



Commonwealth of Australia
APSJobs - Vacancies Daily
PS34 Daily Gazette Friday - 29 August 2025.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS35 Weekly Gazette Thursday - 04 September 2025.pdf.

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

These Vacancies Daily will also appear in the Gazette PS35 Weekly Gazette Thursday - 04 September 2025.pdf.

Gazette Lodgement Inquiries

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Vacancies

Vacancy VN-0762252

Australian Competition and Consumer Commission

Closing Date: Sunday 14 September 2025

Specialist Advice and Services Division
Mergers and Exemptions Law Unit

Job Title	Lawyer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Perth WA, Sydney NSW, Townsville QLD, Melbourne VIC
Salary	\$95,374 - \$111,590
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	All ACCC/AER employees are required to work a minimum of 2 days a week onsite
Classification	APS Level 5;APS Level 6;Government Lawyer;Senior Government Lawyer
Position Number	EA2025/154
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 provide strategic and legal policy advice and other legal services at an agency that helps protect everyday Australian consumers?

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

- provide legal (including strategic and legal policy) advice on complex issues relating to the functions and powers of the ACCC under the CCA, including the functions and powers under the new merger regime.
- conduct legal and related research into complex matters relevant to ACCC responsibilities under relevant legislation.
- assist with the conduct of investigations and court proceedings for the ACCC, including working closely with external lawyers.
- assist the ACCC in the performance of its dispute resolution functions, draft and / or settle complex court documents (including pleadings and submissions), s 155 notices, s 87B undertakings and other legal documents in support of investigations and litigation.

Eligibility

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

- admission as a practitioner, however described, of the High Court or the Supreme Court of an Australian State or Territory.
- experience in working effectively as a lawyer advising and guiding line areas under very tight timeframes.
- experience advising in relation to Part IV of the *Competition and Consumer Act 2010* —particularly in respect of merger clearances and competition exemptions—or administrative law, would be an advantage but is not essential.

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 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	Andrew Gun, (03) 9290 1853
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762352

Australian Competition and Consumer Commission

Closing Date: Sunday 14 September 2025

Competition Division
Enforcement, Coordination & Strategy

Job Title	Paralegal
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Melbourne VIC, Adelaide SA, Hobart TAS, Canberra ACT, Sydney NSW, Brisbane QLD, Darwin NT, Perth WA
Salary	\$72,348 - \$78,092
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Employees are expected to work at least 2 days per week on site
Classification	APS Level 3
Position Number	EA2025/158
Agency Website	https://www.accc.gov.au/

Job Description

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

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- **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 make a meaningful impact in the legal field as a dedicated paralegal for one of Australia's most essential government agencies?**

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

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

Duties

In this role, you will:

- assist with a range of compliance activities and enforcement investigations across the Division
- undertake document review and analysis in Nuix Discover
- identify vital information relevant to the investigation, as outlined by the investigation team
- assist in the planning and delivery of compliance activities and projects
- undertake research, including both industry and legal research, and present it in a clear, concise and articulate manner
- provide administrative support and assist with the coordination of more complex matters and projects
- prepare draft correspondence and reports.

Eligibility

About you

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

- familiarity with assisting in technology assisted document review processes, or ability to quickly pick up and understand technology assisted review
- exposure to, or ability to quickly obtain working knowledge of, legal technology or litigation review platforms such as Nuix (Ringtail) or Relativity (or similar) is strongly preferred
- competence in the use of technology, databases and Microsoft Office software
- strong critical thinking skills and high attention to detail
- ability to work independently and as part of multi-disciplinary teams.

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

Notes

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To Apply

Position Contact	Amanda Martin, 6243 1036
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762358

Australian Competition and Consumer Commission

Closing Date: Sunday 14 September 2025

Corporate
Finance

Job Title	Assistant Director, Procurement
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Melbourne VIC, Hobart TAS, Canberra ACT, Sydney NSW, Townsville QLD, Darwin NT, Perth WA, Adelaide SA
Salary	\$123,702 - \$136,900
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2025/155
Agency Website	https://www.accc.gov.au/

Job Description

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

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- Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?
- Do you want to lead a small team to deliver high quality procurement advice and support to the ACCC by ensuring compliance to all relevant frameworks, rules and policies?

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

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

Duties

What you will do as the Assistant Director

The Assistant Director role within the ACCC's Corporate Procurement Team is responsible for a range of procurement and contract management outcomes. As the Assistant Director, you will:

- supervise a small team of procurement professionals responsible for the compliance and delivery of high-quality procurement and contract management results.
- provide expert advice and assurance on ACCC procurement and contract processes including the development and compliance review of procurement plans, minutes, request for tender documentation, panel arrangements, evaluations, negotiations, probity matters, contracts, and stakeholder engagement.
- manage the development and continuous improvement of ACCC procurement policies and processes in consultation with key stakeholders.
- participate in formal procurement and contract management forums and committees such as the Centre of Procurement Excellence.

Eligibility

About you

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

- demonstrated experience and a strong understanding of the application of the Commonwealth Government procurement framework including the Commonwealth Procurement Rules, connected policies and emerging Whole of Australian Government (WoAG) requirements.
- demonstrated experience undertaking end-to-end procurement that includes reviewing and providing constructive advice on procurement plans, approval minutes, contracts and evaluation reports.
- demonstrated experience leading, mentoring and developing a team, across multiple priorities, to achieve results within a high-performance team environment.
- excellent organisational skills with the ability to effectively manage several competing priorities and strategic directions.

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 agency.

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To Apply

Position Contact	Melissa Baker, (02) 6243 4937
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762373

Australian Competition and Consumer Commission

Closing Date: Sunday 14 September 2025

Corporate
Finance

Job Title	Procurement and Contracts Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Hobart TAS, Canberra ACT, Brisbane QLD, Townsville QLD, Darwin NT, Perth WA, Adelaide SA
Salary	\$80,643 - \$87,558
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 are required to work on site at least 2 days per week
Classification	APS Level 4
Position Number	EA2025/160
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 contribute to the delivery of procurement and contract management outcomes for the ACCC?**

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

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

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

Duties

What you will do as the Procurement and Contracts Officer

- Monitor and manage multiple tasks simultaneously, ensuring accurate and up-to-date data entry and tracking of procurement activity and contracts.
- Provide proactive administrative and operational support daily by monitoring procurement activity in the procurement mailbox.
- Maintain records, reports, databases and audit documents ensuring compliance with records management requirements, agency and procurement policies.
- Work within tight timeframes, changing deadlines to deliver priorities and workload.

Eligibility

About you

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

- Demonstrated experience working with a Financial Management Information System.
- High level of computer proficiency, including but not limited to the Microsoft Office Suite of programs.
- Well-developed communication, organisational and time-management skills.
- Demonstrated experience working collaboratively with internal teams, business stakeholders and external entities to achieve service delivery outcomes.

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 agency.

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To Apply

Position Contact	Linda Jarmakani, (03) 9910 9478
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762377

Australian Competition and Consumer Commission

Closing Date: Sunday 14 September 2025

Corporate
Finance

Job Title	Procurement Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Hobart TAS, Canberra ACT, Sydney NSW, Brisbane QLD, Townsville QLD, Darwin NT, Perth WA, Adelaide SA
Salary	\$89,946 - \$95,374
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 are required to work 2 days per week on site
Classification	APS Level 5
Position Number	EA2025/159
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to support the ACCC by delivering expert advice and assurance on procurement and contract processes?**

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

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

Duties

What you will do as the Procurement Officer

- Provide expert advice and assurance on ACCC procurement and contract processes including the development and compliance review of procurement plans and minutes, request for tender documentation, panel arrangements, evaluations, negotiations, probity matters, contracts, and stakeholder engagement.
- Respond to advice requests in a timely professional manner, escalating sensitive or complex issues to the team where appropriate.
- Work collaboratively with internal teams, business stakeholders and external entities to achieve service delivery outcomes.
- Contribute to the development, maintenance and continuous improvement of tools, templates, and standard operating procedures.

Eligibility

About you

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

- Demonstrated experience and a strong understanding of the application of the Commonwealth Government procurement framework including the Commonwealth Procurement Rules, connected policies and emerging Whole of Australian Government (WoAG) requirements.
- Demonstrated experience undertaking end-to-end procurement that includes reviewing and providing constructive advice on procurement plans, approval minutes, contracts and evaluation reports.
- Demonstrated experience in contributing to continuous improvement by updating intranet pages and delivering training.
- Demonstrated experience in effectively managing several competing priorities and strategic directions.

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

Notes

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To Apply

Position Contact	Linda Jarmakani, (03) 9910 9478
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762270

Job Title	Director Workforce Security and Countermeasures
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$139,681 - \$167,659
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 2
Position Number	ASA/07143/25
Agency Website	https://www.defence.gov.au/about/taskforces/aucus

Job Description <https://defencecareers.nga.net.au/?jati=12404ADA-2360-6DE4-C7DB-E41FFF05FF83>

Duties

The Role

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

Enterprise Protection (EP) Branch supports the delivery of a safe and secure nuclear-powered submarine capability by understanding and communicating threats to the NPS Program, uplifting security culture and awareness across Australian Submarine Agency (ASA) and NPS enterprise workforces and mitigating personnel security risks through delivering effective early insider threat detection, intervention and organisational suitability assessment capabilities.

The Director for Workforce Security Executive Level 2 (EL 2) role works with considerable independence and is required to have extensive knowledge of and compliance with legislative and policy frameworks, government decision-making and ASA's and the NPS program's objectives. This important leadership role is responsible for influencing and contributing to the

development of ASA's security strategies, policies and operational practices in accordance with the Commonwealth Protective Security Policy Framework and the Defence Security Principles Framework.

About our Team

Working closely with other ASA, Defence, Commonwealth and State government, NPS Enterprise and international stakeholders. Enterprise Protection Branch within ASA's Stewardship Division is responsible for ensuring the delivery of a secure nuclear-powered submarine capability by understanding and communicating advice about threats to the NPS Program, assuring the ongoing suitability of ASA personnel as well as elements of the NPS Enterprise workforce accessing classified naval nuclear propulsion information, uplifting security culture and awareness across the ASA and NPS enterprise workforces; as well as mitigating personnel and other protective security risks to the agency and the Program.

Our Ideal Candidate

Security is a critical enabler underpinning the NPS Program and in this EL 2 role you will use your strong initiative and judgement to develop and deliver timely and appropriate protective security advice with a strong focus on personnel security, respond effectively to emerging security issues and develop timely and appropriate solutions to unique protective security problems.

You will build strong relationships with internal and external stakeholders across the ASA, Defence and the NPS Enterprise and work productively and collegiately in a multidisciplinary environment. You will be adept at managing competing, changing and time critical protective security priorities, and will provide detailed and sound strategic advice to internal and external stakeholders on diverse and complex protective security matters in support of the longer-term objectives of the ASA.

We are seeking highly motivated EL 2 leaders who work collaboratively to solve complex security problems. Our ideal candidate will possess strong leadership, problem-solving, stakeholder engagement and organisational skills as well as demonstrate a proven record of accomplishment of leading teams to develop and deliver effective protective security advice and tailored personnel security solutions meeting our corporate priorities and legislative obligations.

As the EL 2 for Workforce Security, you will be well acquainted with legislative as well as protective security frameworks and policies. A background in undertaking and or managing personnel security investigations and or a Cert IV in Government Investigations is highly desirable.

Our ideal candidate will demonstrate:

- Capability to lead, plan and manage the development, advocacy and implementation of advice on very complex and sensitive personnel and protective security issues.

- Initiative, problem-solving, and strong organisational skills, including the ability to effectively prioritise to meet deadlines, manage competing tasks and deliver against corporate priorities and legislative obligations
- Experience in operating under broad direction, exercising a considerable degree of independence to manage and prioritise a broad range of accountabilities and functions.
- Strong stakeholder engagement skills and a demonstrated ability to develop productive relationships and work collaboratively with a range of internal and external stakeholders, including international partners.
- Excellent written and verbal communication and interpersonal skills.
- Attention to detail, with the ability to take responsibility for your actions as well as the timely and accurate completion of work.
- Experience in preparing complex briefing material, reports and other correspondence.
- Capacity to develop and lead a high-performing team to deliver organisational outcomes.
- Understand, demonstrate and model a strong understanding of the Nuclear Mindset.

Eligibility

Security Clearance:

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

Notes

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About the Australian Submarine Agency

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

To Apply

Position Contact	ASA TWP inbox, asa.ssdwprecruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=12404ADA-2360-6DE4-C7DB-E41FFF05FF83

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Vacancy VN-0762297

Defence Housing Australia

Closing Date:Sunday 14 September 2025

Legal Services

Enabling Services Legal Services

Job Title	Special Counsel
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Gungahlin ACT, Melbourne VIC, Adelaide SA, Sydney NSW
Salary	\$152,378 - \$187,494
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	Executive Level 2
Position Number	493721
Agency Website	https://www.dha.gov.au/

Job Description

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

Defence Housing Australia is seeking a dynamic and experienced Special Counsel to join our team.

This is a unique opportunity to play a pivotal role in providing high-level legal advice and support to our organisation.

The role focuses on delivering legal services in environment, planning and heritage law, construction law, and real property law.

If you are passionate about making a difference and contributing to the success of Defence Housing Australia, we would love to hear from you.

Apply now to be part of a dedicated team committed to excellence and innovation.

About us

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

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

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

Duties

About the role

Formally within the Legal Services team, Special Counsel will be embedded in the Development and Construction team and work collaboratively with the General Manager Development and Construction, and broader team to provide expert legal advice and support to the Chief General Counsel, the General Manager Development and Construction and key internal DHA stakeholders on strategic and legal matters related to DHA's provisioning, development, and construction activities, across Australian jurisdictions.

The role focuses on delivering legal services in:

- **Environment, Planning and Heritage Law:** covering Commonwealth and State environmental assessment processes, biodiversity impacts and offsets, land access, pollution, contamination, waste and water law, cultural heritage, climate change, and Environment, Social and Governance (ESG) considerations.
- **Construction Law:** advising on construction contracts, risk management, dispute resolution, and regulatory compliance.

- **Real Property Law:** supporting land acquisition and disposal processes

Eligibility

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

Notes

Benefits for working at DHA include:

- 15.4% superannuation
- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per year
- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work
- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- ADF partner employment conditions when posting to a new location

For information on DHA's Employee Value Proposition, visit our [website](#).

Note: All successful applicants are required to be eligible to complete a Baseline Vetting security clearance for consideration of the Australian Government Security Vetting Agency (AGSVA)

How to apply

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

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

Applications close: 11:55pm AEST 14 September 2025.

Any questions? Please contact Danielle Watson – Executive Officer

danielle.watson@dha.gov.au / 02 6268 3775

Order of Merit

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

Inclusion and Diversity

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

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

About the Defence Housing Australia

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

To Apply

Position Contact	Danielle Watson, 02 6268 3775
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0762317

Department of Home Affairs

Closing Date: Sunday 14 September 2025

Executive Coordination
Media & Communication Media and Social Media

Job Title	Public Affairs Officer 1, Media and Social Media
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$76,863 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	
Position Number	139679
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139679/>

The Media and Communication Branch is responsible for centrally coordinating media enquiries and strategic communications for the department and Australian Border Force (ABF).

The branch is supported by several sections that each deliver important influence and enabling services for Portfolio Ministerial offices, senior public servants and departmental business areas. You will be joining one of the most diverse communication teams in Federal Government.

The Media Operations and Social Media Section is the first point of contact in the department for journalists and responsible for managing media engagement for the department and developing media materials, including media responses, media releases, talking points, op-eds and media handling strategies to support key Portfolio and Government initiatives. This includes sensitive, high-risk / high-profile media handling.

The team also curates the department's social media channels and analyses media and public sentiment on topical and relevant matters.

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

Our ideal candidate

We are looking for communication professionals who enjoy working in a fast-paced and creative environment to deliver high-quality and innovative communication.

You will have a strong client focus and the ability to confidently coordinate and work with other teams. You will be a passionate and creative team member who enjoys and works well with others and can operate with autonomy where appropriate. You are a proactive relationship-builder and initiative-taker, with a creative mind and exercise sound professional judgement across all areas of your work.

Duties

- Contribute to creative and effective strategic communication solutions, and track the progress of your work in a high-pressure and fast-paced environment.
- Coordinate input for strategic communication and media advice to key stakeholders.
- Seek advice and liaise with policy and operational areas to develop for media and communications materials.
- Exercise your professional judgement to respond to complex operational issues.
- Participate in the out of hours media on-call roster with supervision.

Additional information

Required qualifications

- Qualifications in communications, marketing, public relations and/or journalism (qualifications in other relevant disciplines will be considered).

Desirable skills

- Experience in a communication, public relations and/or journalism role.
- Ability to work to tight deadlines and prioritise multiple tasks with supervision and guidance.
- Developed communication skills, including the ability to liaise widely and develop productive working relationships.

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 Australian Public Service (APS) Employee Value Proposition (EVP) highlights the top reasons our employees enjoy working in the APS.

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

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

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

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

About the Department of Home Affairs

The Department of Home Affairs is responsible for central coordination, and strategy and policy leadership in relation to cyber and critical infrastructure resilience and security, immigration, border security and management, counter-terrorism, the protection of our sovereignty, citizenship and social cohesion. The Department implements a strategically coordinated approach to the cyber

security and resilience of all Australians through the appointment of a Cyber Security Coordinator and continues to enable rapid responses to threats of foreign interference through the dedicated Counter Foreign Interference Coordinator. Additionally, the Department contributes to Australia's prosperity and unity through the management and delivery of the migration, humanitarian and refugee programs. The Department also promotes social cohesion through multicultural programs, providing settlement services and through managing and conferring citizenship. We encourage applications from Indigenous Australians, people with disability and people from other diverse backgrounds. We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential. For more information www.homeaffairs.gov.au/about-us/careers/working-with-us/workplace-diversity

To Apply

Position Contact	Elliott Bator, 0408 623 168
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139679/

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Vacancy VN-0762390

Department of Home Affairs

Closing Date: Tuesday 30 June 2026

Tobacco and E-Cigarette Wofg TF
Office Of The ITEC Commissioner

Job Title	Employment Register - Office of the Illicit Tobacco and E-cigarette Commissioner
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - SA SA, Various locations - TAS TAS
Salary	\$76,863 - \$134,865
Future Merit Locations	Various locations - WA, Various locations - NT, Various locations - QLD, Various locations - NSW, Various locations - ACT, Various locations - VIC, Various locations - SA, Various locations - TAS
Office Arrangement	Flexible;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 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	139767
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139767/>

Strategy & Capability | Tobacco & E-Cigarette Wofg TF | Office Of The Itec Commissioner

We are a team of policy, data, health and law-enforcement specialists committed to creating a healthier and safer Australia free from illicit tobacco and e-cigarettes (ITEC). Established in 2024 to drive whole-of-government action against the ITEC market, we seek to reduce public health risks, uphold regulatory integrity, and minimise social and economic harm through the development of evidence-based policy and forging of strong cross-agency relationships. We work closely with all levels of government to shape a focused and coordinated national response to the ITEC market.

Our Culture

Our strength lies in our people. We know that diversity of thought, background, skills and experience are all critical to devising fit-for-purpose solutions to curb the growth of the ITEC

market. Our employees, irrespective of job-title and level, are encouraged to share their thoughts, bring their authentic selves to work and challenge the status-quo. We are a small, high-performing team united by a strong sense of purpose and commitment to public value.

What we can offer you

We offer exceptional roles for exceptional people. Not only will you have the opportunity to make a tangible difference, tackle complex, topical issues and immerse yourself in a supportive culture, but you will also have access to a competitive salary and range of benefits under the Department of Home Affairs Enterprise Agreement. This is an exciting opportunity to join a team working to make a tangible difference on a nationally significant issue.

Temporary Employment Register

The Temporary Employment Register is open to candidates to submit an expression of interest for employment with the Office of the ITEC Commissioner at the APS4 – EL1 levels. The Register enables us to access appropriately skilled and experienced individuals at short notice for non-ongoing or temporary positions.

Please note that:

- Roles are intended to be offered on a temporary basis only (non-ongoing specified term).
- Where a non-ongoing position is offered, the role will be filled as a specified term vacancy for up to 12 months with a possibility of extension (maximum term of 18 months).
- This register does not support ongoing engagement or promotion under the Public Service Act 1999.
- You will only be contacted regarding your expression of interest if an opportunity arises that matches your skills and experience.
- Your expression of interest is not a guarantee that an offer of employment will be made.
- Expressions of interest remain active until 30 June 2026. Applications are not carried over after this time, you will be required to submit a new expression of interest for the following year.

Duties

We are seeking collaborative individuals who are adaptive and responsive in a fast-paced environments, comfortable with uncertainty, and can think strategically while maintaining strong attention to detail. Experience in a strategy or policy environment (particularly around regulation, intelligence or law enforcement) is a plus, but not essential. Our teams broadly work across: strategic advice; policy and government engagement; strategic communication and external engagement; business management.

This means we are looking for people who have skills and/or an interest in a broad range of areas including:

- Policy evaluation, analysis and development.
- Data analysis, visualisation and reporting.
- Program & project management.
- Procurement and contract management.
- Media & communications.
- Governance and integrity.
- Stakeholder engagement.
- Coordination and planning.
- Strategy development.
- Ministerial briefing.
- Innovation.

Additional information

Please refer to the Work level standards: [Work level standards: APS Level and Executive Level classifications | Australian Public Service Commission](#) to better understand which classification from APS1 to Executive Level 2 best suits your skills and experience.

Terms and conditions of employment in the Department, including pay scales, are provided for by the Enterprise Agreement 2024 – 2027. The Enterprise Agreement applies to all non-SES employees within the Department employed under the Public Service Act 1999.

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 Australian Public Service (APS) Employee Value Proposition (EVP) highlights the top reasons our employees enjoy working in the APS.

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

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

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

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

About the Department of Home Affairs

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

To Apply

Position Contact	Cameron Milliken, 02 6264 1674
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139767/

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Vacancy VN-0762357

National Library of Australia

Closing Date:Wednesday 10 September 2025

Collection Curatorial and Collection Research

Job Title	APS 4 - Senior Library Officer, Curatorial and Collection Research
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	\$75,936 - \$81,994
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	On Site
Office Arrangement Details	Candidates must be on site for this role
Classification	APS Level 4
Position Number	Multiple
Agency Website	

Job Description

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

As a world leading library, the National Library of Australia offers an innovative and collaborative workplace where exceptional team players and technical specialists can flourish. As part of the Library’s team, you will help support organisational reform, working collaboratively with your team to shape the Library’s future.

Duties

The Library is seeking to fill ongoing and non-ongoing **Senior Library Officer APS 4** roles in the Curatorial and Collection Research Section of the Collection Branch.

As a Senior Library Officer you will work to established procedures and guidelines in making selection decisions to acquire material for the Library's collection. You will undertake research, liaise with a broad range of internal and external stakeholders, and draft recommendations for delegate approval.

We are looking for candidates with strong communication and interpersonal skills, adeptness with juggling competing priorities, and dual ability for teamwork as well as working autonomously.

To succeed in this role:

- You will ideally hold qualifications or experience in the Arts, Humanities or Social Science fields
- Be adept with learning digital systems to deploy them efficiently and effectively in your work

Eligibility

Applicants should be Australian citizens to be eligible for APS employment.

The preferred applicants will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information.

Notes

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

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

About the National Library of Australia

To Apply

Position Contact	Catherine Aldersey, (02) 6262 1690
Agency Recruitment Site	https://nla.nga.net.au/cp

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Vacancy VN-0762340

National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

Closing Date:Friday 12 September 2025

Corporate and Business Transformation
Perth Finance and Procurement

Job Title	Accounts Payable Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$83,357 - \$97,486
Future Merit Locations	Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Working predominantly in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	APS Level 4
Position Number	13521
Agency Website	https://www.nopsema.gov.au/

Job Description

<https://www.nopsema.gov.au/about/careers>

The National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) is Australia's independent expert regulator for health and safety, structural integrity, well integrity and environmental management for all offshore energy operations and greenhouse gas storage activities in Commonwealth waters, and in coastal waters where regulatory powers and functions have been conferred.

NOPSEMA also administers the functions of the Offshore Infrastructure Regulator (OIR), for the offshore renewables industry. This includes the regulation of work health and safety, infrastructure integrity, and environmental management for offshore renewable energy infrastructure activities.

Working with NOPSEMA provides an opportunity to make a real difference to people working in Australia's offshore energy industry.

We are seeking a detail-oriented and proactive Accounts Payable (AP) Officer with a solid foundation in accounting principles and a passion for excellence. This role is integral to ensure the accuracy, efficiency, and timeliness of financial operations within our dynamic Finance and Procurement Team located in our Perth office.

Role:

The Accounts Payable Officer will manage the end-to-end Accounts Payable operations, including invoice processing, reconciliations, travel and expense claims, and timely payment runs, while ensuring accuracy and compliance across finance operations.

Why work for NOPSEMA?

As a highly skilled, agile, and competent regulator, our people are our number one asset. NOPSEMA offers competitive remuneration packages, five weeks annual leave, 18 personal leave days per annum, 18 weeks paid parental leave, 15.4% superannuation contribution and flexible working arrangements.

Guided by our values of professionalism, ethics, independence, leadership and collegiality the decisions we make and the actions we take affect individuals, businesses, communities and the environment. Our people can make a difference. Grow your career in the offshore energy sector. Be a part of Australia's future and apply today.

NOPSEMA is committed to a fair, flexible, safe and rewarding workplace which allows for diversity amongst all its employees. Applicants who are First Nations people, come from a diverse cultural or linguistic background or have a disability are encouraged to apply.

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

If you are an experienced Accounts Payable Officer apply now and take the next step in your career with these exciting opportunities.

Applications must be submitted by the closing date. Any applications received beyond the closing date will not be considered.

Please note this recruitment process will be valid for a period of 18 months and may be used to fill ongoing and non-ongoing positions within the Australian Public Service at this level or similar that arise over the 18-month period.

Duties

Key Responsibilities:

Reporting directly to the Assistant Director - Finance and Procurement, you will be responsible for:

- processing accounts payable invoices, reconcile supplier statements, employee travel reimbursement and expense claims, ensuring accuracy and completeness and preparing supplier payment runs.
- maintaining the accounts payable database, including updating supplier banking information and creating new suppliers.
- liaising with key decision makers across the Agency to ensure invoices have appropriate approval.
- performing purchasing, travel and virtual credit card and CabCharge processing and related accounting and reconciliation transactions.
- contributing to the month end process, including but not limited to, accrued expenses, GRNI reconciliation, AP age analysis and BAS returns.
- ensuring all capex transactions are correctly coded, and the fixed asset register is updated.
- performing an analysis of open POs and follow up with business areas as necessary and ensuring all invoices have been received and processed in a timely manner.

About you:

You are known for your strong attention to detail and ability to organise and prioritise a workload with minimum supervision.

You are a good communicator confident in engaging with stakeholders drawing on your account reconciliation skills to problem solve and working with them to streamline AP processes.

Experience with Microsoft Office and proficient with Microsoft Excel, electronic document records management and accounting systems would support your success in this role.

You must be able to demonstrate:

1. Experience in accounts payable, purchase order requisitions, reconciling supplier statements.
2. Understanding of processing staff travel reimbursements and expense claims, and credit card processing and reconciliations.
3. Experience in assisting with accounting tasks, including journal entries, monthly reconciliations and providing financial support and assistance to a finance team.

Eligibility

You will be required to pass a pre-employment medical assessment and maintain medical fitness.

You must pass and maintain a security clearance to a level appropriate for the position.

Prior to any offer of employment, the recommended applicant will be required to undertake pre-employment checks, including national police clearance and declaration of conflict of interest.

NOPSEMA staff are prohibited from trading in oil and gas resources and/or offshore renewable electricity sector shares.

This position is open to Australian citizens only.

Notes

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

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

About the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

NOPSEMA is Australia’s independent regulator for health and safety, well integrity and environmental management for offshore petroleum and greenhouse gas storage activities in Commonwealth waters (comprising the first three nautical miles of the territorial sea) and in coastal waters where regulatory powers and functions have been conferred. For more information see nopsema.gov.au

To Apply

Position Contact	HR Adviser, (08) 6188 8778
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

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Vacancy VN-0761917

Job Title	Director, Media and Communications
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	\$139,885 - \$175,481
Future Merit Locations	Melbourne, Canberra
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	Executive Level 2
Position Number	PC-2511
Agency Website	

Job Description

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

We're seeking a strategic communicator with government experience who can work independently in a fast-paced environment. Reporting to the Assistant Commissioner, you'll lead communications, social media, publications, design, and editorial support for the PC, ensuring all materials meet high editorial standards and maintain PC's brand voice.

Duties

- Advise senior leaders on editorial direction and communications strategies for key projects and issues.
- Provide advice to the Chair, Commissioners and the senior leadership team on critical and sensitive issues to deliver consistent, high-quality messaging aligned with priorities, policies and objectives.
- Oversee timely production and publishing of reports, media releases, opinion pieces, and other collateral.
- Plan and coordinate media activities for leadership, supporting messaging and positioning.
- Collaborate with project teams to identify issues, develop content, and support coverage.
- Foster and maintain relationships with media contacts and oversee coverage and inquiries, particularly on economic topics.
- Ensure compliance with editorial style, brand standards, and government guidelines.
- Lead and manage a team in a dynamic and sensitive environment with competing priorities and foster collaborative relationships.

About you

You excel as a trusted adviser, effectively manage deadlines, and adapt quickly to changing priorities. You take initiative, thrive both independently and in teams, and bring strong collaboration skills. You also bring the experience of:

- Technical communications, especially providing strategic advice on economics matters
- A degree or significant experience in journalism, editing, digital marketing, or strategic communications
- 5+ years of B2B writing experience (preferably public sector or consulting)
- High proficiency in English grammar and Web Content Accessibility Guidelines (WCAG)
- Knowledge of SEO, metadata and content tagging.

Highly desirable

- Strong understanding of current economic, environmental, and social policy issues, or the ability to rapidly acquire it.

The strong expectation is that the successful candidate will have demonstrated experience across the [Integrated Leadership System \(ILS\) EL2 profile](#).

A merit pool of suitable candidates may be created for similar ongoing or non-ongoing vacancies in Canberra.

Eligibility

To be eligible for employment with the Productivity Commission, applicants must:

- be an Australian citizen or hold an Australian Citizenship
- be willing to undergo a security and character clearance (which may include, but not limited to, completing an identity verification check, police check, and obtaining/maintaining an Australian Government security vetting clearance if required by the role)
- provide evidence of mandatory qualifications (if applicable).

Notes

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

About the Productivity Commission

The Productivity Commission is the Australian Government's independent research and advisory body on a range of economic, social and environmental issues affecting the welfare of Australians. Its role, expressed simply, is to help governments make better policies in the long-term interest of the Australian community.

To Apply

Position Contact	Liz Callaghan, liz.callaghan@pc.gov.au
Agency Recruitment Site	https://www.pc.gov.au/careers

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Agriculture, Water and the Environment

Vacancy VN-0762371

Department of Agriculture, Fisheries and Forestry

Closing Date: Sunday 01 March 2026

Legal
Several Several

Job Title	Paralegal Employment Register
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Up to negotiation
Classification	APS Level 4
Position Number	2025/526
Agency Website	https://www.agriculture.gov.au

Job Description

<https://www.agriculture.gov.au/about/jobs/apply>

Who we are

Legal work in the Department of Agriculture, Fisheries and Forestry is unique. As part of the Legal Division you will have the opportunity to provide administrative and paralegal support on matters that directly affect all Australians across areas as diverse as biosecurity, agricultural production, trade, food, wine, fisheries and forestry.

A job with Legal Division is a chance to meaningfully apply your skills to practical outcomes in an environment focused on your learning and development. The Legal Division's large and diverse practice is responsible for:

- Advice on regulatory systems, operations and cost recovery to assist staff on the front lines with Australia's quarantine, trade, food safety and exports across diverse supply chains, at airports and in the community.
- Practical legal advice to assist investigation and enforcement of biosecurity and export laws to ensure Australia's trade and health are safeguarded.
- Developing and progressing legislation and working closely with policymakers to put effective laws in place.
- Managing the department's litigation caseload and dispute resolution, including working with external law firms and counsel to provide strategic advice to support the department's policy and operational activities.
- Employment law advice, including on investigations, work health and safety and external review proceedings.
- Advice about the department's extensive range of commercial matters, including advising on procurements and grants, ICT contracting, the Commonwealth resource management framework, intellectual property and property matters.
- Advising on issues arising from data management and information collection and management, including privacy advice and freedom of information requests.

We pride ourselves on providing a supportive and flexible working environment. We'll work with you to provide you with the right tools to achieve your career aspirations.

Duties

The Job

Paralegal roles across the Division help support the important work that we do for the department and the Commonwealth, while giving you the chance to apply your legal skills to achieve meaningful outcomes. You will also receive ongoing targeted learning and development, including mentorship from Government Lawyers. Whilst these are non-ongoing roles, they provide an exciting opportunity to gain practical experience and insight into Government in-house practice to help to inform your decisions around entering government graduate programs or alternative pathways to legal practice.

In addition, these non-ongoing roles will provide you with the opportunity to develop experience and skills needed to be competitive in permanent paralegal recruitment processes run periodically by the Division. A permanent paralegal role with us provides you with a pathway into your government law career. Duties for the roles may include but are not limited to:

- Assisting with legal research, legal advice and project work.
- Reviewing and drafting guidance papers and materials.
- Assisting with the preparation of reports.
- Providing administrative support to legal officers.
- Monitoring team mailboxes.

- Entering data into LEX (our matter management system) and uploading legal advice to the Legal Advice Register.
- Working collaboratively with internal and external stakeholders, including client areas across the department and external legal service providers.
- Developing legal training.

Please note:

- The roles offered through this register are temporary and have a maximum duration of 12 months in the initial non-ongoing engagement.
- Please note that ongoing engagement or promotion under the Public Service Act 1999 is not possible through this register.
- Submitting an application does not guarantee employment with the department.

Eligibility

What are we looking for **Knowledge and experience**

Previous experience in the following is desirable but not essential:

- Experience working in a legal environment.
- Experience providing administrative support.
- Competency using and navigating legal matter management systems.

Notes

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Angela Gullace, angela.gullace@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0762383

Administrative Review Tribunal

Closing Date: Sunday 07 September 2025

Job Title	Tribunal Officers
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Hobart TAS, Melbourne VIC, Canberra ACT, Brisbane QLD, Adelaide SA, Perth WA, Darwin NT
Salary	\$76,887 - \$83,480
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working options, including flexi-time and remote working
Classification	APS Level 4
Position Number	TBC
Agency Website	https://www.art.gov.au/

Job Description

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

Are you looking for a role that provides meaningful and diverse work and offers genuine career growth? If so, the Administrative Review Tribunal is the place for you.

The Administrative Review Tribunal (ART) is seeking applications for multiple **APS4 Tribunal Officers** across all our CBD locations, Adelaide, Brisbane, Canberra, Hobart, Melbourne, Sydney, Darwin and Perth, to support the Case Management, User Service and Member Services sections.

These hybrid positions are available primarily on a full-time ongoing basis; however, non-ongoing and part-time working arrangements can also be considered.

Please note: due to the nature of the roles in User Services, onsite attendance is required each day, and part-time opportunities are not available.

About the Tribunal:

The ART plays a crucial role in the Australian legal landscape, providing a process for individuals and organisations to seek an independent review of decisions made under a wide range of Commonwealth laws.

You can learn more on the [ART website](#).

What we offer:

- flexible working options, including flexi-time and consideration will be made for remote working where possible to support you with your commitments outside of work.
- competitive salary including generous superannuation employer contribution of 15.4%
- salary packaging options
- supportive career development opportunities
- access to holistic health and wellbeing programs support including Fitness Passport which provides discount to 350+ gyms, free annual influenza vaccinations and free eye tests
- generous leave allowances including Christmas to New Year office closure with no deduction from your leave balance
- Employee Assistance Program for you and your family
- positive and inclusive culture.

Read our [Enterprise Agreement](#) for more information about our terms and conditions of employment.

About the opportunities:

These positions offer a chance to make a meaningful impact, assist people through the review of government decisions and offer a genuine career path.

APS4 Tribunal Officers:

\$76,887 - \$83,480 per annum + 15.4% superannuation

You will be responsible for providing information and managing enquiries from review parties, their representatives and Tribunal members. Therefore, strong verbal and written communications skills are an essential part of this role.

Desirable:

- Tertiary qualifications in a field of study that might demonstrate some or all the required capabilities OR relevant experience in a similar work environment OR subject-matter expertise related to one or more of the ART's jurisdictions.

More information about the role, duties and required capabilities and experience, is contained in the Position Description and additional information linked below and available on our [Career Opportunities](#) page.

Duties

Case management and analysis: Develop and maintain a good knowledge of applicable legislation and policy frameworks, operations, and practices of the jurisdictions of the ART. Manage a caseload and/or undertake case management and case analysis tasks. Interpret and apply legislation, policy, and procedures to sets of facts in order to make recommendations in relation to case pathways, prepare case-related information and correspondence, and make decisions in accordance with delegations and procedures.

User engagement: Liaise with users of the ART's services in relation to cases before the ART. Conduct outreach calls to self-represented applicants. Provide accurate procedural information.

Administrative assistance: Maintain and update case files using case management systems and undertake general administrative support functions, including data entry, management of incoming and outgoing correspondence, copying and mailbox management.

Eligibility

- Australian citizenship is a condition of engagement.
- All employees are required to undertake an Australian Federal Police Check and a Health Assessment.

Notes

We are a Circle Back Initiative Employer and commit to responding to every applicant.

Please note a merit pool/list may be created to fill future like vacancies. Suitable candidates on this merit list/pool may be contacted in relation to identical or similar non-ongoing and ongoing roles in the Tribunal, or the broader APS, within 18 months from the original advertised date in gazettal.

The Administrative Review Tribunal is an Equal Opportunities employer committed to providing an inclusive workplace that embraces diversity and inclusion for all employees. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander descent, culturally and linguistically diverse backgrounds, all genders, LGBTQI+ community and mature age people. If you have any support or access requirements, we encourage you to advise us if invited to interview.

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

About the Administrative Review Tribunal

The ART plays a crucial role in the Australian legal landscape, providing a process for individuals and organisations to seek an independent review of decisions made under a wide range of Commonwealth laws. The ART can take a fresh look at decisions made by Australian Government ministers, departments and agencies – and, in limited circumstances, decisions made by state government and non-government bodies. It also can review decisions made under Norfolk Island laws. The ART comprises members, the independent statutory appointees who hear review applications, and staff, who provide services to support applicants and the review process, as well as the Tribunal’s daily operations. You can learn more about the ART here: <https://www.art.gov.au/>.

To Apply

Position Contact	Nuwani Pathirana / Lisa Gransbury, 02 9276 5443
Agency Recruitment Site	https://art.bigredsky.com/page.php?pageID=106

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Attorney-General’s

Vacancy VN-0762152

Australian Criminal Intelligence Commission (ACIC)

Closing Date: Sunday 14 September 2025

Intelligence
Mission Coordination and Analysis Operational Analysis

Job Title	Director (Illicit Commodities and TSOC Nexus Threats)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$147,006 - \$165,631
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	Executive Level 2
Position Number	6191_08/25_MCA
Agency Website	https://www.acic.gov.au/

Job Description

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

The positions of Director Illicit Commodities and Director TSOC Nexus Threats are key leadership roles in ACIC's operational analysis capability responsible for delivering leadership and management of a diverse group of professionals delivering operational strategies and impactful insights on priority serious and organised crime.

Duties

As a Director, Illicit Commodities you will:

- deliver targeting, high quality operational intelligence on illicit commodities that enhances intelligence collection activity and shapes strategies for impactful disruption outcomes.
- lead and manage a section that provides insights into commodity trends, markets and actors while being connected to internal and external partners to shape operational, strategic and policy-level decision making across the national intelligence community and law enforcement.

As a Director, TSOC Nexus Threats you will:

- address the TSOC nexus to national security by setting relevant operational intelligence requirements and priorities
- partner with collection operations and external agencies to build investigative strategies addressing these requirements.

- lead and manage a high performing section that synthesises intelligence into timely and impactful intelligence insights that inform key customers on the threat picture of the TSOC nexus to national security.

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen.
- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting 1 security clearance.
- **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC.

Notes

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

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

About the Australian Criminal Intelligence Commission (ACIC)

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

To Apply

Position Contact	Chris, 0499 972 294
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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

Attorney-General's

Vacancy VN-0762335

Australian Federal Police

Closing Date: Friday 12 September 2025

Job Title	Team Leader - Electronic Surveillance Analyst Team
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC
Salary	\$118,673 - \$127,101
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne
Office Arrangement	On Site
Office Arrangement Details	This position has been advertised in multiple locations, applicants are expected to be based in Canberra, Sydney, Brisbane or Melbourne.
Classification	Executive Level 1
Position Number	15111
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15111/>

Did you know?

The mission of the Australian Federal Police is to provide dynamic and effective law enforcement to the people of Australia. It provides policing throughout Australia in relation to the prevention and detection of crimes against the Commonwealth, its laws and integrity, and community police services to the Community of the ACT.

Working for the AFP provides you with a diverse and rewarding career. Whether you immerse yourself in a position on the frontline, or provide critical operational or professional support, the work you do makes a big impact on the people of Australia.

We recognise your contribution to our workforce and offer generous remuneration and conditions including:

- Six weeks (30 days) of paid annual leave per year + additional paid Christmas stand down
- 4 extra days of mandatory rest leave per year
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the AFP Enterprise Agreement
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Within the newly created Electronic Surveillance Analysis (ESA) section are multiple Electronic Surveillance Analyst Teams (ESAT's) responsible for delivering electronic surveillance products in support of AFP operations. ESAT functions as a data insights team that continually develops analytical capabilities related to collections from Covert Technical Operations (CTO). ESAT contributes a critical role in understanding electronic surveillance collections, identifying operational threats and opportunities, to provide actionable insights for investigations and to identify further avenues of investigation. Technical domains of interest may include but are not limited to; geospatial analysis, telecommunications, cyber, computer networking, programming and/or data analysis. Members working within ESAT work with a variety of law enforcement information acquired under the Telecommunications (Interception and Access) Act 1979 (Cth) (TIA Act), the Surveillance Devices Act 2004 (Cth) (SD Act) and related legislation with electronic surveillance powers.

Each ESAT Team Leader (TL) will be highly customer focussed, liaising directly with operations, teams to offer problem focussed solutions in-line with the ESAT remit. This includes issues addressing investigative requirements relevant to Digital Surveillance Operations collections and capabilities. TLs will be required to maintain a sound understanding of national, regional, and command issues and ensure ESAT is aligned with strategic organisational outcomes. TLs are responsible for prioritising tasks, managing budget requirements, facilitating engagement with relevant industry & government stakeholders, team training opportunities and supporting career progression.

This position attracts the core composite of 22% for working in accordance with the operations working pattern. ESAT members may work varying hours or staggered work times when directed for operational requirements under the operations working pattern, which may include unsociable hours, weekends and/or public holidays. Where there are no Operational demand, ESAT will adhere to core business hours of 0800hrs – 1600hrs, Monday to Friday.

What will you do?

The Team Leader role includes:

- Demonstrate strong leadership to geographically diverse and multidisciplinary team, ensure operational support is delivered and ensuring priorities align with strategic organisational outcomes.
- Maintain a sound understanding of criminal investigation practices & procedures, intelligence processes, the capabilities of CTO and the wider AFP technical centres and collections.
- Contribute to the enhancement and future direction of the ESAT capability by identifying and leading various project work, innovation efforts, and improving customer service.
- Mentoring and developing members to enable mastery, teamwork and purpose in the performance of their functions;
- Coordinate and deliver operational support to all AFP commands in line with operational and organisational priorities. Offer problem focused solutions to address specific investigative requirements.
- Lead consultation and liaison with the AFP relevant industry and other agencies to ensure the ESAT capability remains contemporaneous with industry standards.
- Through engagement, recommend and inform investigative collection priorities. Maintain knowledge of the limitations and benefits of collection efforts.
- Being accountable and responsible for resource management and forecasting, performance management and team administration.
- Conduct quality assurance of all ESAT services and products to ensure their relevance and currency with AFP, and support CTO reporting requirement.

Eligibility

Essential Requirements

- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- You must be an Australian Citizen at the time of application
- Demonstrated ability to lead diverse and geographically dispersed team, deliver specialist support capabilities including mentoring and developing team members.
- Ability to be flexible and dynamic in response to changing priorities.
- Strong stakeholder engagement and communications skills with the ability to manage and build relationships with diverse and complex stakeholder groups.
- Ability to successfully complete an annual psychological screening specific to this position.
- Self-driven with contemporary experience in relevant fields, including but not limited to telecommunications, cyber operations, programming & coding, geospatial analysis and/or data analytics.
- Ability to work flexibly to operational requirements in accordance with the Operations Working Pattern as outlined in the AFP Enterprise Agreement 2024-2027.

Desirable Requirements

The following skills and/or experience would be highly regarded:

- Advanced data literacy with large and complex data sets.
- Project management and implementation
- Working knowledge of Investigative and Intelligence processes and techniques
- A Negative Vetting 2 (Top Secret) security clearance
- As well as experience in one or more of the following:
 - Internet Protocol and network analysis
 - Geospatial data analysis
 - Parsing technical data
- Ability to effectively prioritise, manage resources and budgets.

Notes

- This position is an AFP Band 7 level.
- Domestic travel may be required for this role, depending on AFP business needs.
- This position has been advertised in multiple locations, applicants are expected to be based in Canberra, Sydney, Brisbane or Melbourne.
- Some teams have a requirement to support on-call rostered functions.
- This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the AFP Enterprise Agreement, an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their base salary, which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

Commitment to Diversity & Inclusion

At the AFP we value the different perspectives, approaches and lived experiences of our people, and recognise that our collective intelligence and diversity is what makes us stronger. As such, we encourage applications from people from all walks of life, including people from culturally and linguistically diverse backgrounds, First Nations people, women, the LGBTQIA+ community and people with disability.

About the Australian Federal Police

As Australia's national policing agency, the AFP is a key member of the Australian law enforcement and national security community, leading efforts to keep Australians and Australian interests safe both at home and overseas. The AFP also has responsibility for providing community policing services to the Australian Capital Territory and Australia's territories, including Christmas Island, Cocos (Keeling) Islands, Norfolk Island and Jervis Bay

To Apply

Position Contact	Terry, 0251264166
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15111/

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Attorney-General’s

Vacancy VN-0762339

Australian Federal Police

Closing Date:Friday 12 September 2025

Job Title	Electronic Surveillance Analyst - ESAT
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC
Salary	\$99,285 - \$107,559
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne
Office Arrangement	On Site
Office Arrangement Details	This position has been advertised in multiple locations, applicants are expected to be located in Canberra, Sydney, Brisbane or Melbourne.
Classification	APS Level 5
Position Number	15143
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15143/>

Did you know?

The mission of the Australian Federal Police is to provide dynamic and effective law enforcement to the people of Australia. It provides policing throughout Australia in relation to the prevention and detection of crimes against the Commonwealth, its laws and integrity, and community police services to the Community of the ACT.

Working for the AFP provides you with a diverse and rewarding career. Whether you immerse yourself in a position on the frontline, or provide critical operational or professional support, the work you do makes a big impact on the people of Australia.

We recognise your contribution to our workforce and offer generous remuneration and conditions including:

- Six weeks (30 days) of paid annual leave per year + additional paid Christmas stand down
- 4 extra days of mandatory rest leave per year
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the AFP Enterprise Agreement
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Within the newly created Electronic Surveillance Analysis (ESA) section are multiple Electronic Surveillance Analyst Teams (ESAT's) responsible for delivering electronic surveillance products in support of AFP operations. ESAT functions as a data insights team that continually develops analytical capabilities related to collections from Covert Technical Operations (CTO). ESAT contributes a critical role in understanding electronic surveillance collections, identifying operational threats and opportunities, to provide actionable insights for investigations and to identify further avenues of investigation. Technical domains of interest may include but are not limited to; geospatial analysis, telecommunications, cyber, computer networking, programming and/or data analysis. Members working within ESAT work with a variety of law enforcement information acquired under the Telecommunications (Interception and Access) Act 1979 (Cth) (TIA Act), the Surveillance Devices Act 2004 (Cth) (SD Act) and related legislation with electronic surveillance powers.

Electronic Surveillance Analysts (ESAs) are responsible for maintaining a high level of skills and expertise to support AFP investigations through the delivery of vital intelligence products. ESAs work autonomously with minimal direction to deliver quality support to investigative areas that addresses specific operational requirements. To enable this, ESAs are required to stay abreast of the ever-evolving advancements of technologies and technical tradecraft, as well as changes to legislation that enables the work they do. ESAs are proficient in conducting behavioural and pattern analysis of information derived from various sources, including lawfully intercepted, lawfully

obtained information, commercially available and open-source data. ESAs also assist in the technical development of the team through knowledge sharing, coaching and mentoring others. Furthermore, ESAs assist the TL and senior members to drive various projects and innovation across the team.

This position attracts the core composite of 22% for working in accordance with the operations working pattern. ESAT members may work varying hours or staggered work times when directed for operational requirements under the operations working pattern, which may include unsociable hours, weekends and/or public holidays. Where there are no Operational demand, ESAT will adhere to core business hours of 0800hrs – 1600hrs, Monday to Friday.

What will you do?

- Provide close operational support in electronic surveillance analysis as directed by the Team Leader, the Senior Electronic Surveillance Analysts and operations teams, in line with AFP priorities. This may include quality assurance of all ESAT services and products to ensure their relevance and currency.
- Maintain advanced currency in the application of a range of analytical methodologies such as discovery analysis, statistical analysis, anomaly analysis, and trend analysis to address specific investigative requirements or intelligence gaps
- Demonstrate extensive technical knowledge, applied tradecraft and professional decision making in relevant domains to deliver problem focused solutions in response to operational priorities.
- Demonstrated strong verbal and written communication skills, judgment to create and deliver reports, formal and informal briefs to stakeholders.
- Develop and demonstrate an understanding ESAT's scope within CTO and how it contributes to the wider AFP.
- Develop an effective working knowledge of broader CTO technical centres and collections to effectively recommend services and solutions that align to the strengths of ESAT.
- Contribute to data analysis, tradecraft, systems and process development to build capabilities that derive valuable insights and inform enable key decision makers in support of operational requirements.
- Work with diverse and geographically dispersed teams to deliver specialist support capabilities including mentoring and developing team members.
- Work closely with customers to provide recommendations and advice regarding relevant services, limitations, opportunities and benefits that may apply to individual circumstances and available data.
- Engage in consultation and liaison with key people within the AFP and other agencies to ensure the ESAT capability remains contemporaneous with industry standards.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.

- To have completed the Electronic Surveillance Analyst Foundations course or the ability to attain within 6 months of commencement.
- Ability to successfully complete an annual psychological screening specific to this position.
- Professional and effective stakeholder engagement and communications skills with the ability to manage relationships with diverse and stakeholder groups.
- Are self-driven with contemporary experience in relevant fields, including but not limited to telecommunications, cyber operations, programming & coding, geospatial analysis and/or data analytics.
- Ability to work flexibly to operational requirements in accordance with the Operations Working Pattern as outlined in the AFP Enterprise Agreement 2024-2027.

Desirable Requirements

The following skills and/or experience would be highly regarded:

- Advanced data literacy with large and complex data sets.
- Experience contributing to team projects and contributing to strategic outcomes.
- Working knowledge of Investigative and Intelligence processes and techniques.
- Demonstrated ability and experience to apply advances analysis tradecraft for behavioural and/or pattern analysis techniques
- Demonstrated ability to manage prioritise, plan ahead to manage future resources and workloads.
- Relevant tertiary qualifications and or certification in relevant fields

Notes

- This position is an AFP Band 5 level.
- Domestic travel may be required for this role, depending on AFP business needs.
- This position has been advertised in multiple locations, applicants are expected to be in Canberra, Sydney, Brisbane or Melbourne.
- Some teams have a requirement to support on-call rostered functions.
- This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the AFP Enterprise Agreement, an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their base salary, which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

Commitment to Diversity & Inclusion

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To Apply

Position Contact	Terry, (02) 5126 4166
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15143/

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Attorney-General's

Vacancy VN-0762342

Job Title	Senior Electronic Surveillance Analyst (SESA)
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC
Salary	\$107,559 - \$118,673
Future Merit Locations	Canberra, Sydney, Brisbane, Melbourne
Office Arrangement	On Site
Office Arrangement Details	This position has been advertised in multiple locations, applicants are expected to be based in Canberra, Sydney, Melbourne or Brisbane.
Classification	APS Level 6
Position Number	15120
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15120/>

Did you know?

The mission of the Australian Federal Police is to provide dynamic and effective law enforcement to the people of Australia. It provides policing throughout Australia in relation to the prevention and detection of crimes against the Commonwealth, its laws and integrity, and community police services to the Community of the ACT.

Working for the AFP provides you with a diverse and rewarding career. Whether you immerse yourself in a position on the frontline, or provide critical operational or professional support, the work you do makes a big impact on the people of Australia.

We recognise your contribution to our workforce and offer generous remuneration and conditions including:

- Six weeks (30 days) of paid annual leave per year + additional paid Christmas stand down
- 4 extra days of mandatory rest leave per year

- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the AFP Enterprise Agreement
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Within the newly created Electronic Surveillance Analysis (ESA) section are multiple Electronic Surveillance Analyst Teams (ESAT's) responsible for delivering electronic surveillance products in support of AFP operations. ESAT functions as a data insights team that continually develops analytical capabilities related to collections from Covert Technical Operations (CTO). ESAT contributes a critical role in understanding electronic surveillance collections, identifying operational threats and opportunities, to provide actionable insights for investigations and to identify further avenues of investigation. Technical domains of interest may include but are not limited to; geospatial analysis, telecommunications, cyber, computer networking, programming and/or data analysis. Members working within ESAT work with a variety of law enforcement information acquired under the Telecommunications (Interception and Access) Act 1979 (Cth) (TIA Act), the Surveillance Devices Act 2004 (Cth) (SD Act) and related legislation with electronic surveillance powers.

The Senior Electronic Surveillance Analyst (SESA) is responsible for maintaining advanced skills and expertise to support AFP investigations through the delivery of vital intelligence products. SESA's hold the position of 2IC and assist the team leader with administrative and operational tasks and assist in aligning ESAT activities with the strategic direction of TL ESAT. SESA's play a crucial role in the overall success of the ESAT capability by ensuring the team's services and outputs continue to meet and exceed the needs of AFP investigative objectives. SESA's are required to stay abreast of the ever-evolving advancements of technologies and technical tradecraft, as well as changes to legislation that enables the work they do. SESA's are advanced at conducting behavioural and pattern analysis of information derived from various sources, including lawfully intercepted, lawfully obtained information, commercially available and open-source data. SESA's provide mentorship and drive the technical development of colleagues to ensure they are equipped to tackle a diverse range of analytical challenges.

This position attracts the core composite of 22% for working in accordance with the operations working pattern. ESAT members may work varying hours or staggered work times when directed for operational requirements under the operations working pattern, which may include unsociable hours, weekends and/or public holidays. Where there is no Operational demand, ESAT will adhere to core business hours of 0800hrs – 1600hrs, Monday to Friday.

What will you do?

- Nurture the technical development of ESAT members by providing mentorship in concepts such as tradecraft, analysis techniques, report writing, systems expertise, and professional development.
- Demonstrate an understanding of how the work of the ESAT contributes to the wider AFP and demonstrate sound decision making in line with operational priorities.
- Develop an and utilise and effective working knowledge of broader AFP technical centres and collections to improve coordination and operational outcomes.
- Conduct quality assurance of all ESAT services and products to ensure their relevance and currency with AFP, and support CTO reporting requirements.
- Contribute to data analysis, tradecraft, systems and process development to build capabilities that derive valuable insights and inform enable key decision makers in support of operational requirements.
- Maintain advanced currency in the application of a range of analytical methodologies such as discovery analysis, statistical analysis, anomaly analysis, and trend analysis to address specific investigative requirements or intelligence gaps.
- Demonstrated ability to work with diverse and geographically dispersed teams to deliver specialist support capabilities including mentoring and developing team members.
- Coordinate with additional teams within ESA for knowledge sharing and skills development purposes to leverage the strength of other teams as well as supporting the development of others.
- Provide recommendations and advice to customers regarding electronic surveillance including the limitations, opportunities and benefits relative to individual requirements and available data.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- To have completed the Electronic Surveillance Analyst Foundations course or the ability to attain within 6 months of commencement.
- Ability to successfully complete an annual psychological screening specific to this position.
- Ability to mentor and develop members to enable mastery, teamwork and purpose in the performance of their functions.
- An understanding of and ability to apply behavioural and pattern analysis techniques.
- Ability to be flexible and dynamic in response to changing priorities.
- Strong stakeholder engagement and communications skills with the ability to manage and build relationships with diverse and complex stakeholder groups.
- Self-driven with contemporary experience in relevant fields, including but not limited to telecommunications, cyber operations, programming & coding, geospatial analysis and/or data analytics.
- Ability to work flexibly to operational requirements in accordance with the Operations Working Pattern as outlined in the AFP Enterprise Agreement 2024-2027.

Desirable Requirements

The following skills and/or experience would be highly regarded:

- Advanced data literacy with large and complex data sets.
- Experience with leading projects and contributing to strategic outcomes.
- Working knowledge of Investigative and Intelligence processes and techniques.
- A Negative Vetting 2 (Top Secret) security clearance.
- Relevant tertiary qualifications and or certification in relevant fields

Notes

- This position is an AFP Band 6 level.
- Domestic travel may be required for this role, depending on AFP business needs.
- This position has been advertised in multiple locations, applicants are expected to be based in Canberra, Sydney, Melbourne or Brisbane.
- Some teams have a requirement to support on-call rostered functions.
- This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the AFP Enterprise Agreement, an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their base salary, which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

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To Apply

Position Contact	Terry, (02) 5126 4166
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15120/

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Attorney-General's

Vacancy VN-0762382

Australian Federal Police

Closing Date: Sunday 14 September 2025

Job Title	ICT Business Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Darwin NT, Brisbane QLD, Adelaide SA, Hobart TAS, Melbourne VIC, Perth WA
Salary	\$118,673 - \$138,349
Future Merit Locations	Canberra, Sydney, Darwin, Brisbane, Adelaide, Hobart, Melbourne, Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	This role is located in Canberra, however remote working options may be negotiated.
Classification	Executive Level 1;Executive Level 2
Position Number	15001
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15001/>

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- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the [AFP Enterprise Agreement](#)
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Applications are sought from applicants wishing to be considered for the role of a ICT Business Analyst to elicit, understand and document business processes and requirements for new and changing ICT systems, and help bridge the gap between customer expectations, design and delivery teams.

The role will provide expert advice and assistance to system users, investigate complex issues, determine business impact and recommend solutions as part of the technical team. You will be working for one of multiple scrum teams within the Enterprise Policing Systems branch. Each scrum team is a multi-disciplinary ICT team driven to deliver and bring value to business users as well as continuously improve the way we work.

As a Team Member in the AFP you will be required to contribute to the achievement of outcomes in accordance with the regulatory framework, the AFP Code of Conduct and the AFP Governance Instruments. It is expected that the successful applicant will deliver on the core responsibilities and meet any requirements of the position as outlined below.

What will you do?

Band 7

Your duties will include:

- Work collaboratively with business and technical stakeholders to identify their needs, reach agreement on the objectives and gain commitment to achieving results.
- Analyse complex ICT business issues, applying expertise to identify and recommend courses of action.
- Assess, evaluate and document ICT business improvement processes, strategies, initiatives, policies and user guidelines.
- Elicit and prioritise requirements; maintain product backlog; develop user stories and acceptance criteria; develop use cases and map processes.
- Validate and ensure that deliverables meet business requirements.
- Establish and maintain effective business relationships and professional networks.
- Contribute to and implement improved ICT practices and procedures.
- Provide mentoring and training as well as deliver presentations.

Band 8

Your duties will include:

- Work collaboratively with business and technical stakeholders to identify their needs, reach agreement on the objectives and gain commitment to achieving results.
- Work with Product Manager/Owners and Architects to get a holistic view of existing work items and solution designs to understand and identify the interdependencies and priorities.
- Analyse complex ICT business issues, applying expertise to identify and recommend courses of action.
- Assess, evaluate and document ICT business improvement processes, strategies, initiatives, policies and user guidelines.
- Elicit and prioritise requirements; maintain product backlog; develop user stories and acceptance criteria; develop use cases and map processes.
- Validate and ensure that deliverables meet business requirements.
- Establish and maintain effective business relationships and professional networks.
- Contribute to and implement improved ICT practices and procedures.
- Provide mentoring, coaching and training as well as deliver presentations and facilitate workshops.

Eligibility

Essential Requirements

Band 7 only:

- Minimum of 3 years' experience working in the ICT sector as a Business Analyst or an ICT role closely related to a Business Analyst demonstrating the abilities to perform as a Business Analyst.
- Ability to work collaboratively with business and technical stakeholders.
- Experience with mentoring.

Band 8 only:

- Minimum of 5 years' experience working in the ICT sector as a Business Analyst or an ICT role closely related to a Business Analyst demonstrating the abilities to perform as a Business Analyst.
- Ability to cultivate working relationships, working collaboratively with Product Owners, Architects and relevant stakeholders to align requirements and solution designs with existing capabilities, architecture patterns and the AFP's strategic vision.
- Experience with mentoring and/or coaching.

Band 7 & 8:

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- IT qualifications and/or experience working in the ICT sector.
- System and data analysis skills and experience.
- Excellent written and interpersonal communication skills.
- Experience in eliciting, documenting and managing requirements, user stories, acceptance criteria and system specifications.
- Experience in facilitating workshops, delivering presentations and/or provide training.
- Demonstrated ability to apply critical thinking.
- Ability to adapt to changing environments.
- Ability to identify and address business and technological challenges and risks.
- Ability to identify improvement opportunities and apply and lead best practices on business analysis and documentation

Desirable Requirements

Band 7 & 8

The following skills and/or experience would be highly regarded:

- Experience with working in an agile environment and within a scrum team.

- Demonstrated ability and experience in performing other duties that assists the team to delivery (e.g. testing, test writing, development, deployment, etc.).

Notes

- This position is an AFP Band Level 7 & 8
- When applying you will be asked to nominate your preferred band level, however final determination of the band level you are found suitable for is at the discretion of the panel.
- This role is located in Canberra, however remote working options may be negotiated.

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To Apply

Position Contact	Liz Nguyen, (02) 5126 6197
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15001/

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Attorney-General’s

Vacancy VN-0762398

Job Title	Senior Assistant Ombudsman - National Student Ombudsman
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA
Salary	\$212,142 - \$244,312
Future Merit Locations	Canberra, Melbourne, Sydney, Brisbane, Adelaide, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible work can be requested in line with operational requirements
Classification	Senior Executive Service Band 1
Position Number	4463
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

About the National Student Ombudsman

Opening its doors in February 2025 and situated within the Office of the Commonwealth Ombudsman, the National Student Ombudsman (NSO) provides an independent and impartial mechanism for students to escalate complaints about the actions of their higher education provider.

With approximately 60 staff across the country, the NSO delivers a range of dispute resolution functions to support effective complaints handling for individual disputes, including informal alternative dispute resolution, conciliation, restorative engagement and formal investigation. The NSO can also conduct own motion systemic investigations that have reach across the sector.

The NSO has sector-wide visibility of student complaints about higher education providers, enabling it to perform a critical role in the higher education oversight system through identifying and responding to systemic issues, promoting best practice, sharing information with regulators and contributing to a stronger focus on the sector delivering high quality and safe student services.

About the role

The Senior Assistant Ombudsman is a critical leadership role within the National Student Ombudsman (NSO). As Senior Assistant Ombudsman you will be responsible for leading the day-to-day operational work of the service, managing a team of directors and providing high level strategic advice to the First Assistant Ombudsman and Ombudsman.

As the NSO is part of the Office of Commonwealth Ombudsman (OCO), you will be a member of the broader office's Senior Executive Leadership team. In this capacity you will contribute to the strategic leadership of the OCO's vision and goals.

The Senior Assistant Ombudsman role requires a leader with a substantial record of achievement in front line service delivery and with a reputation for teamwork, innovation and strategic leadership. Excellent interpersonal skills, sound judgement, strong stakeholder focus, exemplary integrity and ability to engender respect and trust are all essential.

Experience in senior roles within ombudsman or complaints handling services, public administration or higher education sector, is highly desirable.

Duties

Duties are to be performed under broad direction from the First Assistant Ombudsman and in accordance with the APS Code of Conduct, upholding the APS Values and the Office values of independence, integrity, accessibility and professionalism.

In doing this you will support the NSO through:

- In consultation with the First Assistant Ombudsman, providing operational and strategic leadership to the NSO, including via the use of a diverse and complex range of functions.
- Managing and supporting a team of senior staff to foster a healthy high performing culture within a newly established nationally dispersed workforce, encouraging a continuous improvement workplace culture.
- Leading the establishment of high-quality operational systems and processes, including operational quality assurance processes for NSO frontline services.
- Monitoring NSO data including performance data to identify and act on opportunities to improve the NSO functions as well as to publish key complaints handling insights and trends for the sector.
- Providing evidence based and well researched advice to the First Assistant Ombudsman and Ombudsman on systemic sector issues that arise from NSO operations as well as on the promotion of better practice complaints handling and student experience across the higher education sector.

- Undertaking strategic stakeholder engagement, including representing the NSO at meetings and conferences and undertaking outreach activities to increase the community's awareness of the role and services of the NSO
- Actively participating in and contributing to the work of the Office of Commonwealth Ombudsman as a member of the broader Senior Leadership Group.
- Other duties in line with the strategic objectives, corporate plans and people and culture agendas, as directed.

Eligibility

The successful candidate must:

- be an Australian citizen,
- have the ability to obtain and maintain, as a minimum, a Negative Vetting Level 1 security clearance, and
- Undergo a pre-employment psychological assessment as part of this selection process. Some areas of the Office's work involve exposure to potentially distressing information and materials. It is important we are confident candidates will be able to engage with this work without experiencing harm to wellbeing.

Notes

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

About the Commonwealth Ombudsman

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

To Apply

Position Contact	Sarah Bendall, 0477 661 987
Agency Recruitment Site	https://ombudsman.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2

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Attorney-General's

Vacancy VN-0762338

Federal Court of Australia

Closing Date: Friday 12 September 2025

Federal Court of Australia
National Operations Registry

Job Title	Legal Operations Data Specialist
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement may be negotiated in line with operational requirements.
Classification	Executive Level 1
Position Number	0743-08-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=291415DD-82D8-3AD3-8374-E4203D960011>

Note: this is an ongoing vacancy, but a merit pool may be created for future ongoing and non-ongoing vacancies over the next 18 months.

Position overview

The Court has successfully implemented a number of important reforms through the National Court Framework (NCF) including the allocation of case work to judges on a national basis, the

organisation and management of the Court's work nationally through the introduction of nine National Practice Areas (NPAs), reform of the Court's practice and procedure through the introduction of a suite of new practice notes and the creation of the National Operations Team.

The Legal Operations Data Specialist is part of the National Operations Team, which is responsible for the cohesive management of the Court's work on a national basis.

The Legal Operations Data Specialist is responsible for high level workload analysis and reporting across the Court's work. This includes developing and maintaining workload reporting tools and systems, including a suite of business intelligence reports and a bespoke Information System, and supporting the integration of these tools with the Court's modernised case management systems under the Digital Court Program. It also includes acting as a subject matter expert in support of the ongoing development and implementation of the Digital Court Program. The role encompasses data creation, management and quality assurance; analysis, interpretation and application of data; and enabling evidence-based decision-making by senior stakeholders.

The Legal Operations Data Specialist is responsible for preparing a range of reports, including overall Court workload, Judge and registrar workload reports, NPA reports and tailored, registry-specific reports. The reports are provided to the Chief Justice, Judges, CEO and Principal Registrar, registrars and executive leadership, as requested.

Duties

The Legal Operations Data Specialist plays a pivotal role in supporting the Court's strategic and operational goals through high-quality data management, analysis and reporting. Key responsibilities include:

Reporting and Analysis

- Prepare and distribute regular reports on Court workload to the Chief Justice, Judges, Chief Executive Officer and Principal Registrar, senior executive staff and the National Operations Team.
- Critically analyse data to provide tailored reports, identifying trends in filings across the Court and NPAs.
- Develop and deliver reports and presentations for internal and external engagements.
- Prepare data and insights for inclusion in Court reports such as the Annual Report.

Data Quality and Governance

- Ensure the accuracy of information entered in reporting tools and systems.
- Liaise with Judges, chambers, registry and the National Operations Team to resolve data quality issues.
- Supervise Reporting Team staff to maintain up-to-date and accurate data in the NCF Reporting Framework systems.
- Apply data governance principles to plan and monitor data management practices.

Training and Stakeholder Engagement

- Conduct training for registry staff and chambers staff regarding the importance of accurate data entry and its role in the NCF Reporting Framework.
- Build and maintain strong working relationships with internal stakeholders across all levels of the Court.

System Development and Integration

- Contribute to the design, development and testing of Business Information Reports, NORS and CourtPath.
- Provide subject matter expertise to support the Digital Court Program and the integration of reporting tools with modernised case management systems.
- Identify and implement improvements to systems, processes and tools to enhance efficiency and reporting capabilities.

Eligibility

Attributes and experience

To be successful in this role, candidates should demonstrate:

Technical and Analytical Expertise

- Strong analytical and problem-solving skills, with the ability to interpret large volumes of data and communicate insights effectively.
- Experience in data reporting and analysis, including the use of statistical methods and principles.
- Proficiency in MS Office (especially Excel, Word, and PowerPoint). Experience with data visualisation tools (e.g. Power BI) and online platforms (e.g. SharePoint) is highly desirable.
- Familiarity with the Court's case management systems (e.g. CaseTrack, Electronic Court File, CourtPath) and the NCF Reporting Framework, or the ability to quickly acquire this knowledge.

Data Management and Governance

- Understanding of data lifecycle management, including data collection, transformation, analysis, categorisation, and secure disposal.
- Ability to apply measures to ensure data is fit for purpose and to conduct quality assurance checks.

Communication and Collaboration

- Excellent written and verbal communication skills, with the ability to tailor messaging to diverse audiences.

- Strong interpersonal skills and the ability to work collaboratively within a small team and across the organisation.
- Capacity to manage sensitive and confidential information with discretion.

Strategic Thinking and Initiative

- Ability to develop and implement reporting initiatives that support strategic goals and operational outcomes.
- Demonstrated initiative in identifying opportunities for innovation and process improvement.
- Experience in guiding stakeholders in accessing and using data effectively.

Formal Qualifications

No formal qualification required. However, experience providing high level reporting and information delivery to senior executive leaders, Commonwealth Government or the legal profession will be highly regarded.

Relevant qualifications and experience in the legal profession would also be highly regarded.

Selection Criteria

1. Demonstrated experience in data analysis and reporting. Proven ability to analyse complex datasets, identify trends and produce high quality reports and presentations tailored to diverse audiences. Experience using data to support strategic decision-making is highly regarded.
2. Strong understanding of data governance and quality assurance principles. Ability to manage data throughout its lifecycle, ensuring accuracy, consistency and fitness for purpose. Experience in applying data validation techniques and maintaining data integrity across systems.
3. Proficiency in relevant software and data tools. Familiarity with the Court's systems such as CaseTrack and CourtPath, or the ability to acquire this knowledge quickly. Advanced skills in Microsoft Excel, Word and PowerPoint. Experience with data visualisation tools (eg Power BI) and online collaboration platforms is highly regarded.
4. Knowledge of the Federal Court's jurisdiction, practices and procedures, or the ability to acquire such familiarity and knowledge quickly.
5. Ability to manage competing priorities and work independently. Demonstrated capacity to work autonomously and collaboratively within a small team, managing multiple tasks and deadlines with a high level of accuracy and attention to detail.
6. Excellent communication and stakeholder engagement skills. Well-developed written and verbal communication skills, with the ability to build effective working relationships across the Court. Experience in delivering training on data-related matters.
7. Capacity for innovation and continuous improvement. Proven ability to identify opportunities for process and system improvements, and to implement changes that enhance efficiency and support organisational goals.
8. Experience in supervising staff and coordinating team outputs. Ability to lead and support team members in maintaining data accuracy and timeliness, including oversight of reporting systems and contribution to team development.

9. A demonstrated understanding and commitment to the application of the Australian Public Service (APS) Values, to abide by the APS Code of Conduct.

Notes

Recruitment Process

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

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

Eligibility

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

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

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

Diversity and Inclusion

Federal Court Australia is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability. First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

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

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

About the Federal Court of Australia

The Chief Executive Officer and Principal Registrar of the Federal Court, together with officers and staff identified under the Federal Court of Australia Act 1976, the Federal Circuit and Family Court of Australia Act 2021 and the Native Title Act 1993, constitute a single Statutory Agency for the purposes of the Public Service Act 1999. Employees are engaged to work in support of the following courts or tribunal: • Federal Court of Australia, • Federal Circuit and Family Court of Australia, and • National Native Title Tribunal. Employees are covered by the Federal Court of Australia Enterprise Agreement 2024-2027. The Federal Court and the Federal Circuit and Family Court each maintain a distinct statutory identity, with separate functions and judicial independence.

To Apply

Position Contact	Simon Haag, (02) 8099 8543
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=291415DD-82D8-3AD3-8374-E4203D960011

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Defence

Vacancy VN-0762070

Department of Defence

Closing Date:Sunday 21 September 2025

Deputy Chief of Navy
DG Navy Health Services

Job Title	Psychologist
Job Type	Full-Time, Non-Ongoing
Location	Garden Island WA
Salary	\$95,187 - \$108,734
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NAVY/06330/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=EDB8CA8A-8B69-3C2B-7123-E4087D5D20B8>

Duties

The Role

This is a civilian (non-uniformed) role, as part of the Australian Public Service (APS) workforce within Navy.

As part of the Navy Psychology West section the Psychologist role will include psychological support to Defence members, organisational assessments, short-term interventions (where appropriate), risk assessment, command referrals, mental health training delivery and critical incident mental health support. This role is part of a broader psychology team of professionals; including Clinical, Organisational & General Psychologists as well as Psychology Assistants, this role also works closely with other health professionals and command teams. Navy Psychology is organisational and operational in nature contributing directly to Navy's capability and national security.

Navy Psychology strengthens the Navy workforce by delivering best-practice resilience and mental health programs and by working with Navy leadership to optimise members' performance.

This is a non-ongoing position for 14 months to cover maternity leave.

About our Team

The Navy Psychology West team provides the full scope of Navy Psychology services to Navy Fleet Units and the Garrison Shore Establishment, at HMAS Stirling (Garden Island in Rockingham WA).

In addition, Navy Psychology West is responsible for the delivery of the Mental Health and Wellbeing Program for the Submarine Force. The team works together to achieve a high standard of psychology service provision, liaising regularly with command elements, health providers and other wellbeing stakeholders.

Our Ideal Candidate

We are looking for a highly motivated individual who is seeking variety in their professional career, able to work with reasonable autonomy, has a willingness to learn, and who is passionate about supporting Navy personnel to perform at their best in order to successfully fulfil Navy's Mission.

They will be capable of performing a range of psychology services including psychological assessments, training delivery and development, report writing, brief psychological intervention, critical incident management mental health support, and stakeholder engagement.

They will be drawn to working in the operational, occupational and clinical space, be able to adapt to a changing environment to match operational tempo, and be able to provide advice on complex and sensitive issues taking into account conflicting needs.

Finally, they must be able to build and sustain effective working relationships with team members and actively participate in teamwork and group activities.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Current full and unconditional AHPRA registration as a psychologist

Notes

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

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To Apply

Position Contact	Kevin Hayter, 03 5931 8983
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EDB8CA8A-8B69-3C2B-7123-E4087D5D20B8

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Defence

Vacancy VN-0762148

Department of Defence

Closing Date: Sunday 14 September 2025

Defence Science and Technology Group
Science Strategic and Technology Group

Job Title	Science Strategy and Policy Officer - Capability Plan and Benchmarking
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh, Fishermans Bend, Fairbairn
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/07098/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E7C83D31-81D3-4DCD-26AD-E41ED879D2B8>

Duties

The Role

An opportunity exists for a Science Strategy and Policy Officer Position (at S&T5/EL1) within the Science Strategy and Policy directorate. As a Science Strategy and Policy Officer, you will be responsible for managing, coordinating and developing the DSTG Benchmarking and the DSTG Innovation, Science and Technology (IS&T) Capability Plan to ensure DSTG has appropriate IS&T capabilities to support the delivery of scientific advice and innovative technology solutions for Defence and national security.

The Science Strategy and Policy directorate is responsible for developing strategy and policy to support DSTG deliver outcomes for Defence. This is achieved through advising DSTG leadership on the capacity and capability of DSTG to deliver scientific advice and innovative solutions for Defence, ensuring DSTG's strategic direction aligns with broader Defence guidance and Government objectives, coordinating DSTG's contribution to Defence and whole-of-government strategic science policy and supporting management of the enterprise.

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

- Coordinate the collection of IS&T capability data from across DSTG capability divisions.

- Conduct business intelligence analysis and clearly articulate DSTG's current IS&T capability and future capability needs.
- Provide advice to senior management on the application of DSTG's resources and scientific developments to meet Defence requirements.
- Participate in work to anticipate and resolve IS&T capability issues from a DSTG perspective in order to meet business objectives.
- Prepare briefs and correspondence as required on issues relating to DSTG's capacity and capability to deliver scientific advice and innovative technology solutions for Defence and national security.
- Provide a range of administrative support for Science Strategy and Policy directorate, including possible procurement for contracting/consulting advice, coordination of the electronic document and file management system.

About our Team

The Science Strategy and Policy directorate is DSTG's lead for influencing, coordinating and developing policies and strategies related to Defence innovation, science and technology, and national science policy. We develop strong relationships both within DSTG and Defence, as well as across government and with industry and academia. Our mission is to understand Defence's strategic context, develop approaches for DSTG to respond to this context, advocate for Defence science, and ensure world leading best practice shapes DSTG's policy and strategy approach.

Our Ideal Candidate

We are seeking a dynamic individual who is passionate about driving capability in the Defence domain.

- Our ideal candidate embodies the following qualities:
- **Passion for Innovation and Capability:** A genuine enthusiasm for driving capability and innovation in the Defence sector;
- **Technical Proficiency:** Solid grasp of S&T principles, with the ability to translate and conduct business intelligence analysis;
- **Interpersonal Skills:** Strong ability to cultivate and sustain productive relationships with stakeholders across Defence, industry and academia.
- **Communication:** Strong ability to communicate and clearly articulate DSTG's capability and future capability needs with senior leaders;
- **Collaboration:** Willingness to work closely with multidisciplinary teams and support senior leaders in delivering recommendations;
- **Curiosity and Adaptability:** Enthusiasm for learning and adapting to evolving capability needs and driving continuous growth and maturity; and
- **Experience:** business intelligence, collection and analysis of complex data, and the development and implementation of government policy.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Tertiary qualification in STEM, or equivalent experience

Notes

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

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To Apply

Position Contact	Slazana Cordina, 02 5130 8385
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E7C83D31-81D3-4DCD-26AD-E41ED879D2B8

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Defence

Vacancy VN-0762156

Department of Defence

Closing Date: Sunday 14 September 2025

Defence Science and Technology Group
Science Strategic Planning and Engagement

Job Title	Director Science Strategy & Policy - Capability Plan and Benchmarking
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT, Edinburgh SA, Fishermans Bend VIC
Salary	\$139,681 - \$167,659
Future Merit Locations	Fairbairn, Edinburgh, Fishermans Bend
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/07101/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=30237CEB-B619-EB78-982C-E41ED9A0853B>

Duties

The Role

An opportunity exists for a Science Strategy and Policy Officer Position (at S&T6/EL-2 level) within the Science Strategy and Policy directorate. As a Science Strategy and Policy Officer, you will be responsible for leading the development of DSTG Benchmarking and the DSTG Innovation, Science and Technology (IS&T) Capability Plan to ensure DSTG has appropriate IS&T capabilities to support the delivery of scientific advice and innovative technology solutions for Defence and national security. The Science Strategy and Policy directorate is responsible for developing strategy and policy to support DSTG deliver outcomes for Defence.

This is achieved through advising DSTG leadership on the capacity and capability of DSTG to deliver scientific advice and innovative solutions for Defence, ensuring DSTG's strategic direction aligns with broader Defence guidance and Government objectives, coordinating DSTG's contribution to Defence and whole-of-government strategic science policy and supporting management of the enterprise.

The position requires strong communication skills; experience in business intelligence, collection and analysis of complex data, the development and implementation of government policy; and an ability to work effectively across a diverse set of stakeholders.

The responsibilities of the role include but are not limited to leading a team to ensure effective:

- Lead, plan and manage the development, advocacy and implementation of a DSTG Capability Plan and benchmarking.
- Collection of IS&T capability data from across DSTG capability divisions and business intelligence analysis and clear articulation of DSTG's current IS&T capability and future capability needs.
- Advice to senior management on the application of DSTG's resources and scientific developments to meet Defence requirements.
- Development of work to anticipate and resolve IS&T capability issues from a DSTG perspective in order to meet business objectives.
- Preparation of briefs and correspondence as required on issues relating to DSTG's capacity and capability to deliver scientific advice and innovative technology solutions for Defence and national security.
- Provision of a range of administrative support for Science Strategy and Policy directorate, including possible procurement for contracting/consulting advice, coordination of the electronic document and file management system.

This position has people management responsibility and, as such, will be required to exercise people management skills and knowledge to build and lead a high performing and cohesive team.

About our Team

The Science Strategy and Policy directorate is DSTG's lead for influencing, coordinating and developing policies and strategies related to Defence innovation, science and technology, and national science policy. We develop strong relationships both within DSTG and Defence, as well as across government and with industry and academia. Our mission is to understand Defence's strategic context, develop approaches for DSTG to respond to this context, advocate for Defence science, and ensure world leading best practice shapes DSTG's policy and strategy approach.

Our Ideal Candidate

The suitable candidate will have demonstrated high-level experience in leading and developing capability plans to support deliverables. Tertiary qualifications in STEM (or equivalent experience) is highly desirable.

The ideal candidate will have:

- A critical thinker who is able to convey complex ideas and plans succinctly;
- Strong ability to communicate and clearly articulate recommendations and advice to senior leaders;
- Proven ability to cultivate and sustain productive relationships with stakeholders across Government, academia and industry;
- Accomplished in business intelligence analysis;
- Excellent written abilities and proven experience in briefing senior leaders;

- Strong people management skills; and
- Experience in building and leading a high-performing and cohesive team

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Tertiary qualification in STEM, or equivalent experience.

Notes

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

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To Apply

Position Contact	Slazana Cordina, 02 51308385
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=30237CEB-B619-EB78-982C-E41ED9A0853B

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Department of Defence

Closing Date: Sunday 14 September 2025

Defence People Group
Military Personnel Division

Job Title	Director of Transition Programs and Engagement
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$139,681 - \$167,659
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	DPG/07029/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=839D22B0-074A-8794-EEA7-E41F11126DFF>

Duties

The Role

The Director of Transition Programs and Engagement oversees the strategic planning, implementation, management and evolution of ADF personnel transition programs within Defence. This role ensures programs align with Government and organisational intent, are thatched with the actions of other government departments, meet quality standards and achieve desired outcomes. The Director manages program staff, external engagement across the national transition ecosystem and partnerships while driving innovation and continuous improvement. This position is:

- Accountable for JTA internal and event management, continuous improvement activities and stakeholder engagement

- Accountable for Single Access Mechanism team performance
- Responsible for setting strategic direction and developing long term plans for the directorate
- The Commonwealth Representative for the Transition Support Services Contract
- Provide strategic advice, problem solving and issues management for internal and external stakeholders in relation to transition
- Coordinate Defence input to the Veteran Transition Strategy (VTS) Action Plan
- In coordination with Director Governance and Assurance implement a monitoring and evaluation framework for the VTS.

About our Team

- Implementation of actions in line with six priority areas of the Veteran Transition Strategy, to support positive transition outcomes for ADF members and families.
- Development of policy and programs, in conjunction with stakeholders within the transition ecosystem, to streamline and improve ADF transition services for ADF members and their families.
- Management of content for all internal and external communication channels.
- Lead engagement with external stakeholders, including ADF Transition Stakeholder Forums.
- Lead the development of transition related communication products, including the ADF Member and Family Transition Guide, the Transition Guide App, and website and marketing content.
- Manage the delivery of Face to Face and Virtual ADF Member and Family Transition Seminars.
- Oversee the Defence Single Access Mechanism function which facilitates the provision of Defence-held records and information to DVA and CSC. This function assists these agencies to assess military compensation and superannuation benefits for both serving and former ADF members.
- Manage the physical storage of ADF members' wills, and the delivery of ForceNet and Engage.

Our Ideal Candidate

Every person who joins the Australian Defence Force (ADF) must transition from the ADF. Within the Joint Transition Authority we are charged with ensuring our veterans transition from the ADF with respect, dignity and are as well prepared for civilian life as possible. To do this we need to be well integrated with the supports that are available within Defence, DVA, Commonwealth Superannuation Corporation, Ex-Service Organisations and across the states and territories.

In this role you will lead Defence's continuous improvement in delivery of improved transition outcomes for veterans. It will be you who drives the initiatives against the Veteran Transition Strategy and against the Royal Commission into Defence and Veteran Suicide transition related recommendations.

We need you to lead, demonstrate initiative, have passion, communicate, and understand the second and third order effects of decisions to ensure a veteran centric approach is taken in all that you deliver.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Chris Kitchin, 02 5130 3521
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=839D22B0-074A-8794-EEA7-E41F11126DFF

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Department of Defence

Closing Date: Sunday 07 September 2025

Defence People Group
Military Personnel Division

Job Title	Administration Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DPG/07079/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6DAB5565-89DF-DA7E-AB50-E41F12E042A8>

Duties

The Role

This Administration Officer (APS 4) position will work within the Defence Single Access Mechanism team. The role is a critical enabler for Defence capability in terms of undertaking the Defence Single Access function. This function facilitates the provision of information and records to the Department of Veterans' Affairs (DVA) and the Commonwealth Superannuation Corporation (CSC). These agencies can then assess military compensation and superannuation benefits for both serving and transitioned ADF members.

About our Team

The Joint Transition Authority's purpose is to better support ADF members and their families by working collaboratively with the Department of Veterans' Affairs (DVA) and the Commonwealth Superannuation Corporation (CSC). The Defence Single Access Mechanism sits within the Joint

Transition Authority and is the key entry point for the provision of Defence-held records and information to DVA and CSC

Our Ideal Candidate

The ideal candidate for this role will possess:

- Establish and maintain relationships with key stakeholders
- Ability to adapt to change in a positive and flexible manner
- Ability to manage competing priorities and meet deadlines
- Ability to work effectively both independently and as part of a team

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Karli Chappell, 02 6211 2120
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6DAB5565-89DF-DA7E-AB50-E41F12E042A8

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Defence

Vacancy VN-0762197

Department of Defence

Closing Date: Sunday 14 September 2025

Defence People Group
People Services and Wellbeing

Job Title	HR Intake officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Hobart TAS, Darwin NT, Brisbane QLD
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra, Sydney, Melbourne, Adelaide, Perth, Hobart, Darwin, Brisbane
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/06849/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=CB612D12-B54C-5969-E6E3-E41F13FCCB46>

Duties

The Role

The Directorate of Complaints and Resolution is looking for a dynamic individual to fill the role of HR Complaints Intake Officer role. You will be part of an exciting new team responsible for triaging of complaints of unacceptable behaviour, accurately capturing the complaint in the approved Defence systems and escalation of the complaint to the appropriate complaint decision maker.

You will exercise a considerable degree of independence, sound judgement and decision making to provide expert and specialist advice in complex complaint situations. The role will provide information on welfare support to complainants and specialist advice in complaint management to Defence leaders.

About our Team

The Directorate of Complaints and Resolution (DCR) is responsible for receiving and triaging anonymous and outside of line management unacceptable behaviour complaints, alternative dispute resolution services, unacceptable behaviour policy, reporting and creating of education and training products. The roles within the DCR enhance frontline dispute resolution service, deliver expert advice and guidance, develop policy documents, as well as education products to support complaint handling principles. DCR provides specialist advice to Defence leaders in the management and resolution of unacceptable behaviour complaints and provides welfare support to complainants using trauma-informed principles. The Directorate works closely with the wider HR Services Branch to empower Defence personnel to effectively resolve and manage issues using tools, resources and expert policy advice and guidance.

Our Ideal Candidate

Our ideal candidate will have a background in either HR, complaint intake and triage or complaint handling.

On-going success in this role will be characterised by your ability to:

- Be able to work in a fast-paced operational environment and the ability to meet tight deadlines, while managing competing priorities is essential.
- You will have excellent written and verbal communication. Briefing through verbal and written communications is required. The running of face-to-face or online meetings may be required.
- Collaborate, innovate and influence to create best practice solutions to support complaint handling principles.
- Demonstrate a high level of professionalism, discretion and the highest ethical standards.
- Have superior problem solving, demonstrate resilience and apply trauma-informed principles in support of complainants and Defence leaders.
- Strong ability to interpret and provide expert policy advice in complaint management.
- Be able to work remotely from your team.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Angela Gilbert, 0427 481 511
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=CB612D12-B54C-5969-E6E3-E41F13FCCB46

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Defence

Vacancy VN-0762222

Department of Defence

Closing Date:Sunday 14 September 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Finance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	NSSG/07053/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=242E7EA0-463D-64EC-239B-E41EDB6144BA>

Duties

The Role

The Hunter Class Frigate Branch (HCFB) within the Naval Ship Building and Sustainment Group (NSSG) is seeking a self-motivated and high performing individual to join the Commercial and Finance team as a Project Finance Officer. As a Project Finance Officer, you will demonstrate a sound financial acumen and exercise initiative and judgement in the interpretation of policy and the application of practices and procedures. You will assist the Finance Manager with the development and management of HCF's budget exercises (AE's and BE's), manage finance support activities including simple procurement and payment of invoices. You will assist with the management of the Operating Budget and will resolve issues to contribute best practice and continuous improvement of processes related to finance. The successful candidate will challenge themselves in a fast-paced environment, have excellent written and oral communication skills and will contribute to Australian Continuous Naval Shipbuilding.

About our Team

The Hunter Class Frigate (HCF) will be one of the most advanced warships in the world with cutting edge technology and capabilities. As Australia's largest shipbuilding project, HCF provides the foundation for Continuous Naval Shipbuilding in Australia. We are working with experts from

the UK, USA, Canada and Europe to provide six frigates optimised for anti-submarine warfare to the Royal Australian Navy. The frigates are being constructed at the Osborne Naval Shipyard, South Australia utilising the latest production technologies.

You will have access to generous working conditions as an Australian Public Servant in Defence. You will be supported in balancing work life with family and other priorities, with a variety of flexible working arrangements available. Information on Defence employees' working conditions, including an attractive remuneration package with a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

HCFB are looking for someone with finance acumen, initiative and strong organisational skills, and who can work well under pressure with competing priorities. The successful candidate will have relevant project finance experience and the ability to learn quickly.

Our ideal candidate will;

- Manage and process invoices and purchase orders relating to HCF Contractor requirements;
- Sound finance acumen, problem solving and organisation skills with attention to detail;
- Sound excel skills;
- The ability to assist with the development of budget estimates for HCF Project with all stakeholders;
- Critical thinking skills, with the ability to be assertive in decision making;
- Excellent communication and interpersonal skills;
- An interest in exploring innovative approaches to support and improve business processes;
- A positive attitude towards successful relationships with team members and stakeholders

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	HCF Workforce, 02 5108 1310
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=242E7EA0-463D-64EC-239B-E41EDB6144BA

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Defence

Vacancy VN-0762223

Department of Defence

Closing Date: Sunday 14 September 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Integration & Transverse Engineering Manager
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Adelaide, Canberra
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	NSSG/07028/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=FCDABFD3-863D-2911-1112-E41EDB983936>

Duties

The Role

As the Integration and Transverse Engineering Manager, you will be responsible for providing the technical assurance of various whole of ship engineering design specialties, including but not limited to: complex, System-of-Systems integration; Ship Vulnerability (signatures); Survivability (shock); Maritime Aviation; and Physical Security. Part of a multi-discipline team, you will work with and lead specialists and be eager to expand your knowledge in domains beyond your core competencies. You will work with a diverse range of stakeholders, both within Defence and across industry partners; as such, you will be expected to engage on complex subjects at both a detailed technical level, and to present a summary position to enable risk based decision making at the executive level.

About our Team

The Hunter Class Frigate (HCF) will be one of the most advanced warships in the world with cutting edge technology and capabilities. As Australia's largest shipbuilding project, HCF provides the foundation for Continuous Naval Shipbuilding in Australia. We are working with experts from the UK, USA, Canada and Europe to provide six frigates optimised for anti-submarine warfare to the Royal Australian Navy. The frigates are being constructed at the Osborne Naval Shipyard, South Australia utilising the latest production technologies. You will have access to generous working conditions as an Australian Public Servant in Defence. You will be supported in balancing

work life with family and other priorities, with a variety of flexible working arrangements available. Information on Defence employees' working conditions, including an attractive remuneration package with a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

You should be someone who wants to expand their existing engineering skills and experience into the uniquely challenging Transverse Domain, recognising that your experience to date may not encompass all transversal areas. You should have a strong background in either Systems Engineering, Naval Architecture or Mechanical Engineering with substantial experience of system integration in the acquisition or sustainment of maritime or similarly complex systems. You need to be able to create and maintain professional relationships with both internal and external stakeholders and be able to work in a collaborative fashion with those stakeholders. As a leader, you should be comfortable with limited certainty and direction, taking a view of the situation and then providing informed advice, within the project's context and constraints. You should have familiarity of working within a contract and be able to mentor and develop junior staff.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	HCF Workforce, 02 5108 1310
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=FCDABFD3-863D-2911-1112-E41EDB983936

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Defence

Vacancy VN-0762233

Department of Defence

Closing Date: Sunday 14 September 2025

NAVY
Fleet Command

Job Title	Romeo Scheduling Team Leader
Job Type	Full-Time, Ongoing
Location	Nowra NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Nowra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NAVY/06037/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=C664266E-2D5C-61A8-45C3-E41FC4B41959>

Duties

The Role

The Romeo Scheduling Team Leader is responsible for the management of the Romeo Group flying program to satisfy the training and operational requirements of the key stakeholders located at the Romeo Main Operating Base. These requirements include the management and allocation of all assigned resources to ensure system objectives are achieved in the progression of training and operational demands. This role requires excellent communication skills to collaborate effectively with senior managers to determine priorities, and resolve complex scheduling challenges in a dynamic environment. The Romeo Scheduling Team Leader will work in a small, fast-paced team, led by the Romeo Group Force Generation Officer and be responsible for the supervision and management of the Romeo Scheduling Training Co-ordinator.

About our Team

The Romeo Group coordinates delivery of the MH-60R capability to achieve the activities directed by higher Commands within the Royal Australian Navy. The Force Generation Cell is a small team within the Romeo Group that works with internal and external stakeholders to ensure the allocation and provision of resources within the Romeo Group to achieve these tasks.

This includes the scheduling of operational flying training for Pilot, Aviation Warfare Officer, and Sensor Operators at 725 Squadron as well as development flights for qualified aircrew from across the Romeo Group. The Force Generation Cell manage short and long-term commitments, up to and including the development of a daily flying program for the Main Operating Base.

Our Ideal Candidate

Our Ideal Candidate will have the following attributes and skills:

- Well organised, detail orientated and results driven, capable of delivering accurate and reliable training schedules while meeting tight deadlines.
- Ability to quickly analyse and resolve complex scheduling conflicts to ensure optimal utilisation of resources to meet priorities.
- Communicate effectively with stakeholders including senior managers, department heads, and team members, to understand Romeo Group requirements and constraints.
- Utilise advanced scheduling software to enhance productivity and accuracy in schedule creation and maintenance.
- Prepare detailed reports and analysis on scheduling progress, providing insights and recommendation for process improvement.
- Facilitate meetings and discussions with team members to update and adjust schedules and priorities as required.
- Foster a positive team-orientated work environment, promoting open communication and cooperation among team members.
- Adhere to organisational policies and guidelines while maintaining confidentiality and professionalism in all interactions.
- Advanced ICT skills, in particular Microsoft based computing software, and experience with scheduling programs.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Phillip Black, 02 4449 3502
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C664266E-2D5C-61A8-45C3-E41FC4B41959

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Defence

Vacancy VN-0762237

Job Title	Assistant Director AIC Program Assurance
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Melbourne VIC
Salary	\$120,303 - \$135,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details
Classification	Executive Level 1
Position Number	CASG/06221/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=797282E3-B826-1257-35EB-E4203A90468E>

Duties

The Role

The EL 1 Assistant Director Australian Industry Capability (AIC) Program Assurance performs a leadership role in an integrated environment, managing the assurance, monitoring and reporting functions for Defence's AIC Program to improve compliance with industry policy and performance in the delivery of the AIC program. The position directly supports building a sovereign defence industrial base. The successful candidate will exercise sound decision-making and judgement, to manage the assurance program, working collaboratively with internal and external stakeholders, and subject matter experts to facilitate the achievement of Defence outcomes.

About our Team

The Industry Engagement Division (IE Div) supports Defence's delivery of the Government's policy direction to equip and sustain the ADF. IE Div develops and delivers initiatives that are designed to develop a deeper and broader sovereign industrial base while making Defence a stronger client.

AIC Program Support and Assurance Directorate embedded in the Office of Defence Industry Support Branch of IE Div leads the program support functions for AIC, through direct program support and training for Departmental and industry representatives, and through assuring the

effectiveness of the AIC program through audit and reporting. AIC Program Support and Assurance Directorate works with all Groups and Services, to deliver on the Government's direction to develop the Sovereign Defence Industrial Base, required to support Defence capability. We provide advice and support to Capability and Project Managers, and work across Defence and with other federal agencies to implement the AIC Program, and drive exports through the creation of supply chain opportunities.

Working with us will provide a unique opportunity to engage with Government and Industry on an important Government initiative, and an opportunity to develop or utilise your experience in the Australian Public Service.

Our Ideal Candidate

We are seeking a highly motivated, collaborative leader who consistently delivers high quality results and outcomes, and is able to demonstrate adaptability, responding to ever-changing priorities and the needs of stakeholders in an evolving and fast-paced environment. You will use your initiative to make informed decisions and solve complex problems under limited direction. Applicants should demonstrate well-developed communication and critical thinking skills, organisational and relationship management skills, and have a strong attention to detail.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Robert McGrath, 0439 301 936
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=797282E3-B826-1257-35EB-E4203A90468E

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Defence

Vacancy VN-0762243

Department of Defence

Closing Date: Sunday 14 September 2025

Joint Capabilities Group
Joint Logistics Command

Job Title	Logistics Services Manager
Job Type	Full-Time, Ongoing
Location	Moorebank NSW
Salary	\$120,303 - \$135,701
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	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	JCG0678725
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=3F7F3945-9C96-D1BC-A76B-E4203DB36484>

Duties

The Role

The Joint Logistics unit East (JLU-E) is seeking a highly skilled and motivated EL1 Logistic Services Manager (LSM), to join our dynamic Executive team at Moorebank. As the EL1 LSM, you will work closely with key stakeholders and to support the warehousing, distribution, clothing and retail stores functions for JLU-E and the wider Defence community. You will be responsible for managing the outputs of the JLU-E Log Services Branch (LSB), and the contracted Industry Partners within the JLU-E organisation. You will be responsible for actively managing key stakeholder relationships and will be required to identify relevant stakeholder expectations and concerns to develop and communicate methodologies and practices to achieve both the strategic and tactical outcomes of the organisation.

The EL1 of LSB will exercise a considerable degree of independence and perform a key leadership role within the unit. The LSM will exercise sound decision-making and judgement to provide expert advice on policy and procedures. They will have in-depth knowledge of the logistics and contract management function. They will be responsible for the development, implementation, compliance and review of policies and procedures relevant to their work within that function. They will engage in complex to very complex problem solving and issues management and may coordinate and perform detailed or sensitive projects that impact on strategic, political or operational outcomes for Defence. An EL1 LSM is accountable to plan, lead and manage a range of human and physical resources and exercise the associated people and financial responsibilities to achieve business outcomes.

In this role you will be expected to develop and implement work plans, set performance indicators, and review individual, team and business performance, focusing on identifying opportunities for building team capability and continuous improvement. This role has people management responsibility and as such, you will be required to exercise your people management skills, knowledge to lead a high performing and cohesive team. This role is responsible for the management of over 50 ADF/APS staff members and 200+ Contracted staff.

About our Team

Located within Joint Logistics Unit –East at Moorebank, the Logistic Services Branch offers the opportunity to work with a skilled and dedicated team comprising of Australian Defence force (ADF), Australian Public Servants (APS) and Industry Partner staff who provides an essential Warehousing and Logistic capability as a key stakeholder in the ADF logistic network. Joint Logistics Unit - East is one of Defence's largest warehousing units managing approximately 11.5 million items.

Located in Moorebank, we are a fast paced, transformative logistics unit with a diverse workforce of military, public servants and industry partners. We are committed to supporting our customers by providing quality advice and delivering the best solutions across multiple areas within Defence. Logistics Services Branch is focused on planning, assuring and governing the delivery of warehousing and distribution services, including national high security item management to Defence.

Our Ideal Candidate

Our Ideal candidate will have demonstrated in depth knowledge and experience in the management of Logistic practices in a contracted environment across a broad range of commodities that range from small, fast moving items to bulky/oversized items that require complex management strategies with varying level of security requirements. You must be able to engage, negotiate and collaborate with diverse internal and external stakeholders and provide advice and assistance on complex issues in accordance with relevant policy, procedure and legislation.

The successful applicant will be highly organised, have the ability to work independently and manage competing priorities while remaining flexible in a dynamic environment. The successful candidate will display strong leadership qualities, personal drive and integrity. Under broad direction, the successful candidate will be accountable to the Commander JLU-E. The EL1 LSM will provide effective Logistic and contracting expertise, and support stakeholder engagement to Defence. The role is suited to highly organised, proactive and personable individuals who enjoy working with high-level responsibility in an at times high-tempo environment.

The ideal candidate will have experience working in a commercial environment with contractual mechanisms while being open to learning about new processes, which are unique to this organisation. The ideal candidate will be resilient, capable and resourceful while producing superior work outputs in an effective and efficient manner. The ideal candidate will be comfortable working across technological means where face-to-face interaction is not always possible.

Our ideal candidate will have:

- Extensive knowledge of Logistics and Contract Management policies, processes and procedures.
- Excellent leadership skills including the ability to manage and motivate a team.
- Strong problem solving and issues resolution skills.
- Excellent communication, negotiation and stakeholder engagement skills.
- Strong analytical skills and the ability to identify, resolve and mitigate risks associated with logistics and contract management activities.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Andrew Middledorp, 02 8108 4933
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3F7F3945-9C96-D1BC-A76B-E4203DB36484

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Defence

Vacancy VN-0762267

Department of Defence

Closing Date: Sunday 14 September 2025

Security and Estate Group
Infrastructure Division

Job Title	Systems Engineer - Complex Technology Ranges
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - VIC VIC, Various locations - WA WA, Various locations - NSW NSW
Salary	\$120,303 - \$135,701
Future Merit Locations	Various locations - QLD, Various locations - ACT, Various locations - NSW, Various locations - SA, Various locations - VIC, Various locations - WA, Various locations - NT
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	SEG/07057/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=2403A1BF-7717-4574-78F2-E41FC94D7129>

Duties

The Role

The Complex Technology Ranges systems engineer position responsibilities may include:

- Support the CTechR Principal Engineer in developing and leading the engineering functions required to support the initial and ongoing certification of Urban Operations Live Fire ranges.
- Contribute to the development of the engineering management system and supporting documents.
- Contribute to the development and conduct of test and evaluation activities.
- Support the conduct of Engineering Review Boards, Configuration Control Boards and Technical and Safety Risk Review Boards.
- Conduct technical risk assessments and provide technical engineering advice to a diverse range of stakeholders.

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 Complex Technology Ranges (CTechR) engineering team is part of the Directorate of Estate Engineering Policy (DEEP). The CTechR team is a new organisation and supports the first instance of the application of the Defence Landworthiness Management System to the Defence estate. The team will be required to work closely with the other engineering disciplines in DEEP and with other key CTechR stakeholders.

Our Ideal Candidate

You are an inquisitive professional engineer who is flexible in your approach to work and is outcome focussed. As part of a new team, you will be willing to learn new skills and to contribute across a number of specialist engineering functions.

The ideal candidate will have some or all of the following:

- Experience in contributing to technical determinations in support of the certification of systems under the Defence Landworthiness Management System.
- Experience in the development and conduct of test and evaluation activities. This may include the execution of test plans in a field environment.
- Experience in the application of system safety and risk management processes.
- Strong communication and interpersonal skills and the ability to develop and maintain productive working relationships across diverse stakeholder groups.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This engineering position requires a Bachelor of Engineering from an Australian institution, or a qualification gained elsewhere that satisfies the requirements of the Washington Accord for recognition as a Professional Engineer. Evidence of qualifications will be sought and validated.

Notes

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To Apply

Position Contact	Mark Sweetman, 0484 577 940
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2403A1BF-7717-4574-78F2-E41FC94D7129

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Defence

Vacancy VN-0762272

Department of Defence

Closing Date: Sunday 14 September 2025

Australian Defence Force HeadQuarters
Vice Chief of Defence Force Group

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ADFHQ/07137/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=33BFFD9E-8160-5488-80A7-E41FFF69C199>

Duties

The Role

As the Logistics Officer within the Force Structure Operations Directorate of the Military Workforce Design Division (MWDD), you will be responsible for the functional and processing requirements for all ADF Force Element (FE) logistical entitlement changes for the Defence Materiel Entitlement Management Team. The team is focused on the management of land materiel entitlements, and is responsible for both designing and operating the new Defence materiel entitlement management system, and liaising with a range of Defence stakeholders. As the Logistics Officer you will interpret, amend and maintain entitlement data within the system structures to ensure ADF units have the correct Logistic assignments (type, quantity and authority).

This role reports to and supports the APS 6 Logistics Team Leader in proactively managing team cohesion and workload to meet organisational outcomes. This position will include ongoing training and development and learning opportunities at the APS 6 level.

About our Team

The Force Structure Operations (FS-Operations) Directorate sits within the Military Workforce Design Division (MWDD) which is maturing to deliver against its mission to “design and control the ADF organisational structure, in order to contribute to integrated capabilities for the ADF”.

The FS-Operations team are comprised of APS and ADF members of diverse skills, backgrounds and disciplines who work together to provide a wide variety of activities undertaken by MWDD. It has a high performing culture and the successful candidate can expect to be challenged in this role and supported by an inclusive and considerate team and leadership group.

Our Ideal Candidate

You will have excellent communication, organisational and time management skills, and have the ability to manage and prioritise multiple tasks within deadlines, requiring self-motivation with a good work ethic. You will be able to understand policy and think critically when analysing and problem solving to ensure complex equipment establishments are processed to enable decision-making at the correct level.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Kenneth Steinman, 02 5109 6339
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=33BFFD9E-8160-5488-80A7-E41FFF69C199

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Defence

Vacancy VN-0762273

Department of Defence

Closing Date: Sunday 14 September 2025

Associate Secretary Group
Defence Counsel Services

Job Title	Administration Officer
Job Type	Full-Time, Ongoing
Location	Fyshwick ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Fyshwick
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	ASG/07171/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=DFFD54A-D279-169C-97FF-E41FFF819412>

Duties

The Role

We are seeking multiple motivated APS 4 Administration Officers to join Defence Counsel Services (DCS), to provide high-quality support and service across a range of administrative and operational functions. The successful candidate will demonstrate exceptional attention to detail, ensuring accuracy in documentation, records and processes. This role requires strong customer service skills, with the ability to communicate effectively with a diverse range of stakeholders. You will also be adept at managing competing deadlines, juggling multiple priorities while supporting the team's objectives and delivering outcomes on time.

About our Team

Defence Counsel Services (DCS) provides independent and trusted legal assistance to members of the Australian Defence Force (ADF). We support current and former ADF members by offering legal advice on administrative and military discipline matters, as well as Wills and Powers of Attorney. DCS can also provide limited guidance on certain civilian legal matters.

The DCS team is diverse, comprising both civilian and military staff, and includes a mix of in-person and remote workers.

Our Ideal Candidate

The ideal candidate is highly organised and thrives in a fast-paced environment. They will possess the ability to effectively manage competing priorities while maintaining accuracy and attention to detail. They are an excellent communicator, able to engage confidently and professionally with a wide range of stakeholders, and are skilled at delivering outstanding customer service.

The ideal candidate will also be a strong key player and collaborate seamlessly with colleagues, supporting shared goals and contributing positively to the team environment. They are also flexible and adaptable, able to respond to changing demands and take initiative when required.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Zoe Selvinelli, 02 5131 6966
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DDFDE54A-D279-169C-97FF-E41FFF819412

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Defence

Vacancy VN-0762313

Department of Defence

Closing Date: Sunday 14 September 2025

Security Estate Group
Service Delivery Division

Job Title	Base Support Officer
Job Type	Full-Time, Ongoing
Location	Puckapunyal VIC
Salary	\$79,176 - \$86,438
Future Merit Locations	Puckapunyal
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	SEG/05413/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=BAA6EE5B-1C59-72C1-8748-E420034F8374>

Duties

The Role

As the APS Level 4 - Base Support Officer, you will work closely with both internal and external stakeholders to ensure essential services are delivered and that our Defence Bases and office environments are maintained to a high standard.

You will design and recommend solutions, recommending appropriate management strategies to whole of base operational and service delivery issues.

You will work independently with reasonable autonomy and be accountable for achieving your deliverables. You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

This role will suit you if:

- You are customer focused – able to hear the voice of the customer and drive improvements in service delivery.
- You are positive, optimistic and willing to 'go that extra step'.

- You have the confidence to engage with stakeholders at various levels and in different forums.
- You are interested in self-improvement and developing your communication and interpersonal skills.
- You have demonstrated ability to 'think on your feet', consider options and initiate appropriate action.
- You are a 'team player'.

About our Team

Security and Estate Group, Directorate Service Delivery, South East Zone is seeking to fill a position at the APS 4 level. The Directorate of Service Delivery in the South East Zone is responsible for the operational performance and issue management to support services delivered across Southern NSW, Victoria and Tasmania.

These services include, but are not limited to, Estate and Building Maintenance; Project Delivery Support; Land, Environment and Heritage Management; Accommodation and Housing; Transport; Waste Management; Hospitality and Catering; Cleaning; Sport and Recreation; Safety, Security and Emergency Management.

In order to support a dynamic and diverse capability, the APS 4 Base Support Officer will be required to have well developed organisational skills and a genuine enthusiasm and willingness to learn and apply Defence's Estate legislative obligations, related policies, processes and systems.

Our Ideal Candidate

The Service Delivery Division prides itself on its positive, collaborative, and supportive workplace culture. For us, it is all about the team and we want people who want to be a part of the culture we have created. Our ideal candidate will enjoy working in a dynamic workplace on a wide variety of tasks.

You will demonstrate the following characteristics:

- A customer centric approach to service delivery.
- Resilience, personal drive and a focus on enabling others in support of Defence capability.
- An ability to manage competing priorities and meet deadlines.
- A flexible approach while maintaining attention to detail within a dynamic environment.
- Outcome focused.
- Sound verbal, written and negotiation skills.
- Willingness to learn and be challenged.
- Initiative and sound judgement in the interpretation and operational application of policy.

If you are looking for a position where you will be out and about, engaging with various stakeholders and you enjoy coming to work where no two days are the same then we recommend you engage with the contact officer and discuss further.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	DDG Recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BAA6EE5B-1C59-72C1-8748-E420034F8374

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Department of Defence

Closing Date: Friday 12 September 2025

People Policy and Development
People Policy and Employment Conditions Directorate of Military
Remuneration

Job Title	Defence Force Advocate
Job Type	Part-Time; Casual, Non-Ongoing
Location	Various locations - SA SA, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT, Various locations - WA WA
Salary	-
Future Merit Locations	Various locations - SA, Various locations - ACT, Various locations - VIC, Various locations - NSW, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - WA
Office Arrangement	Hybrid
Office Arrangement Details	Please contact the contact officer for further details
Classification	Statutory Appointment
Position Number	DFA2025
Agency Website	

Job Description

<https://www.beaumontandbeaumont.com.au/11528>

Duties

The Australian Defence Force (ADF) is looking to recruit to the position of the Defence Force Advocate. The Defence Force Advocate is a part-time statutory office holder appointed pursuant to section 58S of the Defence Act 1903 by the Minister for Defence, to advise the Chief of the Defence Force on matters concerning Australian Defence Force (ADF) remuneration. The Defence Force Advocate prepares submissions and represents the workplace interests of ADF members before the Defence Force Remuneration Tribunal (the Tribunal). The Tribunal's primary role is to inquire into, and determine, salaries and relevant allowances for ADF members.

In the course of performing these duties, the Defence Force Advocate is required to familiarise themselves with the various roles of ADF personnel through programmed visits in conjunction with members of the Tribunal. The Defence Force Advocate will be required to undertake some interstate travel, and participate in ADF-related activities, including travelling in Defence vehicles, aircraft and ships, and observing ADF members working in the field and at sea.

The duration of the appointment is three years with eligibility for re-appointment. Recent practice indicates an annual commitment of approximately 70 days per year, depending on the number of matters listed by the Tribunal.

The Remuneration Tribunal determines the remuneration and conditions.

The current rates are contained in Remuneration Tribunal (Remuneration and Allowances for Holders of Part-time Public Office) Determination 2025. These part-time fees do not include a superannuation component. Superannuation obligations are paid in addition to the Remuneration Tribunal rates. The current daily rate is \$1,072 per day.

Eligibility
Notes

About the Department of Defence

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To Apply

Position Contact	Lionel Riley, 02 6126 4500
Agency Recruitment Site	https://www.beaumontandbeaumont.com.au/11528

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Environment and Energy

Vacancy VN-0762354

Clean Energy Regulator

Closing Date: Sunday 14 September 2025

Corporate
Corporate Finance

Job Title	Financial Accountant - Finance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$98,905 - \$112,596
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation.
Classification	APS Level 6
Position Number	CER 083/25
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

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

About the Branch

The Corporate Branch is responsible for delivering enabling services that support the effective and efficient operation of the agency and facilitates the agency's compliance with legislation, policies and guidelines as a non-corporate Commonwealth entity.

The Branch supports efficient resource management and corporate accountability through functions such as financial management, performance reporting, parliamentary services, procurement, facilities management and human resource management.

The branch also complements the scheme-focus of other agency divisions by facilitating strategic communications and client engagement through the agency's website and contact centre.

About the Section

The Finance Section is led by the Chief Financial Officer, who reports directly to the Chief Operations Officer, Corporate Branch.

The section partners with the business to support efficient and effective procurement processes, manage internal and external budgetary requirements, deliver flexible, agile and relevant financial information and advice to stakeholders, and provides products and services including budget management, external budgeting, financial statements, external reporting, monthly reporting, accounts processing, and treasury advice.

The priorities of the section actively support the objectives of the 2024-28 Corporate Plan including:

- A trusted, relevant and expert institution
- Efficient and effective administration.

The section offers a fun and supportive environment, with flexible working arrangements (in accordance with an approved Home-Based Work Application Form).

Duties

The Finance Reporting Team is responsible for the financial reporting of the CER including financial statements, monthly financial reporting to Department of Finance, internal financial control, asset management, and ensuring compliance with Accountable Authority Instructions and financial delegations.

The position sits within a small team delivering financial activities. The team is committed to providing professional and client focused services to our staff and external stakeholders.

The APS Level 6 Financial Accountant is accountable under general direction to undertake complex finance related activities and tasks within established procedures and guidance.

Under limited direction, the **APS Level 6 Financial Accountant** will be responsible for, but not limited to:

- Produce and prepare monthly and annual financial statements in accordance with the Accounting Standards, the Public Governance and Accountability Act 2013 (PGPA Act) and other guidance as disseminated by the Department of Finance under direction of Financial Reporting Assistant Manager. This includes entering of monthly and annual statements to the Department of Finance via the Central Budget Management System.
- Manage coordination of monthly tasks including preparation and entering of journals and account reconciliations and reports.
- Maintain the agency's asset register including capitalisation, disposals, depreciation processing and annual stocktake.
- Provide expert advice and support across the organisation on asset management practices, promoting sound financial stewardship and compliance with relevant frameworks.
- Prepare debt management reports for the CFO and the agency's Executive as requested.
- Assisting with technical advice including the preparation of accounting position paper and financial reports for the Chief Financial Officer, senior management and audit committee meetings.
- Coordinate and assist with audit requests from the ANAO and internal auditors, ensuring timely and accurate provision of information.
- Contribution to relevant financial policies, guidelines and practices ensuring compliance with relevant legislation.
- Undertake other financial administrative tasks as directed including Taxation, Banking and other reporting requests.

Qualifications/Experience

The ideal candidate will demonstrate:

- A minimum of 3 years' experience in government accounting is essential.
- Strong coordination and organisational skills to manage financial reporting tasks effectively.
- Excellent stakeholder engagement skills with ability to engage confidently with internal and external stakeholders.
- Proven technical capability in financial reporting, asset management, and compliance with financial frameworks.
- Sound judgement and analytical thinking, with a focus on improving and streamlining business processes.
- CA or CPA qualification (or currently working towards one) is highly desirable.
- Prior experience using TechOne financial systems is highly regarded.

Eligibility

The [Public Service Act 1999](#) requires all people joining the Australian Public Service to be Australian citizens.

We will conduct a number of pre-employment checks before we offer you employment. It is a condition of employment with the Clean Energy Regulator that you are able to obtain and maintain a security clearance at a baseline level. If you are offered a role and do not already hold a security

clearance at or above this level, 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

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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	Katherine Goold, 02 6159 3529
Agency Recruitment Site	https://cer.gov.au/careers

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Environment and Energy

Vacancy VN-0762376

Clean Energy Regulator

Closing Date:Sunday 14 September 2025

Scheme Operations
National Greenhouse and Energy Reporting and Safeguard Product
Guarantee of Origin

Job Title	Senior Regulatory Officer - Product Guarantee of Origin
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$98,905 - \$112,596
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation
Classification	APS Level 6
Position Number	CER 082/25
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

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

About the Branch

The branch administers the National Greenhouse and Energy Reporting scheme, the Safeguard Mechanism and will administer the Product Guarantee of Origin scheme when it commences in the second half of 2025.

The branch aims to:

- ensure the efficient and effective administration of our schemes while working collaboratively across the agency to maximise the benefits of the new structure.
- implement continuous improvements to our guidance, advice, information and systems and processes to reduce regulatory burden and administrative cost.
- ensure compliance with scheme requirements by taking a risk-based approach to:
 - encouraging voluntary compliance, and
 - strengthening our response to non-compliance.
- ensure greenhouse and energy data is accurate and accessible and meets data users' needs
- build and maintain an agile, capable, engaged and accountable workforce.

The branch is comprised of 5 sections, each with their own section business plans that demonstrate how they will contribute to divisional and branch priorities:

- National Greenhouse and Energy Reporting Obligation Management
- National Greenhouse and Energy Reporting Report Assessment and Publication
- Safeguard Mechanism
- Carbon Exchange & Unit and Certificate Register
- Product Guarantee of Origin

About the Section

The Product Guarantee of Origin Section is responsible for establishing and administering the Product Guarantee of Origin, which will commence in the second half of 2025.

The Product Guarantee of Origin (Product GO) is a key component of the Australian Government's Guarantee of Origin (GO) scheme—a voluntary emissions accounting and verification framework designed to support Australia's transition to a low-emissions economy.

Product Guarantee of Origin certificates are a central feature of the Australian Government's Guarantee of Origin scheme. These digital certificates provide transparent, verifiable information about the origin and emissions profile of a product throughout its lifecycle—from production to transport and storage.

Initially focused on hydrogen production, the Product GO framework will expand to include other low-emissions products such as green metals, renewable gases, and low-carbon liquid fuels. Product GO certification will also underpin eligibility for government initiatives, including the Hydrogen HeadStart program, the Hydrogen Production Tax Incentive, and the Green Aluminium Production Credit.

Duties

Under broad direction, the Senior Regulatory Officer will:

- Apply comprehensive work knowledge of policy, procedures and guidelines involving the Product Guarantee of Origin (Product GO) scheme to support agency operations and decision-making.
- Support the development of scheme guidance materials and web content to promote participation and ensure compliance with the Product GO program.
- Contribute to the development and implementation of operational policy and procedures, ensuring alignment with Product GO intent.
- Conduct and review complex Product GO assessments.
- Build and manage productive stakeholder relationships to support the achievement of team and agency objectives.
- Prepare high-quality presentations, briefing materials, and correspondence to support stakeholder engagement and program communication.

- Manage risk in internal processes, investigate anomalies, and compile reports on findings on audited documentation ensuring compliance with legislative and police frameworks in relation to Product GO.
- Propose and facilitate innovation initiatives, contribute to business improvement strategies, assist with IT streamlining processes and change in workplace practices to support the successful implementation and operation of the Product GO scheme.
- Participate in the supervision of team members performing regulatory roles as required.
- Undertake additional tasks as required to support the successful implementation and operation of the Product GO scheme.

Qualifications/Experience

Relevant tertiary qualifications (i.e. engineering, environmental science, chemistry) and experience in a regulatory environment are highly desirable, but not essential.

Eligibility Notes

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

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To Apply

Position Contact	Anith Abraham, 02 6159 3945
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Health

Vacancy VN-0762295

Aged Care Quality and Safety Commission

Closing Date: Sunday 14 September 2025

Regulatory Operations Division
Registrar Quality Assurance, Systems and Process

Job Title	Senior Process Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Perth WA, Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	\$96,503 - \$108,869
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements can be negotiated
Classification	APS Level 6
Position Number	718_08/25
Agency Website	

Job Description

<https://www.agedcarequality.gov.au/careers-commission>

The Quality Assurance, Systems and Process team plays a critical role in supporting the Regulatory Operations Division (ROD) by undertaking quality assurance activities of ROD functions and providing recommendations for

improvements to policies, processes, systems and training. The team also prepares and maintains process documents and is responsible for providing division-specific system support and managing ROD system improvement requirements and data integrity.

The position will be responsible for the development, implementation and maintenance of operational process documents, including incorporating quality assurance review findings into these documents. This work aims to support ROD to regulate effectively and implement strategies that enhance the efficiency and effectiveness of provider registration, audit, compliance and enforcement activities. The role requires a proactive approach to continuously evaluating the practices and procedures within ROD.

Duties

- Develop, review and continuously improve ROD's operational process documents to ensure compliance with legislative, financial and administrative frameworks.
- Contribute to the development and review of Commission-wide policies and resources, providing high-quality input that incorporates operational insights, legislative understanding and stakeholder perspectives.
- Maintain various ROD registers (e.g. legal advice register, policy document register), ensuring accuracy, accessibility and compliance with recordkeeping and governance standards.
- Develop subject matter expertise and interpret relevant legislation, providing analysis, insights and guidance on their implications for ROD operations, and contribute to the development of processes that support compliance and mitigate risk.
- Respond to ad-hoc requests for process-related information and resources, exercising sound judgement, effective prioritisation and discretion to ensure timely and appropriate outcomes that meet operational and strategic needs.
- Communicate effectively with internal stakeholders to foster collaboration, promote teamwork, advance ROD initiatives and support cross-functional coordination.
- Identify opportunities for innovative ways of working, evaluating and implementing improvements that enhance operational efficiency, clarity and quality of work.
- Contribute to change planning, guide process implementation and assist colleagues to adapt to evolving priorities and ways of working or change management activities.
- Manage workflow and priorities independently subject to limited direction, maintaining accurate records and timely delivery of high-quality work outputs.
- Actively participate in the Commission's performance and development framework activities, engaging with relevant policies, identifying and pursuing professional development opportunities and supporting peers in their growth and capability uplift.

Eligibility

- Advanced written communication skills with the ability to adapt content for various audiences and proven experience in writing and maintaining high-quality policy and procedural documents is preferred.
- Ability to develop and improve operational process documents and to identify opportunities to enhance the delivery of regulatory activities.
- Strong attention to detail with proven ability to identify inconsistencies or potential errors in information and process flows.
- Demonstrated ability to apply sound judgement, establish priorities, triage tasks and work independently with high accountability to deliver quality outcomes within deadlines in dynamic environment.
- Ability to conduct legislative research and clearly explain how legislation applies in an operational context.
- Strong analytical and problem-solving skills with the ability to provide strategic guidance aligned with team, ROD and Commission goals

- Demonstrated strong interpersonal and communication skills with the ability to build and maintain collaborative relationships with stakeholders.
- Proven ability to persuade, negotiate and influence effectively.
- Understanding, or the ability to quickly develop a strong understanding, of the Commission's operational environment.
- Ability to self-reflect, identify opportunities for professional growth and continuously improve your own performance, and be able to lead others to do the same.
- Proficient in the Microsoft Office suite, requiring limited guidance, to support effective documentation and communication across teams.

Notes

In addition to the above key capabilities, to be eligible for this position you must:

- Be an Australian citizen. For more information, please visit www.apsc.gov.au/citizenship-aps
- satisfy a National Coordinated Criminal History Check
- satisfy a pre-existing medical condition declaration

About the Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission (the Commission) was formed on 1 January 2019. We work to improve the lives of older people by maintaining the integrity of the aged care system. As the single independent regulator of Australian Government aged care services, we offer a variety of interesting and challenging jobs across most capital cities. It is an exciting time to join the Aged Care Quality and Safety Commission, with major reforms underway to improve aged care in Australia. You will be contributing to our role as the national regulator to safeguard and protect older Australians receiving aged care services.

To Apply

Position Contact	Bronwen Luck, Email
Agency Recruitment Site	https://www.agedcarequality.gov.au/careers-commission

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Health

Vacancy VN-0762369

Australian Digital Health Agency

Closing Date: Sunday 14 September 2025

Corporate Services Division
Transformation Office

Job Title	Senior Business Analyst, Regulatory Transformation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW
Salary	\$120,486 - \$137,417
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0465_07/25
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

When you join the Corporate Services Division, you become part of a team that is committed to delivering high-quality enabling services. Our pursuit of excellence in areas such as Finance, Legal, Communications, HR and Governance plays a crucial role in supporting the Agency's overall mission. Your skills and expertise can contribute significantly to this mission, enhancing our operations and ultimately supporting the pursuit of excellence in digital health.

In this position, you will play a pivotal role in examining and enhancing the Agency's approach to regulatory-related processes, ensuring best practice, transparency, and operational effectiveness. Working closely with a Project Manager and key stakeholders, you will analyse current processes, systems, and functions within the Agency that contribute to broader regulatory outcomes. Your insights will help shape a fit-for-purpose future state, supporting national digital health initiatives.

Duties

This role sits within the Transformation Office and requires strong collaboration with subject matter experts—including Legal, Policy, Governance, and various teams—each of whom brings valuable perspectives on compliance and regulatory matters. You will work alongside project and change managers to support the successful delivery of reform initiatives. The role requires expertise in

Commonwealth regulatory frameworks and the ability to navigate complex organisational environments.

To be successful in this role, you have:

- Demonstrated experience managing, overseeing or advising on regulatory functions within a Commonwealth Government agency.
- Strong knowledge of Australian regulatory frameworks, including the PGPA Act, Regulator Performance Guide, Regulatory Policy, Practice & Performance Framework, and administrative review processes.
- Proven ability to assess and map regulatory functions, roles, processes and systems.

Eligibility

- Ability to obtain and maintain national police check.
- Australian Citizenship is a condition of eligibility.
- Ability to obtain and maintain a baseline security clearance with the ability to obtain and maintain a higher clearance if required by the Agency.

Notes

Our Benefits

- Ask us about our 2025-26 **salary increases**, annual performance reviews and **superannuation** employer contribution of 15.4%.
- Salary packaging (also known as salary sacrifice) is available.
- **Annual Christmas closedown**– with no leave deduction!
- Our **Wellbeing Sessions & Employee Assistance Program** will give you the best opportunity to balance work and life
- **Work From Home & Attractive Flexible Working Arrangements**: All staff can apply for flexible work arrangements that offer a range of options for how, when and where you work.

Additional Information

The position maybe filled in Brisbane, Sydney or Canberra. To apply, submit your resume and a cover letter of no more than 2 pages. Please note this opportunity is for an initial fixed term of 6 months.

Please contact the recruitment team at careers@digitalhealth.gov.au with queries relating to the application process. For all queries relating to the responsibilities of the position, please contact Alex Boardman at alexander.boardman@digitalhealth.gov.au.

Order of Merit: Applicants rated as suitable will be placed in a merit pool that may be used to fill similar ongoing or non-ongoing positions throughout the Agency for up to 18 months.

Salary: This role offers between \$120,486 - \$137,417 plus 15.4% superannuation depending on skills and experience.

About the Australian Digital Health Agency

Tasked with improving health outcomes for Australians through the delivery of digital healthcare systems and the national digital health strategy, the Australian Digital Health Agency (the Agency) commenced operations on 1 July 2016. The Agency is responsible for national digital health services and systems, with a focus on engagement, innovation and clinical quality and safety. Our focus is on putting data and technology safely to work for patients, consumers and the healthcare professionals who look after them

To Apply

Position Contact	Alex Boardman, (02) 8298 2185
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0762256

Food Standards Australia New Zealand

Closing Date: Sunday 21 September 2025

Enablement, Preparedness and Productivity

Job Title	General Manager, Enablement, Preparedness and Productivity
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	-
Future Merit Locations	Majura
Office Arrangement	Hybrid
Office Arrangement Details	Flexibility to work from home some of the time
Classification	Senior Executive Service Band 1
Position Number	1001
Agency Website	https://www.foodstandards.gov.au

Job Description

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

This is a unique opportunity for a generalist leader to join a high-performing team and guide FSANZ through a period of significant change. We are looking for someone who thrives in complexity, is passionate about cultivating a positive and inclusive workplace culture and is ready to lead change across diverse domains. You will play a pivotal role in enabling FSANZ to continue delivering world-leading food standards and ensuring safe food for all.

Each team within the branch is already delivering at a high level. Your role will be to harness this strength and lead the next phase of evolution - elevating FSANZ even further, optimising opportunities and leveraging individual and group excellence.

Leading this branch you will oversee critical functions to help us prepare for the future while we continue to deliver today. These include Stakeholder Engagement, Finance, Human Resources, Legal Counsel, Communications, Risk and Governance, ICT and Security. You will lead approximately 40 staff based in Canberra, fostering collaboration and innovation across the agency and the public service more broadly.

Duties

- Lead transformational change to align corporate functions with FSANZ's future-focused strategy and new legislative framework.
- Champion a culture of excellence, inclusion, and continuous improvement across the agency.
- Drive digital enablement and workforce capability to support innovation and productivity.
- Collaborate with the CEO and executive team to shape organisational strategy and ensure alignment across all corporate services.
- Translate strategic goals into operational plans and performance metrics that drive agency-wide success.
- Ensure robust governance, compliance, and risk management across all corporate functions.
- Inspire and empower multidisciplinary teams, fostering cross-functional collaboration and future-readiness.

Eligibility

- Hold relevant experience and/or qualifications to drive positive change through actively listening and responding to stakeholders (e.g. business administration).
- Be an Australian citizen and able to obtain and maintain a Negative Vetting Level 1 security clearance.

Notes

Before applying, please obtain selection documentation from admin@amandaorourke.com.au quoting Ref No 1176 in the subject line.

In order to apply, you need to submit your application through the FSANZ careers portal. The portal will guide you through the application process and describe what information is required from you. Please include:

- A one-page pitch outlining your suitability for the role. Your pitch should highlight your relevant experience, leadership capabilities, why you're interested in the role, and how you would contribute to FSANZ's future-focused transformation.
- A current CV or résumé.

Your application should demonstrate how you meet the key attributes and eligibility requirements outlined in the position description.

Applications close Sunday 21 September 2025 at 11.30pm AEST

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

About the Food Standards Australia New Zealand

Food Standards Australia New Zealand (FSANZ) is an independent statutory authority responsible for developing food standards in Australia and New Zealand. Our work supports a safe food supply for Australian and New Zealand consumers and contributes to industry innovation and competitiveness, informed consumer choice and broader public health goals. We also have responsibility for managing food incidents including food recalls.

To Apply

Position Contact	Amanda O'Rourke, 0452 199 031
Agency Recruitment Site	https://www.foodstandards.gov.au/careers

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Health

Vacancy VN-0762404

National Health and Medical Research Council

Closing Date:Thursday 11 September 2025

Corporate Operations Finance

Job Title	Financial Advisor
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$86,546 - \$91,809
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Three days working from home and two days in the office each week.
Classification	APS Level 5
Position Number	31-2025
Agency Website	https://www.nhmrc.gov.au/

Job Description

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

The National Health and Medical Research Council (NHMRC) is seeking experienced and high performing candidates to fill the following Financial Advisor roles:

- Procurement and Travel
- Treasury and Operations
- Committee Support
- Financial Reporting

Our ideal candidates will demonstrate experience and knowledge in exercising sound technical accounting expertise, have good interpersonal, collaboration and communication skills, as well as the ability to be flexible to learn new concepts and willing to coach and develop team members.

This process will also be used to create a merit pool for any future ongoing or non-ongoing vacancies that may arise within 18 months of the date of advertising.

Duties

The Financial Advisor duties in the following roles will include but are not limited to:

Financial Advisor – Procurement and Travel

- Procurement advice
- Portfolio Project Office costing and advice
- Travel Arrangements, credit card management and advice
- Virtual credit cards
- Developing staff
- Other Tasks

Financial Advisor – Treasury and Operations

- Financial Transaction processing
- Annual Financial Statement Process
- Credit card management
- Prepare financial information
- Taxation Reporting
- Developing staff
- Other Tasks

Financial Advisor – Committee Support

- Committee onboarding
- Committee payroll processing
- Monthly and Annual Financial Statement Process
- Travel arrangements
- Prepare financial information
- Payroll Reporting and advice
- Developing staff
- Other Tasks

Financial Advisor – Financial Reporting

- Monthly Reporting Process
- Annual Financial Statement Process
- Asset Accounting
- Financial Policy
- Internal Reporting
- Developing staff
- Other Tasks

Core capabilities

The successful candidates will demonstrate the following capabilities:

- Ability to build rapport and maintain strong stakeholder relationships with a variety of internal and external stakeholders.
- Effective interpersonal and communication skills both written and oral.
- Ability to resolve moderately complex enquiries from stakeholders and provide timely information and advice.
- Critical thinking and problem solving skills to accurately identify, analyse and address and/or escalate issues.
- Accountability for completion of allocated tasks, including clearance workflow to ensure work is appropriately reviewed.
- Ability to work independently or as part of a team under general direction.
- Ability to analyse data and present results for different audiences.
- Reliability with efficient time management and organisation skills.
- Ability to manage competing priorities and work cooperatively.
- Perform work to a high level of accuracy with attention to detail.
- Resilience and ability to adapt to changes in the workplace.

For further information refer to the Job Description.

Eligibility

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

Notes

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

About the National Health and Medical Research Council

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

To Apply

Position Contact	Jenny Jacobs, 0436 945 366
Agency Recruitment Site	https://www.nhmrc.gov.au/about-us/careers

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Industry, Science, Energy and
Resources

Vacancy VN-0762401

Commonwealth Scientific and Industrial Research
Organisation (CSIRO)

Closing Date: Sunday 07 September 2025

Job Title	Employee Relations/HR Complex Case Management
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Brisbane QLD, Melbourne VIC, Sydney NSW, Hobart TAS
Salary	\$114,219 - \$123,605
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid, Flexible
Classification	
Position Number	100679
Agency Website	http://www.csiro.au

Job Description

<https://jobs.csiro.au/>

- **Collaborate with senior leaders and diverse teams to drive positive people outcomes**
- **Enjoy flexible hybrid work options supporting work-life balance**
- **Join Australia's national science agency and contribute to a values-driven organisation**

Play a key role in resolving complex people matters at Australia's national science agency.

CSIRO is seeking an experienced Employee Relations/HR Complex Case Specialist with demonstrated expertise in workplace investigations and complex case management to join the Workplace Relations team. In this role, you will manage the end-to-end process of sensitive matters, including misconduct, bullying, harassment, and discrimination.

Reporting to the Case Management Manager, you will draw on your formal training in workplace investigations and HR to plan, scope, and conduct investigations that are procedurally fair, thorough, and well-documented. Your ability to analyse evidence, prepare clear investigation reports, and provide practical recommendations will be critical. Strong communication and stakeholder engagement skills will enable you to guide leaders and employees through complex resolution processes with confidence and professionalism.

Experience within government or large, complex organisations will be highly regarded, as you work to uphold CSIRO's workplace standards and foster a safe, respectful and inclusive environment.

Duties

Lead and manage complex workplace investigations into misconduct, bullying, harassment, discrimination and other sensitive matters, ensuring fairness, confidentiality and alignment with CSIRO values.

Undertake evidence-based analysis and prepare clear findings and recommendations, providing accurate, risk-focused advice to senior management.

Collaborate with Centres of Excellence and key stakeholders across CSIRO to draw on subject matter expertise and support effective resolution of cases.

Maintain accurate records and case documentation throughout the lifecycle, ensuring timely administration, reporting, and confidential communication with all parties.

Support the Manager, Case Management in assessing and recommending appropriate courses of action for complex people matters.

Model professionalism, integrity and respect by upholding CSIRO's Code of Conduct, values, and diversity and safety commitments in all work.

Location and office arrangements:

Canberra, Brisbane, Melbourne, Sydney, Adelaide or Hobart.

Hybrid working available. Other CSIRO locations may be considered.

Salary: AU\$114,219 – AU\$123,605 per annum (pro rata for part-time), plus 15.4% superannuation

Tenure & work schedule:

Indefinite/Full Time

Reference: 100679

Eligibility

- Bachelor's degree (or equivalent experience) in Human Resource Management, Business Management, Industrial Relations, Employment Law, or a related discipline; postgraduate qualifications desirable.

- Specialised workplace investigation qualifications and at least five years' experience conducting workplace or regulatory investigations, ideally within government or large complex organisations.
- Proven ability to research, interpret and apply legislation, policies, and guidance in ambiguous situations, supporting management through complex and sensitive people matters.
- Strong judgement, independence, and risk-based decision-making in handling complex cases.
- Excellent written, verbal, and interpersonal skills, including influencing, negotiation, and managing sensitive or high-conflict situations with professionalism.
- Commitment to confidentiality, ethical standards, and fostering respectful, collaborative workplace behaviours.

Notes

Not sure if you meet all the criteria?

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don't let the list discourage you. If you are unsure about applying, please reach out to the contact person in the Position Description.

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please contact wade.barker@csiro.au and let us know how we can support you.

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit [Careers at CSIRO](#).

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating diverse and inclusive teams where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Gold Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Eligibility

Applications for this position are open to Australian Citizens, New Zealand Citizens and Australian Permanent Residents. Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our Child Safe Policy.

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

Sunday 7 September 2025, 11:00pm AEST

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Wade Barker, 1300 984 220
Agency Recruitment Site	https://jobs.csiro.au/

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Industry, Science, Energy and
Resources

Vacancy VN-0762405

Geoscience Australia

Closing Date: Sunday 14 September 2025

Corporate
Enabling Services / Organisational Investment HR Strategy / Finance and
Facilities

Job Title	Director (multiple positions)
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	\$139,836 - \$174,268
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	Executive Level 2
Position Number	Multiple
Agency Website	www.ga.gov.au

Job Description

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

Geoscience Australia acknowledges the Traditional Custodians of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islanders Cultures: and to elders past and present.

About us

Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

Our workplace is committed to the health, safety and wellbeing of our employees and offer a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

When you work at Geoscience Australia you will have access to a range of benefits and the opportunity to experience a workplace culture that truly values and promotes diversity, inclusion, equity and belonging. To learn more about our competitive salary, free onsite parking, generous flexible working arrangements and the role you can play in growing our culture [click here](#).

Duties

Geoscience Australia is seeking to fill two key Director positions: Director, HR Strategy, and Director, Finance and Facilities.

Director, HR Strategy

As Director of HR Strategy, you will work closely with the Chief People Officer and the Corporate Division Executive to shape and lead the HR Strategy Section, delivering initiatives that enhance the employee experience and ensure we continue to attract, develop, and retain a high-performing workforce.

In this role, you will lead the delivery of the People and Culture Strategy 2024–2028 and drive the Performance and Leadership Project as part of our Organisational Transformation Program (OTP). You will lead complex, high-impact projects, provide expert advice to senior management, and balance immediate priorities with long-term, sustainable goals.

A key focus of this role is to foster a culture of engagement, collaboration, and accountability while strengthening organisational capability. You will leverage your expertise in change management to drive cultural transformation, embed sustainable people strategies, and support a safe, inclusive, and resilient workplace. By building strong relationships across all levels of the organisation, you will shape an environment where people and strategy are fully aligned, enabling meaningful organisational outcomes and lasting impact.

Operating with a high level of autonomy, you will:

- Integrate systems solutions and foster a transformative, customer-centric culture by building genuine relationships across the organisation.
- Provide strategic guidance grounded in legislation and best practices, applying a systems-thinking approach that prioritises customer needs.
- Establish and maintain strategic networks, actively engaging stakeholders during organisational change to build trust and strong relationships.
- Develop and mentor the HR Strategy Section, fostering a high-performance culture with a strong focus on customer service, teamwork, and continuous capability development.

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

- Understand the organisation's direction and the role of HR Strategy within the organisational, broader Australian Public Service and national context.
- Possess deep domain knowledge, demonstrating a thorough understanding of the operating environment, best practices, relevant legislation, and emerging developments in HR.
- Foster a forward-thinking mindset by developing long term plans, anticipating future priorities, and staying proactive in addressing evolving challenges.
- Utilise a comprehensive approach to information gathering, exploring diverse viewpoints with an open mind, and actively participate in continuous improvement, exhibiting persistence and adaptability in achieving results.

Required skills, knowledge, experience and/or qualifications

- Tertiary qualification in business or human resource management or a similar field would be highly desirable.
- Eligibility for individual membership with the Australian HR Institute.
- Ability to obtain and maintain a Baseline security clearance.

Director, Finance and Facilities

The Director, Finance and Facilities plays a key leadership and strategic advisor role to the Chief Finance Officer and the Executive of Geoscience Australia and has responsibility for financial and facilities management in the entity. The role will help drive change and provide leadership for the implementation of recommendations from our Financial Sustainability Review. It will also support the implementation of Geoscience Australia's strategic objectives and values with a specific focus on the effective development and implementation of financial control frameworks and strategy.

The role reports directly to the Chief Finance Officer and provides leadership to financial and facilities professionals who are responsible for the delivery of financial services, strategic advice and facility management services to the entity.

A values driven approach coupled with the ability to meet expectations, inspire, and work collaboratively with individual professionals and specialists will contribute to the achievement of a successful organisation and diverse workplace culture.

In this role you will:

- Provide strategic financial management advice and direction, consistent with the Australian Government financial framework and legislation, to inform effective planning, prioritisation decision-making, including the ability to align capital and operating resources to our strategic priorities.
- Manage the development of internal and external budgets; the delivery of statutory reporting, including the annual financial statements and associated ANAO audit; monitoring of financial performance; and the maintenance of effective financial controls and accurate financial records.
- Oversee the Facilities team and support the day-to-day operations of our Symonston and remote sites and engage in the long-term strategic property planning for the entity.
- Provide leadership in implementing and promoting a culture of change and continuous improvement of financial and facilities management services, practices, policies and systems.
- Work with a high level of autonomy under broad direction with a concurrent need to resolve challenges and deliver quality outcomes.
- Establish and maintain key strategic internal and external networks and engaging and managing stakeholders through change, resolving conflict and managing sensitivities.
- Develop, coach and mentor employees, manage performance, resolve conflicts, and identify training needs.

To be successful in the role you will:

- Apply your experience and knowledge of financial management and the Australian Government financial framework and legislation to develop strategies to prioritise and plan to support the delivery of organisational objectives.
- Proactively manage risk, challenge important issues constructively and respond flexibly to changing demands to achieve outcomes and encourage others to do the same.
- Communicate clearly and concisely, translate complex information, and tailor your style and message to suit a range of different audiences and encourage the support of relevant stakeholders.
- Work collaboratively across Corporate Services and the organisation, recognising shared agendas, and finding opportunities to share information and foster teamwork to achieve mutually beneficial outcomes.
- Set direction, lead the finance and facilities function and your own work priorities to ensure the provision of timely and accurate advice and the delivery of key financial products.
- Embrace the positive benefits of diverse views, value expertise and play a role in coaching, guiding and developing employees.
- Adhere to the APS Values and Code of Conduct and consistently behave in an honest, ethical and professional way.

Required skills, knowledge, experience and/or qualifications

- CPA/CA qualified accountant who has good understanding of the public sector environment, including the Public Governance, Performance and Accountability Act 2013.

To Apply

Please visit the [careers page](#) of our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than one page) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact:

- Director, HR Strategy: Charlie Middleton on (02) 6249 9006 or email charlie.middleton@ga.gov.au
- Director, Finance and Facilities: Michael Olive on 0429 165 474 or email michael.olive@ga.gov.au

To learn more about applying for roles within the Australian Public Services please review, '[Applying for an APS job: cracking the code](#)'.

Are you unsure about applying?

Did you know that a Hewlett Packard internal report found that men apply for jobs when they meet an average of 60 per cent of the job requirements? Women and other people from diverse backgrounds tend to only apply when they check every box. If you think you have what it takes, but don't necessarily meet every single point on what we are looking for, please still apply or get in touch with the contact officer to learn more about the role.

Eligibility

To be eligible to apply for this position you must meet the below eligibility criteria.

- Be an Australian Citizen at the closing date of application.
- The successful applicant must be able to obtain, hold and maintain a security clearance of an appropriate level relevant to this role.
- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

RecruitAbility

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the position. For more information please visit the [Australian Public Service Commission website](#).

Hearing or speech impaired applicants are invited to use the National Relay Service by contacting 133 677 and requesting to be connected with our Recruitment team on 02 6249 9777 in order to obtain selection documentation.

Notes

Technical Assistance

If you require technical assistance, call Human Resources on (02) 6249 9777 or email recruitment@ga.gov.au.

A merit list/pool may be created from this process. If you are successful for the merit pool, your details may be shared with other Australian Public Service agencies unless you choose not to have your details disclosed.

About the Geoscience Australia

Geoscience Australia is an Australian Government listed entity within the Industry, Innovation and Science portfolio. Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation. We value diversity in gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged. We are committed to the health, safety and wellbeing of our employees and offer a flexible and diverse workplace.

To Apply

Position Contact	Charlie Middleton, 02 6249 9006
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0762287

IP Australia

Closing Date: Thursday 11 September 2025

Data and Technology Business Delivery and Architecture

Job Title	Solution Architect
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT, Various locations - WA WA
Salary	\$119,737 - \$134,764
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available
Classification	Executive Level 1
Position Number	1457
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

The Solution Architect is a leader that works under limited direction exercising autonomy and accountability. As part of a small team of experienced Enterprise and Solution Architects in the Strategy and Architecture Team, the position is responsible for specifying solution architectures to meet complex business requirements, considering the technical and commercial implications of the solution. The role needs to cover all aspects of solution design, including setting context, defining component, implementation and information perspectives, and ensuring that security and resilience are appropriate. You will work closely with business and technical staff to ensure that the solution takes all requirements into account and is well understood by the relevant stakeholders.

Duties

The Solution Architect will:

- Demonstrate strong leadership skills, guiding technical and project teams towards architecturally sound decision making
- Employ an agile mindset and collaborative approach in delivering Agency outcomes
- Work collaboratively across multidisciplinary teams in the Agency, establishing and nurturing networks by valuing individual differences and diversity
- 2+ years of experience with solution architecture and/or experience in the design & delivery of complex systems in an enterprise environment
- Ability to explain or translate complex findings to a range of business and technical stakeholders. Communication, negotiation and liaison skills of a high order
- Ability to develop concise detailed system, data, user, interaction diagrams and associated documentation
- A demonstrable passion for learning and a dedication to working collaboratively
- Respond proactively to feedback. Be willing to develop and apply new skills while adapting to changing demand
- Engage professionally with risk and challenge the status quo to facilitate achievement of strategic outcome
- Align technical decisions with broader business strategies. The candidate should envision solutions that not only solve the immediate challenges but also contribute to achieving the long-term strategic outcomes
- Knowledge of architecture concepts, methodologies and techniques.

Eligibility

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

All applicants offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

The successful candidate may be required to obtain and maintain a security clearance at a specified clearance level – please check the candidate kit for security clearance requirements.

The successful applicant/s must be willing to share all relevant and required information.

Notes

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

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

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

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

About the IP Australia

IP Australia is a Government agency with a passion for bright ideas. We offer a flexible workplace and rewarding career paths in the IP industry. If you get excited by creativity, innovation and breakthrough technologies, you should consider applying for a job with us. Be part of the team protecting Australian inventions and ideas while maintaining a balanced lifestyle. We offer stimulating jobs with strong career paths in the exciting and fast-growing world of Intellectual Property. We administer IP rights and legislation relating to patents, trademarks, designs and plant breeder's rights. We contribute to the innovation system more broadly by using our skills and experience to advise government and Australian businesses to make the most of their IP. Our vision is to have a world leading IP system that builds prosperity for Australia.

To Apply

Position Contact	Geoffrey King, 02 6283 2187
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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

Closing Date: Sunday 14 September 2025

Finance, Budget & Governance
Assurance, Integrity, Risk & Governance Integrity, Fraud & Corruption

Job Title	EL1 - Assistant Director - Assurance, Integrity, Risk and Governance Branch
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - VIC VIC, Various locations - SA SA, Various locations - TAS TAS, Various locations - WA WA, Various locations - NT NT
Salary	\$122,667 - \$139,534
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	Minimum in-office 2 days
Classification	Executive Level 1
Position Number	46901
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

We are seeking a talented, professional and experienced EL1 to fill the role of Assistant Director – Integrity, Fraud and Corruption Control Policy.

The Assurance, Governance, Integrity and Risk Branch is responsible for audit/assurance; risk management, business continuity management and insurance; integrity and corporate reporting; governance; and performance reporting, as well as fraud and corruption prevention and detection.

The Branch plays an important role in supporting our divisions to deliver departmental outcomes, build organisational capability and enhance a pro-integrity and positive risk culture.

You will join the Integrity, Fraud and Corruption Control team (IFCCT) to support their work in building a pro-integrity and fraud and corruption awareness culture across the department. The work in the IFCCT is fast-paced and requires balancing competing priorities, while being adaptable to supporting the overall team where priorities and individual workloads change. The IFCCT investigates integrity related issues, reported instances of alleged fraud and or corruption and develops and implements frameworks to improve the department's integrity and internal fraud and corruption control arrangements.

As Assistant Director, Integrity, Fraud and Corruption Control Policy, you will support the Director and other Assistant Director's and will take a leading role in the ongoing management of the uplift in capability and compliance with the new Commonwealth Fraud and Corruption Control Framework.

To be successful in this position, you should be able to demonstrate strong representation and organisational skills, well-developed communication skills, the ability to work under limited supervision, and the ability to work to set priorities and meet deadlines. You should also have strong project management skills; stakeholder engagement skills and a sound working knowledge of legal frameworks.

Duties

What will you do?

As the Assistant Director, Integrity, Fraud and Corruption Control Policy, you will work in a fast paced, dynamic team, and lead the capability uplift work across the department to improve integrity, fraud and corruption control arrangements within the department. This includes:

- Leading the capability uplift to ensure it meets legislative, policy and legal frameworks – in particular to ensure alignment with the Commonwealth Fraud and Corruption Control Framework July 2024.
- Working with the Director and Chief Investigator to identify vulnerabilities in the department's fraud and corruption control risk assessments and recommend risk mitigations to address immediate or ongoing fraud risks.
- Using a range of internal and external resources, and techniques to gather information and/or evidence to support decisions and recommendations, including preparation of complex high quality written material on sensitive matters.
- Working closely with business areas on recommendations for improving and strengthening fraud and corruption controls as well as undertaking education and awareness activities for Fraud and Corruption Control, support with FAW, Integrity Week, Finance Week etc.

- Promoting ongoing updates to the department's fraud and corruption control governance arrangements and empowering and supporting departmental employees through education and awareness activities related to fraud and corruption control.
- Ability to step in and undertake investigations where, when required – with required qualifications etc
- Support the development of the department's new Integrity Framework and Action Plan (to replace the existing strategy which expires in December 2025) that will flow from the Commonwealth Integrity Strategy – this includes working with the Secretary, Integrity and Risk Champion and other Deputies to identify priority focus areas;
- Support the other Assistant Director's managing the integrity work and provide support to the Director, Assistant Secretary, Chief Financial Officer, Integrity and Risk Champion and Chief Operating Officer to support the finalisation of the Commonwealth Integrity Strategy by the Attorney-General's department (including supporting consultation and communication with our portfolio entities).
- Ensuring record keeping practices are current and effective and compliant with Australian Government requirements.

A merit pool may be established for a period of 18 months from the date of this advertisement as a result of the selection process.

Who are we looking for?

We are looking for high performing candidates who work collaborative and flexibly with the team and other stakeholders to advance the section's priorities and influence best practice. Candidates should be outcomes driven, accountable, resilient, adaptable and have the ability to manage competing priorities.

In particular, you will need the following skills and experience:

- Be well organised and have the ability to effectively prioritise and manage competing priorities, including being flexible with quickly changing priorities.
- Excellent written and verbal communication skills, including the ability to tailor language to different audiences and a high level of attention to detail.
- The ability to distil complex information and quickly identify critical issues to formulate appropriate advice and guidance and make informed decisions.
- Engaging effectively with stakeholders and colleagues and a demonstrated ability to build productive relationships with internal and external stakeholders.
- Always acting with high levels of integrity and professionalism in accordance with APS values and ethical standards.
- Have a growth mindset with a willingness to continue to learn, develop, and foster an environment for your team members to do the same.
- Think strategically, evaluating complex information from a variety of sources to make connections and sound decisions while exercising good judgement.

Qualifications: None required, but willingness to undertake a Cert IV Government Investigations and strong understanding of legal frameworks will be highly regarded.

Legal qualifications are desirable, but candidates with extensive experience working with legislation and legal concepts are welcome to apply, ability to obtain a Certificate IV and / or a Diploma of Government Investigations is desirable.

We encourage candidates from diverse backgrounds and experiences to apply.

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 applicant 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 with Negative Vetting¹ preferable. 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.
- **Qualifications:** None required, but ability to obtain a Certificate IV and / or a Diploma of Government Investigations is desirable. A strong understanding of legal frameworks will be highly regarded.

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 agency.

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	Michelle Mant, 0487273806
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Prime Minister and Cabinet

Vacancy VN-0762368

Aboriginal Hostels Limited

Closing Date:Sunday 14 September 2025

NSW Operations
Durungaling Hostel, Newcastle, NSW

Job Title	Cook
Job Type	Part-Time, Ongoing
Location	Newcastle NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 2
Position Number	5019
Agency Website	https://www.ahl.gov.au/work

Job Description

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

Join Our Team and Make a Difference!

Aboriginal Hostels Limited (AHL) is looking for a reliable and motivated Cook to join our team and help create a safe, clean, and welcoming environment at our Durungaling Hostel, Newcastle, NSW. The cook position is for someone who is available to work 60 hours a fortnight. This is a great opportunity to be part of important work that supports First Nations peoples across Australia. If you're looking for a stable job in a supportive team where your efforts truly matter, we'd love to hear from you.

AHL also supports the Australian Government's efforts to improve economic outcomes for First Nations people. By purchasing goods and services from First Nations businesses at every opportunity, we help support a more inclusive economy. We are proud to be one of the largest employers of First Nations people in the Australian Public Service.

What We Offer:

- **Competitive Pay & Benefits:** \$59,520 - \$64,877 per annum (pro-rated for part-time). You'll receive an above-award salary, 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Job Security & Career Growth:** Enjoy stable, ongoing employment with plenty of opportunities to grow and move up within the organisation.
- **Supportive Team Environment:** You'll be part of a friendly, inclusive team where your work is valued.
- **Work pattern** for the Cook role (60 hours/fortnight) covers 11:30am to 06:30pm shifts, Monday to Friday
- **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.
- **Employee Assistance Programme:** Employees, their partners, and their dependants/children will have access to a confidential, professional counselling service to assist employees to manage personal and work issues.

Duties

- Undertake routine kitchen tasks including:
- Prepare meals in accordance with AHL's set menus, Food Safety Standards Australia and other relevant legislation
- Stocktake management – rotate, receive and monitor food and kitchen supplies
- Ensure the kitchen is cleaned to standard
- Prepare and clean the dining rooms for residents.

What We're Looking for in a Cook:

- Experience in meal preparation in an industry-based environment, ensuring the safe production of quality food without compromise to Food Safety Standards Australia.
- Experience in commercial cookery, and the ability to manage stock rotation while ensuring timely service and hygiene of cooking equipment.
- Good understanding of cleanliness and health standards required whilst preparing food at the workstation.

Eligibility

- Be an Australian Citizen
- Undergo a Satisfactory National Criminal History Check (prior to engagement)
- Meet Fitness for Duty requirements (prior to engagement)
- Hold or obtain relevant qualifications
- Maintain or hold a Working with Children's Card NSW

Notes

How to Apply:

- Complete the Application Form on our website [Work with us | Aboriginal Hostels Limited \(ahl.gov.au\)](http://ahl.gov.au)

- Email your current Resume and completed Application Form to jobs@ahl.gov.au by 11:59pm AEST by Sunday 14 September 2025. Please include your name and the job reference (VN-0762368) in the subject of your email.
- For any questions about the role please contact Carla Wills: 0460 111 106 or jobs@ahl.gov.au

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

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

About the 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	Carla Wills, 0460 111 106
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0762173

Department of the Prime Minister and Cabinet

Closing Date: Sunday 14 September 2025

Resilience and Crisis Management
Resilience, Recovery & Response Crisis Planning & Response

Job Title	Senior Adviser, Crisis Planning and Response
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$147,052 - \$175,016
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements will be considered
Classification	Executive Level 2
Position Number	PMC/2025/099
Agency Website	

Job Description

<https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT>

Who we are

The Resilience and Crisis Management Division within PM&C provides high quality advice and support to the Prime Minister and the Cabinet on national preparedness and resilience issues and supports whole-of-government and national coordination of emergency management. Our mission is to create a safer, more resilient nation.

What you will do

You will lead the Crisis Planning and Response Team to drive reforms to whole-of-Australian Government strategic all-hazards crisis management response arrangements and capabilities to support alignment with emerging hazard risks and the expectations of the Australian Government and community.

The Senior Adviser, Crisis Planning and Response Team, is responsible for the Australian Government Crisis Management Framework (AGCMF), the Crisis Arrangements Committee

secretariat, as well as PM&C's Crisis Management function, including management of the PM&C Duty Officer.

In a crisis, the Senior Adviser, Crisis Planning and Response Team, represents the department at Australian Government and national crisis meetings, provide situational updates to relevant PM&C SES and the PMO, and supports the PM's role in crisis through formal and informal briefings. The team also shadows the National Emergency Management Agency's emergency management and response functions.

We are seeking a highly motivated and experienced candidate to lead the Crisis Planning and Response Team and work with a range of internal and external stakeholders to support the department and senior executives plan for, and respond to crises. This is an opportunity to make your mark as part of a division in the important and cross-cutting area of crisis management.

The Crisis Planning and Response Team forms part of the Resilience and Crisis Management Division (RCMD). RCMD provides high quality advice and support to the Prime Minister and the Cabinet, including through whole-of-government coordination of emergency management and national resilience. Our key partners include the National Emergency Management Agency (NEMA), the Department of Home Affairs, the Department of Foreign Affairs and Trade (DFAT), Attorney-General's Department, Defence and other Central Agencies.

Duties

We are looking for an energetic, innovative, forward-looking individual who is able to support the team, RCMD and senior leadership during periods of domestic and international crisis, and drive forward critical policy and program work.

The Senior Adviser, Crisis Planning and Response Team, is one of the main points of contact for crisis management and is required to work closely with colleagues at DFAT and NEMA. Experience in dealing with domestic and international crises is desirable.

We are seeking candidates who possess:

- Experience in domestic policy, program delivery and/or stakeholder engagement.
- Experience in dealing with domestic and/or international crises and an understanding of Australia's crisis arrangements is desirable.
- A proven ability to collaborate and cooperate.
- An understanding of government processes including budget, policy development, strategy, planning and decision making.
- Experience in a Centrals shadowing function is desirable.
- An ability to apply judgement in formulating advice to the Government.
- An ability to keep calm under pressure and focused on outcomes – including the flexibility to support PM&C response to crises and other urgent priorities.

- A drive to deliver quality outcomes for the Australian public and Government and to help colleagues in our partner agencies to do the same.
- Innovation, curiosity and comfort in both expressing views and valuing the views of others.
- Experience managing staff to deliver high quality advice while progressing key initiatives and priorities for the department.
- An existing NV2 security clearance or willingness to acquire one.

The Senior Adviser, Crisis Planning and Response Team is responsible for managing the PM&C Crisis Duty Officer function which involves regular reporting on crises of significance to the PM&C Senior Executive and the Prime Minister's Office which may require working outside of usual business hours.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency Head has agreed otherwise, in writing. At PM&C to be eligible for this position you should be an Australian Citizen by the completion of the recruitment process, except under exceptional circumstances.
- The successful candidate must be able to obtain and maintain a security clearance, or hold a current security clearance of an appropriate level.
- The successful candidate will be assessed through our pre-employment screening checks, such as an Australian Criminal History Check, and will normally be subject to a six-month probation period if new to the APS or has not yet completed their probation period elsewhere in the APS.

Notes

This role is being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the PM&C delegate.

Where a non-ongoing specified term is offered, this would be for a maximum period of two (2) years. If the initial contract is for less than 2 years, it may be extended or renewed once, up to the 2 year limit.

A non-ongoing offer may result in conversion to an ongoing offer of employment, however this must occur within 18 months from the opening date of this advertisement.

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

About the Department of the Prime Minister and Cabinet

The Department of the Prime Minister and Cabinet (PM&C) advances Australia's national interests through high quality support to the Prime Minister and the operations of Cabinet. PM&C supports the Prime Minister as leader of the Government and of Cabinet and as leader of the country. This positions us both to provide visibility of Government priorities and influence outcomes across all Commonwealth portfolios, state jurisdictions, the Australian Public Service (APS) as an institution, and on the international stage.

Our role is to provide fresh thinking and creative advice to government as stewards for the APS. We contribute ideas on the many and varied issues facing Australia, taking into consideration the views and opinions of a range of stakeholders across the private, public, not-for-profit and community sectors. The PM&C team provides pragmatic advice and finds solutions to problems so that Government policies can be effectively designed and implemented. We give particular weight to issues that are important to the Prime Minister. Our focus, put in its simplest terms, is to find new ways to improve the lives of all Australians.

To Apply

Position Contact	Jason Dymowski, (02) 6228 6651
Agency Recruitment Site	https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

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Prime Minister and Cabinet

Vacancy VN-0762387

National Indigenous Australians Agency

Closing Date: Thursday 11 September 2025

Corporate
Business Operations Support Employee Experience

Job Title	Director, Employee Experience - Corporate Group
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT, Various locations - VIC VIC, Various locations - TAS TAS
Salary	\$147,052 - \$175,016
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement.
Classification	Executive Level 2
Position Number	NIAA/2025/127
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=5034BF8B-B5C2-B8C8-1990-E42078FE1D50>

The strategic importance of this role lies in its capacity to shape and elevate the employee experience across the National Indigenous Australians Agency (NIAA), ensuring alignment with the Agency's Corporate Plan and broader government priorities. By setting the strategic direction for HR and payroll reporting, and championing data stewardship, the role enables evidence-based decision-making and fosters transparency and accountability.

The role also drives digital transformation through the Microsoft 365 framework, enhancing service delivery, automating workflows, and embedding continuous improvement across operations. Crucially, this role strengthens the Agency's shared services arrangements with the Department of the Prime Minister and Cabinet (PM&C), ensuring high-quality service delivery through capability building and performance monitoring.

It also plays a pivotal role in fostering a culture of excellence, collaboration, and innovation - supporting staff development, succession planning, and strategic stakeholder engagement. Through compliance oversight and risk management, the role safeguards operational integrity while positioning NIAA as a forward-thinking, responsive organisation.

The role aligns closely with transformative objectives of Galambany, embedding Data and Digital Strategy roadmap to deliver data-driven insights and optimise processes, whilst bolstering integrity and transparency.

Duties

Our ideal candidates will demonstrate the following skills and attributes:

- champion enterprise reporting and data stewardship across HR and payroll functions
- set the strategic direction for employee experience initiatives aligned with NIAA's Corporate Plan and government priorities
- lead the development of fit-for-purpose reporting frameworks and dashboards
- drive continuous improvement initiatives leveraging the Microsoft 365 framework, including automation, workflow optimisation, and digital service delivery
- build capability to ensure quality of services delivered under the Shared Services MOU with PM&C
- monitor performance, identify issues, lead solutions to ensure service standards are met
- build and maintain strategic relationships across NIAA, PM&C, and other stakeholders and represent the Agency in forums and working groups
- foster a culture of excellence, collaboration, and innovation
- support staff development, succession planning, and capability uplift
- ensure compliance with relevant legislation, frameworks, and standards
- monitor risks and implement mitigation strategies.

Eligibility

- To be eligible for this position you must be an Australian Citizen.
- Occupants must be able to obtain and maintain a Baseline level security clearance, or hold a current security clearance of an appropriate level.
- Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

A non-ongoing offer may result in conversion to an ongoing offer of employment, however this must occur within 18 months from the opening date of this advertisement.

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

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

About the National Indigenous Australians Agency

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Sita Jackson, 02 6150 6725
Agency Recruitment Site	https://niaa.nga.net.au/?jati=5034BF8B-B5C2-B8C8-1990-E42078FE1D50

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0762399

Job Title	National Manager
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Perth WA, Sydney NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible arrangements may be considered
Classification	Senior Executive Service Band 1
Position Number	Several Positions
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description

<https://servicesaustraliacareers.nga.net.au/cp/?audiencecode=ext>

National Manager (several positions)

- Senior Executive Service Band 1
- Unique opportunity for strategic and innovative leadership
- Directly impacting the lives of most Australians
- Locations: Adelaide, Brisbane, Canberra, Melbourne, Sydney and Perth. Other locations may be considered by exception
- Applications close 11.30pm AEST on Friday, 12 September 2025

About us

Services Australia (the agency) is at the frontline of government service delivery, supporting millions of Australians. We support the economic, health and social wellbeing of Australia by delivering high-quality services and payments to the community on behalf of government. Our agency's responsibilities include Centrelink, Medicare and Child Support services, as well as whole of government services such as myGov.

Our goal is to make government services simple, so people can get on with their lives. We're modernising the way we work to deliver a simple, helpful, respectful and transparent experience for customers.

Duties

Job description

Reporting directly to a General Manager, and as a key member of the agency's executive, you will play an important role in the effective leadership and management of the agency. You will contribute to the continued transformation of the agency and provide high level advice to the Chief Executive Officer and Minister.

We are looking for flexible and versatile leaders, with excellent leadership and interpersonal skills, sound judgement, strong customer focus and ability to engender respect and trust. Candidates must be driven to continuously learn, innovate and achieve outcomes in a dynamic, fast paced and challenging environment.

The agency is looking to fill National Manager roles in strategy, program management, service design, corporate and service delivery.

Tertiary qualifications in a relevant field are highly desirable.

The roles may be filled on an ongoing or non-ongoing (fixed term) appointment.

A merit pool may be established to fill similar roles as they become available within an 18-month period.

Location

Consideration will be given to high quality candidates who reside in Adelaide, Brisbane, Canberra, Melbourne, Sydney and Perth. Other locations may be considered by exception.

Salary and benefits

- The Senior Executive Band 1 level offers an attractive remuneration package, including 15.4% superannuation and salary packaging options.

- Conditions that support your health, wellbeing and lifestyle.
- Generous leave provisions, including accruable annual leave of 23 days per year with the capacity to purchase an additional 4 weeks' annual leave per year after 12 months service.
- Accruable personal leave including sick and carers leave at 18 days per year.

Eligibility

Eligibility

To apply you need to be an Australian citizen.

An applicant's suitability for employment with the agency will be assessed through a pre-employment screening process. This will include identity and criminal history checks.

You'll also need or have the ability to acquire an Australian Government security clearance to the appropriate level for the position. This will be arranged for you if you're successful.

Apply

Before applying, please obtain and review the Candidate Information Pack from the following link: <https://www.beaumontandbeaumont.com.au/11546>

Applications must be submitted using the online recruitment system.

For a confidential conversation regarding the role, please contact: Lionel Riley on (02) 6126 4500 or ServicesAustralia@beaumontandbeaumont.com.au. Enquiries will be kept in strict confidence.

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

Please note, applications close 11:30PM AEST, 12 September 2025.

Notes

About the Services Australia

We are one of Australia's largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and an Platinum tier LGBTQIA+ inclusive employer. When you work with us, you will be doing something that matters and be respected for the unique views and skills that you bring. What our people say about working with us: 'It's rare you find a job that provides such a direct link to the community' 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Lionel Riley, (02) 6126 4500
Agency Recruitment Site	https://servicesaustraliacareers.nga.net.au//cp/?audiencetypecode=ext

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Social Services

Vacancy VN-0762380

Department of Social Services

Closing Date:Friday 12 September 2025

Redress
Policy, Institutions and Governance Branch

Job Title	Senior Invoicing Officer - National Redress Scheme
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$98,393 - \$110,595
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	EXT-2025-0351
Agency Website	https://www.dss.gov.au/

Job Description

<https://www.dss.gov.au/careers/vacancies/Pages/default.aspx>

The Redress Finance and Forecasting section provides financial management support across all aspects of the Scheme. The section supports the Group's management of departmental and administered budgets through establishing budgets and estimates, managing ongoing forecasts and reporting on financial performance.

The section manages the quarterly invoicing cycle where participating institutions are invoiced for their liabilities in the Scheme. This includes managing payment arrangements and other debt management activities. The section also conducts financial assessments of institutions intending to participate in the Scheme to ensure that they can meet their future financial liabilities.

Duties

- assist with the quarterly invoicing of institutions including reconciling institution liability and revenue data
- manage debts including recommending and tracking payment plan arrangements
- liaise with other sections/branches across the department in relation to debts/payment arrangements
- assist with ANAO CBMS/SAP/CRM reconciliations of payments and receipts
- handle queries from institutions regarding invoicing including liaison with the relevant sections across the Group
- undertake monthly finance tasks including updating departmental forecasts, updating administered soft commitments, preparing accruals and producing reports

- monitor departmental expenditure and commitments, and undertake analysis on key trends
- assist with internal budget management activities, including development and maintenance of budgets
- update monthly profiles of special appropriation budget estimate.

Please review the job pack for the full position description.

Eligibility Notes

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

About the Department of Social Services

The Department of Social Services (DSS) develops policies and delivers programs that support the lifetime wellbeing of Australians and their families. Our vision is to achieve the best health, wellbeing and safety of all Australians. Our people are critical in delivering the key priorities of DSS. We are seeking candidates that reflect our cultural values of curious, contestability, courage and collaboration.

To Apply

Position Contact	Jodi Whitelock, 02 5162 5243
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

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Treasury

Vacancy VN-0761925

Australian Taxation Office

Closing Date: Thursday 11 September 2025

Enterprise Solutions and Technology
Enterprise Solutions and Technology

Job Title	IT Mainframe Application Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$81,265 - \$88,200
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_EST_562_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=CF7D64A1-5B1D-0D22-AA8D-E41E60150298>

Duties

We are seeking motivated IT Mainframe Application Developers to join our team.

As an IT Mainframe Application Developer in Enterprise Solutions and Technology, you will implement the design, build, testing and maintenance of various IT applications.

You will work in a scrum team and collaborate with business partners to deliver services using an agile approach. You'll also develop and support key IT services processes, including release, change, configuration, incident and problem management.

Communication will be a vital aspect of your role, as you'll provide detailed technical and professional advice across various media channels.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

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 agency.

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Bec Coldrey, (03) 8632 4521
Agency Recruitment Site	https://ato.nga.net.au/?jati=CF7D64A1-5B1D-0D22-AA8D-E41E60150298

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Treasury

Vacancy VN-0761927

Australian Taxation Office

Closing Date:Thursday 11 September 2025

Enterprise Solutions and Technology
Enterprise Solutions and Technology

Job Title	IT Mainframe Application Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Melbourne VIC
Salary	\$90,596 - \$96,042
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 5
Position Number	EXT_EST_563_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=E035FB55-1E4A-851C-E59B-E41E60240408>

Duties

We are seeking motivated IT Mainframe Application Developers to join our team.

As an IT Mainframe Application Developer in Enterprise Solutions and Technology, you will implement the design, build, testing and maintenance of various IT applications.

You will work in a scrum team and collaborate with business partners to deliver services using an agile approach. You'll also develop and support key IT work processes including release, change, configuration, incident and problem management, and will mentor less experienced staff.

Communication will be a vital aspect of your role, as you'll provide detailed technical and professional advice across various media channels.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

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 agency.

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Bec Coldrey, (03) 8632 4521
Agency Recruitment Site	https://ato.nga.net.au/?jati=E035FB55-1E4A-851C-E59B-E41E60240408

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Treasury

Vacancy VN-0761928

Australian Taxation Office

Closing Date: Thursday 11 September 2025

Enterprise Solutions and Technology
Enterprise Solutions and Technology

Job Title	IT Mainframe Application Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT, Melbourne VIC
Salary	\$97,816 - \$112,312
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_EST_564_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=63AD3A9C-1AC9-29C4-6801-E41E602B63C8>

Duties

We are seeking motivated IT Mainframe Application Developers to join our team.

As an IT Mainframe Application Developer in Enterprise Solutions and Technology, you will implement the design, build, testing and maintenance of various IT applications.

You will work in a scrum team and collaborate with business partners to deliver services using an agile approach. You'll communicate in various styles across different media channels to provide detailed technical and professional advice on complex problems.

As a senior member of the development team, you will guide and support staff by coaching, reviewing work and providing feedback to build team capability. You'll foster a culture of continuous improvement by encouraging innovation, collaboration and learning.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with

disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

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 agency.

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Bec Coldrey, (03) 8632 4521
Agency Recruitment Site	https://ato.nga.net.au/?jati=63AD3A9C-1AC9-29C4-6801-E41E602B63C8

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0762343

Job Title	Data Solutions Project Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Hobart TAS, Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Darwin NT, Perth WA
Salary	\$135,402 - \$152,073
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available, including work from home. Some interstate travel may be required, subject to operational needs.
Classification	Executive Level 2
Position Number	60019250
Agency Website	

Job Description

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

Within the Bureau's Business Solutions Group (BSG), the National Security and Space Program (NSSP) is the primary provider of weather, water, climate, ocean, and space weather information to Australia's national security agencies. NSSP plays a critical role in supporting the Department of Defence, including the Australian Defence Force (ADF). NSSP is essential to the Bureau's delivery of contractual obligations to Defence and to support Australia's broader national security responsibilities.

NSSP maintains a comprehensive understanding of the data and products used by national security and Defence agencies, as well as the methods and technical systems through which these stakeholders receive and use Bureau products and services.

The NSSP Data Solutions Project Manager plays a key role in deepening customer understanding and translating insights into tailored data-driven solutions and successful project outcomes. This role bridges external user needs and internal capabilities—aligning customer goals across NSSP's national security and Defence interfaces with the Bureau's organisational and technical requirements to deliver integrated, fit-for-purpose and cost-effective data solutions.

The role reports to the Manager, National Security and Space Capability Delivery (EL2), and has project management responsibilities that involve science and information technology components with both national and international scope. Demonstrated experience in these domains and a qualification in project management are mandatory.

The successful candidate will collaborate with project managers and NSSP leadership to deliver customer solutions aligned with NSSP operations and the Bureau's strategic goals, embedding governance, ensuring data security and compliance, and driving performance optimisation.

At times, the role leads on cross-disciplinary solutions or coordinates and oversees integration activities across various Bureau specialist areas. Problem-solving with internal and external teams, a willingness to listen widely, build consensus, and work in an Agile fashion to incrementally build and demonstrate concepts that point towards solutions is essential.

The successful candidate is expected to develop a comprehensive understanding of NSSP's role to support its national security and defence stakeholders, through proactive engagement to anticipate and accommodate future developments, as data and technological requirements evolve.

Duties

As a member of the Capability Delivery team, and reporting to the Manager, National Security and Space Capability Delivery (EL2), the responsibilities of the role include but are not limited to:

1. Lead the end-to-end design and implementation of integrated, fit-for-purpose and cost-effective data solutions that meet the needs of NSSP's national security and Defence customers and align with the Bureau's organisational and technical requirements.
2. Provide solution leadership to technical development teams in managing competing requirements and resolving business and technical challenges.
3. Oversee testing and quality assurance processes to ensure that solutions comply with relevant requirements and standards.
4. Collaborate effectively with cross-functional teams including project managers, business analysts and developers in the Bureau's Data & Digital Group (DDG) to drive successful outcomes.
5. Adhere to and champion the Bureau's Delivery Framework utilising MS Dynamics (CRM), MS Teams, SharePoint and MS Project to implement projects.
6. Support project managers in managing scope, timelines, and budgets, including risk identification and mitigation.
7. Lead and facilitate meetings with internal and external stakeholders, including in international forums, to collaboratively agree on suitable design and delivery pathways.
8. Manage stakeholder expectations by addressing concerns and ensuring alignment with project objectives, and clearly communicating project status, risks, and benefits.
9. Stay informed on emerging industry trends and technologies to encourage the development of innovative, future-ready solutions.

10. Identify and implement opportunities for testing innovative ideas, optimising processes, improving quality, and enhancing solutions.
11. Mentor and support junior team members, promoting knowledge sharing and a culture of continuous learning.
12. Be a role model and advocate for the principles and practices of the 'Bureau Way' - understanding our purpose, and the values and behaviours that are expected, in and out of the workplace.
13. Complying with all Bureau work, health and safety policies and procedures, and with the Australian Government Security Vetting Agency (AGSVA) responsibilities in maintaining a security clearance.

Eligibility

Australian Citizenship

Successful candidate will be required to obtain, and maintain, a Negative Vetting Level 1 Security Clearance from the Australian Government Security Vetting Agency (AGSVA)

Qualifications & experience

- A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.
- A project management qualification is mandatory.
- A STEM qualification would be of considerable value to the role in effectively managing the complexities of projects and solutions that include science and information technology components. Demonstrated experience within the STEM arena, national security, defence or space would also be favourable.

Notes

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

About the Bureau of Meteorology

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

and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Kristen Reeson, General Manager, National Security and Space, kristen.reeson@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0762347

Job Title	Forecast Application Software Technical Lead
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$135,402 - \$152,073
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60017670
Agency Website	

Job Description

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

The Research to Operations Program (R2O) program was established in 2020 to accelerate operational improvements in the Bureau's numerical environmental and weather prediction (NEWP) capabilities. R2O provides the development pathway to operationalise NEWP models and post-processing systems centred on the high-performance computing (HPC) production environment. R2O sits within the Science and Innovation Group (SIG) and is an integral component of the Bureau's customer-centric model of resilient national operations.

Forecast Application Software (FAS) is a highly technical team within the Value and Quality section of R2O. The FAS team design and develop software applications that support operational forecast process, such as the Graphical Forecast Editor (GFE). FAS activities are closely aligned with ongoing developments in NEWP and the Bureau's operational patterns and are a crucial link in realising the benefits of the [Bureau's Research and Development Plan 2020-2030](#).

As Technical Lead for FAS you will have a unique opportunity to provide technical leadership and direction to a highly focussed team of scientific software specialists. You will contribute to fostering an inclusive team culture and drive excellence in solution development and software practice. Shaping and nurturing internal collaboration relationships across the Bureau will be a crucial to effectively marshalling expertise to deliver operational outcomes. You will engage with users to ensure we are meeting operational needs, supporting impact and value for customers. You will draw on professional judgement to balance guiding technical matters with engaging with strategic influence to deliver FAS solutions that best support the Bureau's weather, climate, water, and marine services.

Merit pool

The selection process will establish a merit pool that may be used to fill similar positions within 18 months.

How to apply

Applications can be lodged through the [Bureau of Meteorology Careers](#).

Your application will consist of resume, contact details for two referees and responses to each selection criteria that considers:

- position overview
- job responsibilities
- selection criteria
- relevant sections of the [Integrated Leadership System \(ILS\)](#) and [APS work level standards](#).

Duties

As technical lead for FAS you will be responsible for the technical leadership of a focussed team engaged in a diverse set of development activities forming a critical part of the weather forecast processing chain. You will engage with users to gather technical requirements that support operations in delivering impact and value to our customers. You will be responsible for leading teamwork practices and ensuring the team software development methods contribute to wider organisational programs of modernisation. You will be accountable for shaping FAS solutions within the scope of the R2O Program Plan, and for delivering a unified approach that utilises enterprise data management and API capabilities. You will be responsible for building the competency and guiding professional development of members of the FAS team.

Eligibility

A degree from an Australian university or a comparable overseas qualification, which are appropriate to the duties;

or

Other tertiary qualification(s) which are appropriate to the duties with relevant on-the-job scientific and technical experience.

Notes

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

About the Bureau of Meteorology

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

To Apply

Position Contact	Anja Schubert, anja.schubert@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS34 Daily Gazette Friday - 29 August 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Climate Change, Energy, the
Environment and Water

Vacancy VN-0762372

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

Closing Date: Sunday 14 September 2025

Office of the Capacity Investment Scheme
Head of Division Office Head of Division Office

Job Title	Executive Assistant to the Head of Office
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$84,794 - \$93,020
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	The employee will be expected to work in the office or onsite in the location specified.
Classification	APS Level 5
Position Number	2025/909
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=1D0CB8D2-D9CE-BD19-FCE7-E42076E0D834>

Who we are

The Office of the Capacity Investment Scheme in the Department of Climate Change, Energy, the Environment and Water (DCCEEW) is a small and collegiate team responsible for delivering a key part of the Government's program to support the transition to renewable energy - the national Capacity Investment Scheme (CIS).

This is an exciting opportunity to make a difference by working on the CIS which provides a national framework to encourage new investment in renewable capacity, such as wind and solar, as well as clean dispatchable capacity, such as battery storage. The CIS involves the Australian Government seeking competitive tender bids for renewable capacity and clean dispatchable capacity projects to:

- Deliver an additional 32 GW of capacity by 2030.
- Fill expected reliability gaps as ageing coal power stations exit.
- Deliver the Australian Government's 82% renewable electricity by 2030 target.

Duties

The Executive Assistant has a wide range of duties which may include:

- Represent the Division Head and develop and maintain professional networks with stakeholders.
- Present as the first point of contact for business in the Division Head's office:

- Monitor emails and respond to phone calls.
- Prepare responses to routine and moderately complex enquiries.
- Coordinate divisional responses and provide a document QA function.
- Track ministerial workflows.
- Track and follow-up on information to ensure deadlines are met.
- Organise and manage the division leadership calendar including meetings, briefings, and events:
- Scheduling meetings with key stakeholders in an unpredictable and fast-moving environment
- Arrange meeting papers, minutes, reports, and briefs.
- Arrange meeting rooms.
- Manage finances:
- Arrange travel and acquit expenses.
- Track the Division Head's expenses and reconcile financial statements.
- Mentor, coach and guide less experienced EAs across the department.
- Provide administrative support to the division executive group.

Eligibility

Eligibility

- **Citizenship** - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an **Australian citizen**.
- **Security Clearance** - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

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

To Apply

Position Contact	Kylie Blundell, 0401 117 975
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=1D0CB8D2-D9CE-BD19-FCE7-E42076E0D834

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