipment, facility improvements, and the automation of manufacturing processes and systems.

The role is accountable for the full project lifecycle, including project initiation, planning, analysis, risk management, stakeholder engagement, procurement, reporting, and successful delivery within approved scope, budget, and timeframes.

The Operations Project Manager applies sound knowledge of manufacturing principles, automation technologies, and engineering fundamentals to drive process improvements, enhance production efficiency, maintain equipment reliability, and ensure compliance with quality and safety standards. The role also develops and maintains effective relationships with internal and external stakeholders to support collaboration and achieve successful project outcomes.

Duties

1. Implementing and delivering projects relating to the production environment and equipment in the Mint's Operations branch, including:

- managing resources, including establishing and leading project teams, to ensure the effective execution of project tasks;
- scheduling and leading project meetings, including performing administrative tasks such as minute taking and managing actions;
- ensuring projects are on schedule and relevant milestones are achieved;
- managing project costs within budget; and
- reporting on project deliverables.

2. Managing procurement in accordance with Commonwealth Procurement Rules to support project delivery, including:

- assessing requirements;
- preparing documentation;
- managing requests for quotes;
- undertaking tender processes and evaluations; and
- managing procurement outcomes.

3. Developing and maintaining productive relationships with stakeholders and business areas to create and deliver solutions that optimise projects.

Eligibility

Security

This position requires a Negative Vetting 1 security clearance. The successful applicant will be required to obtain and maintain a clearance at this level.

Qualification

A relevant tertiary qualification in engineering, project management or procurement.

Notes

Applications will need to be submitted through our recruitment portal on the Work With Us page of the [Mint Website at Work With Us](#) | Royal Australian Mint

Please submit your application by **11:30pm** on **Sunday 30 August 2026**. You will need to upload:

- A current resume
- A two-page-pitch that describes how your skills meet the requirements of the role as detailed in the position description.

About the Royal Australian Mint

To Apply

Position Contact	Colin Dedourek, 02 6202 8705
Agency Recruitment Site	https://www.ramint.gov.au/about-us/work-us

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771841

Australian War Memorial

Closing Date: Wednesday 26 August 2026

Public Programs Exhibitions

Job Title	Exhibitions Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	\$88,834 - \$96,829
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	APS Level 5
Position Number	26-119
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

<https://www.awm.gov.au/get-involved/employment>

The Exhibitions Section has responsibility for the development and management of the Memorial's galleries and touring exhibitions program. This includes the planning and delivery of permanent, temporary and touring exhibitions and the implementation of an extensive gallery maintenance program and integration during the current Development Project.

The Exhibitions Officer will work as part of a multi-disciplinary team of exhibition and AV specialists focused on the management, development, production, implementation and maintenance of all aspects of the exhibitions and gallery program in cooperation with other sections. The position requires experience in the delivery of interpretative exhibition design projects within the museum or art gallery sector; an understanding of contemporary museum practice; and the ability work collaboratively across multiple projects simultaneously.

This position will initially be filled up to September 2028, with the possibility for permanency.

Duties

Under direction, provide project management and administrative support in the planning, production and installation of permanent, temporary and touring exhibitions and gallery maintenance projects, including:

- Prepare and coordinate exhibition project documentation for all phases of development.
- Prepare and coordinate exhibition tour documentation and undertake tour management of small to medium touring projects.
- Coordinate meetings and prepare and distribute minutes.
- Undertake small scale graphic and spatial design projects to support exhibition and gallery maintenance deliverables.
- Coordinate and contribute to the installation and demount of exhibitions at the Memorial and on tour.
- Assist in the implementation of exhibition policies and procedures.
- Provide administrative support for the Exhibitions Section.
- Establish and maintain productive working relationships with Memorial staff, contractors and stakeholders.
- Contribute to the preparation of reports, grants, sponsorship proposals and acquittals.
- Manual handling and movement of a wide range of collection material and exhibition infrastructure.

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	Jen Mattiuzzo, (02) 6243 4574
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0771763

Department of Veterans' Affairs

Closing Date:Thursday 27 August 2026

Technology, Digital and Data
Data and Insights

Job Title	Communications Officer and Nominal Rolls Team Leader
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
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-2026-5101
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

The Nominal Rolls team sits within the Data Connect Section, which forms part of the Data & Insights Branch in the Technology, Digital and Data Division.

The Nominal Rolls team plays a unique role within DVA by supporting both commemorative outcomes and data stewardship. The team maintains the World War Two, Korean War, Vietnam War and Preliminary Gulf War Nominal Rolls, ensuring they remain accurate, accessible and respectful records of service. Team members undertake detailed research and evidence validation, respond to requests for inclusions and amendments, and liaise with organisations such as the Department of Defence, National Archives of Australia and the Australian War Memorial.

The Communications Officer and Nominal Rolls Team Leader leads the delivery of DVA's Nominal Rolls program and associated strategic projects within the Data Connect Section. The role provides leadership, technical expertise and project management capability to ensure the ongoing integrity, accessibility and enhancement of DVA's Nominal Rolls and the Nominal Rolls Information System (NRIS).

Operating under broad direction, the APS 6 leads a specialised team, manages complex stakeholder relationships, develops business improvement initiatives, and delivers high-quality

written products including ministerial correspondence, briefs, business cases, project proposals and technical documentation. The position also supports broader Data Connect priorities through technical writing and communication functions.

It is highly desirable to have experience in records management, archives, and/or Australian military history, including the ability to research, interpret and manage historical records, and work with cultural institutions.

Duties

- Lead and coordinate the Nominal Rolls team, providing direction, guidance, quality assurance, coaching and mentoring to build capability and support performance.
- Manage workflows, priorities and service delivery, while maintaining business continuity and knowledge management processes.
- Lead the development of new Nominal Rolls and associated governance protocols.
- Build productive relationships across DVA, external agencies, researchers and commemorative organisations.
- Exceptional written communication skills.
- Prepare and quality assure ministerial correspondence, executive briefs, Senate Estimates material, business cases and complex responses.

Eligibility

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

Mandatory Requirements

- Degree or postgraduate qualification in Communications, Journalism, Professional Writing, Technical Writing, Public Relations, Media, English, Creative Writing, Publishing, Editing, or a related discipline. OR
- Diploma or Advanced Diploma in Professional Writing and Editing, Communications, Journalism, Publishing, or a related field. OR
- Certificate IV or higher qualification in Professional Writing and Editing, Communications, Government, or a related discipline. OR
- Accredited training in policy writing, brief writing, report writing, technical writing, content design, plain English writing, or government communications.

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

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	Lynette Stewart, 0416 009 877
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-0771767

Department of Veterans' Affairs

Closing Date:Thursday 27 August 2026

Technology, Digital and Data
Data and Insights

Job Title	Senior Nominal Rolls Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$95,440 - \$99,461
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 5
Position Number	EXT-2026-5147
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

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

The Nominal Rolls team sits within the Data Connect Section, which forms part of the Data & Insights Branch in the Technology, Digital and Data Division.

The Nominal Rolls team plays a unique role within DVA by supporting both commemorative outcomes and data stewardship. The team maintains the World War Two, Korean War, Vietnam War and Preliminary Gulf War Nominal Rolls, ensuring they remain accurate, accessible and respectful records of service. Team members undertake detailed research and evidence validation, respond to requests for inclusions and amendments, and liaise with organisations such as the Department of Defence, National Archives of Australia and the Australian War Memorial.

The Senior Nominal Rolls Officer supports the delivery of DVA's Nominal Rolls program through management of day-to-day operations, complex research activities and stakeholder engagement. The role provides technical expertise, mentors APS 4 officers and supports the APS 6 Team Leader in delivering strategic projects and operational priorities.

Operating under limited direction, the APS 5 exercises sound judgement in managing complex enquiries, maintaining data integrity and delivering high-quality written products.

It is highly desirable to have experience in records management, archives, and/or Australian military history, including the ability to research, interpret and manage historical records, and work with cultural institutions.

Duties

- Coordinate the day-to-day delivery of Nominal Rolls services, including workflow management, enquiry handling and service delivery.
- Research, analyse and interpret historical military service records from Defence, the National Archives of Australia and the Australian War Memorial.
- Respond to enquiries from veterans, family members, researchers, media representatives and government agencies.
- Maintain quality assurance processes, monitor service standards, and identify and escalate emerging risks and issues.
- Train and mentor staff, contribute to procedures and guidance material, and provide technical advice on complex cases.

Eligibility

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

Notes

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

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To Apply

Position Contact	Lynette Stewart, 0416 009 877
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Parliamentary Department

Vacancy VN-0771772

Department of Parliamentary Services

Closing Date:Thursday 27 August 2026

Corporate Services
Parliamentary Communications and Governance Communications and Media

Job Title	Senior Communications Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$101,168 - \$113,706
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	JR33397
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentary_Services

The Department of Parliamentary Services (DPS) is recruiting for a Parliamentary Services Level 6, Senior Communications Officer within the Communications and Media section.

In this role you will work with stakeholders to understand their communication needs and develop and implement communication approaches.

You will also draft, edit and publish high-quality content for intranet, internet and other channels.

You will need to maintain and manage a communications approval process, coordinating stakeholder input in accordance with governance arrangements and timeframes.

The role also requires the ability to develop and sustain productive relationships across DPS and other Parliamentary Departments.

Who we are looking for

We are seeking an experienced and motivated communications professional to join the Communications and Media Team. The ideal candidate will have experience leading and delivering communication plans and activities, including evaluating outcomes that support organisational objectives.

Excellent writing and editing skills, strong attention to detail, and the ability to produce clear, accurate and fit-for-purpose content across a range of channels and audiences are essential.

You will also need to demonstrate the ability to plan and manage competing priorities with minimal supervision, in a fast-paced and flexible environment.

A sound understanding of the workings of the Australian Parliament, government and media cycles is highly desirable. A relevant qualification and/or a minimum of 5 years working in a communications role will be highly regarded.

Duties

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

Eligibility

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

Notes

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

About the Department of Parliamentary Services

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

To Apply

Position Contact	Melinda Jones, 02 6277 8665
Agency Recruitment Site	https://jobs.dps.gov.au/

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Parliamentary Department

Vacancy VN-0771796

Department of Parliamentary Services

Closing Date:Thursday 20 August 2026

Information Services
Cyber Security Cyber Security Operations

Job Title	Identity and Access Management (IAM) Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$83,415 - \$90,639
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 4
Position Number	JR33425
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentary_Services

Job Description

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

The Department of Parliamentary Services (DPS) is recruiting for Parliamentary Services Level 4 Identity and Access Management Officer within the Cyber Security Branch.

The Cyber Security Branch is responsible for protecting the information, systems and digital services that support the Australian Parliament and the parliamentary departments. Within the branch, the Identity and Access Management (IAM) team plays a critical role in ensuring the right people have the right access to the right systems at the right time.

As an Identity and Access Management Officer, you will be responsible for supporting the full ICT identity lifecycle across diverse parliamentary environments. This includes onboarding and offboarding users, processing access requests, validating permissions, maintaining identity records and supporting compliance with access control requirements. You will work closely with parliamentary departments, Senators and Members, electorate staff, parliamentary service employees, ICT teams and business stakeholders to deliver secure and timely access outcomes.

The role combines customer service, security, governance and technical administration, providing valuable exposure to enterprise identity technologies, access management processes and cyber security operations. You will help safeguard access to systems that support the daily operation of Parliament while contributing to the continuous improvement of departmental IAM practices and procedures.

This is an excellent opportunity for someone looking to build a career in cyber security. Few roles offer the same breadth of exposure to identity management, security controls and stakeholder engagement across such a unique and high-profile operating environment.

Who we are looking for

We are seeking a motivated and customer-focused individual who can balance strong service delivery with sound security practices.

The ideal candidate will demonstrate:

- Strong communication and interpersonal skills, with the ability to work effectively with a diverse range of clients and stakeholders.
- A commitment to delivering high-quality customer service and achieving timely outcomes.
- The ability to analyse information, apply established procedures and exercise sound judgement when managing access requests.
- Strong attention to detail and the ability to maintain accurate records and documentation.
- The ability to manage competing priorities and work effectively in a fast-paced operational environment.
- A collaborative approach and the ability to build positive working relationships across technical and non-technical teams.
- An interest in cyber security, identity management and access governance principles.
- A proactive mindset with a willingness to learn new technologies and continuously improve processes.

Knowledge, Experience and Qualifications

- Experience working in an ICT support, service delivery, administration, access management or related operational environment.
- Demonstrated ability to follow documented procedures and work within established governance frameworks.
- Experience working with user accounts, access requests, identity systems or business applications would be advantageous.
- Understanding of basic information security principles and the importance of access controls.

- Experience working with Microsoft technologies, enterprise applications or identity management platforms would be 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

The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

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

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To Apply

Position Contact	Kerry Brookshaw, (02) 6277 9237
Agency Recruitment Site	https://jobs.dps.gov.au/

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Bureau of Meteorology

Closing Date: Wednesday 26 August 2026

Data & Digital Group
Security

Job Title	General Manager Security and CISO
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Senior Executive Service Band 1
Position Number	60019775
Agency Website	

Job Description

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

The General Manager Security and Chief Information Security Officer (CISO) is a senior leadership role responsible for the strategic direction, governance, and delivery of an integrated enterprise security framework across the organisation

At the SES Band 1 level, the role operates with a high degree of independence and accountability, leading the Security Program to protect the organisation's people, property, assets, and information. The position ensures the confidentiality, integrity, and availability of information while embedding a strong, proactive security culture that supports organisational resilience and trust.

The GM Security and CISO is a key member of the senior leadership cohort, providing authoritative advice to the Executive on security risks, emerging threats, and organisational obligations. The role translates complex security challenges into strategic, risk-informed decisions that enable the organisation to meet its operational and policy objectives.

The position holds enterprise-wide accountability for compliance with Australian Government security requirements, including the Protective Security Policy Framework (PSPF) and Information Security Manual (ISM). It leads the development and implementation of security policy, governance frameworks, and assurance activities to ensure ongoing compliance and continuous improvement.

The role provides strategic oversight of:

- Cyber Security Operations (monitoring, detection, response, and investigation)
- Protective Security Operations (personnel, physical, information security and governance)
- Security Risk Management and Assurance, including system authorisation and threat assessments
- Cyber Engineering, Vulnerability Management, and Security Testing, Security Intelligence and Incident Management

In addition, the GM Security and CISO leads organisational capability uplift through targeted training, communication, and awareness initiatives, ensuring security is embedded as a shared organisational responsibility.

The role represents the organisation within the broader APS and national security ecosystem, maintaining strong, strategic partnerships with agencies including the Department of Home Affairs, ASIO, ASD, and the Office of National Intelligence. It contributes to whole-of-government security outcomes and ensures alignment with national priorities and threat environments.

As a senior leader, the General Manager Security and CISO fosters a high-performing, inclusive, and values-led team culture, while also contributing to enterprise priorities such as the implementation of the Bureau's Innovate Reconciliation Action Plan (RAP) 2025-27.

This role is critical in shaping a modern, adaptive, and intelligence-led security posture that enables the organisation to operate with confidence in an increasingly complex and dynamic risk environment.

Duties

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

1. Set and deliver an integrated enterprise security strategy, incorporating cyber and protective security (personnel, physical, information, and insider threat) to support organisational objectives and resilience.
2. Develop, implement, and maintain the Bureau's Security Plan, ensuring alignment with enterprise risks, the threat environment, and government security requirements (PSPF/ISM).
3. Provide authoritative advice to the Executive and governance bodies on security risks, emerging threats, compliance obligations, and the organisation's overall security posture.
4. Oversee cyber security risk management, including monitoring control effectiveness, ensuring compliance with policies and standards, and driving continuous improvement.
5. Lead enterprise protective security functions, including personnel, physical, and information security, and establish and manage insider threat capabilities (prevention, detection, investigation, and response).
6. Direct security incident management across the organisation, including preparedness planning, coordinated response, external engagement, reporting, and post-incident review and uplift.

7. Oversee system security authorisation processes, ensuring systems are appropriately assessed, authorised to operate, and maintain ongoing compliance with security requirements.
8. Lead enterprise security risk, assurance, and compliance activities, including threat assessments, audits, continuous monitoring, and horizon scanning of emerging risks and regulatory changes.
9. Define, monitor, and report on security performance, metrics, and maturity, providing insights and recommendations to inform decision-making and capability uplift.
10. Build and embed a strong organisational security culture, ensuring all stakeholders understand and fulfil their security responsibilities through effective training, communication, and engagement.
11. Lead and manage a high-performing, multidisciplinary security function, delivering programs across security advice, assurance, risk management, compliance, policy, and governance.
12. Partner across the organisation, including Data and Digital teams, to strengthen resilience, implement effective controls, and minimise business impacts.
13. Engage and collaborate with external stakeholders, representing the Bureau across APS, national, international, and industry security forums, and applying best practice and Government standards.
14. Drive continuous uplift in security capability and maturity, aligned with the Protective Security Policy Framework and evolving threat landscape.
15. Demonstrate leadership aligned to APS values and behaviours, fostering an inclusive, high-performing culture and supporting initiatives such as the Innovate RAP 2025-2027.
16. Fulfil work health and safety (WHS) responsibilities, promoting a safe working environment and ensuring compliance with relevant policies and procedures.

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, tsunamis 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	Nichole Brinsmead, nichole.brinsmead@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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