



Commonwealth of Australia
APSJobs - Vacancies Daily
PS34 Daily Gazette Friday - 28 August 2026.pdf

Australian Government

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APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS35 Weekly Gazette Thursday - 03 September 2026.pdf.

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

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

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Vacancies

Vacancy VN-0772210

Australian Competition and Consumer Commission

Closing Date: Sunday 13 September 2026

Corporate
Executive Office

Job Title	Policy Advisor
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$102,947 - \$115,384
Future Merit Locations	Various locations - VIC
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 6
Position Number	EA2026/172
Agency Website	https://www.accc.gov.au/

Job Description

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

- Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?
- Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?
- Do you want to shape how competition policy is implemented, understood and advanced across Australia through high-quality policy analysis, assessments and reviews?

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

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

About the National Competition Council

The National Competition Council (NCC) is entering an important new phase as Australia's independent national institution for competition reform. Under the revitalised National Competition Policy framework agreed by Australian governments, the NCC will help drive a renewed national focus on productivity, economic dynamism, regulatory reform and better outcomes for consumers, businesses and the broader community.

Through the Intergovernmental Agreement on National Competition Policy and the National Competition Policy Federation Funding Agreement, the Council plays a central role in assessing State and Territory reform progress, advising on the application of the National Competition Principles, undertaking thematic reviews, supporting public understanding of competition reform, and providing independent advice to the Commonwealth Treasurer. This expanded work program gives the NCC a unique opportunity to shape how competition policy is implemented, understood and advanced across Australia.

The APS6 Policy Advisor supports the delivery of the Council's National Competition Policy assessment, review and advisory functions. Working under the direction of an EL1, the role undertakes policy analysis, research and report preparation while managing discrete work packages.

Duties

- Support delivery of annual National Competition Policy assessments.
- Analyse evidence provided by jurisdictions against agreed reform commitments.
- Prepare briefing papers, assessment reports and Council papers.
- Undertake research and policy analysis for Treasurer-requested competition reviews.
- Support delivery of thematic reviews on National Competition Principles.
- Contribute to development of assessment methodologies, templates and guidance.
- Prepare ministerial briefs, correspondence and policy advice.

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

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 Competition and Consumer Commission

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

To Apply

Position Contact	Chris Biesaga, 0467 746 585
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0772215

Job Title	Policy Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	\$83,383 - \$98,617
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 4;APS Level 5
Position Number	EA2026/181
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to work at the intersection of strategy, governance and stakeholder engagement, providing an integral link between the ACCC, government departments and the Australian Parliament?**

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

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

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

Duties

- Support the coordination of strategic priorities, projects and activities across a range of ACCC work areas and consolidate information into clear products for decision-makers.
- Support the ACCC's engagement with the Australian Parliament, government departments and ministerial offices, including supporting the ACCC's appearances before Senate Estimates and Parliamentary inquiries.
- Prepare executive and Ministerial briefs, correspondence, reports, presentations, meeting papers and other executive materials.
- Undertake research and analysis to identify issues, risks and emerging opportunities relevant to the ACCC.
- Identify opportunities to improve coordination, processes and ways of working.
- Contribute to a positive, collaborative and outcomes-focused team environment.

Eligibility

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

- Knowledge of parliamentary and cabinet processes, or the ability to quickly gain this knowledge.
- Ability to demonstrate interest in the ACCC's role, current competition and consumer law issues and public policy.
- Strong communication and interpersonal skills including the ability to influence, negotiate and work collaboratively with team members and internal and external stakeholders.
- Strong organisational and coordination skills, with the ability to manage competing priorities, plan and manage your work and seek guidance when required.
- The ability to communicate complex issues simply, clearly and effectively in different mediums.
- Decision making using sound judgement, expertise and knowledge in line with agreed procedures.

As an APS 4, you will work under general direction, coordinate defined activities and use established processes and sound judgement to deliver quality outcomes. You will contribute to planning and escalate complex or sensitive issues when needed.

As an APS 5, you will work more independently, manage complex matters and provide advice within your area of responsibility. You will analyse competing priorities, develop recommendations for executives and escalate issues when needed.

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

Notes

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

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To Apply

Position Contact	Catherine Kennedy, 03 9910 9489
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0772220

Australian Competition and Consumer Commission

Closing Date: Sunday 13 September 2026

Data, Digital and Technology
Data and Intelligence Infocentre

Job Title	Public Information Officer/Senior Public Information Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$74,808 - \$90,535
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 3;APS Level 4
Position Number	EA2026/179
Agency Website	https://www.accc.gov.au/

Job Description

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

- Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?
- Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?
- Do you want to play a key role in identifying emerging issues and trends while helping consumers and businesses understand their rights and obligations under the laws we enforce?

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

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

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

Duties

- Handle initial phone and written contacts from consumers and businesses and provide information about their rights and obligations under the laws we enforce.
- Identify potentially concerning reports against the priorities and factors set out in [the ACCC's Compliance and Enforcement Policy](#) for further consideration.
- Complete assessments, make referrals and liaise with internal stakeholders.
- Apply documented guidelines and procedures, record information in the ACCC's database and engage with internal people.
- Undertake research tasks and participate in other ad hoc project and administrative work as required.

In addition to the above, the Senior Public Information Officer will:

- Have an understanding of the *Competition and Consumer Act 2010* (or the ability to attain such knowledge quickly).
- Undertake work of moderate complexity that is technical and/or sensitive in nature.
- Assist with training and on-boarding new team members.
- Provide guidance and support to Public Information Officers and their peers, including how to apply documented guidelines and procedures.

Eligibility

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

- Strong oral and written communication skills to deal politely and tactfully with the public, and represent the ACCC in a professional manner.
- The capacity to gather, refine and analyse data and to undertake basic research in line with guidance.
- An ability to work in a scheduled environment and contribute positively to priorities and objectives.
- The ability to work flexibly, collaborate effectively and contribute positively as part of a team.

Additionally, the Senior Public Information Officer will also require:

- An understanding of the ACCC's role, purpose and objectives, and the Competition and Consumer Act 2010 (or the ability to attain such knowledge quickly).
- A demonstrated ability to support junior team members in the workplace, including providing training and guidance.

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

Notes

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

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To Apply

Position Contact	Khush Dhanoa, 02 6243 3302
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0772161

Job Title	Program Support Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$92,127 - \$103,372
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	Finance supports flexible workplace arrangements as per operational requirements
Classification	APS Level 5
Position Number	2026/182
Agency Website	www.finance.gov.au

Job Description <https://financejobs.nga.net.au/?jati=7A574C35-474E-9448-FB55-ED384F1AD7F2>

ABOUT THE BRANCH

The Property Frameworks and Service Branch manages the Whole of Australian Government (WOAG) Property Services Coordinated Procurement (PSCP) Arrangements (the Arrangements) that cover leasing and facilities management services for Commonwealth domestic office accommodation and shopfronts.

The Branch is also responsible for policy, guidance and advice on Whole of Australian Government property policy and legislation. This includes the Commonwealth Property Management Framework (RMG 500), the Lands Acquisition Framework (RMG 501), Commonwealth Property Disposal Policy, and the Lands Acquisition Act 1989 and the Public Works Committee Act 1969.

Duties

ABOUT THE OPPORTUNITIES

We are seeking to fill Program Support Officer roles at the APS 5 level for the Property Services Procurement Arrangements, Contract Management Team.

The team is responsible for the implementation and management of the Property Services Coordinated Procurement Arrangements, which provide a Whole-of-Australian-Government approach to the delivery of Leasing Services and Facilities Management Services for Commonwealth domestic office accommodation and shop fronts.

DETAILED VACANCY INFORMATION

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

Eligibility

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

Notes

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

About the Department of Finance

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

To Apply

Position Contact	Kristine Pulciani, 02 6215 3912
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=7A574C35-474E-9448-FB55-ED384F1AD7F2

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Vacancy VN-0772148

Department of Home Affairs

Closing Date: Thursday 10 September 2026

Finance Division
Financial Operations Financial Framework

Job Title	Senior Taxation Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - WA 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 working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 6
Position Number	142010
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/142010/>

About our team

Join a team of knowledgeable professionals in Financial Operations Branch who are responsible for:

- Financial, asset and taxation accounting including the production of financial statements
- Financial governance frameworks and financial systems
- Travel, credit cards and accounts payable
- Financial learning and development

Please visit our website for more information about the [Department of Home Affairs](#) or [Australian Border Force](#).

Our ideal candidate

Our ideal candidate is looking to join a great team of high-performing professionals working in a challenging and flexible environment. We're keen to have you join us if you:

- are a self-starter with technical expertise in Fringe Benefits Tax (FBT) and Goods and Services Tax (GST)
- have relevant qualifications and/or experience
- have high-level interpersonal, stakeholder engagement and communication skills
- are an enthusiastic team player.

Duties

Assist with preparation and lodgement of the department's annual FBT return and monthly BAS including:

- Benefit data quality assurance, developing and maintaining Excel worksheets, and collating supporting documentation
- Assist with preparation and lodgement of the monthly Business Activity Statement (BAS) for the department and National Emergency Management Agency and lodgement with the Australian Taxation Office
- Research and provide advice on FBT and GST
- Conduct Quality Assurance (QA) and detailed analysis of GST transactions
- Reconcile tax related general ledger accounts and prepare FBT and GST journals

Additional information

The following skills and experience are mandatory:

- Demonstrated knowledge of FBT requirements for large employers
- Demonstrated tax experience

The following qualifications are highly desirable:

- A tertiary qualification in Business/Commerce or Law or equivalent

Eligibility

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

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

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

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

Notes

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

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

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

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

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

About the Department of Home Affairs

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

To Apply

Position Contact	Meagan Stewart, 02 6198 7658
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/142010/

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Vacancy VN-0772235

Future Fund Management Agency

Closing Date: Sunday 20 September 2026

Job Title	Chief Executive Officer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Minimum 3 days/week in office. Tuesday/Wednesday are anchor days
Classification	Senior Executive Service Band 2
Position Number	JR100362
Agency Website	www.futurefund.gov.au

Job Description

https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

Lead one of Australia's most respected investment institutions

The Future Fund is Australia's sovereign wealth fund. Managing more than \$355 billion on behalf of the Australian Government, we are one of the world's leading sovereign investment institutions.

Our purpose is to invest for the benefit of all Australians. Through disciplined long-term investing, we deliver on public investment mandates while helping strengthen Australia's long-term financial position.

Central to our success is a Total Portfolio Approach to investing, which brings a whole-of-portfolio perspective to decision-making and underpins the way we pursue long-term investment outcomes.

Globally respected for our investment capability and distinctive culture, we bring together exceptional people, rigorous thinking and a long-term perspective.

We are seeking an outstanding leader to become our next Chief Executive Officer (CEO). This is a unique opportunity to lead an institution of national significance and help shape its next chapter in an increasingly complex and rapidly changing world.

The Opportunity

Reporting to the Board, the Chief Executive Officer is responsible for leading the organisation and ensuring it remains a high-performing, globally respected sovereign investment institution. The CEO serves as the primary interface between the Board, Government stakeholders, regulators and the organisation, providing trusted leadership and advice in support of the Future Fund's purpose and mandates.

Working in close partnership with the Chief Investment Officer, the CEO will help ensure the organisation's investment capabilities, governance frameworks, operating model and culture continue to support exceptional long-term investment outcomes.

The CEO will guide the organisation through an increasingly complex and evolving environment, ensuring the Future Fund remains adaptive, innovative and well positioned to respond to shifts in technology, geopolitics, financial markets and the broader operating landscape.

Duties

Key responsibilities

As Chief Executive Officer, you will:

- Lead the development and execution of the Future Fund's strategic direction.
- Foster a high-performance culture aligned with the organisation's purpose, values and long-term objectives.
- Lead and develop the senior leadership team and strengthen organisational capability.
- Champion a culture that combines high performance with collaboration, accountability and inclusion.
- Ensure the Future Fund continues to attract, develop and retain exceptional investment and corporate talent.
- Aid and work collaboratively with the CIO to support investment excellence and effective implementation of investment strategy.
- Maintain strong governance, risk and accountability frameworks.
- Build trusted relationships with the Board, Government stakeholders and regulators.
- Drive organisational effectiveness, innovation and continuous improvement

Eligibility

About you

- You are an exceptionally accomplished senior executive with a track record of leading complex, high-performing organisations.
- You combine strategic judgement with strong operational leadership and are recognised for your ability to lead through complexity and change. You build credibility quickly with Boards and senior stakeholders and have the communication skills, judgement and presence to represent an organisation of national significance.
- You are known for developing exceptional teams and creating environments where talented people can perform at their best.
- Experience in investment management, treasury, financial services, sovereign wealth, superannuation, funds management or similarly complex environments.
- Most importantly, you will bring a commitment to public purpose, long-term stewardship and organisational excellence.

Why the Future Fund

This is a rare opportunity to lead a globally respected institution with a distinctive mandate and culture, working alongside some of Australia's most accomplished investment and corporate leaders.

You will have the opportunity to influence outcomes that matter to all Australians while shaping the next chapter of one of the country's most significant investment organisations.

Applications

The Future Fund is committed to building a diverse and inclusive workplace. We welcome applications from people with diverse backgrounds, experiences and perspectives.

The Future Fund has engaged Spencer Stuart to support the recruitment process for this appointment. Applications received may be shared with Spencer Stuart, with candidate consent, for the purposes of assessment, candidate management and consideration as part of the recruitment process.

Notes

About the Future Fund Management Agency

The Future Fund is Australia's sovereign wealth fund, investing for the benefit of future generations of Australians. The Future Fund Board of Guardians, supported by the Future Fund Management Agency, invests the assets of seven public asset funds: the Future Fund, the Medical Research Future Fund, the Aboriginal and Torres Strait Islander Land and Sea Future Fund, the Future Drought

Fund, the Emergency Response Fund and the DisabilityCare Australia Fund. Each fund has an investment mandate that is determined by the Australian Government under legislation. Our role is to generate strong, risk-adjusted returns over the long term.

To Apply

Position Contact	John Campanaro, 0386566400
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

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Vacancy VN-0772205

Great Barrier Reef Marine Park Authority

Closing Date:Wednesday 16 September 2026

Marine Park Operations Environmental Assessment and Protection

Job Title	Assistant Director Permission Systems & Strategy
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	\$121,312 - \$132,962
Future Merit Locations	Canberra, Various locations - QLD, Townsville
Office Arrangement	On Site;Hybrid
Office Arrangement Details	This position is based in Townsville. While the agency supports workplace flexibility, remote working is not available for this role.
Classification	Executive Level 1
Position Number	1117
Agency Website	

Job Description

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

We are seeking an experienced policy and/or project management professional to join our team with broad skills in the delivery of regulatory permitting/licensing systems. The role combines strategic policy and legislative reform, risk-based service improvement, stewardship of current systems and reporting, and development of the business case and transition to a contemporary digital permits system under limited direction with reasonable autonomy and accountability.

What you'll bring

- You will be a team player, working closely and collaboratively with other areas of the Reef Authority, the Australian and Queensland government's Reef Joint Field Management Program, Traditional Owners and other Queensland and Commonwealth government partner agencies as well as a diverse network of stakeholders.
- You have sound judgement and are a natural problem solver, a doer and are known for seeing things through to completion.
- You can develop clear, evidence-based policies, guidelines and legislative proposals; navigate government approval processes; and negotiate jointly supported outcomes with partner agencies, ideally in an environmental management / marine protected area context.
- You enjoy leading and being part of a cohesive, high performing team.
- You provide quality risk-based advice to senior management and have a good understanding of government processes and requirements.
- You possess excellent communication skills and produce clear, concise and persuasive material for a variety of audiences.
- You are agile in managing evolving priorities and complex projects while maintaining delivery of core functions and longer-term strategic outcomes.

Duties

- Lead a multi-disciplinary team in a dynamic environment to deliver high quality outcomes, meet deadlines and achieve organisational goals.
- Drive contemporary policy, legislative frameworks and business systems to support a risk-based permissions and compliance program that is effective across the Commonwealth and State marine park jurisdictions for the Great Barrier Reef, including high quality and timely briefing and strategic advice to Senior Management
- Provide business ownership and strategic oversight of current permissions systems, data and reporting, including system performance, data quality, business continuity, reporting capability, governance, prioritisation of enhancements and coordination with ICT teams and service providers.
- Develop and maintain effective working relationships, including working collaboratively and persuasively, with Australian and Queensland government agencies, Traditional Owners, research institutions and industries that use the Great Barrier Reef.
- Demonstrate excellent verbal and written communication and interpersonal skills, with the ability to negotiate persuasively, and provide high quality briefs, reports, presentations and submissions.
- Ensure high team performance and encourage a productive, collegiate and happy team environment, modelling the Reef Authority's culture and behaviour standards.

Eligibility

Employment with the Reef Authority is subject to:

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

Notes

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Julia Chandler, 0447 682 764
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Attorney-General's

Vacancy VN-0772158

Attorney-General's Department

Closing Date: Sunday 13 September 2026

People and Strategy
Office of Corporate Counsel

Job Title	Freedom of Information and Privacy Case Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$89,404 - \$113,413
Future Merit Locations	Various locations - ACT
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 5;APS Level 6
Position Number	0262/26_ES/PSD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

<https://agcareers.nga.net.au/?jati=ED9561EE-B641-CC43-E737-ED384E86F6A5>

To obtain a copy of the Candidate Information Kits for this vacancy, please click on the 'Apply Online' button to the left of this advertisement.

Duties

Employment Opportunity

The Freedom of Information and Privacy section (FOIP) within the Office of Corporate Counsel (OCC) is primarily responsible for processing the department's access to information requests under the FOI and Privacy Acts. FOIP processes Freedom of Information requests made to the department, the Attorney-General, the Anti-Slavery Commissioner and the Inspector of the National Anti-Corruption Commission. The section is also responsible for undertaking the department's Privacy Act casework functions.

APS5-6 FOIP Case Officer roles in the FOIP team involve a wide range of matters, a diverse group of internal and external stakeholders and a high degree of autonomy.

We encourage you to apply if you have an interest in FOI and Privacy and/or if you would like to apply your prior casework experience as you learn more about information management and access frameworks.

The successful candidate will have the opportunity to develop their information law experience and expertise through, among other things, efficient handling of FOI and Privacy requests in collaboration with a team of collegiate and experienced colleagues.

We are committed to providing a flexible, diverse and inclusive workplace. We are open to a range of flexible work arrangements including part-time and flexible work hours. We also arrange professional training in FOI and other specialist skills within the branch.

OCC strives to be an engaged, high performing and agile team. We value our reputation for professionalism and integrity and work collaboratively across AGD to further the strategic objectives of the department and the Attorney-General. We offer a diverse, safe and inclusive workplace with competitive employment conditions.

How you can help us make a difference

We seek people who bring external ideas, diverse experience, and are willing to explore innovative ways of working. People who work for us will display leadership at all levels, apply information effectively to solve problems, and work collaboratively to achieve outcomes.

FOI and Privacy casework suits applicants who enjoy engaging with clients and stakeholders, critical thinking and writing, and who have an interest in administrative decision-making and case management.

Our ideal candidate will:

- assist the department to meet its statutory obligations under the FOI Act and Privacy Act
- provide advice to, and work with, business areas to finalise FOI cases
- contribute to the development and improvement of best practice procedures and systems
- build and maintain relationships with various internal and external stakeholders
- liaise and consult on information access matters, and
- work flexibly and collegiately in response to changes in business demands.

Other qualifications: Legal qualifications are not essential but highly regarded.

Eligibility

To be eligible for employment at the Attorney-General's Department applicants must be Australian citizens.

Applicants offered employment will be required to successfully undergo a police record check and be able to obtain and maintain a security clearance at a specified clearance level. The successful applicant must be willing to disclose all relevant and required information.

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

Notes

A merit pool of suitable applicants may be created from this process, and will be active for 18 months after the date of this gazettal.

If you have any questions regarding the recruitment process or require any reasonable adjustments, please contact HR Assist at hr.assist@ag.gov.au or 02 6141 6111 (Option 2).

We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

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

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services. The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Jess Hockings, (02) 6141 3025
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=ED9561EE-B641-CC43-E737-ED384E86F6A5

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Attorney-General's

Vacancy VN-0772246

Attorney-General's Department

Closing Date: Sunday 13 September 2026

Information

Job Title	ICT Procurement Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$101,672 - \$113,413
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 6
Position Number	0267/26_ES/ID-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

<https://agcareers.nga.net.au/?jati=5B64425C-8946-064C-DFA4-ED388CB6538E>

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

Duties

Employment Opportunity

Attorney-General's Department is seeking an ICT Procurement Officer to work as part of a small team of ICT Professionals to support the Information Division achieve strategic and effective ICT procurement outcomes which are compliant with relevant rules and policies. Information Division provides IT services to the Attorney-General's Department including Royal Commissions. The services provided include infrastructure services, help desk support, IT security, application support, ICT project management and ICT contract and procurement services.

The advertised role sits within the Office of the CIO who supports the Chief Information Officer, and Information Division with ICT Procurement activities, ICT Financial Management, ICT Asset Management and ICT Governance and Co-ordination activities.

The key functions of this role are to:

- Assist with all aspects of ICT Procurement including approaches to market, procurement registrations and approvals and drafting contracts
- Provide support to internal stakeholders on all aspects of ICT procurement
- Track costs of ICT Procurement including payment of invoices and management of purchase orders.

How you can help us make a difference

We are seeking experienced ICT Procurement Professionals to work in a small but busy section of the department's ICT Division delivering procurement advice and services. People who work for us will display leadership at all levels, apply information effectively in order to solve problems, are willing to explore innovative ways of working and work collaboratively to achieve outcomes.

Our ideal candidate will excel at the following selection criteria:

- Demonstrated experience in conducting ICT procurements in a government context including applying the Commonwealth Procurement Rules (CPRs), the Public Governance Performance Accountability (PGPA) Act.
- Experience using the Digital Transformation Agency BuyICT Portal to conduct and manage ICT Procurements.
- Contract development experience
- Planning, and organisational skills with an ability to manage competing priorities and demands
- Excellent oral and written communications skills and experience interacting with both business areas and IT individuals at all levels including executives
- Sound judgement in responding effectively to stakeholder needs, including demonstrated attention to detail, ability to develop internal and external relationships and work collaboratively to achieve results
- Support continuous improvement of procurement and contract processes and templates.

Other qualifications: Must hold a Certificate IV in Procurement and Contract Management.

Eligibility

To be eligible for employment at the Attorney-General's Department applicants must be Australian citizens.

Applicants offered employment will be required to successfully undergo a police record check and be able to obtain and maintain a security clearance at a specified clearance level. The successful applicant must be willing to disclose all relevant and required information.

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

Notes

A merit pool of suitable applicants may be created from this process, and will be active for 18 months after the date of this gazettal.

If you have any questions regarding the recruitment process or require any reasonable adjustments, please contact HR Assist at hr.assist@ag.gov.au or 02 6141 6111 (Option 2).

We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

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

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services. The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Di Horton, 0419 263 443
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=5B64425C-8946-064C-DFA4-ED388CB6538E

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Attorney-General's

Vacancy VN-0772225

National Anti-Corruption Commission

Closing Date: Sunday 13 September 2026

Enabling Services ICT and Security Team

Job Title	Chief Information Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$150,692 - \$169,800
Future Merit Locations	Brisbane, Melbourne, Sydney, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	072_08/26_PN1121
Agency Website	https://nacc.gov.au/

Job Description

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

About the National Anti-Corruption Commission

The NACC enhances integrity in the Commonwealth public sector by deterring, detecting, and preventing corrupt conduct involving Commonwealth public officials. It does this through education, monitoring, investigation, reporting and referral.

Working with us

This is an exciting time to join the NACC. We are looking for outstanding individuals to embed robust systems and processes, deliver exciting and diverse projects and demonstrate innovation and commitment to integrity in the public service.

NACC staff work in a complex and dynamic setting where exceptional judgement and an ability to achieve results is critical.

Successful candidates will have the ability to cooperate, manage, lead and perform successfully across corporate and operational functions.

About the Role

The position of Chief Information Officer (CIO) reports to the General Manager Enabling Services and will operate as part of the Enabling Services Branch in the National Anti-Corruption Commission (NACC). Operating under broad direction, the CIO will lead the ICT, property and security functions for the Commission.

Duties

The successful candidate will work under the general direction of the General Manager Enabling Services.

Key activities of this position include:

- Strategic leadership – provide leadership and management to develop and deliver a forward-looking ICT strategy for the Commission in alignment with its enabling and operational objectives.
- Team management – develop, mentor and lead the ICT, Property and Security team to maximise the contribution to effective service delivery.
- Manage ICT resourcing requirements, including budget development and management, oversight of complex procurement processes, contract negotiation and performance monitoring and management.
- ICT environment – oversee the ongoing maintenance and enhancement of the Commission's Cloud IT environment, ensuring that systems and networks operate securely, reliably, effectively and efficiently across our various locations.
- Cybersecurity – Undertake the role of the Commission's Chief Information Security Officer (CISO) to maintain and enhance the Commission's cyber security posture through the development of robust cyber security policies and procedures and better practice approaches of threat identification and treatment.

- As Artificial Intelligence (AI) Accountable Official, manage AI use case approvals, develop and embed the AI Governance Framework, ensure organisational compliance with whole-of-government requirements, support the uptake of AI in line with Australian Government strategies, and drive organisational AI awareness.
- Oversee the Commission's Protective Security function and lead the implementation of the Protective Security Policy Framework (PSPF) strategy and framework, including developing and implementing appropriate plans and frameworks to manage the Commission's security risks to support a positive security culture.
- Oversee the Commission's property portfolio ensuring property, accommodation and facilities arrangements support organisation priorities.

The NACC is a small agency. In addition to these activities, from time to time you may be asked to undertake tasks that are outside your usual span of duties but that are within the range of your capabilities. Supporting one another in this way provides opportunities for exposure across the agency and is an integral part of the NACC's positive workplace culture.

Eligibility

Employment with the National Anti-Corruption Commission (NACC) is subject to the following conditions:

- **Citizenship** – Applicants must be an Australian Citizen.
- **Security Clearance** – this is a Designated Security Assessment Position. The occupant of this position will be required to undergo and maintain a security clearance to Negative Vetting 1.
- **Suitability assessment** – The NACC must be satisfied that successful applicants are of suitable character. They must undergo a rigorous pre-employment suitability screening process that can be intrusive in nature including (but not limited to) detailed background, character, employment, police, and financial checks.
- **Probation** - A probation period will apply to any new ongoing engagement to the Australian Public Service.

Notes

Benefits of Working for the NACC

We offer attractive rewards and benefits to eligible employees, including:

- competitive rates of pay and 15.4% superannuation.
- generous paid parental leave for primary and secondary caregivers.
- an additional 3 days paid leave between Christmas and New Year.
- flexible working arrangements such as part-time work, flexible work hours, and technology to support working from home and similar arrangements.
- an option to purchase additional leave, up to 4 weeks per year.
- access to salary sacrificing, an

- access to studies assistance.

The NACC provides a service allowance of \$2,039 per annum (pro-rata for part-time) to non-SES employees which acknowledges the special requirements of working at the NACC. This includes the need for high-level personal security assessments, the intrusion associated with notifying private financial and social interests and the necessity to engage in practices to prevent targeting by unlawful elements.

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 Anti-Corruption Commission

The National Anti-Corruption Commission (NACC) is an independent Commonwealth agency that commenced in 2023. The NACC mission is to enhance integrity in the Commonwealth public sector by deterring, detecting and preventing corrupt conduct involving Commonwealth public officials through education, monitoring, investigation, reporting and referral.

To Apply

Position Contact	George-Philip, (02) 6203 8122
Agency Recruitment Site	https://nacc.nga.net.au/

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Defence

Vacancy VN-0772060

Department of Defence

Closing Date: Sunday 13 September 2026

Capability Acquisition and sustainment Group
Joint Aviation Systems division

Job Title	Contract Management Officer
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	\$99,733 - \$112,431
Future Merit Locations	Enoggera
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location
Classification	APS Level 6
Position Number	CASG/04806/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=62511F25-25BA-2FF1-6448-ED36EB6C2387>

Duties

The Role

The APS 6 Contract Management Officer supports delivery of the Australian Army's AH64E Apache capability under LAND 4503, with a primary focus on management of the Apache Initial Support Contract. Working with a high degree of autonomy, the role manages contract administration, variations and extensions, monitors supplier performance, and implements risk mitigation measures to ensure contracted services are delivered on time, within budget and to the required quality.

The position provides direct support to the EL 1 Contract Manager and works closely with Defence stakeholders and industry partners to address complex commercial and performance issues. The role requires sound knowledge of Commonwealth procurement frameworks, strong judgement in applying legislative and policy requirements, and the ability to contribute to governance reporting, supplier performance reviews and continuous improvement of contract management practices.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base

salary otherwise payable under the Defence Enterprise Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The Attack Helicopter Systems Program Office (AHSPO) is delivering LAND 4503, the Apache Attack Helicopter. A \$4B acquisition of 29 AH-64E Apache helicopters via Foreign Military Sale to replace the Tiger ARH. AHSPO will support the Joint Force of the late 2020s and beyond to fight and win the land battle. As the Apache Helicopter project is an emerging capability, the team, which comprises of ADF, APS and Contractor staff, is rapidly growing.

Whilst this role is based in Gallipoli Barracks, Enoggera, our growing Apache team is split between Canberra, Brisbane, and Townsville. You will have the opportunity to contribute to the delivery of high-value, advanced Defence capabilities, whilst being rewarded with a professional, inclusive and supportive team.

Our Ideal Candidate

Our ideal candidate is an experienced contract management professional who can operate confidently in a complex environment. You will have a strong working knowledge of Commonwealth procurement frameworks and the judgement to manage contract changes, supplier performance and risk with minimal supervision. You are comfortable engaging with industry stakeholders on difficult issues and can provide clear, practical advice grounded in policy and commercial realities. You will be organised, detail focused and able to prioritise competing demands while supporting governance and reporting requirements.

Just as importantly, you will be proactive, willing to challenge poor performance, and focused on outcomes that support delivery of the Apache capability. Experience in large acquisition or sustainment programs will be highly regarded.

Eligibility

Security Clearance:

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

Notes

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

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

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	Glenn Brown, 0402 817 531
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=62511F25-25BA-2FF1-6448-ED36EB6C2387

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Defence

Vacancy VN-0772075

Department of Defence

Closing Date: Sunday 13 September 2026

Capability Acquisition and sustainment Group
Joint Aviation Systems Division

Job Title	ILS Manager - Sustainment
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	\$124,393 - \$140,315
Future Merit Locations	Enoggera
Office Arrangement	On Site;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(s)
Classification	Executive Level 1
Position Number	CASG/04794/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=78AD1E27-11B4-43E3-E44E-ED36EBEA9D46>

Duties

The Role

Within the Materiel Logistics function, the EL 1 ILS Manager – Sustainment is accountable under broad direction for leading and assuring complex to very complex logistics outcomes within an integrated APS, ADF and industry workforce.

The role is responsible for the design, establishment and governance of the supply system supporting acquisition, introduction into service and sustainment of the AH64E Apache capability; a program valued in excess of \$5B and subject to significant scrutiny and assurance requirements.

Key responsibilities include leadership and management of the Apache SPO logistics workforce; governance of FMS and DCS materiel receipt, codification and in lay; oversight of contractor managed warehousing and OEM Performance Based Logistics arrangements; and assurance of compliance with Defence logistics policy and manuals.

The role engages closely with the Project Manager, Product Manager, Army units and industry partners to manage sustainment risk and ensure fleet readiness.

This role has been identified as requiring access to International Traffic in Arms Regulations (ITAR) controlled technologies. The ITAR is United States (US) law that controls the manufacture, sale, use and access of defence and military end-use articles on the United States Munitions List. It is the policy of the US to deny exports of ITAR controlled technologies to proscribed countries. This may also apply to access by persons who hold or have held a citizenship, or current permanent residency, of said countries. Defence utilises workforce mechanisms to mitigate these restrictions, which will require applicants provide details of all current citizenships and permanent residencies, as well as previously held citizenships. Defence collects citizenship details to confirm an applicant's eligibility for the role and to maintain compliance with international obligations.

About our Team

The Attack Helicopter Systems Program Office (AHSPO) is delivering LAND 4503 Apache Attack Helicopter – the \$4B acquisition of 29 AH-64E Apache helicopters via Foreign Military Sale to replace the Tiger ARH. As the Apache Helicopter project is an emerging capability, the team, which comprises of ADF, APS and Contractor staff, is rapidly growing.

Whilst this role is based in Gallipoli Barracks, Enoggera, our growing Apache team is split between Canberra, Brisbane, and Townsville. You will have the opportunity to contribute to the delivery of high-value, advanced Defence capabilities, whilst being rewarded with a professional, inclusive and supportive team.

Our Ideal Candidate

Our ideal candidate is an experienced ILS Manager, preferably with experience delivering integrated logistics outcomes in complex, regulated environment. Experience in aviation acquisition, aviation sustainment and/or Foreign Military Sales programs is highly regarded.

To be successful in this role, you will:

- Provide confident leadership and people management, building a high performing integrated APS, ADF and industry logistics team.
- Apply sound judgement and assurance to the design, governance and continuous improvement of logistics and supply systems across acquisition, introduction into service and sustainment.
- Demonstrate strong knowledge of logistics policy, compliance and sustainment governance, and the ability to operate effectively under scrutiny.
- Engage credibly with senior stakeholders, including Army, CASG, industry and OEM partners, to manage risk and deliver sustainment readiness for the AH64E Apache capability.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	LTCOL Jeremy Mellor, 07 4430 0862
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=78AD1E27-11B4-43E3-E44E-ED36EBEA9D46

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Defence

Vacancy VN-0772083

Department of Defence

Closing Date:Thursday 10 September 2026

Defence People Group Joint Health Command
Joint Health Command

Job Title	ADF Rehabilitation Case Manager
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$99,733 - \$112,431
Future Merit Locations	Darwin
Office Arrangement	On Site;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(s)
Classification	APS Level 6
Position Number	DPG/04861/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8EDBC314-78EA-217C-BDBE-ED372727FA5A>

Duties

The Role

An opportunity exists for an experienced Rehabilitation Case Manager to oversee occupational rehabilitation service delivery to Australian Defence Force (ADF) members in Joint Health Unit Central Australia. The successful candidate will lead a team of contracted rehabilitation consultants, who are responsible for the day-to-day delivery of occupational rehabilitation services.

Working within a multidisciplinary healthcare team, the APS 6 Rehabilitation Case Manager will manage the development and delivery of coordinated occupational rehabilitation services, while exercising legislative delegations under the Military Rehabilitation and Compensation Act and the Safety Rehabilitation and Compensation Act (Defence Related Claims) as necessary.

A key aspect of this role is liaison with ADF member's Commanding Officers, their delegates and other relevant

stakeholders to ensure that each member's occupational rehabilitation goals are specific, measurable, and achievable. They will also provide technical support and oversight of complex case management as required.

This position reports to the Health Centre Manager, with technical guidance provided via the Regional Rehabilitation Manager. The position is part of a broader Rehabilitation Case Management team which provides a network of support in the specialised area of occupational rehabilitation.

About our Team

Joint Health Command (JHC) is responsible for the delivery of healthcare services to over 70,000 Australian Defence Force (ADF) personnel. Through the delivery of reliable, resilient and best practice health services, JHC enables a healthy, ready, and supported Force from enlistment through to transition from service.

Health care services are delivered through eight Joint Health regions across Australia. The APS 6 Rehabilitation Case Manager position is part of Joint Health Unit - Central Australia and can be based at either RAAF Base Darwin or Larrakeyah Barracks. Each Joint Health Unit facility provides a range of services which can include medical, nursing, dental, physiotherapy, mental health, rehabilitation, and in-patient care.

The JHC workforce is an integrated, multi-disciplinary team of Defence members, civilians, contractors and professional health providers. We work together to manage around one million patient health service interactions with Defence members each year.

Our Ideal Candidate

An enthusiastic self-starter, our ideal candidate will have experience in the injury management environment using a bio-psychosocial model of practice. They will demonstrate strong technical skills and knowledge in complex rehabilitation case management and possess a sound understanding of legislative frameworks and Defence's mission and policy requirements.

They must be able to exercise both initiative and judgment in the interpretation of policy and in the application of practices and procedures. They must have excellent communication and negotiation skills and have the ability to develop productive relationships across various stakeholders both internal and external to Defence. The ability to anticipate, identify, and respond to the needs and expectations of these stakeholders is important.

The ideal candidate will be committed to ongoing self-improvement and professional development, and have experience in leading, mentoring and coaching teams to deliver optimal outcomes. They must be prepared to travel periodically to the Defence facilities within their area of responsibility.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Must meet one of the following criteria:

- Be a registered health practitioner who is registered to practise as one of the following health professions, occupational therapist, physiotherapist, psychologist, medical practitioner, nurse; or
- Be a rehabilitation counsellor who holds full membership of the Australian Society of Rehabilitation Counsellors or Rehabilitation Counselling Association of Australia; or
- Be a social worker with full membership of the Australian Association of Social Workers; or
- Be an exercise physiologist who is accredited with Exercise and Sports Science Australia.

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	Sam Tibbits, 08 7374 2324
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8EDBC314-78EA-217C-BDBE-ED372727FA5A

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Defence

Vacancy VN-0772131

Department of Defence

Closing Date: Sunday 13 September 2026

Australian Defence Force HeadQuarters
Capability Coordination

Job Title	Deputy Executive Security Advisor
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$124,393 - \$140,315
Future Merit Locations	Russell
Office Arrangement	Flexible
Office Arrangement Details	Candidates may negotiate a flexible arrangement (WFH or other Defence sites). Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	ADFHQ/04898/26
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=E0424326-54BA-76EA-C627-ED3814255799>

Duties

The Role

Command Support Branch is seeking a high-performing EL1 Deputy Executive Security Advisor to support the Vice Chief of the Defence Force Group (VCDFG) in the delivery of security governance, assurance, compliance and risk management outcomes.

As the VCDFG Deputy Executive Security Advisor and Command Support Branch Security Officer, you will provide trusted advice to senior leaders, manage complex security matters and contribute to the continual improvement of VCDFG's security posture.

You will lead the coordination and delivery of security services across VCDFG, including:

- Security governance and assurance;
- Personnel security and clearance sponsorship, including Personnel Security Risk Sharing;
- Security incident management and reporting;
- Overseas travel security briefings and debriefings;
- Security awareness and communication activities;
- Security standing orders management;
- Security on and off boarding processes;
- Business continuity planning activities;
- Support to various Defence security committees and governance forums;
- Management and support of the VCDFG Security Officer and COMSO Network; and
- Fraud and corruption activities.

You will engage extensively with senior Defence leaders, Security and Estate Group, enterprise Executive Security Advisors, security officers and other internal and external stakeholders to identify risks, influence outcomes and strengthen security culture across VCDFG.

This role requires sound judgement, strategic thinking and the ability to balance competing priorities while delivering high-quality outcomes in a dynamic environment.

The successful applicant will have access to relevant learning and development opportunities to support success in the role.

About our Team

The VCDF Security team are within Command Support Branch. The VCDF Security team serves as the principle security advisory function for VCDFG. The team supports security governance, personnel security, security risk management, compliance monitoring, and security awareness, governance committee engagement, while supporting Business Continuity and Fraud and Corruption activities.

Working closely with security stakeholders across Defence, the team helps safeguard Defence personnel, information and capabilities

Our Ideal Candidate

We are seeking a motivated and adaptable leader who can operate confidentially within a multidisciplinary security and governance environment.

The Successful applicant will demonstrate:

Shapes Strategic Thinking

- Proven ability to analyse complex security issues and identify practical, risk-based solutions.
- Experience providing strategic advice to senior leaders and influencing decision-making.
- Strong understanding of security governance, compliance and assurance principles.

Achieves Results

- Ability to manage multiple competing priorities and deliver high-quality outcomes under pressure.
- Experience leading projects, implementing process improvements and driving organisational outcomes.
- Strong organisational skills and commitment to continuous improvement. Cultivates Productive

Working Relationships

- Proven ability to build and maintain relationships across diverse stakeholder groups.
- Experience working collaboratively across organisational boundaries to achieve shared outcomes.
- Ability to mentor, support and guide others in security-related responsibilities.

Exemplifies Personal Drive and Integrity

- Demonstrated professionalism, sound judgement and commitment to Defence and APS Values.
- Ability to provide frank and fearless advice while effectively managing sensitive information.
- Resilience and adaptability in a complex operating environment.

Communicates with Influence

- Excellent written and verbal communication skills.
- Ability to prepare and deliver executive correspondence, briefs, committee papers and reports.
- Ability to tailor communication for diverse audiences and influence stakeholders.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Shafeen Mustaq, 02 5108 4338
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E0424326-54BA-76EA-C627-ED3814255799

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Defence

Vacancy VN-0772142

Department of Defence

Closing Date: Sunday 20 September 2026

NAVY
Fleet Command

Job Title	Senior Engineer Signature Development
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	\$124,393 - \$140,315
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 1
Position Number	NAVY/04557/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=298CCA97-6177-1475-5A2D-ED3813BA9F26>

Duties

The Role

Through analysis of naval platform underwater signatures, the RAN Maritime Warfare Centre (MWC) Signature Analysis and Ranges (SAR) Division supports current and future Navy platforms throughout the product life cycle. This analytic function is essential to improve warfighting effectiveness through Operational Analysis, and provide decision makers assurance of warfighting capability and drive improvements through identifying gaps and opportunities.

As a Senior Engineer in MWC, you will apply your engineering knowledge to ensure the serviceability, quality, and accuracy of complex systems dedicated to recording and analysis of Naval platform underwater signatures.

The role will require you to lead a small team, exercise a considerable degree of independence and provide technical/scientific advice to the SAR Division Chief Engineer and RAN Stakeholders. You will need to engage in complex problem solving that will impact on strategic and/or operational outcomes for Defence relating to Naval platform signature vulnerabilities. Your excellent verbal and written communication skills will enable you to communicate with Navy personnel, academia and industry with clarity and influence, and to ensure the quality of analysis, reports and correspondence produced by subordinate staff. You will be able to employ your

engineering knowledge to identify opportunities to improve the performance and utility of MWC signature measurement and analysis systems, and to determine requirements for future or replacement systems.

The work you will undertake may include hardware and software development, operation of measurement systems and participation in signature measurement activities, analysis and reporting of underwater signature data (predominantly acoustic) and assessment of sonar performance, and development of novel analysis techniques for current and future signatures of interest. You will be supported to build on your engineering knowledge in the areas of platform signatures to develop your engineering skills/knowledge.

There are learning opportunities in cutting edge areas such as data analytics and Machine Learning that directly support Defence's commitment to employ contemporary technologies to empower data-informed decision making.

As an Engineer in the Maritime Warfare Centre you will be able to apply and develop your engineering/scientific knowledge to analyse complex systems in the fields of platform signatures. You will lead a team of Engineers to deliver the Subject Matter Expertise that the Royal Australian Navy fleet requires to face modern threats through the collection and analysis of captured data. You will use your ability to apply engineering/analytical skills to help minimize vulnerability to our Navy fleet and contribute to a culture of cooperation for development and sharing of knowledge whilst exercising initiative and judgement.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer. Works outdoors,

Frequent travel – Vehicle

As the range and nature of work in Defence is so diverse, our staff typically work in a variety of different environments.

The workplace environment requirements for this role include:

- (Typical): Sitting/working at a desk (office environment)
- Computer use
- Generic screen based work
- Graphical/Analytical based work
- Lifting 0-15kg
- Climbing/Bending/Squatting/Reaching/Push/Pull,

- Field work / Working outdoors / setup of portable systems
- (Occasional) Working in warehouse / shipping container environments
- (Occasional) Working on wharves, ships, submarines, workboats, barges and other vessels, both at sea and berthed. (May include navigating hatches, climbing stairs, working in confined spaces etc)
- (Occasional) Working overnight, unusual or extended hours
- Travel – frequent Vehicle and occasional air / interstate
- (Occasional) Overtime and Sea Duty Allowances
- Requirement to Wear Personal Protective Equipment (PPE)

Work activities will often require the candidate to board Naval Platforms (from Dock or via Boat Transfer).

Periods of Travel typically vary from a few days up to two weeks, and can include Interstate and Regional Defence Sites to assist with MWC Support to Navy activities.

Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration. Defence will support you in balancing work life with family and other priorities, offering you access to a variety of flexible working arrangements.

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.

This position will be required to access US export controlled materiel and therefore applicants will be requested to disclose any dual citizenship with another country during the recruitment process. Dual citizens may be subject to further assessment and appointment to this position will be conditional upon approval to access US controlled export material in accordance with International Traffic in Arms Regulations (ITAR).

About our Team

The MWC mission is to optimise and improve the warfighting effectiveness and lethality of Australia's maritime capability. This is achieved through the delivery of highly effective warfare products that support both the Fleet Commander and the Head of Navy Capability in the context of risk based decision-making.

The team you will be leading directly support this mission through measurement, modelling and analysis of underwater signatures with a focus on identifying vulnerabilities and determining actions to achieve signature reduction.

You will be working in directly support this mission through Operational Analysis involving:

- Updating Analysis Techniques and implementing them into our Range Systems.
- Consolidating our existing Range Systems and subsequent evolution for the Next Generation of RAN Platforms.
- Alignment of Signature Analysis techniques with Susceptibility Metrics and Military Standards.
- Use and distribution of data as the source of truth to inform decision making for the Fleet.

Come join a team, which works collaboratively with Engineers from different disciplines, industry and Government, civilian and military, to understand, shape and improve warfighting capabilities across Navy.

Our Ideal Candidate

The ideal candidate will have a strong interest in working for Navy and the ability to apply engineering/analytical skills to help analyse, report on and minimize underwater signature vulnerabilities of our Fleet. You will contribute to a culture of cooperation for development and sharing of knowledge whilst exercising initiative and judgement.

Candidates are sought with interest and ability in the following areas:

- Metadata capture and configuration, formatting, processing and integration into analysis systems
- System Engineering skills, ability to cope with “multi domain” problems, and identify needs and develop technical solutions to repair and upgrade existing signature measurement ranges. An awareness of SPO and defence acquisition practices will be advantageous
- Acoustic and Magnetic Signature analysis
- System Audit and Evaluation
- Software development and automation of data processing techniques
- Managing and guiding the work of technical staff
- Modification, maintenance and repair of computer / electrical / electronic systems and equipment

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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.

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	Mark Aquilina, 02 9537 2708
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=298CCA97-6177-1475-5A2D-ED3813BA9F26

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Defence

Vacancy VN-0772144

Department of Defence

Closing Date: Sunday 20 September 2026

NAVY
Fleet Command

Job Title	Senior Ranges Engineer – Maritime Warfare Centre West
Job Type	Full-Time, Ongoing
Location	Rockingham WA
Salary	\$124,393 - \$140,315
Future Merit Locations	Rockingham
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 1
Position Number	NAVY/04902/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=BCBE7272-98B5-EBB5-7FD5-ED381319054E>

Duties

The Role

Through analysis of naval platform underwater signatures, the RAN Maritime Warfare Centre (MWC) Signature Analysis and Ranges (SAR) Division supports current and future Navy platforms throughout the product life cycle. This analytic function is essential to improve warfighting effectiveness, provide decision makers assurance of warfighting capability and drive improvements through identifying gaps and opportunities.

As a Senior Engineer in MWC you will apply your engineering knowledge to ensure the serviceability, quality, and accuracy of complex systems dedicated to recording and analysis of Naval platform underwater signatures. You will also contribute to the growth path and management of future maritime ranges in support of new capabilities.

The role will require you to lead a small team, exercise a considerable degree of independence and provide technical/scientific advice to the Chief Engineer and RAN Stakeholders. You will need to engage in complex problem solving that will impact on strategic and/or operational outcomes for Defence relating to Naval platform signature vulnerabilities.

Your excellent verbal and written communication skills will enable you to communicate with Navy personnel, academia and industry with clarity and influence, and to ensure the quality of analysis, reports and correspondence produced by subordinate staff.

You will be able to employ your engineering knowledge to identify opportunities to improve the performance and utility of MWC signature measurement and analysis systems, and to determine requirements for future systems and additional capabilities.

The work you will undertake may include hardware and software development, operation of measurement systems and participation in signature measurement activities, analysis and reporting of underwater signature data and assessment of sonar performance, development of novel analysis techniques for current and future signatures of interest, and investigating opportunities for implementation of Machine Learning techniques for data analytics tasks.

This EL 1 role is a leading position in MWC West. You will be responsible for some staff and various functions of the unit, and for reporting to not only the SAR Division Chief Engineer, but also Director of MWC regarding key deliverables to the RAN Fleet. This role will involve liaison with Contractors, Fleet units, Force Groups, Base command, Systems Program Offices and various Anzac and Collins Class Stakeholders. You will also be responsible for critical facility management and upkeep to ensure requirements of current and future RAN Platforms are satisfied.

As an Engineer in the Maritime Warfare Centre you will be able to apply and develop your engineering/scientific knowledge to analyse complex systems in the fields of platform signatures. You will lead a team of Engineers to deliver the Subject Matter Expertise that the Royal Australian Navy fleet requires to face modern threats through the collection and analysis of captured data. You will use your ability to apply engineering/analytical skills to help minimize vulnerability to our Navy fleet and contribute to a culture of cooperation for development and sharing of knowledge whilst exercising initiative and judgement.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Works outdoors, Frequent travel - Vehicle

As the range and nature of work in Defence is so diverse, our staff often work in a variety of different environments.

The workplace environment requirements for this role include:

- (Typical): Sitting/working at a desk (office environment)
- Computer use
- Generic screen based work
- Graphical/Analytical based work
- Lifting 0-15kg
- Climbing/Bending/Squatting/Reaching/Push/Pull,
- Field work / Working outdoors / setup of portable systems
- (Occasional) Working in warehouse / shipping container environments
- (Occasional) Working on wharves, ships, submarines, workboats, barges and other vessels, both at sea and berthed. (May include navigating hatches, climbing stairs, working in confined spaces etc)
- (Occasional) Working overnight, unusual or extended hours
- Travel – frequent Vehicle and occasional air / interstate
- (Occasional) Overtime and Sea Duty Allowances
- Requirement to Wear Personal Protective Equipment (PPE)

Work activities will often require the candidate to board Naval Platforms (from Dock or via Boat Transfer).

Periods of Travel typically vary from a few days up to two weeks and can include Interstate and Regional Defence Sites to assist with MWC Support to Navy activities.

Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration. Defence will support you in balancing work life with family and other priorities, offering you access to a variety of flexible working arrangements.

This position will be required to access US export controlled materiel and therefore applicants will be requested to disclose any dual citizenship with another country during the recruitment process. Dual citizens may be subject to further assessment and appointment to this position will be conditional upon approval to access US controlled export material in accordance with International Traffic in Arms Regulations (ITAR).

About our Team

The MWC mission is to optimise and improve the warfighting effectiveness and lethality of Australia's maritime capability. This is achieved through the delivery of highly effective warfare products that support both the Fleet Commander and the Head of Navy Capability in the context of risk based decision-making. The team you will be leading directly support this mission through measurement, modelling and analysis of underwater signatures with a focus on identifying vulnerabilities and determining actions to achieve signature reduction.

You will be working in directly support this mission through Operational Analysis involving:

- Updating Analysis Techniques and implementing them into our Range Systems.
- Consolidating our existing Range Systems and subsequent evolution for the Next Generation of RAN Platforms.
- Alignment of Signature Analysis techniques with Susceptibility Metrics and Military Standards.
- Use and distribution of data as the source of truth to inform decision making for the Fleet.
- Oversight and participation in measurement, analysis and reporting of Vessel Signatures.

Come join a team, which works collaboratively with Engineers from different disciplines, industry and Government, civilian and military, to understand, shape and improve warfighting capabilities across Navy.

Our Ideal Candidate

As the ideal candidate, you have the motivation and ability to apply your strong analytical skills in the field of platform signature measurement and evaluation. You will provide leadership to your team and your strong communication skills will contribute to a culture of cooperation for development and sharing of knowledge whilst exercising a high level of initiative and judgement. You will be expected to work independently and identify opportunities to improve and contribute to the work output of MWC with limited need for guidance. You will be required to undertake occasional work interstate and in remote locations as well as participating in trials, system checks and inspections on military platforms (Naval Vessels).

Candidates are sought with interest and ability in any of the following areas:

- Data acquisition and underwater signature measurement Range systems
- Underwater acoustics / magnetics / electric field signatures, and sonar systems
- Combat and Weapons Systems
- Development of analytic systems for signature assessment (software and hardware)
- Development of analytic software systems for weapons systems analysis
- Modelling and simulation (Signatures and weapons)
- Machine Learning and data analytics
- Modification, maintenance and repair of computer / electrical / electronic systems and equipment

The successful candidate will have professional engineering qualifications and an interest in applying and improving their analytical skills and critical thinking in the maritime domain.

Disciplines of interest include: Electrical Engineering, Mechatronics, Mechanical Engineering, Software Engineering or Systems Engineering.

On the job training will be provided to assist the successful candidate in learning key skills required to perform various aspects of this role.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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.

Notes

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To Apply

Position Contact	Mark Aquilina, 02 9537 2708
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BCBE7272-98B5-EBB5-7FD5-ED381319054E

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Department of Defence

Closing Date: Sunday 13 September 2026

Australian Defence Force Headquarters
Office of Chief Defence Force

Job Title	Executive Assistant to the Chief of the Defence Force
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$124,393 - \$140,315
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	ADFHQ/04906/26
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=809D2DA6-E690-6AB0-47AD-ED384DDB151E>

Duties

The Role

An opportunity is available for an experienced administrative professional to perform the role of Executive Assistant to the Chief of the Defence Force. As the Executive Assistant, you will play a pivotal and trusted role within a combined Australian Defence Force/Public Service team to provide executive administrative support to the Chief of the Defence Force. The Executive Assistant deals directly with the Chief of Staff to effectively manage the CDF's schedule. This includes managing his diary and commitments, email correspondence, tasking across the department, and the preparation of papers for meetings and administrative support as required for meetings.

Our Ideal Candidate

This is more than a purely administrative role. The position requires exceptional organisational and interpersonal skills with an ability to thrive in a busy and demanding office environment. You will have a demonstrated capacity to work collaboratively with a diverse range of stakeholders at all

levels and excel at building and maintaining key stakeholder relationships. You will engage with very senior people from across the military, public and private sector, with ministers, parliamentarians and their offices.

You will also need to be autonomous and comfortable working independently, exercising strong judgement to proactively resolve issues and anticipate the Chief of the Defence Force's requirements. You will require a strong attention to detail and be prepared to methodically work through all the administrative detail around the Chief of the Defence Force's commitments to ensure all meetings are seamlessly conducted.

Candidates will need to be self-aware, with a positive attitude, demonstrating humility, teamwork and respect for a diversity of ideas and perspectives of others. You will work collaboratively as a colleague and leader within the Chief of the Defence Force's Office team, with the offices of the Secretary of Defence and other Defence military and public service leaders, as well as across the public sector more broadly. You will be a leader and mentor for the executive assistant cohort in the Defence portfolio, managing routine Executive Assistant networking events during your tenure.

The Chief of the Defence Force's Office is a fast-paced environment, requiring professionalism, resilience, proactivity and responsiveness. You will be trusted to handle and protect highly sensitive information during your tenure with discretion and there will be occasions of out of hours work.

Eligibility

Security Clearance

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

Notes

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

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	Lieutenant Colonel Matt Barnes, 02 5131 4203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=809D2DA6-E690-6AB0-47AD-ED384DDB151E

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Defence

Vacancy VN-0772173

Department of Defence

Closing Date: Sunday 13 September 2026

Joint Capabilities Group
Joint Training Command

Job Title	Learning and Development Officer/Instructor
Job Type	Full-Time, Ongoing
Location	Canungra QLD
Salary	\$99,733 - \$112,431
Future Merit Locations	Canungra
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 6
Position Number	JCG/04937/26
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=C51D71D8-1297-604C-9EA8-ED384FB0A944>

Duties

The Role

The role involves the development, delivery and continuous improvement of imagery intelligence (IMINT) and geospatial intelligence (GEOINT) training for members of the Australian Defence Force (ADF) and Australian Public Service (APS). Primary responsibilities include face-to-face and virtual instruction, development and validation of training materials, assessment design, learner performance monitoring and instructional mentoring.

You will also undertake course management responsibilities, including coordination of training resources, student administration, instructor workforce support, stakeholder engagement and contribution to the modernisation of imagery intelligence training. The role requires maintaining currency in imagery analysis methodologies and ensuring training remains aligned with Defence capability requirements.

About our Team

Imagery Intelligence Wing is responsible for developing and delivering IMINT and GEOINT training in support of Defence targeting and intelligence capability. The team provides foundational instruction to intelligence personnel, develops contemporary learning products, and ensures training reflects current operational requirements, emerging technologies and best practice analytical methodologies.

The wing contributes to the professional development of Defence intelligence personnel through instructional excellence, curriculum development and capability enhancement, supporting operational, strategic and whole-of-government intelligence outcomes.

Our Ideal Candidate

The ideal candidate possesses:

- Extensive experience in IMINT, GEOINT or related intelligence disciplines.
- Proven ability to deliver instruction in an adult learning environment.
- Experience developing, reviewing and evaluating training programs, assessment tools and learning resources.
- Strong communication and stakeholder engagement skills, with the ability to influence and collaborate across APS and ADF workforces.
- The ability to work independently while exercising sound judgement and accountability.
- Experience mentoring instructors and fostering a high-performing training culture.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	SQNLDR Lesley Leppard, 02 5108 7005
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C51D71D8-1297-604C-9EA8-ED384FB0A944

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Education

Vacancy VN-0772239

Tertiary Education Quality and Standards Agency

Closing Date: Sunday 13 September 2026

Operations and Regulatory Support People and Capability

Job Title	Assistant Director People and Capability
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	\$124,681 - \$137,803
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	Melbourne or Canberra (other locations may be considered)
Classification	Executive Level 1
Position Number	TBA
Agency Website	www.teqsa.gov.au

Job Description

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

About the position

Reporting to the Director People and Capability, the Assistant Director People and Capability will provide high level strategic and operational advice on complex and high-risk employee matters including performance management, conduct and workplace behaviour matters, case management and capability development. The Assistant Director will exercise initiative and sound judgement to resolve complex and sensitive matters and will guide people leaders on a broad range of people matters.

The Assistant Director will also lead and implement strategic P&C projects and initiatives and will maintain an in-depth knowledge of relevant legislation, policy, procedures and guidelines.

Duties

As Assistant Director P&C, you will be responsible and accountable for:

- Leading a small team to deliver a broad range of services, including interpretation of relevant policy and legislation and support to the business areas, people leaders and employees within TEQSA.

- Contributing to preparation of P&C regular and ad hoc reporting and workforce data requests.
- Developing business cases, writing proposals and relevant project management reports and documentation as required.
- Working closely with senior management and all business areas to deliver positive outcomes in recruitment and retention, induction, learning and development, performance management, remuneration and rewards, and workplace health and safety, including compensation and rehabilitation matters.
- Contribute to the Enterprise Agreement bargaining process.
- Managing the preparation of internal and external briefings and correspondence.

Our ideal candidate

TEQSA is looking for high-performing and agile team members who are committed to TEQSA's role in assuring the quality and integrity of Australian higher education and protecting students' interests.

Our ideal candidate will have:

1. Demonstrated leadership and people management capability, including setting priorities, managing workflow and performance, building team capability, supporting continuous improvement and ensuring high-quality and timely outcomes.
2. Demonstrated experience leading HR functions including employee relations matters, enterprise-wide workforce performance and capability building initiatives.
3. Demonstrated experience providing risk informed, expert and sound policy and procedural interpretation and advice on complex and sensitive matters including enterprise agreement and other relevant HR legislation, policies and programs.
4. Demonstrated ability to build and maintain productive, trusted relationships with senior leaders and key internal and external stakeholders, and the ability to influence and negotiate outcomes
5. Demonstrated experience leading the design, development and delivery of relevant P&C strategic and operational projects and initiatives aimed at enhancing workforce performance, organisational capability, employee engagement and agency culture.

Qualifications and experience

- Tertiary qualifications in Human Resource Management or a related discipline is desirable.
- Relevant practical experience in the Australian Public Service (APS) will be advantageous but not essential.

Eligibility

The successful applicant must:

- be an Australian citizen.
- be able to complete a satisfactory National Police Check.

- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to Baseline status, supported by TEQSA, which must be maintained throughout the period of employment.

Failure to satisfy any of the above conditions may result in the withdrawal of an offer of employment or termination of employment.

Notes

- This recruitment process is being conducted to fill a non-ongoing vacancy.
- A merit pool of suitable applicants will be created from this process and may be used to fill similar ongoing and non-ongoing vacancies. It is active for 18 months from the date of this advertisement.
- Before commencing in the role, the successful candidate will be required to disclose details of any material personal interests in connection with their employment at TEQSA via a Declaration of Interest form and seek approval to undertake any outside employment (paid or unpaid) via an Outside Employment application.
- For further information on this role, please contact Cathy Daly on 03 8306 2480 or email recruitment@teqsa.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 Tertiary Education Quality and Standards Agency

The Tertiary Education Quality and Standards Agency (TEQSA) is Australia's independent national quality assurance and regulatory agency for higher education. TEQSA's purpose is to deliver quality assurance that protects the interests of students and the reputation and standing of Australian higher education. As an independent quality assurance and regulatory agency, TEQSA adopts a risk-based approach that is guided by principles of necessity, risk, and proportionality, and which supports quality, diversity, innovation, and excellence in tertiary education. TEQSA has three strategic objectives in delivering its purpose: 1. Promote and support good practice and effective self-assurance across the sector. 2. Identify, analyse, and respond to risks to the sector. 3. Ensure compliance with applicable legislation through effective and efficient regulation.

To Apply

Position Contact	Cathy Daly, 03 8306 2480
Agency Recruitment Site	https://www.teqsa.gov.au/about-us/careers

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Environment and Energy

Vacancy VN-0772119

Clean Energy Regulator

Closing Date: Sunday 13 September 2026

Various
Various Various

Job Title	Executive Level 2 - Various Opportunities
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$150,252 - \$176,995
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency offers flexible work arrangements, including fully remote work. Reasonable travel to the Canberra office may be expected.
Classification	Executive Level 2
Position Number	CER 086/26
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

<https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm>

Our Role and Functions

The agency is undergoing a period of significant change and growth, with new responsibilities and expanded scope of schemes, such as the Cheaper Home Batteries initiative, Guarantee of Origin scheme and the Nature Repair Market. The agency has also been appointed as the preferred regulator for distributed energy products, also known as consumer energy resources.

With a variety of roles on offer we are searching for candidates who can demonstrate capability in a variety of different areas.

Information about all the schemes we administer, as well as our publications, can be found on our [website](#).

Scheme Operations Division

Our Scheme Operations Division enables entry and participation in the schemes administered by the agency. Staff assess applications and make statutory decisions on client scheme entitlements. The division works collaboratively across the agency to ensure efficient and effective administration of all schemes.

Scheme Support Division

The Scheme Support Division supports the agency to resolve complex issues, advocate for legislative and policy change, screen and monitor client behaviour, address serious non-compliance and improve operational efficiency and effectiveness.

Consumer Energy National Technical Regulatory Scheme

The Consumer Energy National Technical Regulatory Scheme is a new function within the agency, providing national leadership in the establishment, maintenance, and enforcement of technical requirements for Distributed Energy Resources (DER), also referred to as Consumer Energy Resources. This function will support a secure, efficient, and consumer-focused energy system by ensuring DER technologies are interoperable and effectively integrated into the electricity system. It will also enable innovation, reduce unnecessary regulatory burden, and promote equitable outcomes for consumers.

Current Opportunities

There are current, immediate vacancies available within the Renewable Energy Target (RET) branch and within the NGER and Safeguard branch in the NGER Obligation Management section.

The Renewable Energy Target (RET) Branch plays a critical role in delivering Australia's largest renewable energy incentive schemes, supporting the uptake of solar, batteries and other renewable energy technologies across the country from household to utility scale. The roles in this area vary from technical, such as electrical engineering to scheme administration, operational and compliance focused positions. The branch is fast paced, and every day brings a new challenge.

The NGER Obligation Management team helps administer the National Greenhouse and Energy Reporting (NGER) Scheme by assessing reporting obligations, managing registrations, providing guidance on legislative requirements, and driving compliance with reporting and record-keeping obligations. The team engages with industry to analyse corporate structures and operational control arrangements, respond to enquiries, and help maintain the integrity of emissions and energy data used for national reporting and the Safeguard Mechanism.

There are anticipated needs within the Consumer Energy National Technical Regulatory Scheme and the possibility of other roles within the Australia Carbon Credit Unit (ACCU) scheme.

Duties

As an Executive Level 2 you will be expected to lead significant, complex and sensitive work with a high degree of independence and strategic accountability. You will be responsible for setting direction, managing performance and risk across a broader span of control, and ensuring the delivery of outcomes that have organisational or whole of government impact. You will provide strategic, authoritative advice to senior executives and manage relationships with senior internal and external stakeholders. Roles at this level involve leadership of managers, stewardship of resources, and accountability for governance, capability development and a high performing, inclusive culture.

- Translate organisational priorities into actionable plans for a program, policy, regulatory or corporate function; ensure delivery achieves intended outcomes and benefits.
- Provide strategic advice to senior executives and key decision-makers on complex, sensitive, cross-cutting issues; anticipate emerging risks and opportunities.
- Lead and develop EL1s and other managers; establish an accountable, high-performing culture; oversee workforce planning, capability uplift and succession.
- Manage critical relationships with senior internal/external stakeholders; negotiate to resolve issues; represent the organisation in high-level forums and cross-agency settings.
- Establish and maintain governance arrangements; oversee risk management and assurance; ensure compliance with relevant legislative, financial and integrity frameworks.
- Accountable for effective management of budgets and resources (people, finance, information, systems) to deliver priorities and maintain sustainable operations.
- Drive continuous improvement, service excellence and innovation; sponsor reforms that improve outcomes, efficiency and stakeholder confidence.
- Lead by example in APS Values, integrity, inclusion, safety and respectful workplaces; champion constructive participation and ethical decision-making.

Specific roles and responsibilities will be discussed with candidates as they progress through the recruitment process. If an offer of employment is made to you, you will receive the detailed duties for the specific role being offered.

Key Capabilities and Attributes

We are seeking candidates who demonstrate some of or all our core capabilities:

- Building Relationships
- Developing Self and Others
- Managing Risk
- Applying Legislation and Policy
- Delivering Results

- Leveraging Insights

In addition to these core capabilities, you will also have some of or all the following personal attributes:

- Provides strategic leadership and stewardship of the responsible function
- Exercises high level judgement, balancing economic, technical, legal and public interest considerations
- Influences and partners effectively across government, industry and market bodies
- Sets culture and tone; champions integrity, adaptability and long term system health

While tertiary qualifications are not essential, demonstrated experience and expertise in the following disciplines would be advantageous:

- Science and engineering
- Public policy and government
- Business and management
- Law
- Commerce and economics

Eligibility

The [Public Service Act 1999](#) requires all people joining the Australian Public Service to be Australian citizens. You will be asked to declare your citizenship status as part of the application process.

We will conduct pre-employment checks before we offer you employment. For us to do this, you will be required to supply certified copies of identity documents.

It is a condition of employment with the Clean Energy Regulator that you can obtain and maintain a security clearance to the level applicable to the position. If you are offered a role and do not already hold a security clearance at or above level applicable to the position, you will need to undertake the security clearance process before you can commence employment. Any employment offer will be contingent upon obtaining this 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 Clean Energy Regulator

The Clean Energy Regulator is the Government body responsible for administering legislation to reduce carbon emissions and increase the use of clean energy. The Clean Energy Regulator has administrative responsibilities for the: • National Greenhouse and Energy Reporting Scheme, under the National Greenhouse and Energy Reporting Act 2007 • Emissions Reduction Fund, under the Carbon Credits (Carbon Farming Initiative) Act 2011, • Renewable Energy Target, under the Renewable Energy (Electricity) Act 2000, and • Australian National Registry of Emissions Units, under the Australian National Registry of Emissions Units Act 2011, • Nature Repair Market, under the Nature Repair Act 2023, • Guarantee of Origin, under the Future Made in Australia (Guarantee of Origin) Bill 2024. Our purpose is to accelerate carbon abatement for Australia. We work with our stakeholders and clients including Australian Government departments and agencies, industry bodies, liable entities and the community to provide regulatory services of the highest standard. We offer challenging and rewarding work in administering legislation that will reduce carbon emissions and increase the use of clean energy. Our agency is committed to workplace diversity and aims to create an environment that values and utilises the contribution of people from different backgrounds, experiences and perspectives. We encourage applications from Aboriginal and Torres Strait Islander People, people with a disability, people from diverse cultural and linguistic backgrounds and mature age workers

To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Environment and Energy

Vacancy VN-0772146

Clean Energy Regulator

Closing Date: Sunday 13 September 2026

Various
Various Various

Job Title	Executive Level 2 - Various Opportunities Affirmative Measures (Indigenous)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$150,252 - \$176,995
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency offers flexible work arrangements, including fully remote work. Reasonable travel to the Canberra office may be expected.
Classification	Executive Level 2
Position Number	CER 087/26
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

<https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm>

Acknowledgment of Country

The Clean Energy Regulator acknowledges the Traditional Custodians of the lands on which we live and work across Australia. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

Yuma – Welcome to the Clean Energy Regulator

The Clean Energy Regulator plays a key role in driving carbon abatement and supporting the transition to clean energy in Australia by administering national schemes that measure, reduce and offset emissions.

Through initiatives such as the Australian Carbon Credit Unit (ACCU) Scheme, we support projects that reduce emissions, store carbon and create economic opportunities across Australia - including on land and waters where Aboriginal and Torres Strait Islander peoples have rights, interests and deep cultural connections.

We recognise the importance of ensuring Aboriginal and Torres Strait Islander voices, perspectives and knowledge are reflected in our work, particularly where projects intersect with Country, culture and community.

We warmly invite applications from Aboriginal and Torres Strait Islander peoples for this opportunity. We value the strength, lived experience, cultural knowledge and community connection that Aboriginal and Torres Strait Islander peoples bring, and the important contribution this makes to delivering effective, inclusive and respectful outcomes for Australia.

About this Recruitment – Affirmative Measure

This role is being recruited under the Affirmative Measures – Indigenous Employment provision.

This means the opportunity is open only to Aboriginal and/or Torres Strait Islander applicants. The use of this measure supports the Australian Government's commitment to increasing representation of Aboriginal and Torres Strait Islander peoples in the APS and addressing historical under representation.

We are committed to a fair and inclusive process where all candidates are assessed on merit, with an understanding that capability can be demonstrated in many ways, including through community, cultural, and lived experience.

As a part of the recruitment process, you will be required to provide evidence that confirms your Aboriginal and/or Torres Strait Islander heritage. This is generally via a letter issued by a recognised Aboriginal and/or Torres Strait Islander organisation that confirms:

- You are of Aboriginal and/or Torres Strait Islander descent; or,
- You identify as an Aboriginal and/or Torres Strait Islander person; and
- You are accepted by the community as such.

If you progress to the interview stage, you will be required to provide this evidence prior to your interview.

Our Commitment to Cultural Safety

We are committed to creating a culturally safe and respectful recruitment process and workplace.

In this recruitment process, we will:

- Use clear, plain language and minimise unnecessary jargon
- Provide flexibility in how you demonstrate your skills and experience
- Offer alternative assessment approaches (such as storytelling or conversational approaches where appropriate)
- Ensure panel members are culturally aware and respectful
- Provide opportunities to ask questions and feel comfortable throughout the process

We recognise that everyone communicates differently and want to create an environment where you can best show your strengths and potential.

Our Commitment to Ongoing Support

We are committed to supporting you throughout your time at the Clean Energy Regulator by fostering a workplace where you feel culturally safe, valued and connected. Our First Nations Network plays a central role in this by creating an inclusive environment for Aboriginal and Torres Strait Islander staff, amplifying First Nations voices, and supporting initiatives led by First Nations peoples. Through celebrating and sharing cultural heritage, recognising significant events and milestones, and promoting cultural understanding across the agency, the Network helps strengthen our ongoing commitment to reconciliation and respect.

Our Role and Functions

The agency is undergoing a period of significant change and growth, with new responsibilities and expanded scope of schemes, such as the Cheaper Home Batteries initiative, Guarantee of Origin scheme and the Nature Repair Market. The agency has also been appointed as the preferred regulator for distributed energy products, also known as consumer energy resources.

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There are anticipated needs within the Consumer Energy National Technical Regulatory Scheme and the possibility of other roles within the Australia Carbon Credit Unit (ACCU) scheme.

Duties

As an Executive Level 2 you will be expected to lead significant, complex and sensitive work with a high degree of independence and strategic accountability. You will be responsible for setting direction, managing performance and risk across a broader span of control, and ensuring the delivery of outcomes that have organisational or whole of government impact. You will provide

strategic, authoritative advice to senior executives and manage relationships with senior internal and external stakeholders. Roles at this level involve leadership of managers, stewardship of resources, and accountability for governance, capability development and a high performing, inclusive culture.

- Translate organisational priorities into actionable plans for a program, policy, regulatory or corporate function; ensure delivery achieves intended outcomes and benefits.
- Provide strategic advice to senior executives and key decision-makers on complex, sensitive, cross-cutting issues; anticipate emerging risks and opportunities.
- Lead and develop EL1s and other managers; establish an accountable, high-performing culture; oversee workforce planning, capability uplift and succession.
- Manage critical relationships with senior internal/external stakeholders; negotiate to resolve issues; represent the organisation in high-level forums and cross-agency settings.
- Establish and maintain governance arrangements; oversee risk management and assurance; ensure compliance with relevant legislative, financial and integrity frameworks.
- Accountable for effective management of budgets and resources (people, finance, information, systems) to deliver priorities and maintain sustainable operations.
- Drive continuous improvement, service excellence and innovation; sponsor reforms that improve outcomes, efficiency and stakeholder confidence.
- Lead by example in APS Values, integrity, inclusion, safety and respectful workplaces; champion constructive participation and ethical decision-making.

Specific roles and responsibilities will be discussed with candidates as they progress through the recruitment process. If an offer of employment is made to you, you will receive the detailed duties for the specific role being offered.

Key Capabilities and Attributes

We are seeking candidates who demonstrate some of or all our core capabilities:

- Building Relationships
- Developing Self and Others
- Managing Risk
- Applying Legislation and Policy
- Delivering Results
- Leveraging Insights

In addition to these core capabilities, you will also have some of or all the following personal attributes:

- Provides strategic leadership and stewardship of the responsible function
- Exercises high level judgement, balancing economic, technical, legal and public interest considerations

- Influences and partners effectively across government, industry and market bodies
- Sets culture and tone; champions integrity, adaptability and long term system health

While tertiary qualifications are not essential, demonstrated experience and expertise in the following disciplines would be advantageous:

- Science and engineering
- Public policy and government
- Business and management
- Law
- Commerce and economics

Eligibility

The [Public Service Act 1999](#) requires all people joining the Australian Public Service to be Australian citizens. You will be asked to declare your citizenship status as part of the application process.

We will conduct pre-employment checks before we offer you employment. For us to do this, you will be required to supply certified copies of identity documents.

It is a condition of employment with the Clean Energy Regulator that you can obtain and maintain a security clearance to the level applicable to the position. If you are offered a role and do not already hold a security clearance at or above level applicable to the position, you will need to undertake the security clearance process before you can commence employment. Any employment offer will be contingent upon obtaining this clearance.

Notes

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

About the Clean Energy Regulator

The Clean Energy Regulator is the Government body responsible for administering legislation to reduce carbon emissions and increase the use of clean energy. The Clean Energy Regulator has administrative responsibilities for the: • National Greenhouse and Energy Reporting Scheme, under the National Greenhouse and Energy Reporting Act 2007 • Emissions Reduction Fund, under the Carbon Credits (Carbon Farming Initiative) Act 2011, • Renewable Energy Target, under the Renewable Energy (Electricity) Act 2000, and • Australian National Registry of Emissions Units, under the Australian National Registry of Emissions Units Act 2011, • Nature Repair Market, under the Nature Repair Act 2023, • Guarantee of Origin, under the Future Made in Australia (Guarantee of Origin) Bill 2024. Our purpose is to accelerate carbon abatement for Australia. We work with our stakeholders and clients including Australian Government departments and agencies, industry bodies, liable entities and the community to provide regulatory services of the highest standard. We offer challenging and rewarding work in administering legislation that will reduce carbon emissions and increase the use of clean energy. Our agency is committed to workplace diversity and aims to create an environment that values and utilises the contribution of people from different backgrounds, experiences and perspectives. We encourage applications from Aboriginal and Torres Strait Islander People, people with a disability, people from diverse cultural and linguistic backgrounds and mature age workers

To Apply

Position Contact	Chandler Macleod, 1800 242 560
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Foreign Affairs and Trade

Vacancy VN-0772214

Austrade

Closing Date: Sunday 13 September 2026

Job Title	International Education Global Engagement Manager
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$121,755 - \$136,267
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	Executive Level 1
Position Number	6467_08/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

The Australian Trade and Investment Commission (Austrade) is the Australian Government agency responsible for the promotion and marketing of Australian education internationally.

Our client-focused Global Engagement Managers (GEMs) work with Austrade's offshore network across 30+ markets and external partners to help Australian education businesses engage and expand internationally and to promote Australia's quality education and training offerings to international students, parents and agents.

GEMs are trusted advisers to their clients, developing a deep understanding of their international ambitions and ensuring the services, insights and connections provided by Austrade deliver tangible value and support long-term export success in line with government priorities and global trends.

We are seeking an individual with a successful track record working in international education. You will bring experience building trusted relationships with education businesses, managing client portfolios, and engaging and influencing diverse stakeholders. You will possess a strong understanding of the competitive strengths of Australian international education providers, the opportunities and challenges associated with international expansion, and the commercial strategies, diversified delivery models and partnership approaches that enable education providers to succeed in global markets (including transnational education). You will also demonstrate strong project management capabilities, with experience leading complex initiatives, coordinating multiple stakeholders and delivering outcomes in a dynamic environment.

Duties

- Work with experts across Austrade to identify, target and assess clients in the international education sector seeking to expand internationally;
- Provide strategic advice and drive outcomes for clients by:
 - Creating and delivering action plans with clients;
 - Establishing and maintaining global networks and relationships;
 - Managing relationships with key government and industry stakeholders;
 - Using partnerships to strengthen the team;
 - Maintaining and sharing sector knowledge with the team;
 - Anticipating and responding to client needs and challenges, escalating where required;
 - Maintaining detailed client records in our CRM system;
- Demonstrate client engagement, commercial acumen and consultative selling skills.
- Collaborate effectively with Senior GEMs, GEMs and colleagues across Austrade's domestic and international network to deliver outcomes and support Austrade's strategic objectives;
- Lead on sector-related projects and initiatives within the team and amongst broader Austrade networks;
- Contribute to a high-performing and collaborative team culture, sharing expertise and supporting colleagues to deliver collective outcomes;
- Represent Australia and Austrade in both corporate and government settings;
- Clearly articulate Austrade's services and value proposition to clients, partners and stakeholders.
- Understand the Government priorities and policy settings relating to the international education sector, providing relevant insights and advice;
- Demonstrate excellent written and oral communication skills; and
- Contribute to the improvement of Austrade's digital services.

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 Baseline 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.

About the Austrade

Austrade is an Australian Commonwealth Government agency with approximately 1,1100 staff based across 98 offices in 50 countries. Austrade reports to the Minister for Trade and Tourism. Austrade's core purpose is to grow Australia's prosperity and promote Australia on the global stage. Through our teams located across Australia and our extensive international network, we help Australian exporters to grow, expand and diversify internationally, facilitate high-quality international investment into Australia, boost Australia's visitor economy, deliver commercial insights to inform government policy, execute government programs, and implement simplified trade reforms. Austrade is a key enabler and delivery agency for Australia's economic security with a focus on net zero transformation, trade modernisation, export diversification, building critical capabilities and technologies, the visitor economy and the growth of First Nations businesses. With international trade and capital markets continuing to navigate economic uncertainty and intensifying competition, Austrade's role has never been more important. Austrade values the diversity of its workforce and strives to ensure its workplaces are inclusive for all our people. Want to know more about working at Austrade? Visit <https://www.austrade.gov.au/About/Employment/Working-at-Austrade>.

To Apply

Position Contact	Sarah Stanton-French, Sarah.Stanton-French@austrade.gov.au
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0772244

Austrade

Closing Date: Sunday 13 September 2026

Job Title	Senior Policy Adviser Tourism, Office of Tourism and the Visitor Economy
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$121,755 - \$136,267
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	Executive Level 1
Position Number	6452_08/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

This is an exciting time to be working on the visitor economy and tourism policy for the Australian Government. The tourism industry directly employs more than 700,000 people across 350,000 businesses in Australia.

The visitor economy covers:

- domestic and international tourism
- international student, business, employment-related and leisure travellers
- visiting friends and relatives
- associated industries such as hospitality, aviation, attractions, travel agents and tour operators, transport, retail, arts and culture, sport and accommodation.

The Office of Tourism and the Visitor Economy in Austrade leads the development and implementation of tourism and visitor economy policy for the Australian Government and provides the Australian Government's official tourism statistics.

We work with a range of Commonwealth agencies, States and Territories, industry and researchers to develop and deliver innovative and effective policy outcomes for tourism. We use

insights from this engagement, along with tourism data, to support the Minister for Trade and Tourism and Assistant Minister for Tourism in our collective work to deliver THRIVE 2030, the national visitor economy strategy.

We are seeking experienced and enthusiastic person to fill Senior Policy Advisor roles at the EL1 level. There is one confirmed vacancy in the International and Diversification Section of the Office of Tourism and the Visitor Economy. A merit list will be developed to fill future vacancies.

Successful candidates will work on a diverse range of issues, which could include growing international tourism, workforce and skills, transport and border services, First Nations, sustainability, and regional tourism.

Duties

- Lead development of strategic policy advice and policy proposals, informed by data, stakeholder views and high-level research and analysis.
- Develop and deliver effective research and analysis, including on opportunities and challenges to grow international visitation and spend in Australia.
- Lead the preparation of high-quality, innovative and data-driven advice, briefings and correspondence for the Minister, Assistant Minister and Senior Executive to inform and influence government deliberations on tourism and visitor economy issues.
- Engage with Cabinet processes, participate in committees, and use networks across the APS, state and territory governments, and industry, to develop policy and provide advice to Ministers and senior management.
- Build and leverage relationships with stakeholders in industry, state, territory and Commonwealth governments, to influence a range of policy and programs that impact tourism and the visitor economy.
- Lead and build the capability of junior team members and act for section manager as required.
- Contribute to other divisional priorities as needed.

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 Baseline 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.

About the Austrade

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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	Natalia Aueb-Charles, +61 403 142 686
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0772242

Australian Secret Intelligence Service

Closing Date:Monday 14 September 2026

Not specified
Not specified

Job Title	Business Continuity Officer and Preparedness Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$150,072 - \$175,338
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	.
Classification	Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

Business Continuity Officer

Business Continuity Officer leads the Service's business continuity function and coordinates and leads the day-to-day work of junior team members. The role involves setting priorities, providing quality assurance over briefings and response arrangements. In addition, they represent the function to Senior Executives and external partners, exercise significant delegation and independent judgment in order to drive strategic direction.

Preparedness Officer

Preparedness Officer develop, maintain and drive multiyear business continuity and resilience strategy, framework and improvement roadmap whilst embedding business continuity and resilience into enterprise, corporate, workforce, and investment planning, and develop supporting policy, standards, and governance. The role involves leading horizon scanning and threat analysis to anticipate emerging continuity risks and shape forward planning.

Duties

Under broad direction, Business Continuity and Preparedness Officers will be responsible for the following key duties:

Business Continuity Officer

Business Continuity Planning

- Develop and maintain comprehensive business continuity plans that align with the Services strategic objectives and risk management framework.
- Identify critical business functions and processes, and determine the resources required to support them during a disruption.
- Conduct Business Impact Analyses (BIAs) to assess the potential effects of an interruption to critical business operations.
- Monitor and review business continuity plans regularly to ensure they remain effective and up-to-date.

Training and Awareness

- Provide training and awareness programs to educate employees about business continuity principles and their roles in the recovery process.
- Conduct exercises and simulations to test the effectiveness of business continuity plans and identify areas for improvement.
- Ensure that all relevant stakeholders are aware of their responsibilities in the event of a disruption.

Incident Response and Recovery

- Support the incident response team during disruptions, ensuring that business continuity plans are activated and followed.
- Coordinate the recovery of critical business functions and processes, and monitor progress until normal operations are restored.
- Document and analyse incidents to identify lessons learned and improve future response and recovery efforts.

Preparedness Officer

Strategic Planning and Development

- Develop, maintain, and drive the multi-year business continuity and resilience strategy, framework, and improvement roadmap.
- Lead horizon scanning, scenario, and threat analysis to anticipate emerging continuity risks and shape forward planning.

Capability and Maturity Uplift

- Design and steward the capability and maturity uplift program across the agency over multiple planning cycles.
- Embed business continuity and resilience into enterprise, corporate, workforce, and investment planning, and develop supporting policy, standards, and governance.

Stakeholder Engagement and Advice

- Prepare business cases and proposals for continuity capability, and advise senior executives and governance committees on maturity, assurance, and long-term readiness.

- Partner with the EL1 Business Continuity Officer to translate strategy into day-to-day readiness and to feed lessons learned back into the roadmap.

Core skills

We encourage applicants with the following skills and attributes to apply:

- Demonstrated ability to build and maintain strong and productive working relationships with key stakeholders.
- Ability to exercise independent judgement, critical thinking and innovative problem-solving in a complex and changing environment.
- Ability to deliver training, guidance and support to areas across the Service.
- Ability to deliver frank and fearless advice and guidance.
- Demonstrated ability in applying legislation, policy and procedural framework to support sound decision making.
- Strong ability to communicate clearly and effectively, both in writing and verbally, specifically when developing policy, submissions and briefings.
- Ability to manage sensitive matters with discretion and confidentiality.

Education and qualification requirements

The following education, qualifications and/or experience are not essential, but will be highly regarded:

- Experience in business continuity planning, crises/disruption response, and/or policy.
- Experience in strategic thinking and development, including a background in threat analysis, or related areas.
- Experience in developing, implementing, and assuring programs of work over multi-year time horizon.

Eligibility

To be eligible for a role you must:

- Be an Australian citizen
- Be assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance

For more information on eligibility please see the Protective Security Policy Framework which is publicly accessible at <https://protectivesecurity.gov.au>, section 12 provides information on Eligibility and suitability.

The position is Canberra based, with conditions similar to those in the Australian Public service including superannuation.

Notes

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait

Islander people, Women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

All requests for reasonable adjustments will be considered and managed in consultation with you. We will continue to ask you if you require reasonable adjustments at each stage of the process. If you are successful in gaining employment, reasonable adjustments can also be made available to you in performing your role.

Please note: ASIS does not provide feedback to unsuccessful applicants

About the Australian Secret Intelligence Service

ASIS is Australia's overseas secret intelligence collection agency. Its mission is to protect and promote Australia's vital interests through the provision of intelligence services as directed by the Government. Its work can involve collecting intelligence relating to national security, international relations and economic issues. It also contributes to Australia's coordinated national efforts against terrorism, proliferation of weapons of mass destruction, and trans-national issues such as people smuggling.

To Apply

Position Contact	Not provided, Not provided
Agency Recruitment Site	https://www.asis.gov.au/

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Foreign Affairs and Trade

Vacancy VN-0771228

Department of Foreign Affairs and Trade

Closing Date:Sunday 13 September 2026

Multiple

Job Title	Executive Assistants including Affirmative Measures (Multiple Vacancies)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$84,115 - \$99,113
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site in Canberra
Classification	APS Level 4;APS Level 5
Position Number	0540/2026
Agency Website	

Job Description

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

Applications close 11:30pm AEST Sunday 13 September 2026

The department is seeking motivated and proactive individuals to provide high-level administrative and executive support to senior executive service (SES) officers and their respective teams.

There are various positions available throughout the department. These are critical roles that offer a challenging and rewarding experience with exposure to government decision-makers. You will have the opportunity to showcase your skills and further develop your career. Successful officers may be expected to provide support to multiple senior executive staff.

We welcome candidates from government and non-government backgrounds, who can add value by using their initiative and judgement to recognise issues, develop solutions and anticipate and respond to the needs of our senior executive officers.

Vacancies to be filled are Canberra-based roles. Due to the nature of the work, these positions require a significant on-site presence and are not generally suitable for fully remote work arrangements.

If you are currently employed by DFAT as an On-going APS officer at the level being advertised, and you wish to move within the department, you are not required to apply through this recruitment process. DFAT employees at level seeking a move should instead apply through the internal domestic placement process.

Duties

APS Level 4 Executive Assistants

Executive Assistants at the APS4 level will:

- work collaboratively across the branch and with other executive support staff
- manage the office and diary of at least one SES Band 1 (or equivalent)
- manage and prioritise emails, calendar and appointments, and associated briefing requests
- coordinate meeting briefs, papers, minutes and correspondence, including task tracking to ensure tasks are completed according to priority and deadlines
- manage office systems and records using Microsoft Office, SAP, Parliamentary Document Management System (PDMS) and Electronic Document Record Management Systems (EDRMS)
- organise domestic and international travel, including visa applications, travel itineraries and financial reconciliations
- operate with discretion and good judgement in managing the flow of work and visitors
- be committed to contributing positively to a workplace culture that values diversity and inclusivity.

APS Level 5 Executive Assistants

Executive Assistants at the APS 5 level will:

- work collaboratively across the branch or division and with other executive support staff
- strategically manage the office and diary of at least one SES Band 2 (or equivalent)
- be the first point of contact for the SES, and provide clear, timely and effective communication and coordination, receive and respond to phone calls, emails and general correspondence
- coordinate and prepare meeting briefs, papers, minutes and correspondence, including task tracking to ensure tasks are completed according to priority and deadlines
- manage office systems and records using Microsoft Office, SAP, PDMS and TRIM (electronic file management systems)
- undertake research and analysis to support project and administration or coordination tasks
- arrange domestic and international travel, including visa applications, travel itineraries and financial reconciliations

- operate with discretion and good judgement in managing the flow of work and visitors for your SES
- be committed to contributing positively to a workplace culture that values diversity and inclusivity.

Applications close 11:30pm AEST Sunday 13 September 2026.

Eligibility

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

Depending on the role into which you are placed, you may also be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

Notes

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

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

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

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	DFAT Recruitment Section, NA
Agency Recruitment Site	https://dfatcareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0772049

Australian Criminal Intelligence Commission (ACIC)

Closing Date: Monday 07 September 2026

Intelligence
Intelligence Operations North Operations

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$79,877 - \$86,730
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	To be negotiated
Classification	APS Level 4
Position Number	6595_08/26_CO
Agency Website	https://www.acic.gov.au/

Job Description

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

As an Executive Assistant, you will provide quality administrative support services to a member of the Senior Executive team under general direction. This will include managing the Senior Executive's diary appointments and inbox, preparing meeting papers, organising venues and managing travel arrangements.

You will liaise with a broad range of internal and external stakeholders, have the ability to anticipate the needs of the Senior Executive and demonstrate flexibility and resilience.

Duties

As an Executive Assistant, you will:

- Provide active support to a branch or work area by undertaking 'front of office' functions, including greeting visitors, receiving and responding to phone calls, emails and correspondence, directing enquiries to the most appropriate service channel and assisting in resolving more complex issues that arise
- Communicate with employees internally and externally, such as ministerial offices and external government departments on behalf of the SES Officer
- Provide advice, organise, schedule and coordinate all travel arrangements and supporting documentation for the Senior Executive
- Build and sustain relationships and obtain cooperation and assistance within the work area and other areas of the ACIC
- Understand and support the principles of the legislative, regulatory, and corporate policy and procedures as they apply in the ACIC
- Be responsive to changes and use sound judgement to solve problems that may be complex yet broadly similar to previous situations, research solutions which generally can be found in documented precedents or procedures
- Apply sufficient expertise and experience to perform a range of procedural, operational, administrative, analytical and problem-solving activities

Your Skills and Capabilities

We invite applications from people with the following experience, skills and attributes:

- Ability to apply sound judgment in providing executive and administrative assistance to senior executives, managing diaries, organising conferences and meetings and collating required documentation
- Ability to provide administrative support and to research, manage multiple tasks, adapt to changing work priorities and deliver outcomes on time
- Well-developed communication skills and the ability to adapt to an audience both in written and oral form
- Ability to develop and maintain effective relationships with a wide range of internal and external stakeholders
- Strong team skills with the ability to transfer knowledge, support colleagues and contribute to team/organisational goals

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen.

- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting Level 1 security clearance.
- **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC. Please refer to the ACIC's [Character Standards](#) for further information.

Notes

The ACIC is committed to [diversity and inclusion](#). We celebrate and champion diversity to ensure we reflect the community we serve, and pride ourselves on our vibrant culture. We welcome applications from Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, neurodiverse, mature aged employees and carers.

More information about our conditions is available in the ACIC Enterprise Agreement 2024-2027 on our [website](#).

About the Australian Criminal Intelligence Commission (ACIC)

The Australian Criminal Intelligence Commission (ACIC) is Australia's national criminal intelligence agency. Our vision is an Australia hostile to criminal exploitation. We work with our national and international partners to conduct investigations and collect intelligence to combat serious and organised crime, cybercrime and national security threats. We develop and maintain national information and intelligence sharing services and systems for use by state, territory and Commonwealth law enforcement agencies. We also deliver nationwide background checking services to support employment or entitlement decisions to keep the Australian community safe. The ACIC Board provides strategic direction to the ACIC and represents Commonwealth, state and territory law enforcement and other regulatory agencies. Our purpose is to protect Australia from criminal threats through coordinating a strategic response and collecting, assessing and disseminating intelligence and policing information.

To Apply

Position Contact	Anna or Carey, 0497 267 618 or 0417 728 606
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Industry, Science, Energy and
Resources

Vacancy VN-0772216

Australian Nuclear Science and Technology
Organisation

Closing Date: Sunday 13 September 2026

Nuclear Science and Technology
NST Strategic Research Serv Engagement

Job Title	Marketing Events Coordinator
Job Type	Full-Time, Ongoing
Location	Lucas Heights NSW
Salary	\$86,000 - \$97,000
Future Merit Locations	Lucas Heights
Office Arrangement	On Site
Office Arrangement Details	TBC with hiring manager
Classification	
Position Number	PD-1904
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description

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

Position Overview

- Ongoing | Full Time | \$86K-97K +15.4% super
- Lucas Heights location (Sydney Based) | Flexible Work practices
- Free onsite parking | access to pool, soccer field & café | Fitness Passport & Health & Wellbeing Programs
- Great opportunity to be immersed in exciting events and projects, engaging with experts and promoting initiatives at the cutting edge of nuclear science and technology.

About the Opportunity

The Marketing and Events function is key to building awareness of ANSTO's expertise with external stakeholders, strengthening and supporting our outreach activities and facilitating engagement opportunities between ANSTO scientists and technologists and the wider community with an interest or stake in nuclear science and technology. The role sits within the Nuclear Science and Technology Group's Industry and Stakeholder Engagement Team whose mission is to enable a sector-based industry engagement model, based on the unique capabilities of ANSTO's infrastructure and research themes. The Marketing and Events Coordinator is an integral role in the planning, promotion and execution of these engagement activities.

About You

"This is a unique opportunity to work in an environment, and with people, on the cutting edge of nuclear science and technology and to promote engagement between these and external stakeholders in a meaningful manner that facilitates research opportunities and the promotion of outcomes that are for the benefit of all Australians. If you have exceptional stakeholder management and communication skills, are adept at event planning, budgeting and execution, are comfortable learning and then utilising different software solutions to enable your work, have a great eye for detail and ability to work to deadlines then this is the opportunity for you" - Kyle Arthars, SRSE Operations Manager NSW

Duties

- Events project management, from scoping and project team stand-up and planning through to promotion, execution and post-event review;
- Acting as project leader responsible for guiding ANSTO scientists, technologists through the event lifecycle and assisting them in facilitating successful internal and external events, ensuring effective budget management and acting as main point of contact for contacts and activities as diverse as reporting, registration, programs, merchandise, logistics, transport, accommodation, visa and security, amongst others, across both campuses (Lucas Heights and Clayton)
- Work with internal and external teams to plan, develop, execute and refresh marketing collateral, including team newsletters and newsworthy events/updates, intranet and internet pages, communications and promotions to stakeholders around potential and/or upcoming events, etc.
- Develop and influence positive working relationships across ANSTO, with external stakeholders and suppliers, and to foster open and honest communication at all levels.
- Contribute to and embrace continuous improvement by identifying and implementing process/system related improvements across all activities working closely with the SRSE team.
- Support the General Manager Strategic Research Services and Engagement with ad hoc administrative duties and manage all information with confidentiality, sensitivity, and tact, in a professional manner.
- Undertake additional duties as required and during period of leave of other staff

Please [click here](#) to view the Position Description.

Eligibility

About Us

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

Working with us you will enjoy

ANSTO employees are passionate about what they do. We enjoy being part of an organisation making a difference in the lives of Australians.

We support and reward our employees through eligibility for:

- Training, development and mentoring opportunities
- Performance based salary increases
- Work-life balance with generous leave entitlements and flexible conditions

If you want to join a world class organisation that's making a difference in the lives of Australians, apply now!

How to Apply

For further technical information relating to this position please refer to the Position Description or contact **Kyle Arthars** on +61 2 9717 3223. For all other queries please contact Talent Acquisition on +61 (02) 9717 3740.

To be eligible for appointment, applicants will require a security and pre-employment medical assessment.

Application closing date: 13 September 2026 at 11:59pm

All applicants must be Australian citizens.

In order to solve great challenges, we need great minds and great teams. At ANSTO, we understand that diverse teams produce better outcomes and we value the merit that a diverse perspective can bring to our team. We encourage people from diverse backgrounds to apply for our roles including Aboriginal and Torres Strait Islander people, primary carers, those with a disability, and women in STEM. ANSTO is a charter member of the Science in Australia Gender Equity (SAGE) initiative and is proudly taking action to create a gender-inclusive workforce.

Notes

About the Australian Nuclear Science and Technology Organisation

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

To Apply

Position Contact	Kyle Arthars, +61 2 9717 3223
Agency Recruitment Site	https://careers.ansto.gov.au/

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Industry, Science, Energy and Resources

Vacancy VN-0772199

**Department of Industry, Science and Resources
(DISR)**

Closing Date: Friday 11 September 2026

Chief Operating Officer
People

Job Title	Senior Work Health and Safety Advisor (Expected Vacancy), APS Level 6, Chief Operating Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$102,072 - \$111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 6
Position Number	1145_08/26
Agency Website	https://www.industry.gov.au/

Job Description <https://industrycareers.nga.net.au/?jati=DB462EF9-5627-77D5-6216-ED3851A05586>

About the Department

The Department of Industry, Science and Resources and our broader portfolio are integral to the Australian Government's economic agenda. Our purpose is to help the government build a better future for all Australians through enabling a productive, resilient and sustainable economy, enriched by science and technology. We do this by:

- Growing innovative & competitive businesses, industries and regions
- Investing in science and technology
- Strengthening the resources sector.

The APS and the department offer a clear direction and meaningful work. You will be able to create positive impact in people's lives whilst contributing to improved outcomes for Australia and our people.

If you would like to feel a strong connection to your work and you are accountable, committed and open to change, join us in shaping Australia's future.

Please see the APSC's [APS Employee Value Proposition](#) for more information on the benefits and value of employment within the APS.

About the team

The Work Health Safety (WHS) and Wellbeing Section supports the Department to meet its work health and safety obligations, strengthen safe systems of work, and promote a workplace culture that supports both physical safety and psychological wellbeing. The team works in partnership with leaders, managers, workers and specialist stakeholders to provide advice, manage WHS systems and programs, support incident and hazard reporting, coordinate consultation arrangements, and deliver practical tools and initiatives that prevent harm and improve workplace health, safety and wellbeing.

We are part of People Branch, which sits within the Chief Operating Officer Division. People Branch leads the department's strategic and operational human resources functions, including workforce planning, recruitment and employment programs, capability and talent, employee relations, people support, inclusion, work health and safety, and wellbeing. As part of the COO Division, the branch contributes to the department's enabling services by supporting a safe, capable, inclusive and high-performing workforce, and by helping leaders and employees access practical people-related advice, systems and support.

The opportunity

The APS6 Senior Work Health and Safety Advisor (Operations / Wellbeing) delivers practical WHS and wellbeing support, advice and coordination services that contribute to a safe, healthy and legislatively compliant workplace. Working under limited direction as a WHS subject matter expert, the role uses their technical and professional knowledge to apply WHS legislation, policies, procedures and systems to complex and sensitive WHS and/or wellbeing matters, exercising sound judgement and practical problem-solving. Please note, there are two key work streams within the team (WHS Operations and Wellbeing) at this level and Senior Advisors specialise in either operations or wellbeing, however support both the operations and wellbeing streams, as needed.

What's in it for you?

Joining our team will give you exposure to a wide range of contemporary WHS issues across a large and diverse organisation. You will have opportunities to build your capability in WHS operations, incident management, consultation, reporting, training and continuous improvement.

Our ideal candidate

Our ideal candidates will possess:

- Strong understanding of WHS legislation, risk management, consultation, incident and hazard management, and operational WHS and/or wellbeing systems, with the ability to apply this knowledge to complex and sensitive matters.
- Ability to interpret legislation, policies, procedures and guidance material and translate requirements into clear, practical and defensible operational advice.
- Well-developed analytical and problem-solving skills, including the ability to assess WHS risk, identify trends, develop options, recommend controls and monitor implementation.
- Strong written communication skills, including the ability to prepare clear, accurate and fit-for-purpose reports, briefs, committee papers, procedures, guidance material and communication products.
- Strong stakeholder engagement skills, including the ability to build trust, manage competing perspectives, consult effectively and work collaboratively with managers, workers, HSRs and specialist stakeholders.
- Strong organisational skills and judgement, including the ability to manage competing priorities, coordinate operational workflows, monitor actions and deliver outcomes within agreed timeframes.
- Ability to handle sensitive and confidential information with discretion, professionalism and awareness of privacy, procedural fairness and recordkeeping requirements.
- Ability to provide guidance, quality assurance and task coordination to more junior staff while contributing to a positive, collaborative and service-focused team culture.
- Confidence using Microsoft Office applications, electronic records management systems and WHS reporting or incident management systems.

Desirable qualifications or experience:

- Certificate IV in Work Health and Safety, or progress towards a relevant WHS or human resources qualification.
- Experience using WHS incident management systems.

Duties

The APS6 Senior WHS Advisor coordinates day-to-day operational workflows, assists with incident and hazard assessments (physical and psychosocial), providing advice on this to stakeholders, contributes to notifiable incident reporting and related processes, and undertakes WHS reporting. They lead the development of WHS guidance material for the department, including in relation to workplace inspections, risk assessments and operational consultation arrangements as it relates to their area of expertise (either in Operations or Wellbeing). Key responsibilities include:

- Support the management of complex or sensitive WHS incidents, including coordination of operational and psychosocial WHS activities, ensuring consistent application of WHS risk management processes (including hazard identification, risk assessment and control implementation) across physical and psychosocial hazards.
- Provide specialist operational and/or wellbeing WHS advice to managers, workers, HSRs and stakeholders on WHS legislation, departmental procedures, incident and hazard reporting, risk controls, consultation obligations and safe systems of work.

- Maintain and improve WHS management system procedures, guidance, templates, standard operating procedures, dashboards and reporting products, and drive consistency of WHS practices across the department.
- Prepare high-quality written material, including reports, briefings, correspondence, meeting papers, committee updates, governance papers, talking points, communication products and draft responses to complex or sensitive WHS enquiries.
- Analyse WHS data, incident and hazard trends, corrective actions, inspection outcomes and service demand to identify emerging risks, improve controls and inform management reporting.
- Liaise with internal stakeholders, specialist teams, divisional WHS contacts, property, security, People Branch teams, external providers and regulators where appropriate to support coordinated WHS outcomes.
- Provide guidance, quality assurance and task coordination to more junior team members, including supporting consistent case handling, inbox and systems administration, records management and operational coverage.
- Contribute to WHS projects and continuous improvement activities, including WHS management system uplift, procedure implementation, operational service improvements, training, awareness activities and Safe Work Month initiatives.

Eligibility

To be eligible for employment in the APS and the department, candidates must be Australian Citizens.

Positions require a Baseline security clearance and successful candidates will be required to obtain and maintain a clearance at this level.

Notes

Please note, this is an expected vacancy. This round will be used to fill positions as they arise over the next 18 months.

A merit pool may be established and used to fill future vacancies within 18 months from the date the vacancy was first advertised in the Gazette.

The department does currently offer flexible work opportunities for many roles. This vacancy is Canberra based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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 Industry, Science and Resources (DISR)

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia's First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQ+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Sam Junor, 02 6102 9135
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=DB462EF9-5627-77D5-6216-ED3851A05586

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Industry, Science, Energy and Resources

Vacancy VN-0772208

**Department of Industry, Science and Resources
(DISR)**

Closing Date: Friday 11 September 2026

Chief Operating Officer
People

Job Title	Work Health and Safety Advisor (Expected Vacancy), APS Level 5, Chief Operating Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$89,576 - \$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	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 5
Position Number	1141_08/26
Agency Website	https://www.industry.gov.au/

Job Description <https://industrycareers.nga.net.au/?jati=BE90C796-C972-AC1C-C27B-ED38523AF894>

About the Department

The Department of Industry, Science and Resources and our broader portfolio are integral to the Australian Government's economic agenda. Our purpose is to help the government build a better future for all Australians through enabling a productive, resilient and sustainable economy, enriched by science and technology. We do this by:

- Growing innovative & competitive businesses, industries and regions
- Investing in science and technology
- Strengthening the resources sector.

The APS and the department offer a clear direction and meaningful work. You will be able to create positive impact in people's lives whilst contributing to improved outcomes for Australia and our people.

If you would like to feel a strong connection to your work and you are accountable, committed and open to change, join us in shaping Australia's future.

Please see the APSC's [APS Employee Value Proposition](#) for more information on the benefits and value of employment within the APS.

About the team

The Work Health Safety (WHS) and Wellbeing Section supports the Department to meet its work health and safety obligations, strengthen safe systems of work, and promote a workplace culture that supports both physical safety and psychological wellbeing. The team works in partnership with leaders, managers, workers and specialist stakeholders to provide advice, manage WHS systems and programs, support incident and hazard reporting, coordinate consultation arrangements, and deliver practical tools and initiatives that prevent harm and improve workplace health, safety and wellbeing.

We are part of People Branch, which sits within the Chief Operating Officer Division. People Branch leads the department's strategic and operational human resources functions, including workforce planning, recruitment and employment programs, capability and talent, employee relations, people support, inclusion, work health and safety, and wellbeing. As part of the COO Division, the branch contributes to the department's enabling services by supporting a safe, capable, inclusive and high-performing workforce, and by helping leaders and employees access practical people-related advice, systems and support.

The opportunity

The APS5 Work Health and Safety Advisor delivers practical WHS and wellbeing support, advice and coordination services that contribute to a safe, healthy and legislatively compliant workplace. Working under limited direction, the role applies WHS legislation, policies, procedures and systems to routine and moderately complex matters, undertakes WHS activities with a degree of independence, and exercises sound judgement to support compliance with WHS legislative obligations.

What's in it for you?

Joining our team will give you exposure to a wide range of contemporary WHS issues across a large and diverse organisation. You will have opportunities to build your capability in WHS operations, incident management, consultation, reporting, training and continuous improvement.

Our ideal candidate

Our ideal candidate will possess:

- Sound understanding of WHS legislation, risk management principles, consultation obligations and organisational WHS systems.
- Ability to interpret and apply legislation, policies, procedures and guidance material to provide practical advice on routine and moderately complex WHS matters.
- Well-developed written communication skills, including the ability to prepare clear reports, correspondence, briefings, procedures, meeting material and communication products.
- Strong organisational skills, attention to detail and ability to manage competing priorities, track actions and deliver outcomes within agreed timeframes.
- Sound judgement, initiative and problem-solving skills, including the ability to assess risk, recommend practical options and escalate complex or sensitive matters appropriately.
- Ability to build and maintain productive working relationships, communicate respectfully and confidently, and work collaboratively with managers, workers, HSRs, service providers and other stakeholders.
- Ability to handle confidential and sensitive information with discretion, professionalism and awareness of privacy and procedural fairness considerations.
- Confidence using Microsoft Office applications, electronic records management systems and WHS reporting or incident management systems.

Desirable qualifications or experience:

- Certificate IV in Work Health and Safety, or progress towards a relevant WHS or human resources qualification.
- Experience using WHS incident management systems.

Duties

The APS5 WHS Advisor coordinates enquiries, incident and hazard management processes, risk management activities, consultation arrangements, reporting products, and supports WHS programs such as Health and Safety Representatives, First Aid Officers, wellbeing initiatives and psychosocial safety activities, with administrative support from the APS4 WHS Advisor.

Key responsibilities include:

- Providing practical WHS advice and support to managers, workers and stakeholders on established legislation, departmental policies, procedures, systems and safe work practices.
- Applying WHS risk management processes in accordance with the WHS Regulations, including hazard identification, risk assessment and implementation of control measures.
- Supporting the management and triage of WHS incidents, hazards and near misses, including initial assessment, tasking, follow-up actions, investigation support, records management and trend monitoring, including identifying matters that may require notifiable incident consideration and escalating appropriately.
- Coordinate or contribute to WHS risk management activities, including providing input into hazard inspections, workstation assessments, first aid needs analysis, psychosocial hazard and risk management activities in line with regulatory requirements, and risk assessments.
- Prepare accurate written material, including reports, brief updates, correspondence, meeting papers, procedures, guidance material, dashboards and communication products.

- Maintain WHS records, registers, spreadsheets, dashboards and inputs to reporting products to support compliance monitoring, governance and management decision-making.
- Liaise with internal stakeholders (including Health and Safety Representatives and First Aid Officers), external service providers and relevant business areas to obtain information, resolve moderately complex issues and support timely WHS outcomes and support administration of health and wellbeing programs.
- Contribute to WHS training, awareness activities, wellbeing initiatives and continuous improvement projects that strengthen workplace health, safety and wellbeing capability.

Eligibility

To be eligible for employment in the APS and the department, candidates must be Australian Citizens.

Positions require a Baseline security clearance and successful candidates will be required to obtain and maintain a clearance at this level.

Notes

Please note, this is an expected vacancy. This round will be used to fill positions as they arise over the next 18 months.

The department does currently offer flexible work opportunities for many roles. This vacancy is Canberra based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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 Industry, Science and Resources (DISR)

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To Apply

Position Contact	Sam Junor, 02 6102 9135
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=BE90C796-C972-AC1C-C27B-ED38523AF894

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0772181

Civil Aviation Safety Authority Australia

Closing Date: Sunday 13 September 2026

Air Navigation, Airspace & Risk
Safety, Risk and Intelligence Enterprise Risk & Resilience

Job Title	Senior Data Governance Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$120,448 - \$140,835
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	Executive Level 1
Position Number	4545
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

The CASA Senior Data Governance Officer plays a critical role in strengthening the governance, clarity and accountability of organisational data to support CASA's safety oversight, regulatory decision making, risk management, assurance activities and reporting obligations. Operating within the Safety, Risk and Intelligence Branch, the Senior Data Governance Officer is responsible for establishing, maintaining and embedding effective data governance arrangements across key systems and datasets. This includes defining data ownership and stewardship, maintaining data definitions and metadata, and supporting governance decision-making to ensure data is clearly understood, appropriately managed and fit for purpose.

The Senior Data Governance Officer operates with a high degree of autonomy under limited direction, exercising sound judgement to support CASA divisions in addressing complex, non-routine data governance issues and deliver high quality outcomes that contribute to CASA's strategic and operational objectives. The role requires strong analytical capability, stakeholder engagement skills, and an understanding of how clear data governance underpins effective data quality, risk management and regulatory decision making. The position is expected to work ordinary hours in accordance with CASA's enterprise agreement. From time to time, reasonable additional hours may be required, however this is regarded as the exception.

As the Senior Data Governance Officer you will need to:

- Develop, implement and maintain CASA's data governance framework, including data ownership, stewardship, decision-rights and escalation pathways.
- Establish and maintain clear data ownership and stewardship arrangements across key datasets and systems.
- Develop, maintain and govern enterprise data definitions, data dictionaries, metadata and lineage artefacts.
- Support governance forums (including the Data Council) and decision-making processes related to data, information and system changes.
- Provide advice on data governance implications associated with new systems, enhancements, migrations or changes to data collections.
- Work with business areas to embed data governance requirements into operational processes and practices.
- Collaborate with Senior Data Quality Officers to ensure governance arrangements support effective data quality monitoring and remediation.
- Provide advice on legislative, regulatory and policy obligations related to information and data management.
- Prepare high-quality briefing material, reports and analysis products for Executives and governance forums.
- Assist with assurance, audit and compliance activities as required, including evidence provision and internal reporting.
- Build workforce capability and foster a collaborative team environment through coaching and mentoring staff, providing performance feedback, supporting professional development, and managing conflict in a timely and constructive manner.
- Operates under general direction and is guided by CASA legislation, policies, procedures, and precedents.
- Promote a culture of data accountability, clarity and transparency across CASA.
- Build and maintain productive working relationships with operational, regulatory, enabling and ICT stakeholders.

- Maintaining a positive health and safety culture, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- Demonstrating awareness of the diverse histories, cultures, and experiences of Aboriginal, Torres Strait Islander and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Initiating, positively engaging in and responding to change. Supporting others through change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Experience in data governance, information management, analytics, risk or a related discipline in a complex organisational environment.
- Sound understanding of data governance principles, including data ownership, stewardship, metadata and decision-rights.
- Ability to interpret and apply legislative, regulatory and policy requirements related to information and data management.
- Strong analytical skills with the ability to identify governance gaps, risks and improvement opportunities.
- Ability to influence and coordinate across business areas without direct authority.
- Ability to produce high-quality reports and briefing material suitable for Executive and governance audiences.
- Strong written and verbal communication skills, with the ability to communicate governance concepts to non-technical stakeholders.
- High attention to detail and a strong commitment to clarity, accountability and sound governance practices.
- Ability to work independently under limited direction and manage competing priorities.
- Ability to exercise initiative, judgement and problem-solving skills where established procedures may not fully cover the circumstances.

Mandatory qualifications, licenses and experience

- Tertiary qualifications, or equivalent experience, in information management, data, business, risk, governance, ICT or a related discipline.
- Experience working with data governance or information-management practices in a regulated, risk-focused or complex environment.

Desirable qualifications, licenses and experience

- Experience in a regulatory, safety-critical, government or critical infrastructure context.
- Training or certification in data governance or data management frameworks (e.g. DAMA-DMBOK).
- Experience supporting audit, assurance or compliance activities.

Eligibility

Eligibility Requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position’s occupant must be an Australian citizen with the ability to obtain and maintain the level of security clearance as required.

Notes

Brisbane preferred, all CASA locations considered.

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process

About the Civil Aviation Safety Authority Australia

"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	Mark Roberts, 07 3144 7404
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0772185

Civil Aviation Safety Authority Australia

Closing Date:Sunday 13 September 2026

National Operations & Standards
Emerging Technologies & Regulatory Change RPAS Policy & Regulation

Job Title	RPAS Standards Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Darwin NT, Brisbane QLD, Cairns QLD, Perth WA, Adelaide SA, Sydney NSW, Melbourne VIC
Salary	\$121,285 - \$157,164
Future Merit Locations	Canberra, Darwin, Brisbane, Cairns, Perth, Adelaide, Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4539
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

As a member of CASA’s Aviation Technical (AT) job family, the RPAS Standards Officer, performs routine - complex tasks working under direct guidance from a manager and National Manager. The role sits within a team of regulations specialists and other related staff, who work collaboratively to coordinate CASA’s regulatory pipeline from the emergence of new aviation technologies.

This role is a member of the Emerging Technologies and Regulatory Change Branch, which is responsible for data analysis, problem identification, and policy development activities for

Remotely Piloted Aircraft Systems (RPAS), the delivery of CASA's regulatory change program, ensuring compliance with Government regulatory impact obligations, and coordinating CASA's broader program of ensuring that CASA is prepared for emerging aviation technologies.

The RPAS Standards Officer is responsible for the following deliverables:

- Providing recommendations on a range of routine data analysis, problem identification, and policy and regulatory development tasks in compliance with CASA's Corporate Plan, policies, practices and standards, and in accordance with CASA's Regulatory Philosophy and assigned delegations.
- Working collaboratively with colleagues, by providing detailed, timely and constructive input, sharing knowledge and managing performance in accordance with CASA's Values, policies and practices.
- Contributing to work programs that deliver the various elements of CASA's strategies and priorities including but not limited to CASA's preparation for the deployment of emerging aviation technologies and capabilities.
- Assessing and analysing industry information, engaging with stakeholders, monitoring other external influences, and investigating potential scenarios to develop compliance strategies and mitigate emerging or actual risks.
- Contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- Demonstrating awareness of the diverse histories, cultures, and experiences of First Nations Peoples and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Positively engaging in and respond to change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Demonstrated skills, knowledge and experience relating to assessment of new technologies, creation of regulatory change and legislative artefacts, and change management.
- Ability to work under direct guidance in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may not always cover the circumstances.
- Negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- A proven ability to seek out diverse perspectives to identify opportunities and improvements.
- In-depth understanding of aviation industry, civil aviation legislation, and relevant national and international aviation standards.

Mandatory qualifications, licenses and experience

- Detailed understanding of the development of regulatory policy in a highly technical environment.

Desirable qualifications, licenses and experience

- Detailed understanding of Australia's Civil Aviation Act 1988, and relevant CASRs and CARs, guidance materials and other legislation, or similar aviation regulatory regime.
- Formal tertiary qualifications in a field relevant to the operation and/or assurance of new and emerging aviation technologies, or equivalent.
- Working knowledge of best practice domestic and international RPAS standards or other emerging technologies gained through industry and other experience.
- Experience appropriate to the role in a field relevant to the operation and/or assurance of new and emerging aviation technologies, or equivalent.
- Experience applying qualitative and quantitative analysis and safety risk management principles in an aviation or aerospace context.
- Project management experience or qualification/s.
- An Australian Class C driver's licence.

Eligibility

Eligibility Requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the

CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process

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To Apply

Position Contact	Jaclyn Smith, 02 6217 1615
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0772236

Civil Aviation Safety Authority Australia

Closing Date:Sunday 13 September 2026

National Operations & Standards
Emerging Technologies & Regulatory Change RPAS Policy & Regulation

Job Title	RPAS Standards Officer - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Darwin NT, Brisbane QLD, Cairns QLD, Perth WA, Adelaide SA, Sydney NSW, Melbourne VIC
Salary	\$121,285 - \$157,164
Future Merit Locations	Canberra, Darwin, Brisbane, Cairns, Perth, Adelaide, Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4539
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

As a member of CASA's Aviation Technical (AT) job family, the RPAS Standards Officer, performs routine - complex tasks working under direct guidance from a manager and National Manager. The role sits within a team of regulations specialists and other related staff, who work collaboratively to coordinate CASA's regulatory pipeline from the emergence of new aviation technologies.

This role is a member of the Emerging Technologies and Regulatory Change Branch, which is responsible for data analysis, problem identification, and policy development activities for Remotely Piloted Aircraft Systems (RPAS), the delivery of CASA's regulatory change program, ensuring compliance with Government regulatory impact obligations, and coordinating CASA's broader program of ensuring that CASA is prepared for emerging aviation technologies.

The RPAS Standards Officer is responsible for the following deliverables:

- Providing recommendations on a range of routine data analysis, problem identification, and policy and regulatory development tasks in compliance with CASA's Corporate Plan, policies, practices and standards, and in accordance with CASA's Regulatory Philosophy and assigned delegations.
- Working collaboratively with colleagues, by providing detailed, timely and constructive input, sharing knowledge and managing performance in accordance with CASA's Values, policies and practices.
- Contributing to work programs that deliver the various elements of CASA's strategies and priorities including but not limited to CASA's preparation for the deployment of emerging aviation technologies and capabilities.
- Assessing and analysing industry information, engaging with stakeholders, monitoring other external influences, and investigating potential scenarios to develop compliance strategies and mitigate emerging or actual risks.
- Contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- Demonstrating awareness of the diverse histories, cultures, and experiences of First Nations Peoples and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Positively engaging in and respond to change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Demonstrated skills, knowledge and experience relating to assessment of new technologies, creation of regulatory change and legislative artefacts, and change management.
- Ability to work under direct guidance in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may not always cover the circumstances.
- Negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- A proven ability to seek out diverse perspectives to identify opportunities and improvements.
- In-depth understanding of aviation industry, civil aviation legislation, and relevant national and international aviation standards.

Mandatory qualifications, licenses and experience

- Detailed understanding of the development of regulatory policy in a highly technical environment.

Desirable qualifications, licenses and experience

- Detailed understanding of Australia's Civil Aviation Act 1988, and relevant CASRs and CARs, guidance materials and other legislation, or similar aviation regulatory regime.
- Formal tertiary qualifications in a field relevant to the operation and/or assurance of new and emerging aviation technologies, or equivalent.
- Working knowledge of best practice domestic and international RPAS standards or other emerging technologies gained through industry and other experience.
- Experience appropriate to the role in a field relevant to the operation and/or assurance of new and emerging aviation technologies, or equivalent.
- Experience applying qualitative and quantitative analysis and safety risk management principles in an aviation or aerospace context.
- Project management experience or qualification/s.
- An Australian Class C driver's licence.

Eligibility

Eligibility Requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the

CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

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

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

About the Civil Aviation Safety Authority Australia

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To Apply

Position Contact	Jaclyn Smith, 02 6217 1615
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0772238

Civil Aviation Safety Authority Australia

Closing Date: Sunday 13 September 2026

Air Navigation, Airspace & Risk
Safety, Risk and Intelligence Enterprise Risk & Resilience

Job Title	Senior Data Governance Officer - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$120,448 - \$140,835
Future Merit Locations	Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	Executive Level 1
Position Number	4545
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Role

The CASA Senior Data Governance Officer plays a critical role in strengthening the governance, clarity and accountability of organisational data to support CASA's safety oversight, regulatory decision making, risk management, assurance activities and reporting obligations. Operating within the Safety, Risk and Intelligence Branch, the Senior Data Governance Officer is responsible for establishing, maintaining and embedding effective data governance arrangements across key systems and datasets. This includes defining data ownership and stewardship, maintaining data definitions and metadata, and supporting governance decision-making to ensure data is clearly understood, appropriately managed and fit for purpose.

The Senior Data Governance Officer operates with a high degree of autonomy under limited direction, exercising sound judgement to support CASA divisions in addressing complex, non-routine data governance issues and deliver high quality outcomes that contribute to CASA's strategic and operational objectives. The role requires strong analytical capability, stakeholder engagement skills, and an understanding of how clear data governance underpins effective data quality, risk management and regulatory decision making. The position is expected to work ordinary hours in accordance with CASA's enterprise agreement. From time to time, reasonable additional hours may be required, however this is regarded as the exception.

As the Senior Data Governance Officer you will need to:

- Develop, implement and maintain CASA's data governance framework, including data ownership, stewardship, decision-rights and escalation pathways.
- Establish and maintain clear data ownership and stewardship arrangements across key datasets and systems.
- Develop, maintain and govern enterprise data definitions, data dictionaries, metadata and lineage artefacts.
- Support governance forums (including the Data Council) and decision-making processes related to data, information and system changes.
- Provide advice on data governance implications associated with new systems, enhancements, migrations or changes to data collections.
- Work with business areas to embed data governance requirements into operational processes and practices.
- Collaborate with Senior Data Quality Officers to ensure governance arrangements support effective data quality monitoring and remediation.
- Provide advice on legislative, regulatory and policy obligations related to information and data management.
- Prepare high-quality briefing material, reports and analysis products for Executives and governance forums.
- Assist with assurance, audit and compliance activities as required, including evidence provision and internal reporting.
- Build workforce capability and foster a collaborative team environment through coaching and mentoring staff, providing performance feedback, supporting professional development, and managing conflict in a timely and constructive manner.
- Operates under general direction and is guided by CASA legislation, policies, procedures, and precedents.
- Promote a culture of data accountability, clarity and transparency across CASA.
- Build and maintain productive working relationships with operational, regulatory, enabling and ICT stakeholders.

- Maintaining a positive health and safety culture, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety and wellbeing in the workplace.
- Demonstrating awareness of the diverse histories, cultures, and experiences of Aboriginal, Torres Strait Islander and other cultural groups. Communicating with respect and understanding of balancing work, family and community responsibilities.
- Initiating, positively engaging in and responding to change. Supporting others through change.
- Other duties as required.

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

- Experience in data governance, information management, analytics, risk or a related discipline in a complex organisational environment.
- Sound understanding of data governance principles, including data ownership, stewardship, metadata and decision-rights.
- Ability to interpret and apply legislative, regulatory and policy requirements related to information and data management.
- Strong analytical skills with the ability to identify governance gaps, risks and improvement opportunities.
- Ability to influence and coordinate across business areas without direct authority.
- Ability to produce high-quality reports and briefing material suitable for Executive and governance audiences.
- Strong written and verbal communication skills, with the ability to communicate governance concepts to non-technical stakeholders.
- High attention to detail and a strong commitment to clarity, accountability and sound governance practices.
- Ability to work independently under limited direction and manage competing priorities.
- Ability to exercise initiative, judgement and problem-solving skills where established procedures may not fully cover the circumstances.

Mandatory qualifications, licenses and experience

- Tertiary qualifications, or equivalent experience, in information management, data, business, risk, governance, ICT or a related discipline.
- Experience working with data governance or information-management practices in a regulated, risk-focused or complex environment.

Desirable qualifications, licenses and experience

- Experience in a regulatory, safety-critical, government or critical infrastructure context.
- Training or certification in data governance or data management frameworks (e.g. DAMA-DMBOK).
- Experience supporting audit, assurance or compliance activities.

Eligibility

Eligibility Requirements

Employment with CASA is subject to conditions prescribed within the Civil Aviation Act 1988 (the Act) and the CASA Enterprise Agreement. The following eligibility requirements apply to this position:

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the level of security clearance as required.

Notes

Brisbane preferred, all CASA locations considered.

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	Mark Roberts, 07 3144 7404
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0772179

Department of Infrastructure, Transport, Regional
Development, Communications, Sport and the Arts

Closing Date: Sunday 13 September 2026

Job Title	APS6 - Senior Policy and Contract Management Officer, Triple Zero Access & Awareness Branch
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Melbourne VIC, Orange NSW, Sydney NSW
Salary	\$99,733 - \$118,084
Future Merit Locations	Canberra, Adelaide, Brisbane, Melbourne, Orange, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	48065
Agency Website	https://www.infrastructure.gov.au/

Job Description

<https://www.infrastructure.gov.au/departments/careers>

The opportunity we have available

The Triple Zero Custodian (the Custodian) oversees and promotes continuous improvement of the Triple Zero ecosystem. A key function of the Custodian is to ensure that all parts of the Triple Zero ecosystem are connected and coordinated, particularly in times of crisis. The Custodian ensures the efficiency and effectiveness of the Triple Zero ecosystem and coordinates a collaborative approach to information sharing and reform.

The Custodian works closely with the Australian Communications and Media Authority, telecommunication companies, state and territory governments, emergency service organisations

and other key stakeholders. It aims to increase transparency in the system, including through community awareness.

The Triple Zero Custodian Division was established in October 2025. This Division comprises two branches working collaboratively to deliver on the Custodian's work program.

Triple Zero Access and Assurance branch leads engagement with telecommunications industry stakeholders. The branch manages contractual arrangements and develops policy to address gaps in the Triple Zero ecosystem and aims to ensure emergency calls connect to Triple Zero in line with community expectations. Our branch is made up of a passionate and collaborative group of individuals and oversees a variety of complex projects, with many opportunities for growth and professional development.

We are looking for a capable, friendly and organised Senior policy and contract officer to support the work of the branch until 31 March 2027 with possibility for extension.

Duties

What you will do

As an APS6 Senior policy and contract officer in the Custodian Access and Assurance Branch, you will play an important role in building and enhancing the policy framework for delivery of Triple Zero into the future. You will support a review into Triple Zero legislation and regulation, which is now underway and is core to the work of the branch. The review will identify opportunities to safeguard the Triple Zero ecosystem and deliver recommendations for a workplan that establishes a modern, scalable and adaptable regulatory framework capable of supporting reliable emergency assistance and providing regulatory certainty for industry.

You will also support delivery of the Emergency Call Service, device testing across networks and research via the National Telecommunications Resilience Centre and early warning capability development through management of contractual arrangements.

These roles are varied and dynamic, but typical duties include:

- Leading discrete pieces of work to support delivery of the Custodian's work program, including planning, prioritisation, and tracking of actions and deliverables
- Undertaking research, analysis and synthesis to inform advice on emerging issues, stakeholder needs, and system improvement opportunities
- Preparing high-quality written products (for example briefs, minutes, submissions, talking points, correspondence and stakeholder packs)
- Contributing to (or leading) stakeholder engagement activities—planning meetings, developing engagement approaches, facilitating discussions, and capturing outcomes and next steps

- Monitoring and advising on issues relating to provision of services under Module E of the Telstra Universal Services Obligation Performance Agreement (TUSOPA) governing delivery of the Emergency Call Service and National Telecommunications Resilience Centre.
- Engaging with internal finance team to ensure contract arrangements are delivered while mindful of the Public Interest Telecommunications Special Services Account (PITSSA).
- Invoicing and reporting, both internal and external.
- Engaging at a regular cadence with Mobile Carriers to support delivery of the Custodian's reform priorities.

The branch contains two teams with a flexible work structure, so team members may be asked to work flexibly across different work streams to meet tight deadlines.

Inherent requirements for the role

The successful candidate for this position will be able to demonstrate their capability against the APS6 [Work level standards](#).

To be successful in this role, you will need to demonstrate your ability to:

- Provide accurate and specialised advice including anticipating problems and contributing to issues management.
- Ensure knowledge of and compliance with legislative, financial and administrative frameworks, government decision-making processes and agency guidelines and regulations.
- Maintain awareness of the longer-term strategic, political or operational outcomes for the agency/program and possible impacts on the work area.
- Work with independence, subject to limited direction against established priorities, practices, and methodologies to deliver quality outcomes.
- Make decisions, with direction from more senior staff, on tasks/assignments with considerable complexity and sensitivity.
- Manage relationships with stakeholders to achieve work area and agency goals.

Desirable requirements

Previous telecommunications industry or policy experience, previous experience supporting legislative review and/or previous experience in contract management is desired but not essential.

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the [Our Stories on Country Agreement](#) and the [Diversity, Equity and Inclusion Strategy 2025–28](#).

As an APS6 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seeks appropriate cultural input to inform decisions.

Eligibility

Eligibility requirements

Employment with the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts is subject to conditions prescribed within the Public Service Act 1999 including:

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at baseline level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\) website](#).
- **Police check:** The successful candidate must complete an Australian Federal Police criminal history check.
- **Integrity and Performance check:** The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position description available by clicking the 'Apply Now' button.

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 Infrastructure, Transport, Regional Development, Communications, Sport and the Arts

Our work connects and enriches every Australian community, underpins our economy and society, and empowers our regions. We provide policy advice and deliver programs, projects and services in the infrastructure, transport, communications, sport and arts sectors, supporting our regions, cities and territories. Our staff have the opportunity to work on high profile and diverse national projects that have a meaningful impact on the lives of all Australians. We seek people with a wide range of skills and competencies. Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTIQ+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Harry Price, 02 6136 6503
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0772180

Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts

Closing Date: Sunday 13 September 2026

Job Title	APS5 - Policy and Contract Management Officer, Triple Zero Access & Awareness Branch
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Melbourne VIC, Orange NSW, Sydney NSW
Salary	\$89,225 - \$96,829
Future Merit Locations	Canberra, Adelaide, Brisbane, Melbourne, Orange, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 5
Position Number	48066
Agency Website	https://www.infrastructure.gov.au/

Job Description

<https://www.infrastructure.gov.au/department/careers>

The opportunity we have available

TheTriple Zero Custodian (the Custodian) oversees and promotes continuous improvement of the Triple Zero ecosystem. A key function of the Custodian is to ensure that all parts of the Triple Zero ecosystem are connected and coordinated, particularly in times of crisis. The Custodian ensures the efficiency and effectiveness of the Triple Zero ecosystem and coordinates a collaborative approach to information sharing and reform.

The Custodian works closely with the Australian Communications and Media Authority, telecommunication companies, state and territory governments, emergency service organisations and other key stakeholders. It aims to increase transparency in the system, including through community awareness.

The Triple Zero Custodian Division was established in October 2025. This Division comprises two branches working collaboratively to deliver on the Custodian's work program.

Triple Zero Access and Assurance branch leads engagement with telecommunications industry stakeholders. The branch manages contractual arrangements and develops policy to address gaps in the Triple Zero ecosystem and aims to ensure emergency calls connect to Triple Zero in line with community expectations. Our branch is made up of a passionate and collaborative group of individuals and oversees a variety of complex projects, with many opportunities for growth and professional development.

We are looking for a capable, friendly and organised Senior policy and contract officer to support the work of the branch until 31 March 2027 with possibility for extension.

Duties

What you will do

As an APS 5 Policy and contract management officer in the Custodian Access and Assurance Branch, you will play an important role in building and enhancing the policy framework for delivery of Triple Zero into the future. You will support a review into Triple Zero legislation and regulation, which is now underway and is core to the work of the branch. The review will identify opportunities to safeguard the Triple Zero ecosystem and deliver recommendations for a workplan that establishes a modern, scalable and adaptable regulatory framework capable of supporting reliable emergency assistance and providing regulatory certainty for industry.

You will also support the delivery of the Emergency Call Service, device testing across networks and research via the National Telecommunications Resilience Centre and early warning capability development through management of contractual arrangements.

These roles are varied and dynamic, but typical duties include:

- Supporting the review into Triple Zero legislation and regulation through secretariat work (organising meetings with key industry, regulatory and consumer advocacy stakeholders, drafting correspondence, minute taking). Work on the review may include supporting the drafting and development of an interim report synthesising initial stakeholder feedback and providing preliminary advice on possible reform opportunities.
- Supporting the management of the contract to deliver the Emergency Call Person service, including analysis of technical upgrades, audits of financials and future policy delivery.
- Input and analysis of performance and financial information for the Emergency Call Person (including briefing the relevant Delegate and invoicing via department accounts payable systems).
- Preparing for and attending meetings with stakeholders through both the review work and contract management responsibilities.
- Drafting input for Ministerial correspondence, submissions, meeting briefs, Senate Estimates briefs and Question Time briefs.
- Supporting colleagues with policy coordination and administrative tasks as needed.

The branch contains two teams with a flexible work structure, so team members may be asked to work flexibly across different work streams to meet tight deadlines.

Inherent requirements for the role

The successful candidate for this position will be able to demonstrate their capability against the APS 5 [Work level standards](#).

To be successful in this role, you will need to demonstrate your ability to:

- Provide professional and policy advice within an area of specialisation.
- Develop plans and objectives for short-term tasks of the work area and contribute to strategic planning for longer-term initiatives of the section.
- Have a sound general knowledge of the role and functions of the agency and an understanding of how these relate to a specific work area.
- Have sound understanding of the impact of the work area on longer-term strategic, political or operational outcomes for the agency/program.
- Work independently or under limited guidance in relation to their area of expertise. Complex or difficult issues are discussed with team leaders or experts.
- Exercise judgement to make decisions governed by the application of rules, regulations, best practice principles or the agency's operating instructions and procedures, under the support and general direction of a higher classification level.
- Respond to stakeholder needs and expectations.
- Develop and maintain internal and external relationships.

Desirable requirements

Previous telecommunications industry or policy experience, previous experience supporting legislative review and/or previous experience in contract management is desired but not essential.

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the [Our Stories on Country Agreement](#) and the [Diversity, Equity and Inclusion Strategy 2025–28](#).

As an APS5 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seeks appropriate cultural input to inform decisions.

Eligibility

Eligibility requirements

Employment with the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts is subject to conditions prescribed within the Public Service Act 1999 including:

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at Baseline Level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.
- **Police check:** The successful candidate must complete an Australian Federal Police criminal history check.
- **Integrity and Performance check:** The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

For more information about this role, including the type of person we are looking for and how to apply, please refer to the position description available by clicking the 'Apply Now' button.

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 Infrastructure, Transport, Regional Development, Communications, Sport and the Arts

Our work connects and enriches every Australian community, underpins our economy and society, and empowers our regions. We provide policy advice and deliver programs, projects and services in the infrastructure, transport, communications, sport and arts sectors, supporting our regions, cities and territories. Our staff have the opportunity to work on high profile and diverse national projects that have a meaningful impact on the lives of all Australians. We seek people with a wide range of skills and competencies. Whether you write policy, deliver programs, projects or corporate services, or have experience in research, data or technology, we

look for employees who are innovative, respectful and professional. We are an inclusive employer and promote, value and support diversity among our employees with the aim of ensuring our workforce reflects, respects and benefits from diverse communities including Aboriginal and/or Torres Strait Islander peoples, people with cultural and linguistic diversity, people with disability and LGBTQI+ people. We are committed to achieving gender equality and, in particular, supporting women's progression into senior leadership.

To Apply

Position Contact	Harry Price, 02 6136 6503
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Prime Minister and Cabinet

Vacancy VN-0772243

Aboriginal Hostels Limited

Closing Date: Monday 14 September 2026

Frontline Services
Brisbane QLD Yumba Hostel

Job Title	AFFIRMATIVE MEASURES Hostel Manager and Roving Hostel Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	\$88,834 - \$96,829
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	VN-0772243
Agency Website	https://www.ahl.gov.au/work

Job Description

<https://www.ahl.gov.au/work>

Join AHL and make a real difference

At Aboriginal Hostels Limited (AHL), we're all about connection, care and opportunity. The work is real and so is the impact!

We provide culturally safe, affordable accommodation for First Nations people travelling away from home and for over 50 years, we have been helping change lives across Australia.

You're not just working; you are creating a place where people can feel safe and at home.

AHL is looking for reliable and motivated Hostel Manager's to join our team and help create a safe, clean, and welcoming environment at our Yumba and Elly Bennett Hostels in Brisbane QLD. This is a great opportunity to be part of important work that supports First Nations peoples across Australia.

If you're looking for a position in a supportive team where your efforts truly matter, we would love to hear from you.

Duties

Key responsibilities:

As a Hostel Manager, you'll take on a broader leadership role, overseeing all aspects of hostel operations while building strong relationships with local stakeholders to support First Nations residents during their stay.

This role requires a proactive manager with strong organisational and people skills, a commitment to excellence, and a passion for delivering services that make a positive impact.

Key tasks:

Typical responsibilities for an APS5 Hostel Manager / Roving Hostel Manager may include:

- leading the day-to-day operations of the hostel;
- providing leadership, direction and support to staff;
- ensuring services are delivered in line with AHL policies, procedures and operational requirements;
- creating a safe, welcoming and culturally appropriate environment for residents;
- supporting residents to access services and resources that promote health, wellbeing and independence;
- managing bookings, payments, budgets, rosters and other operational requirements;
- overseeing food service, facility checks, maintenance reporting and general service delivery;
- supporting staff performance, development, training and induction;
- building positive relationships with stakeholders, including local Aboriginal and Torres Strait Islander organisations;
- supporting cultural activities and events, including days of significance for First Nations peoples;
- always promoting the safety and wellbeing of children and young people in line with AHL's child safeguarding requirements; and
- ensuring WHS, incident reporting and emergency procedures are followed.

Roving Hostel Manager performs the same duties across multiple hostels and may travel between locations.

Our ideal candidate:

The ideal candidate is an experienced and driven leader with operational, people management skills and with a strong focus on customer service. You thrive in dynamic environments, are adept at building and leading effective teams, and are committed to delivering high-quality, person-centred services. You are confident engaging with local stakeholders and ensuring residents are well supported throughout their stay. You bring a high level of professionalism, attention to detail, and an ongoing focus on improving service delivery in line with AHL's standards and strategic objectives.

For further information about each role, please visit our website and review the position description.

Eligibility

To be eligible to apply, applicants must be Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement the successful applicants will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- hold and maintain a working with children check in QLD; and
- meet the fitness for duty requirements.

This is an Affirmative Measures – First Nations position.

The filling of this vacancy is intended to constitute an Affirmative Measure under section 8(1) of the Racial Discrimination Act 1975. To be eligible to apply under the Affirmative Measures initiative, applicants must:

- be an Aboriginal person and/or a Torres Strait Islander person
- identify as an Aboriginal person and/or a Torres Strait Islander person, and
- be accepted by their community as being an Aboriginal person and/or a Torres Strait Islander person.

Evidence of Aboriginal and/or Torres Strait Islander status

Applicants under the Affirmative Measure must meet the three criteria above.

Successful applicants will be required to provide evidence of Aboriginal and/or Torres Strait Islander status before they are appointed to the role.

Notes

What We Offer:

- **Competitive Pay & Benefits:** You'll receive 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth:** Enjoy employment with plenty of opportunities to grow and move up within the organisation.
- **Generous shift penalties:** apply for work after hours, weekends and public holidays. 50% penalty rates apply for Saturday and 100% penalty rates apply for Sunday.
- **Regular salary packaging options:** Options such as; vehicles, superannuation and devices PLUS, ability to salary sacrifice \$15,900 per FBT year for rent, mortgage or living expenses.
- **Generous Leave Entitlements:** 18 days sick/personal leave per annum, cultural and NAIDOC day leave.
- **Employee Assistance Program:** Employees, their partners, and their dependants will have access to a confidential, professional counselling service to assist employees to manage personal and work issues.

How to apply

Upload and complete the application form, available from our website [Work with us | Aboriginal Hostels Limited](#)

Email your application form and current resume to jobs@ahl.gov.au by 11:59PM AEST,

Monday 14 September 2026.

Include your name and the job reference (VN-0772243) in the subject of your email.

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

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

About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Jackson Beckley, 0437 767 985
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0772248

Aboriginal Hostels Limited

Closing Date:Monday 14 September 2026

QLD Operations
Thursday Island hostels

Job Title	AFFIRMATIVE MEASURES APS6 Head of Boarding, APS4 Assistant Hostel Manager and APS3 Residential Youth Worker
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Thursday Island QLD
Salary	\$70,477 - \$111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 3;APS Level 4;APS Level 6
Position Number	3186,3220,3188 and 3190
Agency Website	https://www.ahl.gov.au/work

Job Description

<https://www.ahl.gov.au/work>

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We provide culturally safe, affordable accommodation for First Nations people travelling away from home and for over 50 years, we have been helping change lives across Australia.

You're not just working; you are creating a place where people can feel safe and at home.

AHL is looking for reliable and motivated candidates to fill a number of vacant positions to help create a safe, clean, and welcoming environment at our Hostels. This is a great opportunity to be part of important work that supports First Nations peoples across Australia.

- APS6 Head of Boarding (Cannon Boggo Pilot Hostel)
- APS4 Assistant Hostel Manager (Jumula Dubbins Hostel)
- APS3 Residential Youth workers (Cannon Boggo Pilot Hostel)

If you're looking for a position in a supportive team where your efforts truly matter, we would love to hear from you.

What benefits do AHL Offer?

- **Competitive Pay & Benefits:** 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Security and Career Development:** Employment with plenty of opportunities to grow and move up within AHL.
- **Generous shift penalties:** These penalties apply for work after hours, weekends and public holidays. 50% penalty rates for Saturday, and 100% penalty rates for Sunday.
- **Salary Packaging:** Variety of options including; vehicles, superannuation and devices PLUS, ability to salary sacrifice \$15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave Entitlements:** 18 days sick/personal leave per annum, cultural and NAIDOC day leave and more.
- **Employee Assistance Program:** Employees, their partners, and their dependents will have access to a confidential, professional counselling service to assist employees to manage personal and work issues.

Duties

APS6 Head of Boarding:

In this role, you will be managing and supervising the day-to-day operations of the hostel to ensure appropriate pastoral care is provided to students. You will have an opportunity to contribute to the educational, social and cultural development of young First Nations students. You will be a leader for Residential Youth Workers and Hostel Workers, and key contact for students, teachers, parents and stakeholders. You will have prior management experience to be able to manage staff matters as well as difficult student situations and behaviours.

APS4 Assistant Hostel Manager:

AHL Assistant Hostel Managers are responsible for the day to running of the hostel. This is a hands-on role and will see you working closely with the team to provide a safe, clean and welcoming environment. While experience in a similar industry is important, a successful Assistant Hostel Manager must have empathy and resilience with a calm but firm demeanor. You will be a hands-on manager, working closely with the small hostel team to provide three meals a day and ensuring the facility is clean, safe and welcoming. You will ensure that all hostel operations are meeting standards in line with guidelines and policies and continually developing your team to improve our service offering. Reporting to the Operations Management Team you will provide regular reports on hostel operations and to AHL's National Office business areas where required.

APS3 Residential Youth Worker:

Residential Youth Workers are key in creating a home away from home environment for students. You will support students out of school hours, arrange and engage in creative, culturally rich programs and guide the students to build life-long skills and achieve their personal goals. The residential Youth Worker looks after 3 different areas:

- **Student services:** Residential youth workers support students with routine activities, including class preparation, provide transport to school/sport/medical appointments, homework and life skills. You will promote and safeguard the safety and welfare of students, always adhering to AHL'S child safeguarding framework
- **Community Engagement:** Residential youth workers develop cooperative relationships with teachers, parents and community members. You will work alongside your team and with the guidance of the Head of Boarding, resolve complex issues to ensure a positive, culturally appropriate experience and quality stay.
- **Work, Health and Safety:** Residential youth workers perform all tasks in a manner which upholds AHL's commitment to safety of its staff and residents by adhering to relevant WHS practices. You will report unsafe, hazardous or emergency situations using AHL's Hazard and Incident reporting procedures.

For further information about each of the roles, please review the position description on our website.

Eligibility

To be eligible to apply, applicants must be Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement the successful applicants will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- hold and maintain a working with children check in QLD; and
- meet the fitness for duty requirements.

This is an Affirmative Measures – First Nations position

The filling of this vacancy is intended to constitute an Affirmative Measure under section 8(1) of the Racial Discrimination Act 1975. To be eligible to apply under the Affirmative Measures initiative, applicants must:

- be an Aboriginal person and/or a Torres Strait Islander person
- identify as an Aboriginal person and/or a Torres Strait Islander person, and
- be accepted by their community as being an Aboriginal person and/or a Torres Strait Islander person.

Evidence of Aboriginal and/or Torres Strait Islander status

Applicants under the Affirmative Measure must meet the above criteria.

Successful applicants will be required to provide evidence of Aboriginal and/or Torres Strait Islander status before they are appointed to the role.

Notes

How to apply

- Upload and complete the application form, available from our website [Work with us | Aboriginal Hostels Limited](#)
- Email your application form and current resume to jobs@ahl.gov.au by 11:59PM AEST, Monday 14 September 2026.
- Include your name and the job reference (VN-0772248) in the subject of your email.

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

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

About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Timothy Wolfgang, 0477 702 393
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0772250

Aboriginal Hostels Limited

Closing Date: Monday 14 September 2026

QLD Operations
Thursday Island hostels

Job Title	Cooks, Night Attendant and Housekeeper
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Thursday Island QLD
Salary	\$62,775 - \$68,425
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 2
Position Number	3067,3068 and 3071
Agency Website	https://www.ahl.gov.au/work

Job Description

<https://www.ahl.gov.au/work>

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We provide culturally safe, affordable accommodation for First Nations people travelling away from home and for over 50 years, we have been helping change lives across Australia.

You're not just working; you are creating a place where people can feel safe and at home.

AHL is looking for reliable and motivated hostel workers to fill the following vacancies:

- Weekend Cook (Cannon Boggo Pilot Hostel)
- Housekeeper and Night attendant (Jumula Dubbins Hostel)

Join our team and help create a safe, clean, and welcoming environment at our Hostels. This is a great opportunity to be part of important work that supports First Nations peoples across Australia. If you're looking for a position in a supportive team where your efforts truly matter, we would love to hear from you.

What does AHL offer?

- **Competitive pay:** 5.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job security & development:** Employment with plenty of opportunities to grow and move up within the organisation.
- **Supportive team:** You'll be part of a friendly, inclusive team where your work is valued.
- **Generous shift penalties:** apply for work after hours, weekends and public holidays. 50% penalty rates apply for Saturday, and 100% penalty rates apply for Sunday.
- **Regular salary packaging:** options for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice \$15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave:** including additional days off when a your RDO falls on a public holiday, 18 days sick/personal leave per annum, cultural and NAIDOC day leave.
- **Employee Assistance Program:** Employees, their partners, and their dependants will have access to a confidential, professional counselling service to assist employees to manage personal and work issues.

Duties

Under the general direction of the Hostel Manager, all hostel worker positions will provide high-quality care and support within a residential setting for First Nations people.

Cook:

The Cook position will assist with the preparation of meals and day-to-day operation of the kitchen in accordance with food standards and relevant legislation.

Duties include but not limited to:

- Preparing and serving meals for residents.
- Receiving, rotating and storing food and kitchen supplies.
- Assisting with stock management.
- Maintaining a clean and safe kitchen environment.
- Preparing and cleaning the dining room for all residents.

Night Attendant:

The Night Attendant position will assist with the monitoring of the night security of the hostel in accordance with AHL's policies and procedures.

Duties include but not limited to:

- Monitor premises to preserve order and protect property.
- Oversee and record entry/exit of residents, staff and visitors.
- Report and assist in escalating emergencies following established procedures.
- Enter and maintain data on AHL's online reservation system.
- Record daily activities and note irregularities, eg. equipment or property damage, theft, unauthorized persons, or unusual occurrences) using established templates.
- General domestic duties.

Housekeeper:

The Housekeeper position will assist with maintaining a clean, safe and welcoming environment for residents and staff in accordance with organizational standards and relevant legislation.

Duties include but are not limited to:

- Undertaking daily cleaning tasks throughout the hostel, including resident rooms, common and service areas.
- Ensure cleaning is performed to a high standard and maintaining hygiene requirements.
- Monitoring and maintaining an adequate supply of cleaning products and equipment.
- Inspecting rooms and facilities regularly for maintenance requirements and reporting issues to the Hostel Manager or Assistant Hostel Manager.

For further information regarding the duties of the role, please review the position description.

Eligibility

To be eligible to apply, applicants must be an Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement the successful applicants will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- hold and maintain a working with children check in QLD; and
- meet the fitness for duty requirements.

Essential Qualifications and Training

Night Attendant:

- First Aid Certificate

Any other relevant qualifications and training required for the role can be undertaken within the first 6 months of employment.

Notes

How to apply

- Upload and complete the application form, available from our website [Work with us | Aboriginal Hostels Limited](#)
- Email your application form and current resume to jobs@ahl.gov.au by 11:59PM AEST, Monday 14 September 2026.
- Include your name and the job reference (VN-0772250) in the subject of your email.

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

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

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To Apply

Position Contact	Jackson Beckley, 0437 767 985
Agency Recruitment Site	https://www.ahl.gov.au/work

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Climate Change, Energy, the Environment and Water

Vacancy VN-0772141

Australian Energy Regulator

Closing Date: Sunday 13 September 2026

Legal, Corporate and Information Services
Corporate Services

Job Title	Director, Enterprise Project Management Office
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	\$148,287 - \$173,778
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Employees are required to work in the office a minimum of 2 days per week
Classification	Executive Level 2
Position Number	AER0675
Agency Website	http://www.aer.gov.au/

Job Description

<https://www.aer.gov.au/about/careers/current-vacancies?>

As Director, you will lead the Enterprise Project Management Office (EPMO) to strengthen project governance, enterprise change, and organisational decision-making. The role provides strategic advice, drives governance maturity and continuous improvement, and leads a small team to deliver consistent project management standards aligned with organisational priorities.

Duties

- Lead and coach a small team to deliver project management standards and build capability.
- Provide expert advice on project governance, assurance, and delivery approaches.
- Oversee project documentation, governance processes, and decision-making frameworks.
- Support key governance forums through high-quality secretariat and governance services.
- Design and continuously improve agency-wide governance and project management frameworks.

- Drive governance maturity, change initiatives, and AI-enabled improvements across Corporate Services.
- Build strong stakeholder partnerships and deliver effective change management outcomes.
- Demonstrate sound judgement, leadership, communication, and adaptability in a changing environment.

We invite applications from people with the following experience, skills and attributes:

- Demonstrated experience developing and improving governance, project management, and operating frameworks.
- Strong strategic thinking with the ability to identify issues and implement practical, fit-for-purpose solutions.
- Excellent stakeholder engagement skills, including influencing, negotiating, and supporting senior leaders and boards.
- Highly developed communication skills, with experience preparing high-quality briefs, papers, minutes, and governance documentation.
- Proven leadership capability, including coaching, developing, and fostering an inclusive team culture.
- Sound judgement, risk management, prioritisation, and delivery skills in fast-paced environments.
- Strong technical aptitude, including experience with enterprise systems such as TechnologyOne, Atlassian, and Microsoft products.

Eligibility

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

Notes

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

About the Australian Energy Regulator

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

To Apply

Position Contact	Sebastian Purcell, Sebastian.Purcell@aer.gov.au
Agency Recruitment Site	https://www.aer.gov.au/about/careers/current-vacancies?

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0772249

Australian Institute Of Marine Science

Closing Date: Sunday 06 September 2026

Job Title	Finance Officer - Accounts Payable
Job Type	Full-Time, Non-Ongoing
Location	Townsville QLD
Salary	-
Future Merit Locations	Townsville
Office Arrangement	On Site
Office Arrangement Details	Flexible Work Arrangements considered including hybrid working (where suitable)
Classification	APS Level 3
Position Number	22100
Agency Website	https://www.aims.gov.au/docs/about/about.html

About AIMS

The Australian Institute of Marine Science is Australia's tropical marine research agency.

We are a trusted advisor, a partner and employer of choice, and we value integrity, innovation, collaboration and respect. AIMS' research of Australia's tropical marine ecosystems guides their effective environmental management and contributes to our understanding of similar ecosystems around the world.

Our research seeks to deliver practical benefit to all Australians and supports the sustainable use of our tropical marine estate. Governments, reef managers, industry and the wider community look to our high-quality, long-term research for informed decisions about our iconic Great Barrier Reef, North-West Shelf, and Arafura and Timor Seas. AIMS expert teams at our locations in Townsville, Darwin and Perth have access to world-class infrastructure, unique datasets, cutting-edge laboratories, and a fleet of modern research vessels.

Duties

About this exciting opportunity

We are seeking a detail-oriented and organised Finance Officer - Accounts Payable to join our team on a **temporary 3-month contract** for an immediate start. This role is ideal for an experienced finance professional who thrives in a fast-paced environment and is committed to delivering accurate and timely financial services.

You will play a key role in supporting the organisation's financial operations through the effective administration of accounts payable functions, supplier payments, reconciliations, banking transactions, financial reporting, and record management. You can expect to be responsible for:

- Processing and verifying supplier invoices, ensuring compliance with GST legislation and internal policies.
- Managing domestic and international supplier payments in accordance with approved processes and payment terms.
- Uploading and processing invoices within TechnologyOne/EziScan.
- Performing daily bank reconciliations and process banking transactions.
- Preparing bank journals, month-end reconciliations, and journal entries.
- Creating invoices and receipts and assisting with end-of-month reporting.
- Maintaining accurate financial records and support audit and compliance requirements.
- Ensuring all transactions are authorised and processed in accordance with organisational delegations and procedures.

Eligibility

About you

We are seeking an individual who thrives in a high-volume environment. You will be an experienced financial professional with a background in accounts payable, invoice processing, reconciliations, and banking transactions, and have a minimum Certificate IV in Business Administration or a related field, or equivalent experience. You will have strong attention to detail,

sound knowledge of accounting principles, and the ability to manage competing priorities while maintaining accuracy and compliance.

You are confident using financial systems and applications, with experience in TechnologyOne, Expense8, EzeScan, CTM, or similar systems would be highly advantageous. A collaborative team player, you build positive working relationships and contribute to delivering high-quality financial services.

Notes

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

- AIMS AOF Level 3 (3.1-3.5) salary (\$51.54 to \$58.07 per hour) inclusive of 25% casual loading
- Full-time, 3-month Temporary (Labour hire) opportunity.
- Located in Townsville (Qld)
- Flexible Work Arrangements considered including hybrid working (where suitable)
- Generous and supportive leave entitlements
- Access to Commuter car fleet arrangements to travel to site (in Townsville only)
- Employee Assistance Program

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

Please note:

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

Next Step

Further information about this exciting and challenging opportunity is outlined in the Candidate Information Pack which is available to download from our website www.aims.gov.au. If, after reviewing the position description and selection criteria included in the Candidate Information Pack, you believe that your qualifications, experience and professional capabilities will enable you to successfully deliver the position responsibilities, we encourage you to make an application via our website.

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

Position enquiries are to be directed to [Kathrine Osborne, Senior Finance Accountant at KM.Osborne@aims.gov.au](#). *Applications must be made through our website per above.*

Applications close: [SUNDAY, 06 SEPTEMBER 2026 \(11.45PM, AEST\)](#).

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

About the Australian Institute Of Marine Science

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

To Apply

Position Contact	Kathrine Osborne, 0747534444
Agency Recruitment Site	https://careers.aims.gov.au/page.php?pageID=160&windowUID=0&AdvertID=925611

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Climate Change, Energy, the Environment and Water

Vacancy VN-0772129

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

Closing Date:Friday 18 September 2026

Parks Australia
Science & Australian National Botanic Gardens Australian National Botanic Gardens

Job Title	Assistant Director – Conservation Horticulture & Nursery Management
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$129,106 - \$138,861
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	Executive Level 1
Position Number	2026/1845
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=2424DF21-BAEB-774D-6B15-ED38141B8D13>

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The Science and Australian National Botanic Gardens Branch leads science and conservation planning and policy for Parks Australia, and conducts research in conservation and biodiversity management through a range of programs. We engage in and coordinate diverse research partnerships and ensure First Nations knowledge and innovative solutions are core to our work, enabling us to enhance engagement and embed science into decision-making at all levels. Our work includes:

- Strategic science planning and prioritisation and shaping research partnerships for Parks Australia.

- Leading cross-cutting research to support Parks Australia – in areas such as climate change adaptation, nature positive and knowledge weaving.
- Providing scientific support for Protected Areas policy and Park Management Plans.
- Managing the Australian National Botanic Gardens, home to our Branch and the nation's largest living collection of native plants.
- Innovation in the cross-cutting application of new technologies and data analytics to meet science and application outcomes.
- Facilitating research and science capacity building and education.
- Curating national collections of biological data and conserving and protecting plants through systematics research, seed banking and ex situ conservation.
- Climate adaption and policy for Parks Australia.
- Evaluation and reporting to understand management effectiveness and performance of our parks, gardens and agency.
- Data and information systems services for Parks Australia.

The Australian National Botanic Gardens (ANBG) is the nation's most diverse collection of Australian native plants. We directly contribute to safe-guarding Australia's plant species from extinctions and are responsible for leading, building and sharing knowledge of our Australian flora. The ANBG works closely with biodiversity science programs - the Australian Biological Resources Study, the Centre for Australian National Biodiversity Research, the National Seed Bank, and Biodiversity Informatics - in partnerships for research, for management of physical and digital biological collections, and for management of fundamental national biodiversity data and information accessed nationally and internationally. The ANBG works closely with other Commonwealth parks to support plant conservation initiatives. The ANBG is uniquely placed to provide holistic solutions for national plant conservation, with combined expertise in, and specialist science facilities for: botanical taxonomy, evolution and systematics, seed biology and horticulture. The Australian National Botanic Gardens (ANBG) in Canberra is a leading national institution for the conservation, study, and display of Australian native flora. For more information about us please visit our website.

Duties

The Conservation Horticulture & Nursery team are dedicated horticulturalists working on the conservation of Australian native plants through determining propagation and growing requirements. The team grows plants for ex-situ conservation and showcasing in the ANBG as part of the world's most diverse collection of Australian flora, which includes tropical, temperate and sub-alpine species. We also have an increasing focus on collaborative conservation projects to recover threatened species in the wild. The Assistant Director leads the Conservation Horticulture and Nursery team, setting priorities in an operational environment, fostering a positive and high-performing team culture, and driving innovative approaches to conservation horticulture. The role is ideally suited to an experienced leader with a genuine passion for practical horticulture conservation. This is a busy role in a rewarding environment within a nationally significant institution that welcomes visitors seven days a week. We are seeking an energetic and supportive leader who thrives in a dynamic environment, can effectively balance priorities, inspire a high-performing team, and champion innovative approaches to conservation horticulture. The successful candidate will also work collaboratively across the ANBG to deliver shared outcomes and advance the Gardens' mission.

In this role you will be responsible for:

- Leading and managing the Conservation Horticulture & Nursery team, fostering a collaborative, high-performing culture and building staff capability, including line management of team members and oversight of daily operations.
- Planning and delivering nursery operations, including annual work programs, budgets, and continuous improvement of horticultural practices.
- Overseeing the botanical aspects of the Ian Potter National Conservatory and ensuring that the horticultural displays are appropriate for a major new attraction at a national institution.
- Providing expert horticultural advice to support the living collection and conservation programs, including input into the design, coordination, and reporting of conservation and horticultural projects, as well as contributing to publications.
- Participating in the ANBG leadership team and contributing to ANBG leadership priorities, including implementation of the Management Plan and Living Collection Strategy.
- Ensuring accurate plant propagation and performance records, maintaining data integrity across systems.
- Managing horticultural infrastructure and environmental systems to meet operational requirements.
- Collaborating across ANBG teams to plan and deliver propagation programs for diverse Australian native species.
- Representing ANBG as a subject matter expert and engage stakeholders through professional networks and public activities.
- Promoting and ensuring compliance with WHS and emergency management requirements.

Desirable qualifications

- A Certificate IV or higher qualification in Horticulture or equivalent is highly desirable.
- Minimum 10 years' experience in nursery operations.
- Construction Induction White Card (or willingness to obtain).

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

Eligibility

Additional requirements

- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling in Canberra ACT. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

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

To Apply

Position Contact	Matthew Parker, 0403 989 769
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=2424DF21-BAEB-774D-6B15-ED38141B8D13

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0772182

Job Title	Gamba Program Coordinator (Affirmative Measure – Indigenous Employment)
Job Type	Full-Time, Non-Ongoing
Location	Kakadu NT
Salary	\$99,734 - \$112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/1891
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=8A725220-B3EE-1CFE-8D69-ED38504458CD>

Affirmative measure employment - Indigenous employment

The filling of this vacancy is intended to constitute an affirmative measure under section 8(1) of the Racial Discrimination Act 1975. This vacancy is only available to Aboriginal and/or Torres Strait Islander people.

If you are found suitable and offered a position, you will need to provide evidence of your eligibility for affirmative measure employment when the formal written offer is made.

For more information about affirmative measure employment, see [Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants | Australian Public Service Commission](#).

Who we are

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors

travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

Kakadu National Park is a world-heritage listed site for its natural and cultural values, and one of three national parks, leased by their Aboriginal owners to the Director of National Parks, and jointly managed by Traditional Owners and Parks Australia. Parks Australia assists with ongoing management of the park's natural and cultural heritage. In addition to ongoing management of the park's natural and cultural heritage, this branch also manages strategic priorities for Parks Australia, managing a range of strategic planning and major capital projects across the three jointly managed parks.

The Country Section is responsible for the protection of the Kakadu National Park's biodiversity assets and natural values. The section does this by providing strategic advice and support to the operations section on fire, feral and weed management, managing Country through a significant fire programme; implementing and assisting significant species projects; responding to the threat of climate change; data and knowledge management; and planning. The section is an important part of creating an inclusive cross-cultural working environment.

Duties

Under the limited supervision from the Manager of the Country Section and in accordance with the Lease Agreement, Kakadu Plan of Management and the Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act) implement targeted treatment and monitoring actions for gamba grass across Kakadu National Park following the KNP Gamba Grass Eradication Plan 2022-2026 (The Plan).

The duties will include:

- Coordinating the implementation, monitoring and reporting of a comprehensive weed eradication plan, including using the MERIT system to achieve the objectives set out in The Plan.
- Leading the preparation and implementation of overarching operational plans and works plans focused on each of the management areas in The Plan, especially gamba surveys, gamba treatment, and weed spread prevention activities.
- Contribute to increased coordination and planning for other grassy weed surveys, treatment and prevention.
- Planning and coordinating dedicated project staff, other KNP staff, Djurrubu rangers (where required), contractors and volunteers, including submission of timesheets.
- Overseeing data collection, validation and analysis for the production of maps and summary reports, and to monitor treatment effectiveness, weed spread/invasion pathways, and change in gamba extent.

- Leading the preparation and delivery of a weed spread prevention plan, involving delivery of a communication campaign focused on weed identification, reporting, and improved weed hygiene.
- Assisting with the preparation and implementation of agreements with industry (e.g., graziers), government (e.g., roads and transport) and other stakeholders (e.g., park neighbours), to encourage the adoption of best practice weed spread measures.
- Participation in weed inspections of vehicles and other equipment and facilities inside and outside the park.
- Leading the procurement and management of contracts (e.g., helicopter services, weed control contractors, workshop facilitators).
- Leading the communication of progress and issues to key stakeholders including the project working group, funding body, Traditional Owners, Parks Staff and Kakadu community, and other interested groups.
- Consulting and liaising with Aboriginal Traditional Owners, park staff, scientists, contractors, and other internal and external stakeholders on gamba grass best practice monitoring and management.
- Providing supervision, training and mentoring to staff in a cross-cultural environment and in periods of change in accordance with the Australian Public Service policies and guidelines.
- Supporting the implementation of the principles of joint management with Aboriginal Traditional Owners and staff and contribute to the development of an effective cross-cultural workplace.
- Implementing the Department's Risk Management Policy to maintain a safe and healthy work environment.

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

Eligibility

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- Meet physical fitness minimum standards to undertake work within the role including firefighting as needed.
- Note that relocation assistance is subject to negotiation.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Note that you will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- Note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles.
- Note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.

- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Jessica Sabatino, 0407 751 701
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=8A725220-B3EE-1CFE-8D69-ED38504458CD

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Climate Change, Energy, the Environment and Water

Vacancy VN-0772184

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

Closing Date: Friday 11 September 2026

Parks Australia
Kakadu National Park KNP Management / Country / Gamba Grass Project

Job Title	Gamba Program Coordinator (Identified)
Job Type	Full-Time, Non-Ongoing
Location	Kakadu NT
Salary	\$99,734 - \$112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/1929
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=8988E7CE-1676-E490-39C7-ED385045FD27>

Identified position

This position is an 'Identified' position which signifies that the role has a strong involvement in issues relating to Aboriginal and Torres Strait Islander people. The successful applicant must have an understanding of the issues affecting Aboriginal and/or Torres Strait Islander people and an ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander People.

Who we are

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Kakadu National Park is a world-heritage listed site for its natural and cultural values, and one of three national parks, leased by their Aboriginal owners to the Director of National Parks, and jointly managed by Traditional Owners and Parks Australia. Parks Australia assists with ongoing management of the park's natural and cultural heritage. In addition to ongoing management of the park's natural and cultural heritage, this branch also manages strategic priorities for Parks Australia, managing a range of strategic planning and major capital projects across the three jointly managed parks.

The Country Section is responsible for the protection of the Kakadu National Park's biodiversity assets and natural values. The section does this by providing strategic advice and support to the operations section on fire, feral and weed management, managing Country through a significant fire programme; implementing and assisting significant species projects; responding to the threat of climate change; data and knowledge management; and planning. The section is an important part of creating an inclusive cross-cultural working environment.

Duties

Under the limited supervision from the Manager of the Country Section and in accordance with the Lease Agreement, Kakadu Plan of Management and the Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act) implement targeted treatment and monitoring actions for gamba grass across Kakadu National Park following the KNP Gamba Grass Eradication Plan 2022-2026 (The Plan).

The duties will include:

- Coordinating the implementation, monitoring and reporting of a comprehensive weed eradication plan, including using the MERIT system to achieve the objectives set out in The Plan.
- Leading the preparation and implementation of overarching operational plans and works plans focused on each of the management areas in The Plan, especially gamba surveys, gamba treatment, and weed spread prevention activities.
- Contribute to increased coordination and planning for other grassy weed surveys, treatment and prevention.
- Planning and coordinating dedicated project staff, other KNP staff, Djurrubu rangers (where required), contractors and volunteers, including submission of timesheets.

- Overseeing data collection, validation and analysis for the production of maps and summary reports, and to monitor treatment effectiveness, weed spread/invasion pathways, and change in gamba extent.
- Leading the preparation and delivery of a weed spread prevention plan, involving delivery of a communication campaign focused on weed identification, reporting, and improved weed hygiene.
- Assisting with the preparation and implementation of agreements with industry (e.g., graziers), government (e.g., roads and transport) and other stakeholders (e.g., park neighbours), to encourage the adoption of best practice weed spread measures.
- Participation in weed inspections of vehicles and other equipment and facilities inside and outside the park.
- Leading the procurement and management of contracts (e.g., helicopter services, weed control contractors, workshop facilitators).
- Leading the communication of progress and issues to key stakeholders including the project working group, funding body, Traditional Owners, Parks Staff and Kakadu community, and other interested groups.
- Consulting and liaising with Aboriginal Traditional Owners, park staff, scientists, contractors, and other internal and external stakeholders on gamba grass best practice monitoring and management.
- Providing supervision, training and mentoring to staff in a cross-cultural environment and in periods of change in accordance with the Australian Public Service policies and guidelines.
- Supporting the implementation of the principles of joint management with Aboriginal Traditional Owners and staff and contribute to the development of an effective cross-cultural workplace.
- Implementing the Department's Risk Management Policy to maintain a safe and healthy work environment.

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

Eligibility

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- Meet physical fitness minimum standards to undertake work within the role including firefighting as needed.
- Note that relocation assistance is subject to negotiation.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Note that you will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- Note that you will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four wheel drive vehicles.
- Note that you will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.

- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Jessica Sabatino, 0407 751 701
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=8988E7CE-1676-E490-39C7-ED385045FD27

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