Commonwealth of Australia
Electronic Public Service Gazette
PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 2025.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Weekly Vacancy Notices

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

The date of publication of this Gazette is PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 2025.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

Gazette Lodgement Inquiries:

Phone: (02) 6202 3559

Email: contact@apsjobs.gov.au

Important Information:

This work is copyright. You may download, display, print and reproduce this material in unaltered form only (retaining this notice) for personal, non-commercial use or use within an organisation. Apart from any use as permitted under the Copyright Act 1968, all other rights are reserved. Requests and enquiries concerning reproduction and rights should be addressed to APSjobs, Australian Public Service Commission, GPO Box 3176 Canberra ACT 2601, or by email to contact@apsjobs.gov.au

For more information on the terms and conditions of use of the APSjobs website, incorporating the Gazette, see https://www.apsjobs.gov.au/TermsAndConditions.aspx?ifm=true

[Job No] ISSN 1835-2480

Vacancies

Vacancy VN-0762817

Australian Children's Education and Care Quality Authority

Closing Date:Tuesday 23 September 2025

Policy and Regulatory Systems

Job Title	Senior Policy and Project Officer
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Perth WA, Adelaide SA, Brisbane QLD, Darwin NT, Tasmania TAS
Salary	$103,179 - $140,976
Future Merit Locations	Sydney, Melbourne, Perth, Adelaide, Brisbane, Darwin, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	489
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=489

Senior Policy and Project Officer

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

About ACECQA

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

· implement changes that benefit children birth to 13 years-of-age and their families

· monitor and promote the consistent application of the Education and Care Services National Law across all states and territories

· support the early childhood education and care sector to improve quality outcomes for children

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

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

The Role

The Senior Policy and Project Officer is responsible for policy advice and projects support to help fulfil ACECQA's role in delivering interrelated IT, legislative, policy, communication and change management projects related to child safety. The position will report to and support the Senior Project Lead, Child Safety Projects, and work with internal teams to coordinate and support ACECQA's work streams on child safety including project support, analysis, reporting, advice, communications and committee support.

Two roles available (2FTE) full time and fixed-term (9 months), with possibility of extension,

at ACECQA Band 5/6 ($103,179 - $140,976).

Duties

Key Accountabilities

· Identify, research, analyse, consult and devise options to resolve policy, legislative, operational and business system issues that support ACECQA's strategic objectives and projects.

· Review, interpret and provide advice on policy, procedural, business systems, and legislative matters for internal and external stakeholders.

· Manage policy and project initiatives, including undertaking research and consultation, coordinating committees, tracking and monitoring project plans, and maintain risk, issue and action logs.

· Prepare communications, briefs, reports, submissions and policy papers.

· Work cooperatively across ACECQA to contribute to project objectives.

· Build and maintain effective working relationships with officers in regulatory authorities and the Australian Government and other external stakeholders to achieve organisational goals.

· Develop and influence legislative policy and operational policies and procedures for the NQF.

· Provide timely and accurate completion of tasks and projects, including ad hoc policy and project tasks.

· Maintain consistent, transparent and accurate records in line with ACECQA's Records policies and procedures.

· Act ethically and professionally in accordance with ACECQA's values of Integrity, Commitment, Respect and Collaboration.

· Other duties as required.

Eligibility

Key Selection Criteria

· Highly developed conceptual, analytical and research skills, including the ability to work with legislation, operational policy and procedure, complex business systems and associated materials.

· Excellent oral communication and writing skills, including experience preparing clear and concise submissions, policy options papers, internal and external communications or similar.

· Effective teamwork skills and high levels of initiative, including the ability to achieve results and outcomes in a timely manner.

· Demonstrated ability to build and sustain productive working relationships with internal and external stakeholders, including the state and territory governments and other key stakeholders.

· Demonstrated capacity to communicate effectively and negotiate confidently.

· Proven ability to contribute to policy development, complex issues resolution, legislative interpretation and project management.

Highly desirable skills, knowledge and experience:

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

Notes

How to apply

The closing date for applications is **23 September 2025** at 11.59pm.

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

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

· Attach a CV of no more than 5 pages which demonstrates your ability to meet the criteria contained in the position description.

· Provide the details of at least two referees who have directly supervised you within the last five years of employment.

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

Targeted Questions

1. Do you want to use your policy and project management skills to improve outcomes for children?

2. Do you thrive in making the complex easy to understand, with clear and persuasive communications?

3. Join an expert team working across governments at the national level.

All complete applications will be acknowledged.

More information

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

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, +61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762586

Australian Competition and Consumer Commission

Closing Date:Sunday 21 September 2025

Specialist Advice & Services Division
Economic & International

Job Title	Principal Economist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Hobart TAS, Darwin NT, Townsville QLD, Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA, Perth WA
Salary	$143,411 - $168,064
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 2
Position Number	EA2025/163
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to provide expert economical support to 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 Principal Economist

- Provide expert professional economic support (economic advice, carry out both qualitative and quantitative analysis, guidance and research) to the agency through merger reviews, competition and consumer investigations, competition exemption applications, digital platform matters, market studies and issues relating to the regulation of services.
- Prepare written papers, reports, presentations, speeches and submissions on economic issues for presentation within the ACCC, to the Commission and external parties.
- Liaise with staff, Commissioners and external advisers on economic issues and projects as required.
- Work collaboratively with teams to employ economic frameworks to assist in investigations and enforcement of the Competition and Consumer Act 2010 and other relevant legislation.

Eligibility

About you

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

- Demonstrated experience and/or expertise in competition economics or the ability to demonstrate understanding and application of the economic frameworks relevant to competition economics.
- Sound knowledge of the ACCC’s role in administering the Competition and Consumer Act 2010 and the economic principles relevant to this.
- The ability to achieve strong results while working effectively in a team environment.
- An honours degree in Economics or equivalent experience in industrial organisation, applied microeconomics, econometrics or similar fields.

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	Richard York, (03) 9290 1993
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762611

Australian Competition and Consumer Commission

Closing Date:Sunday 21 September 2025

Consumers, Policy & Markets
Policy

Job Title	Executive Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA
Salary	$143,411 - $168,064
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 2
Position Number	EA2025/170
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead a team that delivers the annual Default Market Offer, and help protect consumers?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. 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. 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, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney 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.

The successful candidate will be appointed as an ongoing EL2 and may attract an additional allowance via an IFA depending on the skills and experience of the candidate. Please note that all IFAs are reviewed annually in accordance with the IFA policy and are not ongoing.

Duties

What you will do as the Executive Director:

- Oversee and integrate the teams' diverse and professional skills to deliver the Default Market Offer (DMO) each year as well as policy and regulatory initiatives that support energy consumers being better off now and in the future.
- Advise the Board and Senior Executive Team by acting as a source of expertise and leadership on retail pricing, policy and regulation.
- Represent the AER and DMO and Consumers Branch to influence and convince internal and external stakeholders about specific and set objectives.
- Ensure high quality documentation, and effective reporting and communication with the EGM, Senior Leadership Team, CEO and Board on relevant projects and organisational wide activities.

Eligibility

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

- Demonstrated experience leading a team or similar role in a fast-paced and large complex people-centred organisation.
- Substantial knowledge and demonstrated experience across policy and regulatory change, stakeholder engagement and data interpretation and management.
- Expert knowledge of Australian energy markets; the role, purpose and objectives of the AER and the complex political and stakeholder environment within which the AER operates.
- Tertiary qualifications in relevant field(s) or a relevant field.

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	Gavin Fox, gavin.fox@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762639

Australian Competition and Consumer Commission

Closing Date:Sunday 14 September 2025

Corporate
People

Job Title	Talent Acquisition Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Perth WA, Townsville QLD, Sydney NSW, Melbourne VIC
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	Employees are required to work a minimum of 2 days in the office per week
Classification	APS Level 4
Position Number	EA2025/161
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to work in a small team, providing advice and building a diverse talent pipeline for an essential Government agency?**

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 Talent Acquisition Officer

- Ensure quality and client service-oriented support is provided to all stakeholders.
- Use your judgement to monitor and respond to recruitment queries.
- Support panels to deliver end-to-end recruitment and onboarding processes ensuring they're aligned with best practices as well as timely and cost-effective.
    - Monitor and manage the shared recruitment inbox and group phone line, including:managing and resolving routine and moderately complex queries
    - use problem-solving skills to find answers and resolve queries.
- Utilise LinkedIn and other platforms to conduct candidate searches for identified roles.
- Contribute to change and improvement in recruitment services including system enhancements, documenting knowledge and drafting best practice talent acquisition materials.

About you

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

- the ability to manage competing priorities while maintaining strong attention to detail
- an interest and ability to learn new tasks and embrace change
- demonstrated experience providing exceptional client service, preferably in a human resources environment
- the ability to build effective relationships with stakeholders at all levels
- relevant work experience in a human resources field.

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

Eligibility

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Lisa Connolly, 03 9290 1429
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762640

Australian Competition and Consumer Commission

Closing Date:Sunday 14 September 2025

Corporate
People

Job Title	Talent Acquisition Advisor
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Townsville QLD
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	Employees are required to work a minimum of 2 days in the office per week.
Classification	APS Level 5
Position Number	EA2025/162
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to use your recruitment knowledge to effective recruitment outcomes for an essential Government agency?**

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 Talent Acquisition Advisor

- Partner with hiring managers to understand workforce needs and develop tailored talent acquisition strategies
- Ensure quality and client service-oriented support is provided to all stakeholders
- Support panels to deliver end-to-end recruitment and onboarding processes ensuring they're aligned with best practices as well as timely and cost-effective
- Utilise LinkedIn and other platforms to conduct candidate searches and build merit pools aligned to key agency skills
- Support senior team members in the delivery of executive recruitment
- Contribute to change and improvement in recruitment services including system enhancements, documenting knowledge and drafting best practice talent acquisition materials.

About you

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

- demonstrated experience providing exceptional client service, preferably in a human resources environment
- prior experience building effective relationships with stakeholders at all levels

- demonstrated ability to provide accurate and timely process and policy advice to complex enquiries
- demonstrated experience proactively managing work or taking ownership of tasking or projects
- experience working with recruitment technology systems, including troubleshooting and identifying system enhancements
- relevant tertiary qualifications in HR, AHRI accreditation and/or equivalent recruitment experience.

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

Eligibility
Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Lisa Connolly, 03 9290 1429
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762642

Australian Competition and Consumer Commission

Closing Date:Sunday 21 September 2025

Strategic Communications
AER - Strategic Communications

Job Title	Executive Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$143,411 - $168,064
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 2
Position Number	EA2025/169
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to work collaboratively with AER senior executives to promote the AER's professional image to government, the public, business, consumers and the media?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. 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. 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, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney 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 Executive Director, Strategic Communications

- Overseeing and integrating the Strategic Communication team's diverse and professional skills to anticipate and deliver consistent, quality internal and external communications, engagement support and services that align with the AER's strategic framework and priorities.
- Ensuring the Strategic Communication team's work is coordinated, prioritised, resourced, aligned and performed to the appropriate standard.
- Overseeing the AER website and intranet, including ensuring content is accurate, current and accessible, and usership continues to increase.
- Leading the development and delivery of organisation wide communication, public information management and stakeholder engagement strategies; policies and plans to strengthen ongoing consultation; reporting and evaluation to support the AER Strategic Plan.

Eligibility

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

- Knowledge of Australian energy markets; the role, purpose and objectives of the AER and the complex political and stakeholder environment within which the AER operates.
- Substantial knowledge and demonstrated senior leadership experience across all strategic communications and engagement activities, preferably within a government and/or regulatory environment.
- Demonstrated experience leading a team or similar role in a fast-paced and large complex people-centred organisation.
- Tertiary qualifications in relevant field(s) or a relevant field or equivalent industry experience.

Include in this part your most important traits, skills experience and/or qualifications.

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	Mary Campbell, mary.campbell@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762527

Australian Electoral Commission

Closing Date:Sunday 21 September 2025

Enabling and Regulation
Finance and Corporate Performance Branch Strategic Sourcing and Systems

Job Title	Assistant Director, Financial Systems
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$118,146 - $133,138
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	Executive Level 1
Position Number	2025-168 10126
Agency Website	https://www.aec.gov.au/

The Finance and Corporate Performance Branch is responsible for supporting the AEC to meet its obligations under the Public Governance, Performance and Accountability Act 2013 (PGPA Act) for the efficient and effective use of public resources.

The Strategic Sourcing and Systems team takes a strategic approach to procurement and management of supporting financial systems to ensure that all AEC business areas receive fit-for-purpose support and advice.

Duties

We have a unique opportunity for an experienced financial systems manager who would like to contribute to significant pieces of work that ultimately impacts the way the AEC delivers on electoral integrity for all Australians.

As the Assistant Director Financial Systems, you will oversee the management and implementation of improvements and upgrades to the suite of Financial Management Information Systems (FMIS) within the Strategic Sourcing and Systems team, including participating in section planning and aligning longer term plans with agency goals and objectives.

The role is responsible for undertaking very complex and/or sensitive work, under broad direction, utilising expertise and knowledge within the administration and management of the FMIS and related systems to ensure accuracy in data and functionality, including undertaking assurance activities and testing. In addition, the role involves managing and implementing Whole of Australian Government contracts on behalf of the AEC.

To excel you'll have:

- Proven ability to lead and manage a team to ensure high quality outputs, including building team capability to maintain a high level of expertise and encouraging career development whilst embedding professionalism.
- Proven ability to supervise and assist the management and maintenance of an FMIS and other finance specific systems, including implementation of upgrades to existing systems.
- Demonstrated ability to develop and actively manage key internal and external relationships, including collaborating with key stakeholders to identify opportunities, achieve outcomes and facilitate cooperation.
- Demonstrated ability to manage contracts and ensure that all appropriate planning and stakeholder engagement occurs for the ongoing support of a suitable suite of Financial Systems to support the AEC.
- Ability to contribute and represent agency views in Whole of Australian Government forums for both FMIS and Travel.

Desirable

- Extensive experience in the management and implementation of an FMIS and associated contracts.
- Extensive understanding of relevant legislation, policies and procedures and the ability to apply this knowledge in the workplace.
- Tertiary qualifications in accounting or working towards attaining qualifications.
- Demonstrated knowledge and experience working in a public sector environment and with TechnologyOne and Expense8.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Tim Gordon, 02 5137 2090
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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

Vacancy VN-0762718

Australian Electoral Commission

Closing Date:Tuesday 23 September 2025

Chief Information Officer Division
Enterprise Digital Delivery Branch IT Solutions

Job Title	SharePoint Developer, Enterprise Digital Delivery Branch
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$94,603 - $106,034
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2025-176 10261
Agency Website	https://www.aec.gov.au/

Job Description

https://candidate.aurion.cloud/aec/production/vacancies/2912557606262398~1/edit

The AEC is looking to engage a SharePoint Developer to join the AEC's IT Solutions Section.

The CIOD is one of two divisions within the AEC's Enterprise Transformation Group (ETG) and is responsible for delivering robust ICT functions and capabilities, maintaining election-ready systems, and delivering an ambitious ICT transformation and modernisation agenda.

The Enterprise Digital Delivery Branch delivers Information, Communication and Technology services to the AEC and is divided into three sections: IT Solutions, IT Event Solutions and IT Integration. ICT services are delivered through a select sourcing model, with a mixture of in-house and outsourced resources.

The EDD Branch is committed to building the agency's information technology capability by providing resilient, modern and secure systems informed by data and insights, and to upskill teams to develop innovative new products and services.

Please note that the team will be moving under a new section and branch in an upcoming restructure.

Duties

The SharePoint Developer supports the SharePoint team in the administration of matters relating to the design, build and maintenance of the AEC's SharePoint resources. This includes the design and implementation of both out-of-the box and custom solutions to meet business needs.

This role will include designing and developing business solutions using SharePoint and contributing to the growth of the platform's capability, while creating custom components using SharePoint Framework and integrating with other systems as needed. Responsibilities will include managing and administering the SharePoint farm and site collections to best practice standards and ensuring SharePoint sites are properly configured, maintained and secured.

In addition to supporting end-users by providing technical support and training, the SharePoint Developer will also provide specialist advice, guidance, and reporting on team functional responsibilities. This will involve working closely with internal and external stakeholders, including other IT teams, to ensure that the integration of SharePoint solutions with other systems meet the organisation's needs.

The SharePoint Developer will provide analysis on complex issues and contribute to the management, preparation and coordination of policy formulation and/or project management. Making and communicating decisions using good judgement, expertise, and knowledge while governed by legislation, regulations, best practise principles or relevant operating instructions and procedures is paramount in this role. There would be a requirement to perform additional duties or assume responsibility of functions as directed from time to time.

To excel you'll have:

- The ability to design and develop business solutions using SharePoint and contribute to the growth of platform's capability: This includes creating custom components using SharePoint Framework and integrating with other systems as needed.
- Demonstrated ability to manage and administer the SharePoint farm and site collections to best practice standards; and SharePoint sites are properly configured, maintained and secured.
- The ability to support end-users while providing technical support and training to users to help them effectively user SharePoint;
- The ability to collaborate with other teams: Working closely with other IT teams to ensure that SharePoint solutions are integrated with other systems and meet the organisation's needs;

- Experience researching, consulting, analysing and evaluating system program needs and identifying technology limitations and deficiencies in proposed systems and associated processes, procedures and methods.
- Provide analysis on complex issues and contribute to the management, preparation and coordination of policy formulation and/or project management.

Desirable

- Proven ability to develop and support key internal and external relationships, including managing stakeholders to achieve work area and agency goals. In addition, represent the agency by promoting its interests in various forums;
- Ability to make and communicate decisions using good judgement, expertise, and knowledge, governed by legislation, regulations, best practise principles or relevant operating instructions and procedures;
- Demonstrated experience in government ICT project delivery.

Eligibility

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

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Sean Gobbie, sean.gobbie@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/291255760626

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762673

Australian Security Intelligence Organisation

Closing Date:Monday 29 September 2025

Job Title	AEE1 - Recruitment and Workforce Planning
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$136,428 - $152,454
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 1
Position Number	01620252026
Agency Website	www.asio.gov.au

Job Description

https://www.careers.asio.gov.au/public/jncustomsearch.viewFullSingle?in_organid=12852&in_jnCounter=2213010

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. In a complex, challenging and changing security environment, our success is built on the imagination and intelligence of our team. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful in our mission, we need talented people who are highly capable, dedicated, adaptable and resilient.

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

The opportunity

We are currently recruiting for multiple AEE1 (EL1 equivalent) positions within our Recruitment and Workforce Planning and Analytics teams to deliver innovative recruitment campaigns, continuously improve efficiency and effectiveness across recruitment delivery, support data-driven decision making, and provide high quality insights and advice to business areas and our executive.

We're seeking leaders who are passionate about business partnering and collaboration across Human Resources to deliver ASIO the workforce it needs to succeed in our complex, challenging and changing security environment. You'll be part of a high-performing team working closely with management and key stakeholders to develop and implement strategies that make a real impact. We're committed to supporting your growth and development, and we value diversity, equity, and inclusion in our workplace.

If you’re looking for a fulfilling role where you can build your recruitment or analytic skills, while supporting the mission to protect Australia and Australians form threats to their security, we encourage you to apply.

As our Director General said in his 2025 Annual Threat Assessment: “*New recruits can expect three things: you will be fulfilled; you will be part of a terrific team; and you will be busy*.”

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

Duties

Role responsibilities

As an AEE1 in Recruitment in ASIO, you will:

• Lead the design, implementation and management of end-to-end recruitment processes across ASIO.

• Provide expert recruitment and talent management advice to inform business decisions and drive best practice, leveraging your extensive recruitment experience and knowledge.

• Lead the delivery of complex recruitment projects, collaborating with stakeholders to meet organisational needs and objectives.

• Build and maintain strategic relationships with internal and external stakeholders to enhance outreach and engagement.

• Contribute to the development and refinement of organisational recruitment policies and procedures.

• Review team performance, monitoring workflows and output, and driving continuous improvement.

• Lead and support the team through periods of change, fostering a culture of innovation and growth.

As an AEE1 in Workforce Planning and Analytics in ASIO, you will:

• Lead and support in the development and maintenance of workforce plans, utilising workforce planning methodologies.

• Set team direction and priorities in line with workforce planning goals and broader organisational objectives.

• Leverage metrics and business intelligence to assist in making recommendations to senior leaders and enterprise governance committees that provide tailored recruitment, capability and operational planning.

• Perform in-depth analysis of forecasted workforce capability, capacity and performance trends, and model staffing scenarios for budget forecasts and project initiatives.

• Establish and maintain effective relationships internally and externally.

What you will bring

We invite applications from candidates with the following attributes:

• Demonstrated ability to successfully lead teams to deliver client-focused strategies, programs and processes that drive business outcomes.

• Experience in managing end-to-end processes, including designing and implementing effective candidate attraction and selection initiatives.

• Sound decision-making and judgement skills, with the ability to navigate highly complex situations while maintaining confidentiality and discretion.

• Outstanding written and verbal communication skills, with the ability to prepare clear, concise and accurate reports and briefings for the executive, management and other stakeholders within agreed timeframes.

• The ability to foster a collaborative and inclusive work environment that encourages open communication while managing competing priorities.

What we offer you

ASIO provides a number of benefits to its staff including:

• A competitive salary, including a 7.5 per cent allowance for maintaining a TOP SECRET-Privileged Access security clearance.

• Employer superannuation contributions of 15.4 per cent.

• A variety of leave options, in addition to the standard 4 weeks annual leave to ensure your work-life balance.

• Flexible working arrangements (Please note: due to our unique working environment, work from home options are generally not available).

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

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

• Access to an Employee Assistance Program (EAP).

Eligibility

Eligibility

To be eligible for the role, you must be:

• An Australian citizen.

• Assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance.

ASIO is committed to fostering a diverse and inclusive environment, where all staff are valued and respected. We welcome and value applications from all eligible candidates, irrespective of gender, sexual orientation, ethnicity, religious affiliation, age or disability. Aboriginal and Torres Strait Islander peoples are encouraged to apply.

Reasonable adjustments

ASIO is committed to fostering a diverse and inclusive environment for candidates to participate within all stages of the selection process. These opportunities may include reasonable adjustment to assessment methodologies to enable full participation. Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace.

Location

These positions are located in Canberra. Relocation assistance is provided to successful applicants when relocating.

We advertise positions nationally to reach the broadest audience. Please refer to the above location before applying.

Notes

How to apply

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

• A written pitch of up to 500 words using examples to demonstrate how your skills and experience meet the requirements of the role in which you are applying for.

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

• Details of 2 referees, which must include a current manager or supervisor.

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

ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

Closing date and time

Monday 29 September 2025, 11:59pm AEST

No extensions will be granted and late applications will not be accepted.

Employment conditions

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

Australian Workplace Equality Index

In 2024, ASIO achieved the Australian Workplace Equality Index (AWEI) Gold Standard, recognising ASIO’s inclusion work and positive culture. ASIO was one of only 7 public sector employers, and the first Australian intelligence agency, to achieve this status. ASIO has proudly retained AWEI Gold Standard in 2025.

The ASIO Diversity and Inclusion Strategy reflects ASIO’s commitment and recognises the benefits of being a diverse and inclusive organisation. For further information about ASIO’s Diversity and Inclusion networks, please visit: www.asio.gov.au/about/diversity-and-inclusion.

Enquiries

If you require further information after reading the selection documentation, please contact **ASIO Recruitment** at careers@asio.gov.au or phone **02 6263 7888**.

More information

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

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 62637888
Agency Recruitment Site	https://www.careers.asio.gov.au/public/jncustomsearch.viewFullSingle?in

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762786

Australian Signals Directorate

Closing Date:Sunday 28 September 2025

Chief Operating Officer
Security, Finance & Property

Job Title	ASD 6 Secure Facilities Assessor
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Perth WA
Salary	$98,345 - $110,886
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 6
Position Number	ASD/07533/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

A SCIF is a Sensitive Compartmented Information Facility and is a requirement to access, store, handle and process TS Sensitive Compartmented Information (SCI).

The SCIF Accreditation and Assurance Section (SCIF A&A) maintains oversight of the SCIF life cycle on behalf of the Accreditation Authority for all Australian SCIFs domestic and overseas.

As an ASD 6 Secure Facilities officer within SCIF A&A, a high volume of travel is expected.

About the Role

An ASD6 Secure Facilities Assessor in a SCIF works exclusively within operational portfolios playing a vital role in delivering operational and business outcomes for ASD and Whole of

Government (WoG). Accountable for the achievement of work outcomes, you may work independently or as part of a small team, using technical knowledge, sound judgement and initiative to provide detailed professional security advice.

On any given day they could be dealing with highly complex and technical challenges with the heads of security across the National Intelligence Community, providing design and fit out advice with technical trades and delivering high-quality written and verbal briefings to inform accountable decision making.

Duties

We are seeking applicants from a diverse range of security backgrounds, interests and experience, who are customer-focused and results-driven. We will provide successful applicants with on the job and formal training.

As the ideal candidate, you will:

- Possess excellent communication, interpersonal and customer service skills.
- Have the ability to develop good working relationships with a broad range of stakeholders.
- Exercise sound judgement, discretion, and integrity including the ability to maintain confidentiality and privacy.
- Have attention to detail and take responsibility for accurate completion of work.
- Possess strong organisational skills with the ability to plan, adapt, respond and manage workload in a fast-paced environment.
- Resolve issues as they arise and seek guidance when required.
- Demonstrate an ability to apply legislation and policy in an operational context.

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

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo a security clearance vetting process at the Top Secret Positive Vetting clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the Top Secret Positive Vetting security clearance for the duration of their employment with ASD.

Notes

Desirable Experience

- Security Project Management
- Construction Security of Security Zones
- Certification and/ or Accreditation of Security Zones
- Radio Frequency (RF) and Technical trades

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 Signals Directorate

To Apply

Position Contact	Name Withheld, asdcareers@dfp.com.au
Agency Recruitment Site	www.asd.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762808

Australian Signals Directorate

Closing Date:Sunday 28 September 2025

Chief Operating Officer
Security, Finance & Property

Job Title	ASD 4 & 5 Compartment Security Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$80,743 - $95,481
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	APS Level 4;APS Level 5
Position Number	ASD/07544/25
Agency Website	https://www.asd.gov.au/careers

Job Description

https://www.asd.gov.au/careers

About the Team

The Compartment Security section provides administration services related to compartment briefings and certification of security clearances for travel related purposes. The section also trains and engages with the whole of government Communications Intelligence Security Officer (COMSO) network. The COMSO is the mandatory security link between ASD and their unit or agency. The COMSO is responsible for all aspects of protective security relating to communications intelligence (COMINT) material.

Our services include the co-ordination, review, approval and transfers of all briefings and justifications requests for security briefing compartments. We facilitate and present training programs for staff employed, posted or contracted to the Australian Signals Directorate or the Defence Intelligence Group.

About the Role

As an ASD4 and ASD5 Compartment Security Officers, you will work with a range of stakeholders, providing a high level of customer service to achieve outcomes for the Compartment Operations Team.

ASD4 Compartment Security Officer

- Responsible for managing the Compartment Operations mailbox, which is the front door for whole-of-government access to and support of ASD Compartments.
- Providing support to staff who have enquiries about, security briefings and debriefings, briefing certificates, compartment access and clearance certification for travel.
- Providing verbal security briefings to staff.
- Following procedures to answer enquiries and to understand common problems and offer solutions.
- Escalating issues when an enquiry or problem cannot be resolved to more senior, support officers, who have deeper understanding of the policies, processes and procedures, communicating all relevant information about the issue to ensure a smooth handover.
- Providing basic training to staff to help them understand how to use Compartment Security information and services more effectively.
- Keeping staff informed about the status of their support requests and providing updates on the progress of issue resolution and estimated timeframes for resolution.

ASD5 Compartment Security Officer

- Responsible for managing the Compartment Operations mailbox, which is the front door for whole-of-government access to and support of ASD Compartments.
- Providing support to staff who have enquiries about, security briefings and debriefings, briefing certificates, compartment access and clearance certification for travel.
- Providing verbal security briefings to staff.
- Following and helping to document procedures and knowledge base articles to answer enquiries and to understand common problems and offer solutions.
- Maintaining comprehensive records of user interactions and support requests and documenting troubleshooting steps, issue resolutions, and any relevant information to ensure transparency and auditability.
- Escalating issues when an enquiry or problem cannot be resolved to more senior, support officers, who have deeper understanding of the policies, processes and procedures, communicating all relevant information about the issue to ensure a smooth handover.
- Providing advanced training to staff to help them understand how to use access Compartment Security information and services more effectively.
- Keeping users informed about the status of their support requests and providing updates on the progress of issue resolution and estimated timeframes for resolution.

Duties

- Good understanding of security compartment briefings.
- Excellent communication skills, both verbal and written, to provide clear and concise information when escalating problems to higher support tiers.
- Ability to explain technical concepts in a clear and understandable manner, as well as empathy and patience when dealing with end-users who may be frustrated or unfamiliar with security terminology.

- Detail-oriented approach to maintaining accurate records of support requests, troubleshooting steps, and issue resolutions and strong organisational skills to manage and prioritise support enquiries and work requests effectively.
- Ability to work collaboratively with other support team members and escalate issues when necessary and efficient time management to handle multiple support requests simultaneously and meet response time targets.
- Willingness to learn and adapt to new ways of working and support processes and a commitment to ongoing self-improvement and skill development.
- Strong understanding of security best practices and the importance of safeguarding sensitive data and access credentials.
- Demonstrates an analytical approach to work.
- Delivers high levels of customer engagement and satisfaction.
- Possesses comprehensive records keeping practices.
- ASD 5 role serves as an escalation point for higher support officers, providing guidance and assistance when issues cannot be resolved at first point of contact as well as the skill in determining when escalation is the appropriate path of action.

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

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo the security clearance vetting process at a specified clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.

Notes

Prior experience working in a Top Secret environment is desirable, but not essential.

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 Signals Directorate

To Apply

Position Contact	Name Withheld, asdcareers@dfp.com.au
Agency Recruitment Site	https://www.asd.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762768

Australian Skills Quality Authority (ASQA)

Closing Date:Tuesday 23 September 2025

Policy and Engagement
Internal Review and Appeals

Job Title	Review Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA
Salary	$96,572 - $105,910
Future Merit Locations	Brisbane, Sydney, Canberra, Melbourne, Hobart, Adelaide, Perth
Office Arrangement	Hybrid
Office Arrangement Details	Split work on site / work from home options available
Classification	APS Level 6
Position Number	43755
Agency Website	https://www.asqa.gov.au/

Job Description

https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

Who we are

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

What we do

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

Why we do it

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

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

Visit our website for more information about ASQA , including our role and how we regulate.

Duties

About the Team

The *Internal Review and Appeals Team* has responsibility for undertaking statutory reviews of primary decisions to ensure that ASQA's decisions support the integrity of the national qualifications issued by training providers. The team also managers cases that are in dispute in the Administrative Review Tribunal (ART).

About the Opportunity

We are seeking a ***Review Officer*** to be a pivotal part of this cross functional team. The successful applicant for this position will play a significant role in supporting the implementation of ASQA's regulatory reform agenda and working together with both internal and external stakeholders for better regulation.

In the role of Review Officer, some of your key responsibilities will include:

- undertaking assessment and preparation of applications by providers or affected persons, for review of reviewable decisions made under the applicable legislation, to ensure that ASQA Internal Review Policy and requirements established by legislation and general administrative law are applied to consider appropriateness of an original decision
- in conjunction with the Assistant Directors and the Director, engaging with providers to understand the reasons for an application to review a decision, and ensuring that the best available evidence is before the review decision maker, and also requesting and analysing that information or evidence
- preparing well-reasoned decisions for the internal review applications, including extension of time and stay applications
- supporting the Assistant Directors and the Director to undertake validation activities to check that the assessment tools produce valid, reliable, sufficient, current, and authentic evidence to enable reasonable judgements to be made as to whether the requirements of the applicable standards are met.

Skills and experience

To succeed in this role, you will have:

- an understanding of best practice regulation and the proven ability to efficiently identify and manage risks proportionately, and to make clear, well-reasoned and timely recommendations in a fast-paced and changing environment
- well-developed analytical skills and judgement to solve problems in a complex regulatory environment
- the ability to effectively engage and collaborate with diverse stakeholders and build trusted relationships and partnerships, including on complex or sensitive issues
- demonstrated experience in providing high quality advice to management and preparing quality written reports, including the ability to communicate findings from an analysis of evidence against legislation
- the ability to work independently when required, showing confidence, initiative and drive.

Please note – this role is initially non-ongoing until 30th June 2026 – with the possibility of extension or conversion to ongoing in the future.*

What we offer

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

You will have access to:

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

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

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

Benefits of working in the APS

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

Eligibility

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

Notes

How to apply

Visit Current Vacancies for more information.

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

Please include the following in your application:

• a two-page pitch detailing your skills, background, and experience relevant to the role.

• a resume/CV, including the name and contact details of two referees (one should be your current supervisor/manager).

When preparing your two-page pitch and resume, you should consider the relevant duties, selection criteria, skills, values and attributes required for the role, as outlined above and in the Position Description.

Please ensure you provide specific, relevant examples of your work that will demonstrate your ability to perform the role.

If you have questions about this exciting opportunity, please contact **Tish McMullen, Director, Internal Review and Appeals** via **tish.mcmullen@asqa.gov.au**

This position is available as an ongoing or non-ongoing opportunity. Non-ongoing opportunities will be offered for an initial fixed term period of up to 12 months, with the potential to be extended further or to becoming ongoing.

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

Applications close: Tuesday 23rd 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 Australian Skills Quality Authority (ASQA)

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

To Apply

Position Contact	Tish McMullen, tish.mcmullen@asqa.gov.au
Agency Recruitment Site	https://www.asqa.gov.au/about/asqa/work-with-us/current-vacancies

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

Vacancy VN-0762672

Australian Sports Commission

Closing Date:Friday 19 September 2025

Office of the CEO
Executive Support

Job Title	Secretariat
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,555 - $102,276
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	EXT/25-212
Agency Website	https://www.sportaus.gov.au/

Job Description

https://ausport.nga.net.au/?jati=33ED86CA-8E48-F458-AC4B-E43266BE83DC

Duties

Applications close at 11:30pm AEST **Friday, 19 September 2025** (late applications will not be accepted).

The Australian Sports Commission is embarking on the Green and Gold decade. An exciting time filled with international sporting competitions on home soil, including the Men's and Women's Rugby World Cup, and culminating in the Brisbane 2032 Olympic and Paralympic Games. We have an ambitious new Strategic Vision and we need the best players on our team to help us deliver real results for the sporting sector and all Australians.

Are you up for the challenge?

About the team –

The Office of the CEO maximises engagement across government and key stakeholders through strategic leadership of media and communications, policy and legal counsel to ensure consistency and focus on priorities across the whole organisation. The group also provides executive support and secretariat functions to the ASC Board of Commissioners.

About the role –

Reporting directly to the Deputy Chief of Staff, the ASC Secretariat position provides administrative support to the ASC Board and Executive. This is a fast-paced role that requires strong stakeholder engagement, time management and attention to detail. This is a fantastic opportunity to gain exposure to senior leadership and develop a broad understanding of how the organisation operates. Day to day you will be responsible for the following :

- The management and timely distribution of the agenda for the ASC Board and the ASC Finance, Audit and Risk (FAR) Committee meetings, as well as the ASC Executive Committee meetings.
- The accurate recording and distribution of the board and committee meeting minutes.
- Management of the ASC Board and FAR Committee SharePoint site.
- The creation and maintenance of an up-to-date board and committee planning calendar.
- Management of the Commissioners contact details, appointment dates, term of appointments, conflict of interest register and biographies.
- Manage all flight and accommodation bookings for Commissioners to attend face to face meetings and support the logistics of the meetings including arranging catering.
- Ensure timely acquittal of Commissioner expenses related to their roles.
- As required, provide executive support to the ASC Chair to assist with calendar management and logistics.

About you –

This position is offered as an ***ONGOING*** position. This role offers broad exposure across the organisation. To be successful in this role you will have:

- Experience in a position that has provided administrative support, including minute taking for a Board and/or Committees
- Displays a high level of confidentiality.
- Experience collaborating across teams.
- Excellent written and verbal communication.
- Experience in stakeholder management and communications.

Why work with us?

ASC employees have the chance to make a difference in sport and the lives of Australians. There is not a typical day here at the ASC. We offer an inclusive environment, of note:

- Options for flexible working arrangements.
- Annual allowances towards training based on individualised career goals.
- Access to a customised ASC L&D calendar for ongoing professional and career development.
- Generous superannuation scheme with up to 15.4% employer contributions.
- Corporate discount on AIS Shop merchandise.
- Access to Clearinghouse for Sport, an information sharing platform for Sporting professionals.

Additionally, our Canberra campus offers:

- Free onsite parking
- Onsite facilities including café, dining hall, gym, and swimming pool.
- Priority placement for your children to access the award winning, onsite AIS Caretaker's Cottage Childcare Centre.

Eligibility

- To be eligible for this position applicants are required to be Australian citizens only and must be able to obtain and maintain an AGSVA Security Clearance.
- As part of the Commonwealth Child Safety Framework the ASC is committed to being a Child Safe Organisation and leading the way in Child Safety across the sports sector. This position requires a Working with Vulnerable/Children People check to obtain employment.

Notes

- As part of this position, the role occupant may have access to sensitive, and potentially distressing information in the areas of sexual misconduct and child safeguarding.
- The ASC is committed to protecting children from harm. We require all applicants that will work with children to undergo screening processes prior to appointment.
- Should a merit pool be established for this position, it may be used to fill ongoing or fixed term opportunities as they arise within 18 months from the date advertised.
- The ASC operates under the Australian Sports Commission Act 1989 and is separate to the Public Service Act 1999. The ASC accepts most leave liability and recognition of prior service if you are currently employed at a Commonwealth agency.
- If you are experiencing issues or have any questions with the e-recruitment system, please contact the People & Culture Hub via email people@ausport.gov.au or phone (02) 6214 1328.

About the Australian Sports Commission

At the Australian Sports Commission (ASC), we champion the value of sport. We encourage and help Australians of all backgrounds, ages and abilities to get involved in sport and enjoy the many benefits. We play a central leadership role across the broader sport sector through collaboration and direction. The ASC delivers a variety of grants through investment in high performance and national sport participation programs, performance pathways, people development and wellbeing, and research and innovation. We manage high performance operations at the AIS Campus in Canberra, supporting seven National Training Centres of Excellence, and a European Training Centre in Italy. Further, we individually support thousands of athletes and dozens of Australian sports through guidance and collaboration.

To Apply

Position Contact	Karlie Brand, Deputy Chief of Staff, 02 6214 1128
Agency Recruitment Site	https://ausport.nga.net.au/?jati=33ED86CA-8E48-F458-AC4B-E43266BE

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762744

Australian Sports Commission

Closing Date:Wednesday 24 September 2025

Safeguarding and Integrity
Diversity, People and Culture

Job Title	Athlete Safety and Wellbeing Coordinator
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	$72,342 - $86,063
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	-
Agency Website	https://www.sportaus.gov.au/

Job Description

https://ausport.nga.net.au/?jati=03688DD1-9D29-1E4B-EFB7-E4331B6A6049

Duties

Applications close at **11:30 pm AEST 24 September 2025** (late applications will not be accepted).

The Australian Sports Commission is embarking on the Green and Gold decade. An exciting time filled with international sporting competitions on home soil, including the Men's and Women's Rugby World Cup, and culminating in the Brisbane 2032 Olympic and Paralympic Games. We have an ambitious new Strategic Vision and we need the best players on our team to help us deliver real results for the sporting sector and all Australians.

Are you up for the challenge?

About the team – The Safeguarding and Integrity Team within the Diversity People and Culture Group enable the ASC to be a leading child safe organisation. We support compliance with legislative and policy requirements for the safety and integrity of people on our sites and in our operations. We work with teams across the ASC and with government and sporting organisations and peak bodies in the sport sector.

About the role – You will be working with athletes and stakeholders on the campus at the Australian Institute of Sport in Canberra. You will coordinate and supervise athletes in residence and visiting the AIS. You will develop and implement programs and policies to support a safe and inclusive stay at the AIS.

About you –

Your commitment to safe and inclusive sport is essential for this role. You will be able to:

- support health and wellbeing of athletes
- respond and manage incidents
- comply with policies and procedures
- deliver programs and support learning
- communicate and work with a range of stakeholders
- manage sensitive matters

This position is offered a ***FIXED TERM*** position *until* ***30 November 2026*** *with the possibility of being extended or made ongoing.*

Why work with us?

We have offices located in Canberra, Melbourne and Sydney. Across all locations, we offer:

- Options for flexible working arrangements.
- Annual allowances towards training based on individualised career goals.
- Access to a customised ASC L&D calendar for ongoing professional and career development.
- Generous superannuation scheme with up to 15.4% employer contributions.
- Corporate discount on AIS Shop merchandise.
- Access to Clearinghouse for Sport, an information sharing platform for Sporting professionals.

Additionally, our Canberra campus offers:

- Free onsite parking
- Onsite facilities including café, dining hall, gym, and swimming pool.
- Priority placement for your children to access the award winning, onsite AIS Caretaker's Cottage Childcare Centre.

If you have any questions about this opportunity, please contact:

- **Contact Officer:** Ben White, Athlete Safety and Wellbeing Manager
- **Phone number:** 0466 547 884
- **Email address:** ben.white@ausport.gov.au

Eligibility

- To be eligible for employment with the Australian Sports Commission, it is preferred that applicants are Australian citizens or permanent residents of Australia.

As part of the Commonwealth Child Safety Framework the ASC is committed to being a Child Safe Organisation and leading the way in Child Safety across the sports sector. This position requires a Working with Vulnerable/Children People check to obtain employment.

Notes

- As part of this position, the role occupant may have access to sensitive, and potentially distressing information in the areas of sexual misconduct and child safeguarding.
- The ASC is committed to protecting children from harm. We require all applicants that will work with children to undergo screening processes prior to appointment.
- Should a merit pool be established for this position, it may be used to fill ongoing or fixed term opportunities as they arise within 18 months from the date advertised.
- The ASC operates under the Australian Sports Commission Act 1989 and is separate to the Public Service Act 1999. The ASC accepts most leave liability and recognition of prior service if you are currently employed at a Commonwealth agency.
- If you are experiencing issues or have any questions with the e-recruitment system, please contact the People & Culture Hub via email people@ausport.gov.au or phone (02) 6214 1328.

About the Australian Sports Commission

At the Australian Sports Commission (ASC), we champion the value of sport. We encourage and help Australians of all backgrounds, ages and abilities to get involved in sport and enjoy the many benefits. We play a central leadership role across the broader sport sector through collaboration and direction. The ASC delivers a variety of grants through investment in high performance and national sport participation programs, performance pathways, people development and wellbeing, and research and innovation. We manage high performance operations at the AIS Campus in Canberra, supporting seven National Training Centres of Excellence, and a European Training Centre in Italy. Further, we individually support thousands of athletes and dozens of Australian sports through guidance and collaboration.

To Apply

Position Contact	Ben White, 0466 547 884
Agency Recruitment Site	https://ausport.nga.net.au/?jati=03688DD1-9D29-1E4B-EFB7-E4331B6A

Vacancy VN-0761787

Australian Submarine Agency

Closing Date:Thursday 25 September 2025

Australian Submarine Agency
Dep Dir Gen Technical

Job Title	Waterfront Engineers
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Rockingham WA
Salary	$95,187 - $108,734
Future Merit Locations	Adelaide, Rockingham
Office Arrangement	Flexible
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 1
Position Number	ASA/06753/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=4259189B-8DCA-B6C8-60C1-E41CBE6B21C7

Duties

The Role

Australia is leveraging technology, capability and design expertise from the UK and US. These roles will be involved in evaluating and analysing a variety of considerations such as design, construction, maintenance, installations and infrastructure, within the Australian context. This will require supporting the definition and development of technical advice for Australia's future nuclear-powered capability. To achieve this, we seek Engineers to enable and support the following waterfront activities:

- Submarine Construction
- Submarine Alongside and Depot Maintenance
- Nuclear/radiological related Submarine maintenance and construction Infrastructure

As a member of the Engineering and Technology Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and providing objective quality evidence.

Waterfront engineers supporting the technical oversight of submarine construction or submarine maintenance may have development opportunities to post to shipyards/dockyards in United Kingdom or United States respectively.

Your role may range from being very specialist in nature to quite broad, depending on your area of work and expertise. You may also have the opportunity to work across streams. To excel in these roles, you may be required to:

- Undertake technical assurance of construction and maintenance
- Provide research and recommendations at the appropriate level for Upkeep, Upgrade and Update.
- Research, recommend, and endorse relevant waterfront related submarine and infrastructure plant operating documentation.
- Contribute to the relevant Whole of Submarine Safety Case (WSSC) approval, amendment and review.
- Support development of ASA technical and organisational frameworks.
- Other duties as assigned.
- The skills required to fulfill these roles include applied knowledge and understanding of:
- Design and design control of Submarine (or Naval Ship) Platform and integrated Combat Systems.

Working within, supporting and exercising, a delegated level of Technical Authority.

Ensuring construction activities achieve and/or maintenance activities maintain the design intent through life of Platform Systems and integrated Combat Systems.

Development and interpretation of engineering artefacts such as technical reports and drawings, including the ability to synthesise outcomes of specific engineering analysis.

Please note: There are currently a number of roles which will be recruited for in order of priority and business need. If you are successful in your application and the assessment process but have not been suitable for one of the high priority roles, you will be placed in a merit pool and notified as positions become available.

In accordance with the ASA Enterprise Agreement 2024 – 2027, additional remuneration provisions may be available for the preferred applicant based on the relevancy of their skills and experience. This can be discussed further as part of the recruitment process.

About our Team

The Engineering and Technology Division is responsible for providing independent technical advice, assurance and authority that will support the development and future operation of the nuclear-powered submarine fleet.

We operate with a strong focus on our people, technical development and integrity. We are underpinned by an inclusive culture that respects, values and utilises the contributions of people of different backgrounds, experiences and

perspectives. We are collegiate and collaborative, requiring a high level of integration and consistency to achieve our outcomes for Defence.

By joining our Division, you will be provided with unique opportunities to develop your skills and experience. This may include working directly with our US and UK counterparts to develop our knowledge and industrial capabilities. With an increased forward presence of Royal Navy and US Navy Nuclear-Powered Submarines to Australia, this may mean working closely on site, and/or travel or relocation overseas.

This is an exciting and once in a generation opportunity to apply your Engineering skills, to inform and develop a project of major national and international significance and have a direct impact in ensuring our nation’s ongoing security.

Our Ideal Candidate

We are seeking talented people who can work collegiately and have a passion for applying their technical skills and knowledge to assist with the development, implementation and verification of engineering requirements. This will require a number of key competencies, such as:

- **Technical mastery:** Highly developed or the willingness to develop strong technical competence associated with this role. This encompasses both your common and specialist skills and any additional technical competence.
- **Communication**: Strong written, intercultural and oral communication and negotiation skills. You will be required to communicate commercial and technical requirements to different stakeholders to inform decision making, build common understanding, share knowledge and maintain relationships.
- **Decision-making:** Sound judgment and logic, able to apply co-design practices, identify and mitigate risk, and be an analytical, strategic and systems thinker.
- **Technical advice:** The provision of subject matter expertise, reporting, analysis and guidance on technical fields, ensuring technical compliance and strong integrity.
- **Professional excellence**: In your professional area of expertise, you are adaptable, resilient and flexible.

These roles will benefit from approx 5 years of relevant experience in an applicable domain with experience from a variety of engineering disciplines, including but not limited to:

- Electronic Engineering
- Mechanical Engineering
- Mechatronics Engineering
- Naval Architecture
- Civil Engineering
- Computer System Engineer
- Maritime/Offshore Engineering

ASA is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Our Engineering roles require 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 by Engineers Australia. These positions may require the individual to be able to meet the requirements of Chartered Professional Engineer (Engineers Australia), Registered Professional Engineer (Professionals Australia) or Fellow/Member of Royal Institution of Naval Architects or demonstrate the ability to obtain such status within 12 months.

Notes

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

About the Australian Submarine Agency

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

To Apply

Position Contact	Abbi Bennett, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4259189B-8DCA-B6C8-60C1-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762626

Australian Submarine Agency

Closing Date:Thursday 18 September 2025

Job Title	Senior Executive Service Band 3 - Program Executive Officer (PEO)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Port Adelaide SA, Rockingham WA
Salary	-
Future Merit Locations	Canberra, Port Adelaide, Rockingham
Office Arrangement	On Site;Flexible
Office Arrangement Details	Office arrangement may be discussed with successful candidate
Classification	Senior Executive Service Band 3
Position Number	ASA/07447/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=EBAB6DC7-6429-3A05-7199-E43229FBAB92

Duties

Introduction

Australia’s acquisition of conventionally-armed, nuclear-powered submarines is historic and transformational. The Optimal Pathway announced on 14 March 2023, will deliver Australia a world- class capability that will see our nation become one of only seven countries that operate nuclear- powered submarines. This game changing capability will enhance Australia’s capacity to deter conflict and support security, peace and economic prosperity in the Indo-Pacific. This

significant undertaking presents an exciting opportunity for dedicated, committed and aspirational leaders to lead, develop and shape the Australian Nuclear-Powered Submarine (NPS) Program.

Your Role

As a Program Executive Officer (PEO), you will be accountable for the delivery of Australia's nuclear-powered submarine capability. This includes acquisition of Virginia Class and build of SSN-AUKUS platforms, as well as delivery of sustainment and supporting systems. You will provide enterprise-level leadership across the NPS program, aligning program objectives with strategic government and defence priorities. Working closely with national and industry stakeholders, you will ensure program execution meets Australia’s security, safety, regulatory, budgetary, and capability requirements.

Reporting directly to the Director-General of the Australian Submarine Agency (ASA), this senior leadership role will be pivotal in guiding the most complex and consequential Defence program Australia has ever undertaken.

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 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	Samantha Higgins, 02 5133 4108
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EBAB6DC7-6429-3A05-7199-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762638

Australian Submarine Agency

Closing Date:Thursday 18 September 2025

Job Title	Senior Executive Service Band 1 - Program Costing
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	-
Future Merit Locations	Majura
Office Arrangement	On Site;Flexible
Office Arrangement Details	On Site
Classification	Senior Executive Service Band 1
Position Number	ASA/07464/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=61954ED7-1233-69EB-52EB-E4322B99DFB6

Duties

Introduction

Australia’s acquisition of conventionally-armed, nuclear-powered submarines is historic and transformational. The Optimal Pathway announced on 14 March 2023, will deliver Australia a world-class capability that will see our nation become one of only seven countries that operate

nuclear-powered submarines. This game changing capability will enhance Australia’s capacity to deter conflict and support security, peace and economic prosperity in the Indo-Pacific.

This significant undertaking presents an exciting opportunity for dedicated, committed and aspirational leaders to lead, develop and shape the Australian Nuclear Submarine Program.

Your Role

The Program Costing branch head is an SES 1 position that leads a team of cost experts and is accountable for the delivery of:

• Cost estimation services for the NPS Program to ensure that estimates align with Defence Policy, provide an integrated cost view of the Program that is reviewed and quality assured against scope and schedule milestones.

• Agency's financial cost strategy and policy for the NPS program, to assess and assure NPS Program cost estimates to assure affordability and achievability in close consultation and engagement with key stakeholders.

• Strategic program cost advice in order to support funding being sought through Government submissions for the NPS Program.

Reporting to the ASA Chief Financial Officer, you will work in partnership with internal delivery teams and external stakeholders to address program-costing requirements, manage financial risk, and build a resilient ASA financial position that supports the current and future program requirements.

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 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	Marlena Davis, 02 5109 6285
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=61954ED7-1233-69EB-52EB-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762687

Defence Housing Australia

Closing Date:Monday 22 September 2025

Finance & Corporate Support
Enabling Services Corporate Accounting

Job Title	Financial Accountant
Job Type	Full-Time, Ongoing
Location	Gungahlin ACT
Salary	$101,295 - $116,452
Future Merit Locations	Gungahlin
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 6
Position Number	493725
Agency Website	https://www.dha.gov.au/

Job Description

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

Are you a detail-oriented Financial Accountant ready to make an impact? Join our dynamic team to manage and deliver monthly financial reports, ensure data integrity, prepare General Purpose Financial statements, liaise with auditors, and recommend procedural changes. Handle financial reporting for the Department of Finance and Department of Defence and collaborate with stakeholders to improve business processes.

If you're ready for a challenging and rewarding role, we want to hear from you!

About us

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

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

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

Duties

About your team

The Finance Division is responsible for ensuring the financial sustainability of DHA, by supporting effective decision making, resource allocation and policy compliance for both internal and external stakeholders.

Finance is committed to providing the whole organisation with accurate and reliable financial information and prides itself with supporting the broader organisation with achieving strategic goals in line with these functions.

About the role

You will manage the development and delivery of monthly financial reports within required timeframes, including the review of financial transactions, preparation of financial journals and month end reconciliations to ensure data integrity.

You will contribute to the preparation of the General Purpose Financial statements for DHA including liaison with external and internal auditors, review internal procedures and make recommendations to the Manager, Accounting Services regarding proposed changes, contribute to the management of the asset management accounting functions of DHA ensuring compliance with Australian Accounting Standards and be a subject matter expert on property development accounting issues.

You will provide monthly balance sheet reconciliations and supporting workpapers in relation to asset accounts, undertake the capitalisation of assets acquired by DHA including cost allocations for developmental projects and undertake the calculation and administration of DHA's annual impairment process. Ensure that DHA's end of financial year processing is completed in accordance with Australian Accounting Standards including preparation of notes to the financial statements.

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 22 September 2025.

Any questions? Please contact Ljubica Siljanovska - Assets Assistant Director

ljubica.siljanovska@dha.gov.au / 02 6217 8472

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	Ljubica Siljanovska, 02 6217 8472
Agency Recruitment Site	https://careers.dha.gov.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762655

Department of Finance

Closing Date:Monday 22 September 2025

Job Title	Electoral Commissioner
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Flexible
Classification	Statutory Appointment
Position Number	2025/135
Agency Website	www.finance.gov.au

Job Description

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

Duties

ABOUT THE POSITION AND ORGANISATION

The Electoral Commissioner serves as the Chief Executive Officer (CEO) of the Australian Electoral Commission (AEC) and is the agency head and Accountable Authority of that statutory agency. The AEC is a non-corporate Commonwealth entity under the Public Governance

Performance and Accountability Act 2013 (PGPA Act) and an independent statutory agency established under the Commonwealth Electoral Act 1918 (Electoral Act).

The AEC's primary functions include: the conduct of federal parliamentary elections, referendums, and certain other elections and ballots; management of the Commonwealth electoral roll; the provision of electoral information and education services; advice and assistance on electoral matters in Australia and overseas; ensuring compliance with financial disclosure requirements; and supporting electoral redistributions. The AEC is also designing and delivering a significant ICT transformation project to modernise technology and communications systems across every aspect of the agency.

The successful candidate will be responsible for the governance, leadership, management and strategic direction of the AEC in accordance with their statutory duties under the Electoral Act, the PGPA Act and other relevant Commonwealth legislation including the Public Service Act 1999.

As the Accountable Authority of the AEC, the Electoral Commissioner holds significant responsibilities under the PGPA Act. These duties include the proper management and utilisation of public resources, acting with diligence, care, and integrity, the development of strong governance and internal control mechanisms, and keeping the responsible Minister informed (see Duties of Accountable Authorities (RMG 200) | Department of Finance).

The successful candidate will be required to appear before parliamentary committees, such as the Joint Standing Committee on Electoral Matters and the Senate Finance and Public Administration Legislation Committee (Senate Estimates). The candidate will also represent the AEC on the Electoral Council of Australia and New Zealand, at intergovernmental forums with the states and territories as well as in engagements with international jurisdictions.

Eligibility

ABOUT THE OPPORTUNITY

As Electoral Commissioner and Chief Executive Officer of the AEC, you will have responsibility for the governance, leadership, management and strategic direction of this high-profile statutory authority.

The role of the AEC is to deliver the franchise, which encompasses the voting rights of Australian citizens, as well as other functions established by the Electoral Act.

The AEC is the Australian Government entity responsible for providing Australians with an independent electoral service that meets their needs and enhances their understanding of and participation in electoral processes.

This position is a position of trust. Any person who is, or is perceived to be, active in political affairs and intends to publicly carry on this activity may compromise the strict neutrality of the AEC and cannot be considered. The occupant must be able to obtain and maintain a security clearance of an appropriate level.

Notes

BASIS OF APPOINTMENT AND REMUNERATION

The position is a full-time statutory appointment for a fixed term of up to 5 years.

The remuneration package for the position is determined by the Remuneration Tribunal, through the Remuneration Tribunal (Remuneration and Allowance for Holders of Full-time Public Office) Determination 2025 (the Determination). The Determination specifies the remuneration and other benefits that the Electoral Commissioner may receive. Unless specified otherwise to the contrary in the Determination, the Electoral Commissioner is also entitled to reasonable benefits and terms and conditions that are available to Executive Level employees covered by the Australian Electoral Commission Enterprise Agreement 2024-2027 (the Agreement) or any replacement Agreement, and relevant AEC policies.

ELIGIBILITY ADVICE & CANDIDATE NOTES

To be eligible for this position you must be an Australian Citizen, except under exceptional circumstances.

Successful applicants must hold, or be eligible within six (6) months to obtain, and maintain a Negative Vetting 2 security clearance issued by the Australian Government Security Vetting Agency.

We encourage and welcome applications from Aboriginal and Torres Strait Islander peoples, people with Disability, LGBTQI+ people, people from culturally and linguistically diverse backgrounds and mature aged people.

About the Department of Finance

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

To Apply

Position Contact	Electoral Policy Team, N/A
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762462

Department of Home Affairs

Closing Date:Sunday 21 September 2025

Office for Multicultural Affairs
Migrant English & Language Services TIS National

Job Title	TIS National Contact Centre Operator - Shift Positions
Job Type	Full-Time, Ongoing
Location	Various locations - VIC VIC
Salary	$66,839 - $76,792
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	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 3
Position Number	139305
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139305/

With more than 50 years' experience in the interpreting industry, the Translating and Interpreting Service (TIS National) is one of the largest public sector interpreting service providers in Australia. TIS National provides high quality, cost efficient, and secure interpreting services, assisting

non-English speakers to effectively communicate with government departments and agencies, counselling and healthcare service providers, police, emergency services, utilities, banks, and private businesses. TIS National provides immediate telephone interpreting services 24 hours a day, every day of the year, as well as on-site (face-to-face) and video interpreting services. With well-established innovation strategies, TIS National supports the Australian Government's National Border Security priorities, the Digital Transformation's initiatives, and the Multicultural Access and Equity objectives.

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

Our ideal candidate

TIS National is looking for people for thrive and enjoy working in a dynamic team environment to deliver accurate, timely, and courteous service to culturally and linguistically diverse range of clients. We are seeking people who are reliable and adaptable to competing priorities and strict deadlines. TIS Contact Centre Operator shift positions are designated shift work roles and require you to perform duties on a 24/7 rotational roster, including early mornings, afternoons, evenings, weekends and public holidays, and are remunerated in line with these shift work requirements.

Duties

- Answer calls directed to TIS National's contact centre for immediate telephone interpreting service, register requests for service and allocate interpreters to requests received. Adhere to a scheduled work environment and be flexible when required to meet operational needs.
- Commit to working a rotating roster of shifts to cover the 24/7 business requirements.
- Fulfil overtime requests, sometimes at short notice.
- Work unsupervised outside of business hours.
- Attend to complex enquiries and complaints and escalate to your Supervisor, when required.
- Attend to after-hours administrative functions.
- Monitor and action pre-booked telephone and onsite requests outside of business hours.
- Accept and action calls from Humanitarian Program Operations (HPO) in relation to deployment of language practitioners (interpreters) to Surge assignments (Operation Sovereign Borders).
- Deliver high quality client service to a culturally and linguistically diverse range of clients.
- Work in a team environment, assist with team tasks and provide advice and guidance to new staff, including effective on the job training.
- Contribute to the development and review of policy, work procedures, and work practices.
- Participate in performance management, including giving and receiving feedback.
- Contribute to strategic thinking; support shared purposes and direction, harness information and opportunities, show judgement, intelligence and common sense when performing the role.

Additional information

We are looking for candidates who:

- Are able to commit to shift work. This is mandatory for all roles.
- Are reliable.
- Have strong attention to detail.
- Have a team-oriented attitude.
- Are confident using Microsoft Office suite.

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	TIS Recruitment, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139305/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762563

Department of Home Affairs

Closing Date:Sunday 21 September 2025

Operational Coordination and Planning
Coordination and Planning ABOC Command

Job Title	Border Force Supervisor, ABOC Command
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	$94,563 - $107,713
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 6
Position Number	139735
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139735/

The Australian Border Operations Centre (ABOC) Command is responsible for providing a real-time view of regional and national operations, incidents and events across the border continuum. The ABOC unifies the planning, execution, coordination and situational awareness of ABF activities and operations through leveraging all operational command elements located on the ABOC Watch floor as well as interoperability across Whole of Government. The ABOC also leads the rapid stand up and continuity of effort for the ABF response to major incidents. The ABOC Command supports the increase of efficiencies within the ABF through enhancing capability, systems, and promoting national consistency for operations in order to support the safe and secure movement of people and goods across the entire border continuum. The ABOC also includes the ABOC Surge, Crisis Response and Deployment, Pre-Border Travel Operations (PBTO), and Capability and Regional Coordination sections.

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

Our ideal candidate

ABOC is looking for confident leaders who are flexible, agile and resilient who can work in a fast paced and complex multi-agency and multi-disciplined environment.

The ideal candidate(s) will be required to have an understanding of the border threat environment and undertake work activities with an awareness of the possible impact on strategic, political and operational outcomes for the ABF, Home Affairs and broader Government.

You will have superior communication skills, sound judgement, political acumen and a demonstrated ability to liaise with, coordinate and support multiple stakeholders.

Duties

The Border Force Supervisor will supervise a team and is responsible for the delivery of operational objectives through the coordination, prioritisation and delivery of activities and response actions nationally, consistent with the ABF's operational priorities.

The Border Force Supervisor will be required to maintain an awareness of ABF operational activities and be responsive to any changes in priorities and posture. They will need to work collaboratively with members of ABF, the Department, regions and external agencies, to ensure the appropriate resources, personnel and equipment are available to support response actions.

The Border Force Supervisor is required to train, develop and mentor team members and assist in identifying career and development needs for them self and team members.

These are non-shift positions. This process will be used to fill current Border Force Supervisor vacancies, and to establish an order of merit to fill any potential non-shift vacancies over the coming 18 months within the ABOC Command. The required skills and capabilities at the Supervisor level will vary slightly across roles.

Additional information

The following is highly desirable for the role:

- Ability to lead high performing teams, in complex and often high pressure situations, with rapidly changing priorities.
- Manage, mentor and develop staff.
- Ability to collaborate and influence through strong stakeholder engagement and communication skills.
- A high level of technical, operational or policy knowledge and experience negotiating favourable outcomes with other work areas.

- Knowledge in immigration systems and the processes associated with immigration border clearance, alert management, and visa and citizenship legislation, policy and operational procedures.
- Knowledge of relevant legislation and reporting requirements, Australian and International standards, quality assurance procedures and best practice models.
- Understanding of Command, Control and Coordination (C3) Framework and Operational Planning.
- Display excellent written communication skills, particularly the ability to communicate complex ideas and outcomes in a clear, concise and logical manner.
- Ability to produce quality outcomes through robust research and/or collaboration.
- Ability to identify, monitor and manage emerging issues and ability to respond clearly, comprehensively and quickly to urgent requests.
- ABOC PBTO and Surge, Crisis Response and Deployment non-shift positions are predominantly work from work roles and are in place to provide vital functions to ensure the ongoing operational success of the department.

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (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	Dianne Byron, 02 6264 1121
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139735/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762574

Department of Home Affairs

Closing Date:Sunday 21 September 2025

Executive Coordination
Media & Communication Content Management and Optimisation

Job Title	Content Specialist
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW
Salary	$84,228 - $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	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 5
Position Number	JR 139731
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139731/

About our team

Our team improves the information provided by Home Affairs on its websites, through its call centre, and via its digital assistant. Our goal is to make finding the information someone needs off our websites and through our call centre accurate, understandable and accessible.

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

Our ideal candidate

- You can edit content to make it accurate, useful, readable and accessible
- You are comfortable making contact with people across the organisation at all levels to assist them with improving their content.

- You provide great customer service and know what it takes to improve a customer's experience.

Duties

Duties and responsibilities

- Edit website content to make it accurate, useful, readable and accessible.
- Create and edit call centre resources to support staffing taking calls in answering enquiries
- Create and edit digital assistant content.
- Identify opportunities to improve content.
- Negotiate changes to content with business areas.

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	Jace Nieterink, .
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139731/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762614

Department of Home Affairs

Closing Date:Monday 22 September 2025

Operational Coordination & Planning
Technical Support To Operations Detector Dog Program

Job Title	Canine Breeding & Development Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC
Salary	$66,839 - $76,792
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 3
Position Number	JR 139734
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139734/

About our team

The Detector Dog Program (DDP) breeds, develops, trains and deploys high quality detector dog teams for the ABF. The teams are deployed to assist in the detection of illicit drugs, firearms, explosives, currency, tobacco and other controlled substances in/on imported/exported goods, vessels, aircraft and persons.

The DDP consists of a National Detector Dog Program Facility (NDDPF) for the training, breeding and operational functions location in Victoria, along with operational Detector Dog Units (DDUs) in Western Australia, South Australia, Queensland, the Northern Territory and New South Wales

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

Our ideal candidate

The DDP is looking for people who enjoy working in a rapidly evolving, and forward thinking environment. With a focus on innovation and progression, our ideal candidate will help to maintain and further develop our innovative processes.

Our ideal candidate will be self-driven, work well as part of a high functioning and dynamic team, and seek to directly influence the key outcomes of the organisation and the DDP.

Duties

Duties and responsibilities

The Dog Breeding and Development Officer role is responsible for:

- Ensure the well-being of DDP canine colony - assisting with oversight of nutrition, animal husbandry and animal welfare regimes
- Under general direction implement canine development practices to allow juvenile canines to reach their genetic potential and maintain accurate performance records
- Assist with maintaining the effectiveness of the canine foster care program including client selection, education, field support and accurate records
- Assist with the well-being of breeding stock - including oversight of nutrition, animal husbandry and animal welfare regimes
- Under general direction provide training for kennel contract staff
- Under general direction assist with breeding activities that include matings, whelpings and husbandry outcomes
- Liaise with local and international clients, stakeholders and partner agencies for mutual benefit
- Ensure effective canine health records are maintained
- Provide administrative support to DDP including but not limited to - accounts and stores administration, mail handling, file/register administration, update and maintain breeding centre database
- Monitor and encourage a safe, diverse and equitable work place for team members
- Clean kennels and surrounds and maintain detector dog program grounds as directed
- Clean and maintain equipment and vehicles as directed
- Other duties as directed.

Capabilities

- Work with minimal supervision
- Understands the work environment and contributes to the development of plans, strategies and team goals
- Reviews performance and identifies opportunities for improvement for self and the operational unit
- Responds in a positive and flexible manner to change
- Works collaboratively and operates as an effective team member
- Shares information to build expertise within the team
- Communicates in a clear, concise and articulate manner and tailors communication style and message accordingly to the audience.

Skills

- Relate and interact effectively with/to canines to enhance the canines learning experience
- Provide effective feedback to internal and external stakeholders
- Builds and sustains positive relationships with team members, stakeholders and clients.

Knowledge

- Have a sound knowledge of current DDP, or equivalent, breeding, development and training strategies and methodologies
- Identifies the relationship between organisational goals and operational tasks.

Additional information

Mandatory Qualifications

- Drivers licence
- Pass a dog affinity test.

Desirable Qualifications

Education, and/or practical experience, in the following areas:

- Canine physiology, husbandry and nutrition
- Canine health
- Kennel hygiene and management practices
- Obtain an ASIC.

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	Christopher PERRETT, NA
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139734/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762704

Department of Home Affairs

Closing Date:Tuesday 23 September 2025

Executive Coordination

Job Title	Administrative and Project Support Officers
Job Type	Full-Time;Part-Time, 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 - TAS TAS, Various locations - SA SA
Salary	$84,228 - $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	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 5
Position Number	139696
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139696/

The Executive Coordination Division (ECD) within the Executive Group Supports the Minister(s) and Senior Executives in effectively delivering on Government priorities, through a department-wide coordinated approach to performance oversight, risk management, parliamentary and cabinet support, and media and communications. The Division is seeking staff to join both the Performance, Governance and Inquiries Branch and the Ministerial and Parliamentary Branch.

The Performance, Governance and Inquiries Branch is a central point of support and oversight for the Department, providing strategic advice and guidance to the Executive and relevant Portfolio Ministers and consists of the following teams:

- The Evaluation, Planning and Reporting Section is responsible for ensuring key planning, performance and evaluation processes are embedded in the Department's governance functions with clear lines of responsibilities.
- The Inquiries Section provides a centralised function that coordinates input from across the Department to support comprehensive parliamentary and public inquiries. The section also uplifts SES readiness for Senate Estimates by anticipating critical topics and driving targeted preparation.
- The Enterprise Governance Section provides direct support to the senior strategic decision-making and is responsible for managing the Governance Framework, thereby supporting the operational and strategic vision for the Department
- The Evaluation and Impact Analysis Section is responsible for designing and implementing activities to uplift the Department's evaluation practices, including capability initiatives and evaluation advice. It is also responsible for engagement with other Commonwealth agencies on the impacts of new policies and programs.
- The Enterprise Risk Section is responsible for ensuring that effective risk management is embedded within the Department and provides advice and support to the Chief Risk Officer and staff across the organisation in identifying, assessing and reporting on their risks.
- The Strategic Risks Section works with business areas to support them in identifying and managing their strategic and emerging risks and building risk management capability and culture across the department.
- The Child Wellbeing Strategy and Capability Section supports the department to embed children’s safety and wellbeing at the centre of our values, actions and practice by building organisational and operational capability in line with Australia’s domestic and child-related commitments.

The Ministerial and Parliamentary Branch (MPB) is responsible for providing appropriate and efficient cross-portfolio support to the Ministers' Office, the Executive and senior managers in relation to Ministerial, Parliamentary and Cabinet related processes and consists of the following teams:

- The Parliamentary Section leads the Home Affairs portfolio parliamentary processes, including Senate Estimates, Questions on Notice, Question Time Briefs, supporting the portfolio's submissions and appearances at Parliamentary Inquiries, and monitoring of Parliamentary business.
- The Ministerial Coordination Section provides high-level administrative support services to the Home Affairs Portfolio Ministers, their personal staff, their Ministerial offices and the Portfolio Senior Executive.

- The Ministerial Liaison Section provides support to the Home Affairs portfolio Ministers' Offices and provides and supports departmental liaison officers (DLO) in the Ministers' Offices through a rolling DLO recruitment process.
- The Ministerial Correspondence Section provides administrative support services to Home Affairs portfolio Ministers and their offices in coordination with the departmental liaison officers in Ministers' offices.
- The Ministerial Submissions, Briefs and PDMS Section coordinates the portfolio's Ministerial submissions and briefs and manages the whole-of-government PDMS on behalf of the Department.
- The Cabinet Liaison Office is a central point of contact between the Department, Ministers' Offices, the Executive and senior managers, responsible for providing support in Cabinet related matters across the Home Affairs portfolio.

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

Our ideal candidate

We welcome high performing candidates who bring a range of experience and varied perspectives, are willing to work collaboratively as part of a diverse and supportive team, and have a desire to support organisational and Government outcomes. Our ideal candidate will be self-driven and seek to directly influence and lead projects that enhance business outcomes. Experience in stakeholder engagement, ministerial and/or parliamentary processes, communications, governance, planning, policy, performance monitoring, evaluation or risk will be highly regarded.

Highly desirable skills and attributes include:

- Strong stakeholder engagement, consultation and collaboration skills, including the ability to build and maintain productive working relationships with internal and external stakeholders.
- Excellent written and verbal communication skills, particularly the ability to communicate complex ideas in a clear and logical manner.
- Sound time management and organisational skills, including working independently to prioritise workloads within required timeframes.
- Ability to problem solve and exercise sound judgment in a fast-paced environment whilst maintaining a calm, flexible and friendly approach.
- Excellent strategic thinking and critical analysis skills.

Duties

All roles within ECD provide a unique opportunity to gain an understanding of the broader work of the whole Portfolio, including border policy and security, emergency planning and management, counter-terrorism and cyber and transport security. This knowledge and understanding provide invaluable insights that can be utilised throughout your career within the Home Affairs Portfolio. ECD is committed to ensuring a healthy work-life balance for its staff and offering a range of

flexible work arrangements to eligible employees, including variable hours and working from home.

Specific responsibilities will vary across the Branches and positions but may include:

- Developing and maintaining productive relationships with key internal and external stakeholders to achieve outcomes and support the flow of information across stakeholder groups.
- Collecting and analysing data through consultation with key stakeholders, incorporating feedback into team deliverables and the development of performance evaluation reporting and/or enterprise advice.
- Providing high quality administrative and logistical support including managing team mailboxes and records management processes, preparing briefing material for high-level governance committees, and responding proactively to incoming requests and work flowing tasks according to priority.
- Participating in all aspects of the ministerial correspondence process, including the triage, registration, allocation and quality assurance of Ministerial Correspondence.
- Providing CabNet+ system support to departmental officers and distribution of Cabinet documents.

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	Vanessa Coyles, 02 6264 1211
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139696/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762810

Department of the House of Representatives

Closing Date:Thursday 25 September 2025

Serjeant-At-Arms' Office
Departmental Wide Messenger Services

Job Title	Deputy Supervisor, Messenger Services
Job Type	Casual, Non-Ongoing
Location	Capital Hill ACT
Salary	$74,930 - $80,497
Future Merit Locations	Capital Hill
Office Arrangement	On Site
Office Arrangement Details	Onsite at the Parliament House in Canberra
Classification	APS Level 3
Position Number	6301
Agency Website	https://www.aph.gov.au/About_Parliament/Employment/Depa

Job Description

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

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

This is a casual role based in the Serjeant-At-Arms' Office. The Serjeant-at-Arms' Office provides services to support the House of Representatives chamber and Federation Chamber, Members and their staff at Parliament House, and employees of the department.

Specifically, the Office provides chamber support as well as services for Members, their staff and department employees in relation to security, mail delivery, office accommodation, committee room and courtyard bookings, building maintenance, business continuity planning, transport, fleet management and application of the Parliament House media rules. The Office also facilitates the School Visits Program in conjunction with other parliamentary departments and manages visitors to the Chamber galleries and parliamentary ceremonies at Parliament House.

About the Role

The occupant of the role will support the Supervisor, Messenger Services, in leading and managing a team of approximately 30 (principally non-ongoing sessional) staff supporting the operations of the House of Representatives chambers and the department. The occupant of the role will undertake regular duties in the House of Representatives chamber and Federation Chamber in parliamentary sitting weeks.

The occupant of the role will support the Supervisor in performing staff management and rostering functions and will help ensure departmental information and requirements are effectively communicated to the Messenger Services team.

The occupant of the role will have demonstrated leadership skills, the ability to work with limited supervision and demonstrated knowledge of parliamentary procedure, or the capacity to develop this quickly.

Duties

The Deputy Supervisor Messenger Services will:

1. Direct the work of Messenger staff.

2. Under the direction of the Supervisor, Messenger Services, assist with:

    - daily staff supervision
    - providing training and feedback according to development plans and work practices
    - preparing duty rosters
    - providing information to team members on overtime and leave entitlements
    - applying departmental policies particularly those relating to work health and safety, and
    - arrangements for ceremonial events
    - the operations of the Transport Office.

3. Assist with the implementation and monitoring of departmental policies and procedures relevant to the Messenger Services team, including:

    - chamber support
    - general support services
    - committee room support
    - mail services, and
    - uniforms.

4. Prepare and distribute correspondence of an administrative nature.

5. Assist with the general functioning of the Serjeant-at-Arms’ Office, as required.

Eligibility

Selection Criteria

The successful candidate will demonstrate:

1. Ability to work as an effective team member, including training staff in the performance of their duties in accordance with departmental policies.
2. Commitment to effective and high-level customer service, with proven ability to interpret and apply policies and procedures.
3. Communication, organisational and administrative skills including the ability to work to tight deadlines in pressure situations.
4. Professionalism, impartiality, tact, discretion, and courtesy.
5. Knowledge of the Parliamentary environment, including the operations of the House of Representatives chamber and Federation Chamber, or the ability to quickly acquire this knowledge.

Notes

While the role is casual, the occupant will be expected to be available for work on sitting days, which will also include some evening work. In the non-sitting periods, the occupant's work schedule will be determined by the Supervisor, Messenger Services, based on operational requirements.

The occupant of this role will be required to obtain and maintain a Baseline Security Clearance. Maintenance of a security clearance at this level is essential to this role, and failure to maintain a security clearance at this level may result in termination of employment.

Further information about the department is available on the DHR website.

About the Department of the House of Representatives

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

To Apply

Position Contact	Rhys Daddow, 02 6277 2145
Agency Recruitment Site	https://candidate.aurion.cloud/dohr/production/

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

Vacancy VN-0762748

Department of the Treasury

Closing Date:Monday 22 September 2025

Various
Various

Job Title	APS4-APS5 Executive Assistants, Multiple Positions
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW
Salary	$80,266 - $96,022
Future Merit Locations	Canberra, Sydney, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	APS Level 4;APS Level 5
Position Number	27-2025
Agency Website	www.treasury.gov.au

Job Description

https://treasury.gov.au/the-department/recruitment-and-careers

Treasury are seeking candidates to join our Executive Assistant (EA) team at the APS4 and APS5 classification levels.

In these roles you will be required provide high-level executive and administrative support to Senior Executive Service (SES) officers and divisional staff.

Duties

As an Executive Assistant, you will:

- Manage, coordinate and prioritise the workflow of the SES office to ensure priorities and deadlines are met including diary management, resolving scheduling conflicts, handling telephone enquiries and emails.
- Provide high level administrative and coordination support, including managing and organising meetings, briefings and events and anticipating and managing competing commitments.
- Draft, review and edit correspondence, presentations and reports on behalf of your SES.
- Handle sensitive information, maintain confidentiality and model ethical behaviour and practices consistent with the APS Code of Conduct and APS Values.
- Work collaboratively with other Executive Assistants/Executive Officers and the broader business area.
- Provide secretariat support including agendas, taking meeting minutes and maintaining information resources e.g. procedures, processes, documents and planning tools within your work area to foster and support the division's goals and objectives.
- Undertake a broad range of corporate and administrative support functions across the division including procurement, accounts processing, project and research work or analysis and other tasks as required.
- Manage records and use systems including SharePoint, Microsoft Office, PDMS, TechOne and other tools and share information and knowledge across the Executive Assistant network.
- Liaise with internal and external stakeholders on behalf of the SES to ensure effective communication, strong relationships, and timely responses to requests.
- Assist with data collation, tracking of performance indicators, and preparation of reports, briefs or dashboards to support informed decision-making by SES.
- Assist in fostering a positive workplace culture by supporting staff wellbeing, diversity and inclusion initiatives, and modelling respectful workplace behaviours.

At the **APS4 level** you will manage the office and diaries of one or more SES Band 1.

At the **APS5 level** you will have experience in a previous EA or senior administration support role managing the office and diary of one or more SES Band 2 or equivalent. You will mentor and support new staff members and assist Senior Executive Assistants when required.

EAs at Treasury are highly valued employees and have access to support and opportunities such as mentoring, peer support, shared learning and ongoing professional development.

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 the Treasury

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

To Apply

Position Contact	Siarna Connell, 02 6263 2553
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762245

Director of Public Prosecutions

Closing Date:Sunday 21 September 2025

Enabling Services Group

Job Title	Human Resource (HR) Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$140,369 - $158,880
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements including work from home arrangements will be considered on a case-by case-basis.
Classification	Executive Level 2
Position Number	25_49
Agency Website	

Job Description

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

We are seeking experienced and forward-thinking HR leaders to join the CDPP across a range of key functions, including Workplace Relations (Employee and Industrial), People Strategy, Workforce Planning, Recruitment and Reporting, WHS, Wellbeing, Development & Capability respectively.

These roles are pivotal in influencing the way we attract, develop, and support our workforce now and into the future. As a HR Manager, you will set direction, build strong partnerships, and deliver impact that strengthens CDPP's organisational capability and culture.

This is an exciting opportunity to:

- Shape the future of our workforce by leading innovative HR strategies and programs that make a measurable difference.
- Drive people-centred leadership that fosters inclusion, wellbeing, and capability growth across the agency.
- Collaborate at the executive levels, influencing decision-makers and building trusted relationships across business areas, senior executives, and stakeholders.

If you are a strategic HR leader who thrives on building high-performing teams, solving complex workforce challenges, and delivering outcomes that matter, we want to hear from you.

Duties

In addition to meeting the Integrated Leadership System profile of the Executive Level 2, primary outcomes and accountabilities will/may involve:

- Delivering and leading the People Branch strategic and operational plans to anticipate and establish priorities and monitor delivery of the overall work program;
- Building a culture that aligns with CDPP values and behaviours and fostering high performing teams who are dedicated to achieving quality program and service outcomes;
- Supporting a constructive environment that allows flexibility to innovate, experiment and create new opportunities for improvement;
- Professional advice and services to support key strategic initiatives and wider operations and projects, such as:
  - End to end services regarding diversity, people strategy, employment conditions, payroll, case management and rehabilitation, recruitment, onboarding and separations, HR workforce data analytics, reporting and workforce planning;
  - Ensuring the agency's People Branch program advice and actions are compliant with the Public Service Act and Regulations, Fair Work Act, APS Code of Conduct, legislation administered by Comcare, and other HR related legislation and standards set out in the CDPP Enterprise Agreement and defined by the Australian Public Service Commission;
  - Providing strategic specialist, professional and/or technical expertise and advice to the CDPP Executive;
  - Developing and delivering robust frameworks to support CDPP services and initiatives and adapt these frameworks as service offers as initiatives evolve.
- Building, maintaining and influencing effective strategic partnerships with a broad range of stakeholders and ensuring that suitable strategies are in place to maintain quality stakeholder engagement across a range of networks and forums; and
- Support budgets, procurement, risk and quality assurance planning processes using the appropriate CDPP frameworks.

Eligibility

- The ability to obtain and maintain an **AGSVA Baseline** security clearance is required.
- Australian Citizenship.
- Relevant tertiary qualifications in HR or related discipline will be highly regarded, including relevant work experience.

Notes

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

- unique and challenging work;
- professional development opportunities;
- generous leave entitlements;
- clear and transparent salary progression, and scheduled salary increases;
- 15.4% superannuation;
- a $295 annual wellbeing allowance;
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members; and

- flexible working arrangements considered in accordance with our Enterprise Agreement and the operational needs 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 Director of Public Prosecutions

To Apply

Position Contact	Kim Farthing, 0419 589 939
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762806

Future Fund Management Agency

Closing Date:Wednesday 24 September 2025

Job Title	Executive Assistant - Investment
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	-
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Three days on site (must include Tuesdays and Wednesdays) and two days work from home
Classification	APS Level 4
Position Number	JR100246
Agency Website	www.futurefund.gov.au

Job Description

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

The Future Fund are looking for someone to join our investment team in an executive support capacity. As an investment Executive Assistant, you'll support leaders across the Portfolio Design and Portfolio Asset teams, playing a key role in a fast-paced, high-stakes environment. This is a role for a proactive, resourceful professional who thrives under pressure, handles confidential matters with discretion and brings polished executive support skills to every interaction.

Duties

- Email & Diary Management: Action, filter, prioritise, and file emails; plan and coordinate meetings; perform administrative duties to ensure team efficiency.
- Project Support and Coordination: Contribute to project management; follow through on tasks to achieve deadlines; prepare and distribute meeting materials; reconcile credit card payments and invoices; produce documents; support ongoing team operations.
- Travel Arrangements: Organise domestic and international travel, balancing cost-effectiveness and compliance with internal policies; ensure the preparation of all appropriate travel documentation.
- Filing and Database Management: Implement and improve electronic filing systems to optimise data usage and workflow.
- Relationship Management: Build deep knowledge of key internal and external relationships; foster trust and effective communication.
- Executive Support Team Responsibilities: Collaborate with the Investment Executive Support Team and proactively contribute to the wider Executive Support Team.

Eligibility

You will bring to the role:

- Experience as an executive assistant, ideally in investment or financial services.
- A proven ability to work in a busy office, adapt to daily challenges and meet deadlines.
- Previous experience managing complex domestic and international travel.
- Willingness to engage with investment sub-teams to understand priorities.
- Strong interpersonal and communication skills; the ability to build professional relationships at all levels.
- Advanced knowledge of Teams, Outlook, Word, PowerPoint, and proficiency in Excel.
- Collaboration, consultation skills and emotional intelligence.
- Effective written and verbal communication skills, the ability to adapt content to different audiences.
- The ability to act as a self-starter who operates independently, takes ownership, and strives for accuracy and high-quality outcomes.
- A certificate in Office Administration or equivalent is desirable but not required.

Please note that this opportunity is only open to Australian Citizens.

Notes

About the Future Fund Management Agency

The Future Fund is Australia's sovereign wealth fund, investing for the benefit of future generations of Australians. The Future Fund Board of Guardians, supported by the Future Fund Management Agency, invests the assets of seven public asset funds: the Future Fund, the Medical Research Future Fund, the Aboriginal and Torres Strait Islander Land and Sea Future Fund, the Future Drought Fund, the Emergency Response Fund and the DisabilityCare Australia Fund. Each fund has an investment mandate that is determined by the Australian Government under legislation. Our role is to generate strong, risk-adjusted returns over the long term.

To Apply

Position Contact	John Campanaro, +61 3 8656 6400
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762684

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 21 September 2025

Marine Park Operations TUMRA

Job Title	Director TUMRA (Traditional Use of Marine Resources Agreements)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Cairns QLD
Salary	$137,405 - $162,377
Future Merit Locations	Townsville, Cairns
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	Executive Level 2
Position Number	1009
Agency Website	

Job Description

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

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

Managing a reef roughly the size of Italy demands many skills and talents, so you don't have to be a marine biologist to contribute to our mission. From finance to marketing roles, we have a team almost as diverse as the ecosystem we protect. Our commitment and dedication to the Great Barrier Reef and the Australian public have a long-lasting impact, and we are looking for individuals who can bring their unique skills, experience, and knowledge to our high-performing and inclusive organisation.

The Position

This position requires a detailed understanding of the cultural connection of Traditional Owners with the Great Barrier Reef. The position will work closely with Great Barrier Reef Traditional Owners and other First Nations people including remote communities, corporations and bodies established to assist First Nations people and business.

The filling of this vacancy is intended to constitute an affirmative measure under subsection 8(1) of the Racial Discrimination Act 1975 and is only open only to Aboriginal and/or Torres Strait islander applicants (further information is provided in the eligibility requirements section below).

About You

- You understand Aboriginal and Torres Strait Islander people's spiritual connection to Country and can clearly articulate and apply principles of cultural authority, traditional lore, and customs for managing Country.
- You have a sound understanding of how government policies and initiatives, such as Closing the Gap and the implementation of the Uluru Statement from the Heart, contribute to improving outcomes for First Nations people.
- You are a leader with strategic vision who can motivate and inspire others and set an example through your actions.
- You are experienced in building and maintaining high level relationships that achieve enduring partnerships, particularly with First Nations people.
- You demonstrate reliance, strong attention to detail and the ability to remain composed and effective when managing competing priorities or complex challenges. You will represent the Reef Authority at internal and external forums and negotiate sensitively on a range of complex matters.

Duties

- Lead a multi-disciplinary team in a dynamic environment to deliver high quality outcomes, meet deadlines and achieve organisational goals.
- Provide high level and timely advice to senior executives of the Reef Authority, the Marine Park Authority Board and the Australian Government on the strategic and operational delivery of Reef Authority Programs as they relate to Traditional Owners.
- Develop and maintain high level relationships by working collaboratively and persuasively with Australian and Queensland government agencies, Traditional Owners and Marine Park users and stakeholders.
- Negotiate persuasively with internal and external stakeholders, providing high-quality verbal and written briefs, reports, and submissions.
- Work within the Reef Authority to improve how its legislation, policy and operational delivery achieves culturally appropriate outcomes in a government and/or Traditional Owner setting.
- Foster and promote a culture of risk and safety management across the organisation and suggest improvements, particularly in the delivery of remote field activities.

Eligibility

The filling of this vacancy is intended to constitute an affirmative measure under subsection 8(1) of the Racial Discrimination Act 1975 and is only open only to Aboriginal and/or Torres Strait Islander applicants. This means applicants must:

a) be of Aboriginal and/or Torres Strait Islander descent; and

b) identify as Aboriginal and/or Torres Strait Islander; and

c) are accepted by their community as being Aboriginal and/or Torres Strait Islander.

Applicants shortlisted for interview will need to provide evidence at interview to confirm eligibility under the above affirmative measure. Acceptable evidence includes:

i. a letter signed and executed by the Chairperson of an incorporated Indigenous organisation confirming that they are recognised as an Aboriginal or Torres Strait Islander person, or

ii. a confirmation of Aboriginal or Torres Strait Islander descent form executed by an Indigenous organisation.

The successful candidate will have:

- Extensive experience working in partnership with Aboriginal and/or Torres Strait Islander peoples/communities to apply principles of cultural authority, traditional lore, and customs for managing Country.
- The ability to travel, sometimes overnight or for multiple days, including to remote and regional locations, and
- Hold and maintain a current unrestricted Australian issued driver's licence (preferably with 4-wheel drive experience) or be able to obtain one within a reasonable time frame.

To be eligible for employment, candidates must be an Australian citizen at the time of application.

The position requires a Baseline security clearance. Successful candidates will be required to obtain and maintain a clearance at this level.

The successful candidate will be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service.

Notes

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

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Richard Quincey, 0447 487 336
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762692

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 21 September 2025

Marine Park Operations Environmental Assessment and Protection

Job Title	EMC Compliance Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$76,583 - $84,443
Future Merit Locations	Townsville
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 4
Position Number	072
Agency Website	

Job Description

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

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

Managing a reef roughly the size of Italy demands many skills and talents, so you don't have to be a marine biologist to contribute to our mission. From finance to marketing roles, we have a team almost as diverse as the ecosystem we protect. Our commitment and dedication to the Great Barrier Reef and the Australian public have a long-lasting impact, and we are looking for individuals who can bring their unique skills, experience, and knowledge to our high-performing and inclusive organisation.

The Position

The Great Barrier Reef Marine Park Authority manages the assessment and compliance with Marine Park permissions which are required under the Great Barrier Reef Marine Park Zoning Plan 2003. Permissions are required for a variety of commercial, tourism, research, education and other activities performed within the Great Barrier Reef Marine Park.

This position is responsible for assisting in the management and delivery of the Marine Parks permission compliance program which includes management of compliance with Environmental Management Charge (EMC) obligations. EMC is associated with most commercial activities, including tourism operations, non-tourist charter operations, and facilities operating under a permit issued by the Reef Authority. For most tourism operations, Marine Park visitors participating in a tourist activity are liable to pay the charge to the permit holder, who then remits the charge to the Reef Authority. Permit holders then lodge quarterly tourism visitation data (logbooks) through EMC Online.

The position works closely with internal compliance and application assessment teams, external government agencies and the tourism and reef research industries to support positive compliance outcomes.

The position assists with the management of reef-wide desktop and field audits across all Marine Park permission types, preparation of official correspondence such as advisory letters and audit reports, researching and analysing reports of non-compliance relating to permit compliance.

Please note, this position is available non-ongoing though until to 31 July 2026.

About You

- You are a problem solver with an eye for detail and proven ability to manage competing tasks and meeting timeframes.
- You will have, or be able to quickly acquire, an ability to interpret and apply relevant policy/legislation, ideally in the marine environment.
- You will be experienced in negotiation, relationship and stakeholder management.
- You are resilient, have a strong sense of duty and enjoy being part of a cohesive team.

Duties

- Undertake regulatory compliance associated with Marine Park permissions and the Environmental Management Charge (EMC) including the research, interpretation and application of relevant Commonwealth legislation, policy, procedures and guidelines.
- Be accountable for the accurate collection and reconciliation of revenue from the EMC according to legislative and policy requirements.
- Under guidance from the Permits Compliance Manager, assist with post-permit requirements and EMC compliance processes including providing advice and education to permit holders,

preparation of official correspondence such as advisory letters, administration and record keeping.
- Provide accurate advice, investigate, resolve queries and liaise effectively with internal and external stakeholders, both orally and in writing.
- Work collaboratively with other members of the section, actively participate in and contribute to continuous improvement of practices and procedures that achieve more efficient business outcomes.

Eligibility

To be eligible for employment, candidates must be an Australian citizen at the time of application.

The position requires a Baseline security clearance. Successful candidates will be required to obtain and maintain a clearance at this level.

The successful candidate will be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service.

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 Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Eliza Sen Gupta, 07 4750 0757
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762698

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 21 September 2025

Marine Park Operations Environmental Assessment and Protection

Job Title	Manager Permission Systems
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD
Salary	$94,563 - $106,775
Future Merit Locations	Townsville
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	112
Agency Website	

Job Description

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

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

Managing a reef roughly the size of Italy demands many skills and talents, so you don't have to be a marine biologist to contribute to our mission. From finance to marketing roles, we have a team almost as diverse as the ecosystem we protect. Our commitment and dedication to the Great Barrier Reef and the Australian public have a long-lasting impact, and we are looking for individuals who can bring their unique skills, experience, and knowledge to our high-performing and inclusive organisation.

The Position

We are seeking an experienced and forward-thinking Systems Manager to join our team.

This position supports the Assistant Director Permission Systems and Compliance and the broader Environmental Assessment and Protection team with data systems management. This position is responsible for the management and coordination of business system maintenance and improvements associated with the Reef Management platform and associated interfaces. In particular, the position is responsible for the quality assurance of data, data analysis and reporting, internal and external user support, trouble shooting and delivery of system enhancements.

The position is responsible for the supervision, coaching and performance management of staff.

The position will also undertake processes required for collection and reconciliation of revenue associated with the environmental management charge and exercising a range of delegations relating to permissions and compliance. The position also plays a key role in the provision of advice and accurate reports on revenue streams and visitation statistics.

Please note, this position is available non-ongoing though until to 17 July 2026.

About You

- You are a natural problem solver, a doer and are known for seeing things through to completion.
- You are an excellent communicator, both in the written and verbal forms across both internal and external stakeholders at all levels, leading to strengthened relationships.
- You have an analytical mind, an eye for detail and above average organisational skills.
- You thrive under pressure and don’t get flustered when faced with competing priorities.
- You are proficient in the use of Microsoft Office programs, in particular Excel, the presentation of visual data and you are experienced in database interrogation to produce reports.

Duties

- Be accountable for providing professional and technical advice in relation to complex problems regarding data system operations that is informed, timely, practical, transparent and risk-based.
- Working under limited supervision, interpret and apply relevant Commonwealth and state legislation, policy and process, to ensure data integrity and appropriate system functions.
- Be accountable for the development, coordination and management of policy& procedures in relation to the data system to achieve continuous improvement.
- Lead information reporting and data analysis.
- Supervise and develop staff through coaching, performance feedback and encouraging career development to facilitate team performance against specific outcomes.

- Manage relationships with internal and external clients and stakeholders by resolving complex and contentious matters requiring sensitivity and persuasion to achieve Reef Authority outcomes.

Eligibility

To be eligible for employment, candidates must be an Australian citizen at the time of application.

The position requires a Baseline security clearance. Successful candidates will be required to obtain and maintain a clearance at this level.

The successful candidate will be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service.

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 Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Eliza Sen Gupta, 07 4750 0757
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762745

High Court of Australia

Closing Date:Sunday 28 September 2025

Registry Branch

Job Title	Registry Officer
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$77,678 - $83,710
Future Merit Locations	Brisbane, Sydney, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 4
Position Number	318; 338
Agency Website	https://www.hcourt.gov.au

Job Description

https://www.hcourt.gov.au/employment

The Role - Registry Officer

Under general direction, the Registry Officer will work as part of a team to ensure the smooth running of the daily operations of the High Court Registry. The Registry Officer is responsible for the administration of records (both physical and digital), collecting and accounting payment of fees made to the Court and other general administrative and clerical support duties.

Most work of the Registry team revolves around being able to work constructively with others, often in challenging circumstances, whilst managing and balancing competing priorities. We have a supportive team culture, and we take pride in working respectfully and collaboratively with internal and external stakeholders. The Registry Officer plays a central role in embracing and enhancing this approach.

Duties

· Under general direction, respond to enquiries that come to the High Court via telephone or email.

· Provide accurate and timely information and assistance to legal practitioners and members of the public regarding matters filed in the Court.

· Provide assistance to practitioners seeking entry of their names in the federal Register of Legal Practitioners.

· Perform a variety of essential administrative and office management duties to assist in the efficient operation of the Registry in Canberra, Melbourne and Sydney.

· Provide administrative assistance to the Justices, Registrars and Justices' Associates as required.

· Assist the Deputy Registrars in ensuring the timely collation and distribution of special leave documents.

· Liaise with High Court staff in other offices of the Registry about material filed in the Court.

· Conduct litigation searches, and searches of the federal Register of Legal Practitioners and manage the inspection of files held in the Court's archive.

· Receive and account for statutory fees. Maintain a petty cash float and undertake banking duties as required.

· Undertake an initial checking of filed documents for compliance with the High Court Rules.

· Assist in the maintenance of the High Court's Digital Lodgement System, federal Register of Legal Practitioners and other electronic databases.

· Prepare less complex correspondence.

· Arrange for the daily dispatch of documents by courier, email and post.

· Demonstrate working practices consistent with the High Court Code of Conduct and Workplace Health and Safety arrangements.

· Undertake other duties as required.

Branch overview

The Registry Branch is comprised of a small team of approximately 15 employees who, with the addition of the Transcript Editors and Court Reporters, play a key role in delivering Registry services to support the performance of the judicial functions of the High Court. The Registry provides the public interface for legal practitioners and litigants without legal representation who wish to commence proceedings in the High Court. It is also an important source of information for the legal profession, the media and for members of the public seeking information about proceedings before the Court and the role and function of the Court. The Registry manages the case-flow of the judicial workload of the Court.

In so doing it performs a wide variety of functions, the primary functions being:

· filing and managing proceedings before the Court in accordance with the High Court Rules, Practice Directions and relevant legislation.

· developing and maintaining a digital case lodgement system.

· arranging and monitoring Court sittings and producing transcript of all hearings.

· providing information concerning the status and disposition of matters before the Court.

· maintaining the Federal Register of Legal Practitioners.

Eligibility

To be eligible for employment at the Court, candidates must be Australian citizens.

Candidates offered employment will be required to successfully undergo a police record check. The successful candidate will be required to submit a pre-employment medical declaration. Candidates must be willing to disclose all relevant and required information.

Successful applicants engaged by the Court will be subject to a probation period.

Selection criteria

The selection criteria reflect the knowledge, experience, core skills and personal qualities required for the role:

1. Proven organisational skills including the ability to meet deadlines and prioritise workloads with limited supervision in a small team environment.

2. Ability to communicate both orally and in writing including:

· Accuracy and attention to detail in written work.

· Ability to respond appropriately to inquiries by phone and in person from practitioners, unrepresented litigants and members of the public.

3. Sound understanding of a court's registry practice and procedures, including maintaining records and managing the digital filing systems.

4. Demonstrated sound knowledge of contemporary software applications.

5. Proven dependability, punctuality and ability to work with discretion when handling sensitive/confidential matters.

Qualifications and experience

Mandatory - Experience with Microsoft Office Suite (i.e: Word, Excel, Powerpoint). Demonstrated experience working successfully with contemporary systems and technology (or equivalent knowledge)

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

What we need from you

Applications must be addressed to the contact officer, **Anna Fitzgerald** and forwarded to the HR Officer by the closing date.

A **Vacancy Information Kit** for this position is available at Employment opportunities | High Court of Australia

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

· an application cover sheet

· your current résumé

· a maximum 750 words pitch against the selection criteria, including relevant examples

· the names and contact details of two referees, one of whom should be a current supervisor.

If you have any questions regarding the recruitment process or require any reasonable adjustments, please email the HR Officer or telephone (02) 6270 6952.

Applications close **Sunday, 28 September 2025, 1159pm AEDT**.

Please note that late applications will not be accepted.

Notes

About the High Court of Australia

The High Court of Australia (the Court) is the highest court in the Australian judicial system. It was established in 1901 by section 71 of the Constitution.

The seat of the Court is in Canberra, where it is located in its own building within the National Triangle. The Court also has locations in Brisbane, Sydney, and Melbourne, as well as sitting on circuit around Australia as required.

Opened in 1980, the High Court building is one of Australia's National Buildings, and was heritage listed in 2007.

The Court has approximately 75 full-time equivalent (FTE) employees supporting the Chief Justice and Justices, most of whom are in Canberra.

As an employee of the Court, you will:

· work in a high-performing, inclusive and collaborative work environment

· receive a generous salary and work conditions

· have access to flexible working arrangements.

About the High Court of Australia

To Apply

Position Contact	Anna Fitzgerald, 02 6270 6348
Agency Recruitment Site	https://www.hcourt.gov.au/employment

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762836

High Court of Australia

Closing Date:Wednesday 24 September 2025

Human Resources

Job Title	Senior Human Resources Advisor
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	$147,297 - $166,496
Future Merit Locations	Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 2
Position Number	361
Agency Website	https://www.hcourt.gov.au

Job Description

https://www.hcourt.gov.au/employment

The Role - Senior Human Resources Advisor

The Senior Human Resources Advisor reports directly to the Manager Corporate Services to deliver both operational HR services and strategic workforce initiatives.

This role requires a proactive, hands-on leader who can balance strategic advice with day-to-day HR management. The position will drive organisational improvement through contemporary HR practices, foster capability across the Court, and provide trusted advice and support to Justices, senior executives and staff.

The Senior Human Resources Advisor is responsible for providing high-quality HR services and leading strategic initiatives that enhance organisational performance.

Duties

- Leading a small team to deliver expert advice on HR policy, legislation, systems, and procedures, ensuring compliance and transparency across all HR processes.

- Providing complex advice and support on employee relations, performance management, WHS, learning and development, recruitment, talent management, and conditions of employment.
- Managing and streamlining the full HR employment cycle.
- Overseeing the Work Health & Safety (WHS) function and promoting a strong safety culture.
- Managing the Payroll function with a focus on accuracy, compliance, and efficiency.
- Building close working relationships with Associates and supporting their HR needs.
- Supporting and mentoring senior managers to embed better practice HR and build workforce capability.
- Developing and implementing the Court's Workforce Planning Strategy.
- Driving organisational change through contemporary HR policies, processes, and frameworks.
- Designing and overseeing the Court's corporate training and development program.
- Representing the Court at tribunals, forums, conferences, and meetings with government and private sector stakeholders.

Branch overview

The Corporate Services Branch provides a high standard of support and guidance to the Court on general day-to-day requirements. This includes Human Resources, Finance, Records Management, Risk and Governance, Information and Communication Technology (ICT), Security and Building Operations functions which support the operation of the Court.

Each of these key supporting areas of the Court play a pivotal role, ensuring all employees of the Court can successfully undertake the duties of their role within a safe, secure and suitable environment.

The team

The Human Resources (HR) Team, led by the Senior Human Resources Advisor, partners with senior managers, staff, and external stakeholders to provide both operational and strategic HR services across a wide range of areas, including:

· Employment law and compliance

· Workforce planning and capability development

· Policy and procedure development

· Organisational change management

· Staff appraisal and performance management

· Learning and development

· Recruitment and onboarding

· Payroll and workforce administration

Eligibility

To be eligible for employment at the Court candidates must be Australian citizens.

Candidates offered employment will be required to successfully undergo a police record check. The successful candidate will be required to submit a pre-employment medical declaration. Candidates must be willing to disclose all relevant and required information.

Successful applicants engaged by the Court will be subject to a probation period.

Selection criteria

The selection criteria reflect the knowledge, experience, core skills and personal qualities required for the role:

1. Proven leadership in human resources management, with demonstrated experience leading and developing HR teams, driving strategic initiatives, and delivering effective HR services within a sensitive and complex environment.
2. Extensive expertise in employee relations, including the ability to interpret and apply employment legislation, provide authoritative advice on complex employee relations issues, manage performance and conduct matters, and foster a positive and compliant workplace culture.
3. Demonstrated capacity to manage the full employment lifecycle, including workforce planning, recruitment, payroll, learning and development, and work health and safety, with a track record of implementing improvements and ensuring compliance with relevant legislation and frameworks.
4. Highly developed communication, negotiation, and influencing skills, with the ability to engage effectively with staff at all levels, senior executives, and external stakeholders, providing clear, persuasive, and outcome-focused advice.
5. Ability to build and maintain strong working relationships with Associates, providing regular check-ins, guidance, and support, ensuring early resolution of issues, and a supportive workplace environment.
6. Demonstrated ability to build a culture of continuous improvement, partnering with leaders to enhance capability, manage change, and strengthen HR policies, processes, and governance.

Qualifications and experience

Mandatory - The ability to obtain and maintain a Baseline security clearance.

Desirable - Experience working in a court environment is desirable, but not essential.

What we need from you

Applications must be addressed to the contact officer, **Patricia O'Farrell** and forwarded to the **HR Officer** by the closing date.

A **Vacancy Information Kit** for the position is available at Employment opportunities | High Court of Australia

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

· an application cover sheet

· your current résumé

· a maximum 750 words pitch against the selection criteria, including relevant examples

· the names and contact details of two referees, one of whom should be a current supervisor.

If you have any questions regarding the recruitment process or require any reasonable adjustments, please email the **HR Officer** or telephone (02) 6270 6952.

Applications close **Wednesday, 24 September 2025, 1159pm AEDT**.

Please note that late applications will not be accepted.

Notes

About the High Court of Australia

The High Court of Australia (the Court) is the highest court in the Australian judicial system. It was established in 1901 by section 71 of the Constitution.

The seat of the Court is in Canberra, where it is located in its own building within the National Triangle. The Court also has locations in Brisbane, Sydney, and Melbourne, as well as sitting on circuit around Australia as required.

Opened in 1980, the High Court building is one of Australia's National Buildings, and was heritage listed in 2007.

The Court has approximately 75 full-time equivalent (FTE) employees supporting the Chief Justice and Justices, most of whom are in Canberra.

As an employee of the Court, you will:

· work in a high-performing, inclusive and collaborative work environment

· receive a generous salary and work conditions

· have access to flexible working arrangements.

About the High Court of Australia

To Apply

Position Contact	Patricia O'Farrell, 02 6270 6983
Agency Recruitment Site	https://www.hcourt.gov.au/employment

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762550

Murray-Darling Basin Authority

Closing Date:Sunday 21 September 2025

Job Title	University Vacation Employment Program 2026
Job Type	Casual, Non-Ongoing
Location	Goondiwindi QLD, Adelaide SA, Albury NSW, Canberra ACT, Griffith NSW, Mildura VIC, Murray Bridge SA
Salary	$62,439 - $67,951
Future Merit Locations	Goondiwindi, Adelaide, Albury, Canberra, Griffith, Mildura, Murray Bridge
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 2
Position Number	Various
Agency Website	

Job Description

https://www.mdba.gov.au/careers

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray–Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray–Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the Murray-Darling Basin Plan.

Who we are looking for?

The MDBA is recruiting for high-achieving students who are keen to gain experience in the integrated management of water resources of the Murray–Darling Basin, in collaboration with state governments, industries and communities.

The University Vacation Employment Program offers paid employment on a casual, intermittent basis for a period of up to 12 months, designed to provide an opportunity for university students to gain work experience in a government setting while completing their studies. Placements will commence from November 2025 full time for up to 6 weeks upon commencement, and intermittent hours during tertiary study for the remainder of the term.

Duties

We are particularly interested in students studying:

- engineering
- environmental science/management
- hydrology
- archaeology, cultural heritage, geography
- law, policy, social sciences
- economics, finance, accounting
- mathematics, statistics
- programming, modelling, data analysis

About the placements

The following placements are currently available in the 2026 University Vacation Employment Program:

1. Environmental Assets – River Management
2. Operations Tool Development – River Management
3. Hydrological Analysis – Basin Science and Knowledge
4. First Nations Policy – Basin Science and Knowledge (applicants who are First Nations are highly encouraged to apply)
5. Basin Plan Model Librarian – Basin Science and Knowledge
6. Strategy and Integration – Basin Plan

Eligibility

To be eligible for the Program you must:

- be an Australian citizen
- be completing an undergraduate or postgraduate degree (applications from students in their final years of study are preferred)
- be available to commence between November 2025 - February 2026 (as negotiated)
- be able to attend one of our offices in person

- be available for an initial period of up to 6 weeks fulltime, with the option for intermittent hours around your studies for the duration of the 12-month term
- satisfy all other MDBA engagement requirements, including health and character clearance.

Notes

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

About the Murray-Darling Basin Authority

To Apply

Position Contact	People and Culture, please email
Agency Recruitment Site	https://www.mdba.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Vacancy VN-0762556

Murray-Darling Basin Authority

Closing Date:Sunday 21 September 2025

Job Title	Oscar Mamalai University Vacation Employment Program 2026
Job Type	Casual, Non-Ongoing
Location	Canberra ACT
Salary	$62,439 - $67,951
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 2
Position Number	TBC
Agency Website	

Job Description

https://www.mdba.gov.au/careers

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray–Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray–Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the Murray-Darling Basin Plan.

Who we are looking for?

The MDBA is looking for an Australian National University (ANU) student who is keen to gain experience in the integrated management of the water resources of the Murray–Darling Basin.

The Oscar Mamalai University Vacation Employment Program offers paid employment on a casual, intermittent basis for a period of up to 12 months, designed to provide an opportunity for an ANU student to gain work experience in a government setting while completing their studies. The placement will commence from November 2025 full time for up to 6 weeks upon commencement, and intermittent hours during tertiary study for the remainder of the term.

Duties

We are particularly interested in students studying:

- engineering
- environmental science/management
- hydrology
- archaeology, cultural heritage, geography
- law, policy, social sciences
- economics, finance, accounting
- mathematics, statistics
- programming, modelling, data analysis

About the placements

The following placements are currently available in the 2026 Oscar Mamalai University Vacation Employment Program:

1. Environmental Assets – River Management
2. Operations Tool Development – River Management
3. Hydrological Analysis – Basin Science and Knowledge
4. First Nations Policy – Basin Science and Knowledge (applicants who are First Nations are highly encouraged to apply)
5. Basin Plan Model Librarian – Basin Science and Knowledge
6. Strategy and Integration – Basin Plan

Eligibility

To be eligible for the Program you must:

- be an Australian citizen
- be an ANU student
- be completing an undergraduate or postgraduate degree (applications from students in their final years of study are preferred)
- be available to commence between November 2025 - February 2026 (as negotiated)
- be able to attend our Canberra office
- be available for an initial period of up to 6 weeks fulltime, with the option for intermittent hours around your studies for the duration of the 12-month term

- satisfy all other MDBA engagement requirements, including health and character clearance.

Notes

About Oscar Mamalai

Oscar Mamalai was a highly valued staff member of the MDBA for twenty years until his unexpected passing in 2020.

Oscar commenced at the MDBA in 1999 and worked in a range of teams across the organisation, most recently working with the Water Resource Planning team as a Policy Officer.

A former ANU student with a passion for environmental law, the Oscar Mamalai University Vacation Employment Program was created in tribute to Oscar, who was highly valued as a colleague and friend to many.

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 Murray-Darling Basin Authority

To Apply

Position Contact	People and Culture, please email
Agency Recruitment Site	https://www.mdba.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Agriculture, Water and the Environment

Vacancy VN-0762804

Australian Pesticides and Veterinary Medicines Authority

Closing Date:Wednesday 01 October 2025

Job Title	Director Innovation
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Armidale NSW
Salary	$149,030 - $172,450
Future Merit Locations	Canberra, Armidale
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements (including working from home) are outlined under the APVMA's Enterprise Agreement 2024-27.
Classification	Executive Level 2
Position Number	01259
Agency Website	https://apvma.gov.au/node/1063

Job Description

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

The APVMA’s Innovation section is seeking applications for Director Innovation to provide strategic oversight for the APVMA project office, as well as leading the continuous improvement function of the agency.

Located in either Canberra ACT or regional Armidale NSW, you will gain experience in the Australian Public Service, have access to a variety of flexible working arrangements, and lead the APVMA’s enhancement program.

This role is a three-year non-ongoing appointment, with a merit pool being created for potential ongoing vacancies.

Duties

The Director Innovation will lead a small team including project managers, seconded subject matter experts, and business analysts to:

- Identify and propose innovative solutions to system-wide and process issues to ensure the APVMA meets its strategic priorities
- Analyse and document business processes to ensure legislative compliance and identify opportunities to improve task efficiency

- Assess the business impact of business process changes in consultation with subject matter experts
- Lead change management initiatives
- Assist with the resolution of identified problems affecting the progress of major projects
- Produce a range of written artefacts to support executive decision making, document business processes, change management, and program management.
- Foster a positive culture within the team by confidently leading by example in displaying appropriate professional and inclusive behaviour, actively managing team members to continually develop their skills, engage with risk and demonstrate accountability.

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 Pesticides and Veterinary Medicines Authority

To Apply

Position Contact	Annie Ryan, 02 6770 2437
Agency Recruitment Site	https://candidate.aurion.cloud/apvma/production/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Agriculture, Water and the Environment

Vacancy VN-0762576

Department of Agriculture, Fisheries and Forestry

Closing Date:Monday 22 September 2025

Biosecurity Operations
Traveller Operations & Policy Travellers Operations

Job Title	Operations Manager
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	$95,438 - $108,360
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 6
Position Number	2025/2829
Agency Website	https://www.agriculture.gov.au

Job Description

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

Biosecurity Operations Division delivers nationally integrated biosecurity and imported food regulatory activities to ensure goods, conveyances and travellers meet Australia's import requirements. Division operations include policy and regulatory control setting across imported food and biosecurity risk pathways, as well as the delivery of assessment, inspection, community engagement and contact centre services. The division also partners with industry to improve the delivery of regulatory functions. The division spans a range of regulatory activities that plays a critical role in reducing risk and shaping our nation to become one of the few countries in the world to remain free from the world’s most severe pests and diseases.

The **Traveller Operations & Policy (TO&P) Branch** develops and implements regulatory policy for traveller biosecurity and human health, delivers biosecurity regulatory screening and inspections of goods at air and seaports, manages non-compliant travellers including by issuing infringement notices, and drives modernisation and reform initiatives. The branch is responsible for leading the planning and design of the department’s requirements for the new Western Sydney International Airport.

Travellers Operations delivers regulatory screening and inspections of travellers and their goods at the border to verify compliance with Australia's biosecurity requirements. Travellers Operations works with policy and risk owners within the department to influence and inform operational policy and deliver regulatory functions in accordance with legislative requirements, national standards and a risk-based operating model.

Duties

The Jobs

The role of an Operations Manager is to lead and manage staff to support the achievement of operational outcomes in line with the department's business objectives. The successful applicants will need to influence and contribute to change, while contributing to business planning and decision-making processes. They will also be required to demonstrate innovative leadership while providing support to and managing teams in a regulatory environment.

The duties of these roles may include some or all the following:

- Leading and managing the performance of geographically dispersed teams working in a regulatory environment.
- Making decisions based on sound judgement in line with the application of legislation and regulations.
- Performing research and data analysis on complex or escalated issues to inform decision making or recommendations to the relevant delegate.
- Preparing a range of written material (such as data reports and briefs) which includes developing recommendations and liaising with internal stakeholders.
- Managing competing priorities and organising workflow for self and others while maintaining good attention to detail and delivering within timeframes.
- Effectively communicating with, and responding to, internal and external stakeholders including government agencies and industry partners.
- Providing quality specialist advice to internal stakeholders including anticipating problems and contributing to issues management.
- Supporting change management including staff and client participation, consultation and cultural change.

Please note that this selection process will initially be used to fill one vacancy across the Biosecurity Operations Division. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Gazette, may also be used to fill future ongoing vacancies in the division where the duties are of a similar nature.

For further information on the work of a Manager in the Biosecurity Operations Division please click here.

Eligibility

What we are looking for

Knowledge and experience

The successful applicants will have:

- experience in leading, managing, mentoring and supporting staff in an operational environment
- experience in implementing change and managing ambiguity in the workplace

- high level writing skills with demonstrated experience delivering a range of written products
- demonstrated computer literacy and experience interrogating electronic databases
- knowledge of the principles of administrative law and the objectives of regulatory practice
- an understanding of the application and authority to exercise regulatory powers

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	David Daly, 0418 753 828
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Agriculture, Water and the Environment

Vacancy VN-0762637

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 01 October 2025

Job Title	Economist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Cairns QLD, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$95,438 - $108,360
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	subject to negotiation
Classification	APS Level 6
Position Number	2025/3068
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES)** is the research arm of the Australian Government Department of Agriculture, Fisheries and Forestry. Our mission is to provide professionally independent data, research, analysis and advice that informs public and private decisions affecting Australian agriculture, fisheries and forestry.

ABARES has a wealth of expertise in applied economic and scientific research, developing innovative modelling techniques, undertaking comprehensive surveys and developing internationally recognised data management processes. We provide integrated socio-economic and biophysical analysis to address the policy issues facing Australia's agriculture, forestry and fisheries industries today and into the future.

ABARES employs innovative and passionate individuals and offers the opportunity to work in a collaborative, relaxed and inclusive working environment. At ABARES you will be working in an environment supported by world-class economists and scientists developing insights into how to design better policy for Australia’s agriculture, fisheries and forestry sectors.

Agricultural Forecasting and Trade Branch provides research, analysis and advice on agricultural commodity prices and production; forecasts for key commodities; agricultural and trade policy; trends and drivers of trade and global markets; and emerging policy issues.

Duties

The Job

ABARES has a position(s) available at APS 6 level in the role of Economist. As an APS 6 Economist within ABARES you will be responsible for contributing to a team delivering research and analysis to support our department's priorities.

Duties include, but are not limited to:

- monitoring trends and drivers in Australian and international markets for agriculture, fisheries and forestry
- producing forecasts, research and analysis on agriculture, fisheries and forestry markets
- communicating forecasts, research and analysis to internal and external stakeholders, using a variety of methods – including in data products, written reports and verbally
- documenting forecasting, research and analysis methods, and seeking opportunities to enhance and improve methods over time
- developing and maintaining industry networks used to support forecasting, research and analysis processes and to improve methods over time
- developing and consulting on ideas for new projects and research activities based on departmental priorities, stakeholder needs and emerging issues
- contributing to quality assurance and data governance processes to ensure published work meets ABARES standards.

Please note that this recruitment process will initially be used to fill **one vacancy on an ongoing basis** and the role is open to all locations listed including regional areas. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

Flexible working arrangements

We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

Eligibility

What we are looking for

Knowledge and experience

The successful applicant will be able to demonstrate:

- demonstrated knowledge and experience with economic, statistical and/or data science and analysis techniques, and an ability to apply this knowledge to industries, commodity markets, trade and emerging policy priorities
- proven experience in communicating complex concepts and analysis in a clear and engaging way to a range of stakeholders
- demonstrated knowledge and experience working on applied economics – including forecasting, research and analysis
- demonstrated ability to identify emerging issues and to contribute to engaging, high-quality and relevant research and data about these issues.

Mandatory qualifications

- A degree-level tertiary qualification in economics, statistics, data science or another relevant discipline is mandatory.
- Proficiency using analytical programming languages is desirable but not essential.

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Tom Jackson, 0437 130 928
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Agriculture, Water and the Environment

Vacancy VN-0762650

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 01 October 2025

ABARES
Agricultural Forecasting and Policy Agricultural Forecasting and Policy

Job Title	Economists and Data Managers
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$124,861 - $134,295
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	subject to negotiation
Classification	Executive Level 1
Position Number	2025/3070
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES)** is the research arm of the Australian Government Department of Agriculture, Fisheries and Forestry. Our mission is to provide professionally independent data, research, analysis and advice that informs public and private decisions affecting Australian agriculture, fisheries and forestry.

ABARES has a wealth of expertise in applied economic and scientific research, developing innovative modelling techniques, undertaking comprehensive surveys and developing internationally recognised data management processes. We provide integrated socio-economic and biophysical analysis to address the policy issues facing Australia's agriculture, forestry and fisheries industries today and into the future.

ABARES employs innovative and passionate individuals and offers the opportunity to work in a collaborative, relaxed and inclusive working environment. At ABARES you will be working in an environment supported by world-class economists and scientists developing insights into how to design better policy for Australia's agriculture, fisheries and forestry sectors.

The **Agricultural Forecasting and Trade Branch** provides research, analysis and advice on agricultural commodity prices and production; forecasts for key commodities; agricultural and trade policy; trends and drivers of trade and global markets; and emerging policy issues.

Duties

The Job

ABARES has a number of positions available at EL1 level, including Economist, and Data manager. As an EL1 within ABARES you will be responsible for delivering and leading key components of the ABARES work program while supporting and building a positive team culture.

For all EL1 roles, duties will include, but are not limited to:

- leading and contributing to teams that are delivering data, research and advice on Australian agriculture, fishing and forestry
- providing leadership, building team capability, guiding and mentoring staff
- communicating with stakeholders within ABARES, other government agencies and industry
- developing and consulting on ideas for new projects and research activities based on departmental priorities, stakeholder needs and emerging issues
- building and maintaining relationships and partnerships to ensure effective communication and consultation with key stakeholders in ABARES, government and industry.

In addition to the above, the following role-specific elements apply:

Economist: ABARES economists analyse trends and drivers of market outcomes for our portfolio industries and produce research and forecasts that help form a shared evidence base on Australian agriculture, fisheries and forestry. This data-driven evidence base is used in discussions between industry and government, by trading partners, and to support policy making on key issues such as trade, market access, biosecurity, and climate events.

The EL1 economist role includes, but is not limited to, the following responsibilities:

- lead and deliver forecasts, research and analysis into Australian agricultural, fisheries or forestry markets
- communicate forecasts, research and analysis to internal and external stakeholders using a variety of methods – including in data products, written reports and verbally
- design, implement and document forecasting, research and analysis methods, and seek opportunities to enhance and improve methods over time
- ensure the development and maintenance of industry networks used to support forecasting, research and analysis processes and to improve methods over time
- work with colleagues at all levels to plan and manage the production of forecasts, research and analysis, by developing and managing timelines and staff, and acting as a source of knowledge and expertise
- contribute to and lead quality assurance and data governance processes to ensure published work meets ABARES standards.

Data manager: The data management team provides ABARES forecasters, researchers and analysts with data and insights into drivers of change in agriculture, fisheries and forestry markets. The team manage – and build the capability of staff to use – the databases used to enter, transform, access and publish data.

The EL1 data manager role includes, but is not limited to, the following responsibilities:

- manage the flow of data into and out of the trade and commodities database and manage the interaction interfaces used to enter and access these data
- work with colleagues to support uplift of the ABARES Commodities Database as part of our digital transformation project
- manage the design of data tables published in ABARES reports, and the population of these tables with data by commodity analysts – including error checking and amendments
- build the capability of analysts to enter, access and manage their data and to use the software applications involved
- lead and support continuous improvement to data management practices, specifically in the development, quality assurance and publication of data products
- collaborate with the other ABARES programs as required to help develop data governance and quality standards and lead their implementation in ABARES programs.

Please note the role is open to all locations listed including regional areas. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

Flexible working arrangements

We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

Eligibility

What we are looking for

Knowledge and experience

The successful applicant will be able to demonstrate:

- Demonstrated knowledge and experience with economic, statistical and/or data science, management and analysis techniques, and an ability to apply this knowledge to industries, commodity markets, trade and emerging policy priorities.
- A history of successfully delivering forecasting, research, statistical or data-related projects.
- Proven experience in communicating complex concepts and analysis in a clear and engaging way to a range of stakeholders.

In addition, the following are specifically sought for the advertised positions:

Economist:

- Demonstrated leadership, knowledge and experience working on applied economic analysis – including forecasting, research and modelling.
- Demonstrated ability to identify emerging issues and to design and deliver engaging, high-quality and relevant research and data about these issues.

Data manager:

- Demonstrated leadership, knowledge and experience in data management in an applied context – including sophisticated management of large and complex datasets.
- Demonstrated knowledge experience in data governance and management practices, and in promoting and explaining these to their colleagues.

Mandatory qualifications

- A degree-level tertiary qualification in economics, statistics, data science or another relevant discipline is mandatory.
- Proficiency using analytical programming languages is desirable but not essential.

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Tom Jackson, 0437 130 928
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Agriculture, Water and the Environment

Vacancy VN-0762657

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 21 September 2025

Exports & Veterinary Services
Export Standards Various

Job Title	Senior Veterinary Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$139,535 - $149,356
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2025/3071
Agency Website	https://www.agriculture.gov.au

Who we are

The Export Standards Branch (ESB) leads technical market access negotiations and engagement with Australia's key trading partners for a range of exported agricultural and food commodities and certified products. ESB also pursues Australia's interests internationally in multilateral food safety and trade related forums and leads technical trade modernisation initiatives and collaborative projects to grow closer ties in markets.

The branch has roles in the following sections:

The **Meat Market Access – Europe, Americas, Middle East & Africa Section** contributes to strategies and trade negotiations with international trading partners in Europe, Americas, Middle East and Africa region to maintain, improve and develop new market access for trade in Australian edible meat and meat products.

The **Emergency Animal Disease Trade Preparedness Section** reviews and critically analyses current trade conditions across ESB commodities and scientifically evaluates how these conditions can be improved to minimise disruptions to trade in the event of an emergency animal disease outbreak in Australia. This analysis contributes to the development of strategies and trade negotiations with key international trading partners.

The **Animal Inedible Products Market Access Section** contributes to strategies and trade negotiations with international trading partners in Europe, the Middle East, North and South Americas and Africa to maintain, improve and develop new market access for trade in Australian inedible animal products, such as rendered products, pet food, skins and hides, wool, pharmaceuticals and technical products.

Duties

The Jobs

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

• working on topical issues critical for the future export of Australian animal products

• liaising, negotiating and effectively communicating with Australian and overseas government agencies, industry bodies and other internal and external stakeholders in support of technical market access

• providing technical veterinary advice and guidance on matters relating to animal health, biosecurity and food safety

• undertaking research and developing technical submissions and briefings in support of technical market access negotiations for Australian animal products

• representing the department during engagement with international trading partners and Australian industry

• providing input into the development of international standards for food trade

• undertaking research and responding to issues of establishment non-compliance.

Please note that this selection process will **initially be used to fill several ongoing vacancies in the branch**. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill **future ongoing vacancies in the branch** where the duties are of a similar nature.

To see more on the work of veterinarians in our department please click here.

Eligibility

What we are looking for

Knowledge and experience

• A demonstrated understanding of Australia’s food safety and/or animal health systems.

• Previous experience in agriculture trade or its management.

• A sound knowledge of Australian export legislation and its regulation of agricultural industries.

• An understanding of legislative frameworks and government decision-making processes and regulations.

Mandatory qualifications

To be considered for these positions you must have a veterinary degree from an Australian university or equivalent veterinary qualification recognised in Australia. You must be registered, or eligible for registration, with the relevant Australian state/territory veterinary board and you must maintain this registration whilst employed by the department.

Notes

Flexible working arrangements

We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Anna Somerville, 02 6272 5954
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Agriculture, Water and the Environment

Vacancy VN-0762658

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 21 September 2025

Exports & Veterinary Services
Export Standards Various

Job Title	Assistant Director
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	$124,861 - $134,295
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2025/3066
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The Export Standards Branch (ESB) leads technical market access negotiations and engagement with Australia's key trading partners for a range of exported agricultural and food commodities and certified products. ESB also pursues Australia's interests internationally in multilateral food safety and trade related forums and leads technical trade modernisation initiatives and collaborative projects to grow closer ties in markets.

The branch has roles in the following sections:

The **Meat Market Access – Europe, Americas, Middle East & Africa Section** contributes to strategies and trade negotiations with international trading partners in Europe, Americas, Middle East and Africa region to maintain, improve and develop new market access for trade in Australian edible meat and meat products.

The **Emergency Animal Disease Trade Preparedness Section** reviews and critically analyses current trade conditions across ESB commodities and scientifically evaluates how these conditions

can be improved to minimise disruptions to trade in the event of an emergency animal disease outbreak in Australia. This analysis contributes to the development of strategies and trade negotiations with key international trading partners.

The **Animal Inedible Products Market Access Section** contributes to strategies and trade negotiations with international trading partners in Europe, the Middle East, North and South Americas and Africa to maintain, improve and develop new market access for trade in Australian inedible animal products, such as rendered products, pet food, skins and hides, wool, pharmaceuticals and technical products.

The **Science and Strategy Section** supports the branch by leading the development and implementation of corporate strategies, working with market access areas to harmonise the uptake of specific market agreements and planning and driving the delivery of projects aimed at improving market access outcomes or streamlining branch business functions. The team also provides scientific advice on chemical residue/environmental contaminants and microbiological issues for a range of exported food exports. The team develops and reviews monitoring programs, leads investigations and works with market access teams and industry stakeholders to deliver outcomes.

Duties

The Jobs

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

• working on topical issues critical for the future export of Australian animal products

• liaising, negotiating and effectively communicating with Australian and overseas government agencies, industry bodies and other internal and external stakeholders in support of technical market access

• providing specialist advice and guidance on matters relating to animal health, biosecurity and food safety

• undertaking research and developing technical submissions and briefings in support of technical market access negotiations for Australian animal products

• representing the department during engagement with international trading partners and Australian industry

• providing input into the development of international standards for food trade

• undertaking research and responding to issues of establishment non-compliance.

Please note that this selection process will **initially be used to fill several ongoing vacancies in the branch**. The merit pool established through this selection process, which is valid for a

period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill **future ongoing vacancies in the branch** where the duties are of a similar nature.

For further information on the work of our department please click here.

Eligibility

What we are looking for

Knowledge and experience

• A demonstrated understanding of Australia's food safety and/or animal health systems.

• Previous experience in agriculture trade or its management.

• A sound knowledge of Australian export legislation and its regulation of agricultural industries.

• An understanding of legislative frameworks and government decision-making processes and regulations.

Notes

Flexible working arrangements

We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Anna Somerville, 02 6272 5954
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762688

Administrative Review Tribunal

Closing Date:Sunday 21 September 2025

Tribunal Operations
Case Management Applications & Early Case Assessment (AECA) and Pathway Support

Job Title	Team Leader
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA
Salary	$94,563 - $106,394
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	Multiple
Agency Website	https://www.art.gov.au/

Job Description

https://www.art.gov.au/about-us/careers

The Administrative Review Tribunal (ART) is seeking applications for multiple APS6 Team Leader positions across all of our state CBD locations, Adelaide, Brisbane, Canberra, Hobart, Melbourne, Sydney, and Perth, to support the Case Management sections.

These hybrid and flexible positions are available on a full-time ongoing and full-time non-ongoing basis.

About the opportunity

We are seeking dedicated and operationally focused Team Leaders to join our case management operations team. This is an exciting opportunity for experienced leaders who are passionate about driving capability uplift, operational excellence, and delivering high-quality outcomes for tribunal users. Team Leaders are a critical component of the registry leadership structure and support the executive to deliver on the Tribunal's organisational priorities and statutory objectives.

As a Team Leader, you will work across one or more jurisdictional areas of the tribunal and manage a geographically dispersed team. Reporting to an Assistant Director Operations (EL1), you will oversee day-to-day registry operations, workforce planning, and performance management, with a strong focus on coaching and developing team capability. You will drive a performance culture that is user-focused and aligned with the Tribunal's values, support strategic initiatives, lead continuous improvement, and support your team through change.

We are seeking to fill Team Leader vacancies across multiple work areas, as outlined below.

Applications & Early Case Assessment (AECA)

The AECA section has responsibility for registering new applications and conducting preliminary jurisdiction assessments, as well as triaging and profiling to assist in determining appropriate case pathways

Pathway Support

The Pathway Support section provides administrative support for case management activities, including preparing files for case events before registrars, managing summons and finalising cases resolved during the case management phase.

Please refer to the Position Description for more information about the requirements of the role.

About the Tribunal:

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

We believe in providing our employees with a work environment that is supportive and rewarding. Our culture is one that welcomes all and we embrace flexibility and diversity. We believe our people are our most valuable asset and we work to support the skills, knowledge and capability of our staff.

You can learn more about the Tribunal on our website.

What we offer:

- Flexible working options, including flexi-time and remote working 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 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 and options to purchase leave.
- 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.

Duties

- **People management:** Manage a team to deliver high quality services to users of the ART's services, members and registrars, with a focus on continuous improvement. Manage and develop individual and team performance. Plan and manage the workload and attendance of the team, including allocating, monitoring and quality-assuring work outputs. Model adherence to the APS Code of Conduct and other workplace policies to lead a positive, high-performance culture within the team.
- **Stakeholder management:** Develop and maintain strong, productive relationships with internal stakeholders, providing expert advice and support to members, registrars and staff in the management of cases and caseloads. Develop a culture of user-centred service and act as a point of escalation for complex user liaison.
- **Case management oversight:** Maintain an advanced working knowledge of applicable legislation and policy frameworks, operations, and practices of the jurisdictions of the ART. Oversee the management of the team's caseload and undertake case management tasks as required.

About you:

To be successful in this role, you will demonstrate:

- Well-developed leadership skills including ability to think strategically, manage dispersed teams and individual performance, develop capability and capacity, and drive change.
- Highly developed interpersonal, influencing and negotiation skills, including the ability to cultivate productive working relationships with a broad range of internal stakeholders, and the ability to deal effectively with the ART's diverse users.
- Excellent analytical and technical skills, including the ability to provide expert advice on complex issues to internal and external stakeholders ensuring advice is consistent with legislation, policies and procedures.

Eligibility

- The ART requires Australian Citizenship as a condition of engagement.
- All employees are required to undertake an Australian Federal Police Check and a Health Assessment.

Desirable:

- Tertiary qualifications in a field of study that might demonstrate some or all of 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.

Please submit a CV (maximum of 3 pages) and cover letter (maximum of 2 pages) outlining how your experience aligns with the capabilities and experience required for the role, as outlined in the position description.

Notes

Contact the recruitment team on (02) 9276 5443 or recruitment@art.gov.au should you require assistance with accessing our website or with lodging your application.

Please note a merit pool 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 ART, 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.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Monika Bielatowicz, 08 8128 8043
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762740

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Tuesday 23 September 2025

Chief Operating Officer
Police Information and Checking Services National Policing Information (NPI)

Job Title	Business Change Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$117,662 - $141,853
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 1
Position Number	6221_09/25_PICS
Agency Website	https://www.acic.gov.au/

Job Description

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

Business Change Managers play a key role in ensuring that organisational projects and initiatives meet objectives on time and on budget by increasing adoption and usage. They focus on the people side of change, which involves preparing, supporting and equipping people to adopt and

use changes to business processes, systems and technology, job roles, organisation structures, and more.

The primary responsibility of Business Change Managers is to develop and implement change management strategies and plans that maximise staff adoption and usage of required changes. These responsibilities also include plans and efforts to anticipate and minimise resistance from employees and stakeholders who are impacted by the changes.

The Business Change teams goal is to drive solid understanding, faster adoption, higher ultimate utilisation of changes, and proficiency with the changes that impact staff who must use the changes in their daily work. These improvements increase benefit realisation, value creation, ROI, and the achievement of results and outcomes.

Duties

- Apply a structured methodology and lead change management activities, using change management methodologies to create a strategy to support the change required by a project or initiative;
- Manage the APS6 Business Change Analyst position;
- Lead communication efforts through the design, development, delivery and management of key communications;
- Lead training efforts by providing input, document requirements and supporting the design and delivery of training programs;
- Support and engage senior leaders;
- Coach people managers and supervisors;
- Engage and/or work with other change managers (contract) working on interdependent/dependent/other projects to ensure alignment to the ACIC Change Framework;
- Maintain and promote the ACIC Change Framework;
- Integrate change management activities into project plans;
- Evaluate and ensure user readiness;
- Manage stakeholders;
- Track and report issues and risks;
- Define and measure success metrics and monitor change progress;
- Support the Change Management Practice of the agency.

Your skills and capabilities

- Highly developed interpersonal and communication skills, particularly in working with stakeholders to influence behaviour and to create an understanding of the value of effective change management;
- Well-developed stakeholder management and liaison skills including the ability to represent ACIC to external stakeholders to identify and manage expectations and business requirements (preferably within a public sector and/or Australian law enforcement context);
- Exceptional written and verbal communication skills and strong interpersonal skills including the ability to liaise effectively with stakeholders, manage requirements, and negotiate outcomes with clients with differing priorities;
- Sound understanding of organisational change management practices;

- Demonstrated ability to think strategically and inform decision-making at senior levels, to improve business operations aligned with agency goals.

Eligibility

- **Citizenship** – To be eligible for employment with the ACIC, applicants must be an Australian citizen.
- **Security Clearance** - The Australian community expects ACIC employees to maintain the highest levels of security and integrity. Successful applicants will be required to obtain and maintain a minimum Negative Vetting 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	Thomas, 02 6268 7622
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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

Attorney-General's

Vacancy VN-0762482

Australian Federal Police

Closing Date:Monday 06 October 2025

Job Title	Crime Scene Investigator - Eastern Command
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$72,339 - $107,559
Future Merit Locations	Sydney
Office Arrangement	On Site
Office Arrangement Details	This role is located in Sydney, NSW and applicants are expected to be based in Sydney.
Classification	APS Level 3;APS Level 4;APS Level 5
Position Number	15070
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15070/

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

The Team Member provides expert forensic support involving the application of crime scene discipline expertise to investigations across AFP Outcomes 1 (National and International Policing), 2 (ACT Policing) and 3 (Specialist Protective Services and International Policing Missions).

The Eastern Command Crime Scenes team is located in Sydney, NSW and primarily supports National and International Policing, which involves detecting, collecting, recording and interpreting evidence related to a range of offences including drug importations, child protection, cybersecurity and counter-terrorism operations.

As a Crime Scene Investigator, you will need to be both flexible and mobile as well as able to deploy both nationally and internationally as required.

Forensic team members also play a pivotal role in developing people, managing change and influencing behaviours that lead to a supportive culture that respects the perspectives, talents and value of each individual. Consistent with the AFP values, the expectation is that you will deliver on the core responsibilities and meet any requirements of the position as outlined below.

What will you do?

The role provides expert forensic support involving the application of crime scene discipline expertise to investigations. The Crime Scene Investigator role includes:

- Provide crime scene support, involving the application of crime scene discipline expertise to investigations within a team environment.
- Plan and conduct forensic crime scene examination/analysis into a range of crime types of varying complexity, both in the field and in the laboratory.
- Provide accurate, professional, expert forensic evidence to the courts.
- Provide accurate, professional, expert forensic advice, to investigators and other internal/external stakeholders.
- Contribute to the development, delivery and/or assessment of forensic investigation training and capacity building activities for internal and/or external clients.
- Contribute to operational briefings and debriefings as required.
- Contribute to the maintenance of the Quality System including completing administrative and technical reviews of relevant casefiles.
- Contribute to the research, development and innovation on the Crime Scene portfolio.
- Contribute to the maintenance of a safe working environment.
- Contribute to a wider understanding of the role of forensic operations within the AFP.
- Undertake a mentor role for developing team members as the opportunity arises.
- Maintain sub-discipline area of expertise.
- Undertake tasks and projects as identified by the Crime Scenes Leadership Team.

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.
- The member will be required to undertake an initial psychological assessment with on-going periodic assessments as identified by AFP Management
- Formal qualifications and/or contemporary experience and knowledge in a relevant science/forensic/technical discipline.

Notes

- This position is an AFP Broadband 3 - 6 (Forensics)
- This role is located in Sydney, NSW and applicants are expected to be based in Sydney.
- Positions may be filled at the AFP Band 3 to 5 levels, within the AFP Forensics Broadband 3 - 6, depending upon the skills and experience of the successful candidate. Please note final determination of the role and band level you are found suitable for is at the discretion of the panel.
- This advertisement is to create a merit list for future ongoing or non-ongoing vacancies arising over the next 12 months.
- 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	Samantha Touma, 02 5126 3313
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15070/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762664

Australian Federal Police

Closing Date:Monday 22 September 2025

Job Title	Team Leader - Diversity Equity & Inclusion - First Nations Unit
Job Type	Full-Time, Ongoing
Location	Perth WA, Canberra ACT, Sydney NSW, Darwin NT, Brisbane QLD, Adelaide SA, Hobart TAS, Melbourne VIC
Salary	$118,673 - $127,101
Future Merit Locations	Canberra, Perth, Sydney, Darwin, Brisbane, Adelaide, Hobart, Melbourne
Office Arrangement	On Site;Flexible
Office Arrangement Details	This role is located in Canberra, howeverremote working options may be negotiated.
Classification	Executive Level 1
Position Number	15069
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15069/

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

The Diversity, Equity & Inclusion (DEI) team is responsible for enabling and supporting the implementation of AFP Diversity and Inclusion Strategy 2023-2026 through the development of key diversity and inclusion initiatives across the agency.

Sitting within the DEI Team, the AFP First Nations Unit (FNU) is designed to promote full and unhindered First Nations participation in the AFP workforce, as well as inform the provision of culturally competent policing services to the Australian Community.

The FNU is responsible for leading various projects and initiatives in partnership with business areas to deliver positive outcomes with a First Nations focus. These outcomes will support Aboriginal and Torres Strait Islander members, as well as support the AFP on its journey as a culturally competent employer of choice in the delivery of frontline policing services.

As a Team Leader in the AFP you will play a pivotal role in developing people, managing change and influencing behaviours that lead to a supportive culture that respects the perspectives, talents and value of each individual. Consistent with the AFP values, AFP leadership philosophy, organisational reform agendas, AFP corporate business plans and your Performance Development Agreement, it is expected that you will deliver on the core responsibilities and meet any requirements of the position as outlined below.

You will also 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.

What will you do?

This role is responsible for the day-to-day leadership of the Recruit and Educate streams of the D&I Strategy implementation, and the oversight and management of the First Nations Unit. The Team Leader is responsible for developing and implementing work programs that support strategic

outcomes and intent for the broader Diversity and Inclusion Section, and the AFP. This includes contributing to the development of relevant recruitment strategies to support achievement of workforce representation targets for First Nations peoples, people with disability and sworn women.

The Team Leader will also be responsible for achieving DI education outcomes to increase organisational cultural competency and capability.

This role has a strong involvement in issues relating to Aboriginal and/or Torres Strait Islander people and will involve direct interaction with Aboriginal and/or Torres Strait Islander communities.

To be considered for these jobs, you will need to have a good understanding of issues and challenges affecting Aboriginal and/or Torres Strait Islander people and be able to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.

Key Responsibilities

- Developing and implementing work programs in line with AFP strategic priorities, such as the First Nations Employment Strategy and D&I recruitment strategies for disability and women in policing;
- Leading the team and support their professional and personal development;
- Engaging with key stakeholders;
- Leading the development of key communications strategies to meet AFP DEI targets;
- Leading key policy and strategy development such as First Nations Employment Strategy and Inclusion Learning Continuum;
- Developing executive guidance, reporting, briefing and analysis as required;
- Contributing to the development of FNU projects and activities;
- Providing support to leadership and representing the FNU as required; and
- Developing and maintaining subject matter expertise and sharing knowledge with others in and outside the team as required.

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.
- Demonstrate cultural competency when working with Aboriginal and Torres Strait Islander people.
- Experience participating in or working on Aboriginal and Torres Strait Islander focussed initiatives.
- Experience in fast paced working environments managing multiple tasks and priorities simultaneously.

- An ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.
- An understanding of the issues affecting Aboriginal and Torres Strait Islander peoples.
- Demonstrated ability to lead a team.
- Exceptional written and verbal communications skills
- Demonstrated ability to develop and foster stakeholder relationships.

Desirable Requirements

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

- Tertiary qualifications in relevant field.
- Relevant qualification or extensive experience and knowledge in area of expertise.
- Understanding the purpose and work of the FNU and the broader context the team operates in.
- Knowledge of broader strategies and initiatives related to Aboriginal and Torres Strait Islanders.

Notes

- This role is located in Canberra, howeverremote working options may be negotiated.
- 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.
- This role is an AFP Band Level 7.

Commitment to Diversity and 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.

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

About the 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	Chantel Jones, (0)2 5126 5810
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15069/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762675

Australian Federal Police

Closing Date:Monday 22 September 2025

Job Title	Quintiq Rostering and Planning Support Officer (Band 4) - CFO
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Perth WA, Adelaide SA, Melbourne VIC
Salary	$84,458 - $99,285
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	On Site / Flexible
Classification	APS Level 4
Position Number	15130
Agency Website	https://careers.afp.gov.au

Job Description *https://careers.afp.gov.au/job-invite/15130/*

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

Applications are sought from suitably qualified applicants wishing to be considered for the role of Rostering and Planning Support Officer within the Quintiq National Coordination Team (NCT) at the Band 4 level.

The NCT sits within the Business Services branch, as part of the broader Chief Financial Officer (CFO) Command. Business Services is a multifaceted branch, which directly contributes to AFP operational outcomes, providing support and enabling our people to deliver maximum impact to the criminal environment.

Quintiq is the AFP's time recording, rostering and planning software. The solution enhances the AFP's enterprise wide rostering capability that supports increased workforce visibility, flexibility,

improves rostering practices, promotes consistency, and aligns with better practice. Quintiq is used for time recording and rostering with supervisors and planners working closely together to achieve operational outcomes.

The Quintiq NCT is responsible for:

- Supporting the rostering and planning for AFP staff (sworn and unsworn) located around the country.
- Developing and maintaining the governance and standards associated with ensuring best rostering and time recording practices are adopted across the AFP.
- Providing a service and support capability for staff in the use of Quintiq.
- Maintaining the ongoing training and development in the use of Quintiq.

What will you do?

You will find the work varied and rewarding, providing opportunities to think, plan and collaborate creatively while delivering service & support outcomes within set timeframes and standards. The role requires discretion, tact and diplomacy in dealing with sensitive and/or confidential matters.

Key responsibilities include:

- Respond to phone and online queries in a professional and timely manner, ensuring accurate and consistent information is provided.
- Identify and assess the complexity of issues, escalating matters requiring higher-level intervention to the Band 5 Team Member.
- Ensure all enquiries and requests are appropriately allocated or actioned within designated timeframes.
- Perform basic compliance checks in line with AFP Governance Framework.
- Provide general administrative support, including data entry, record-keeping, and document preparation.
- Contribute to the development and refinement of operational procedures to enhance efficiency.
- Uphold a high standard of professionalism and service in all interactions.
- Build and maintain productive working relationships with key stakeholders and members.
- Undertake other duties as required, consistent with the Band 4 work level 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.
- Strong verbal and written communication skills with the ability to handle queries professionally.
- Sound organisational and time management abilities to manage multiple tasks, changing deadlines and priorities.
- Demonstrated ability to proactively contribute within a team.

Desirable Requirements

- Experience in using the Quintiq Rostering system (or equivalent).
- Experience in rostering within a 24/7 environment.
- Experience in using the ServiceNow platform (or equivalent).

Notes

Additional Information

- This role is an AFP Band 4 level.
- This position is being advertised to fill current vacancies in Canberra and to create a merit pool for future ongoing or non-ongoing vacancies over the next 12 months.
- Roles may be located in Canberra, Sydney, Brisbane, Melbourne, Adelaide and Perth and successful applicants will work from within these office locations.

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	Kel Worland, 02 5126 8054
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15130/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762677

Australian Federal Police

Closing Date:Monday 22 September 2025

Job Title	Quintiq Rostering and Planning Support Advisor (Band 5) - CFO
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Adelaide SA, Perth WA, Brisbane QLD, Sydney NSW
Salary	$99,285 - $107,559
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	On Site / Flexible
Classification	APS Level 5
Position Number	15129
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15129/

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

What is the role?

Applications are sought from suitably qualified applicants wishing to be considered for the role of Rostering and Planning Support Advisor within the Quintiq National Coordination Team (NCT) at the Band 5 level.

The NCT sits within the Business Services branch, as part of the broader Chief Financial Officer (CFO) Command.

Business Services is a multifaceted branch, which directly contributes to AFP operational outcomes, providing support and enabling our people to deliver maximum impact to the criminal environment.

Quintiq is the AFP’s time recording, rostering and planning software. The solution enhances the AFP's enterprise wide rostering capability that supports increased workforce visibility, flexibility, improves rostering practices, promotes consistency, and aligns with better practice. Quintiq is used for time recording and rostering with supervisors and planners working closely together to achieve operational outcomes.

The Quintiq NCT is responsible for:

- Supporting the rostering and planning for AFP staff (sworn and unsworn) located around the country.
- Developing and maintaining the governance and standards associated with ensuring best rostering and time recording practices are adopted across the AFP.
- Providing a service and support capability for staff in the use of Quintiq.
- Maintaining the ongoing training and development in the use of Quintiq.

What will you do?

You will find the work varied and rewarding, providing opportunities to think, plan and collaborate creatively while delivering service & support outcomes within set timeframes and standards. The role requires discretion, tact and diplomacy in dealing with sensitive and/or confidential matters.

Key responsibilities include:

- Provide guidance, mentoring, and support to Band 4 Team Members to achieve operational goals.
- Monitor workload distribution, addressing bottlenecks and workflow issues.
- Provide support to Band 4 Team Members conducting compliance checks to ensure adherence to the AFP Governance Framework.
- Assist with the administration and management of the Quintiq Community of Practice.
- Develop and implement strategies to enhance user engagement and satisfaction.
- Monitor and respond to complex queries, ensuring timely response and documentation.
- Identify trends and opportunities for continuous improvement.
- Build and maintain positive relationships with internal and external stakeholders.
- Act as a point of escalation for complex issues, ensuring prompt and effective resolution.
- Contribute to the development and review of policies and procedures relevant to the role.
- Participate in training programs, workshops, and initiatives to enhance professional knowledge and skills.
- Undertake other duties as required, consistent with the Band 5 work level standards.

Eligibility

Essential Requirements

- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Strong analytical, problem-solving, and organisational skills.
- Excellent interpersonal and communication abilities.
- Highly developed organisational and time management abilities to manage multiple tasks, changing deadlines and priorities.
- Demonstrated ability to work independently and achieve outcomes in a busy and challenging environment.
- Demonstrated ability to proactively contribute within a team.

Desirable Requirements

- Experience in using the Quintiq Rostering system (or equivilant).
- Demonstrated experience working in Human Resources or Industrial Relations.
- Demonstrated leadership or coaching experience.

Notes

Additional Information

- This is a AFP Band Level 5 Position.
- This position is being advertised to fill current vacancies in Canberra and to create a merit pool for future ongoing or non-ongoing vacancies over the next 12 months.
- Roles may be located in Canberra, Sydney, Brisbane, Melbourne, Adelaide and Perth and successful applicants will work from within these office locations.

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	Sergeant Russell Kafer, 02 5126 0622
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15129/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762709

Australian Federal Police

Closing Date:Wednesday 01 October 2025

Job Title	OIC Electronic Surveillance Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$172,999 - $191,044
Future Merit Locations	Various locations - ACT, Various locations - VIC
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	IT Specialist
Position Number	15181
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15181/

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

Officer in Charge (OIC) Electronic Surveillance Analysis Teams, Digital Surveillance Collection (DSC) provides technical direction, management, coordination and governance to Covert and Technical Operations' (CTO's) data analytics and AI/ML services. This spans across the breadth of CTO's datasets including interception, physical, digital and technical surveillance collect. This role will work closely with OIC Electronic Surveillance Integration to ensure an uplift in CTO's data maturity to enhance the credibility, reliability and useability of CTO's data holdings.

This role provides key technical leadership in ensuring the AFP is well positioned to lawfully apply innovative yet secure data analysis practices to meet the expectations of a dynamic national policing environment. This role requires a complement of technical knowledge with strong people management and technical leadership skills.

What will you do?

Officer in Charge (OIC) Electronic Surveillance Analysis Teams, Digital Surveillance Collection provides technical direction, management, coordination and governance to CTOs data analytics

and AI/ML services. They are also responsible for ensuring all collected data is handled in accordance with data governance, evidential, statutory and internal policy requirements.

The OIC role must be able to work collaboratively across national and regional Covert & Technical Operations resources to support a holistic approach to data capability deployment.

The role is required to engage with internal as well as trusted industry and agency partners to enhance both the utility and value of new and emerging data sources, data analysis, and AI/ML technologies. They provide mentoring and leadership to a number of team leaders, technical professionals and subject matter experts. They communicate technically complex information effectively to technical and non-technical audiences. They ensure that CTO's data analytics and AI/ML services meet the AFP's requirements for the ethical and responsible use of Technology and AI/ML.

Whilst operating in a technical leadership and people management role the OIC must also have sound technical problem solving.

This role may include:

- Coordinating and delivering analytical capability resources to the AFP and its partner agencies with a focus on continuous improvement, change management and contributing to the development of CTO's data analytics capabilities
- Enhancing the Data Management practices of CTO including data modelling, data governance, data security, data architecture, data lifecycle management, data catalogs and data analytics skills
- Working closely with the Electronic Surveillance Integration unit to maximise data value across CTO's collection capabilities
- Representing the AFP at external and internal forums to raise the profile and value of CTO's data and associated analytics capabilities
- Developing team leaders, technical specialists and/or team members and fulfilling a guiding, mentoring and technical advisory and planning role including supporting members on the data career pathways
- Ensuring outputs are achieved within the strategic direction of the AFP
- Leading research and innovation projects in collaboration with internal and external professionals
- Maintaining contemporary knowledge of managing diverse overt and covert data collection capabilities and analysis techniques
- Managing contractual and other complex commercial arrangements including procurement and asset lifecycles

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 2 security clearance or the ability to obtain one.
- Formal tertiary qualifications in data analytics related field or extensive demonstrated technical equivalent skills and experience.
- Experience in mentoring, developing and leading data analysts
- Strong technical leadership, teamwork and people management skills.
- Excellent written and oral communication skills.

Desirable Requirements

- Experience in business intelligence and data governance
- Experience in the development and implementation of AI/ML services
- Experience with Delivering and maintaining national security and/or law enforcement technical surveillance capabilities in a fast paced and dynamic operational environment
- Experience in handling and presenting digital evidence.

Notes

- This role is located in Canberra and Melbourne, and applicants are expected to be based in Canberra or Melbourne.
- This role is an AFP Technical Specialist - Band 3

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	Joe, 02 5126 4113
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15181/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762711

Australian Federal Police

Closing Date:Wednesday 01 October 2025

Job Title	Senior Product Manager - Electronic Surveillance Integration
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$147,369 - $164,728
Future Merit Locations	Canberra, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	IT Specialist
Position Number	15174
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15174/

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

Digital Surveillance Collection (DSC) develops and operates a wide range of lawful covert surveillance capabilities in support of the AFP's operational requirements, including telecommunications interception, surveillance devices, collection under computer access warrant, and collection from open sources.

Our engineering teams manage the collection, ingestion and AI/ML enrichment of structured and unstructured data from diverse sources into analytics platforms, dashboards, reporting tools and operation systems ensuring end-users have access to timely, accurate and actionable insights in support of AFP investigations and intelligence analysis.

The Senior Product Manager is responsible for identifying customer needs and business objectives that a technology product will fulfill, and managing the delivery of technical solutions through close collaboration with engineering, infrastructure, governance, and compliance teams. This role involves defining and prioritising product deliverables, translating customer requirements into actionable insights, and bringing the product vision to life through superior problem-solving ability, expertise in product management, and a working technical knowledge of AI/ML and its application into usable capabilities. The Senior Product Manager acts a key liaison between stakeholders, ensuring alignment between business goals, user experience and technical feasibility.

As a Senior Product Manager 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 requirements of the position as outlined below.

For more information about working in Digital Surveillance Collection please visit https://dscjobs.afp.gov.au

What will you do?

As a Senior Product Manager, you will work individually and as part of a team. Your responsibilities will include:

Customer and Business Needs

- Work closely with business stakeholders to understand strategic objectives and translate them into product goals
- Conduct user research, feedback sessions and data analysis to identify customer needs, pain points and opportunities
- Define and document clear product requirements, ensuring alignment with business objectives

Product Roadmap and Prioritisation

- Develop and maintain product roadmaps based on business priorities, user needs and technical feasibility
- Define and prioritise features, ensuring that the highest value items are delivered first
- Participate in Scrum Planning and Sprints, collaborating with development teams to assist in refining and estimating tasks
- Maintain up-to-date knowledge of industry trends, competing products and industry partner products to inform strategic decisions and ensure the AFP products remain competitive and aligned with user needs.

Collaboration and Communication

- Act as the primary point of contact between business stakeholders and technical teams

- Act as the primary point of contact between external stakeholders and vendors to ensure that AFP requirements are clearly understood and effectively prioritised within the vendor's roadmap
- Facilitate communication between customer, designers, developers and leadership to ensure seamless product execution
- Provide regular updates on product progress, challenges, achievements, product performance, new developments and customer impact to leadership and key stakeholders
- Gather & incorporate feedback from customers/users/stakeholders to continuously improve the product

Technical Knowledge and Expertise

- Draw upon your technical expertise and the expertise of others to design and deliver solutions that make use of appropriate technologies in accordance with governance, cyber security, and ethical requirements
- Act as an effective translator between specialist technical teams and AFP operational members
- Develop junior staff through mentoring, sharing technical knowledge, and supporting members on product management career pathways

Delivery and Execution

- Work with development teams using Agile methodologies to oversee product developments and iteration
- Define success metrics and track key performance indictors (KPIs) to measure the product's impact and success
- Report on delivery of product milestones, blockers and external dependencies as needed
- Ensure compliance with data privacy, security and ethical AI/ML guidelines, including engagement with internal AI/ML approval processes
- Create, review and update Better Practice Guides (BPGs), policies and procedures

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- Negative Vetting 1 (Secret) security clearance, or the ability to obtain one.
- Excellent communication & stakeholder engagement skills
- Industry certifications or demonstrated expertise in product management, business analysis or a related field
- Industry certifications or demonstrated expertise in Agile methodologies and working with software development and system integration teams
- Strong problem-solving skills and the ability to balance technical constraints with business priorities, informed both by your own technical expertise and the advice of others

- Experience with product roadmap development and task management tools (e.g. Gitlab, Jira)
- Expertise relevant to the development and implementation of AI/ML or data analytics services
- Demonstrated ability to influence the product team by effectively communicating user needs, business priorities, and strategic insights to drive alignment and informed decision-making.
- Ability to analyse data and customer feedback to drive decision-making
- An ability to work in a complex, dynamic and sensitive environment

Notes

- This role is located in Canberra and Melbourne, and applicants are expected to be based in Canberra and Melbourne.
- This role is an AFP Technical Specialist - Band 2

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	Mark, 02 5126 7152
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15174/

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

Attorney-General's

Vacancy VN-0762780

Australian Federal Police

Closing Date:Wednesday 24 September 2025

Job Title	Protection Operations Assessment Officer (Band 4 and Band 5)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$84,458 - $107,559
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4;APS Level 5
Position Number	15054
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15054/

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

The Specialist Protective Command (SPC) deliver a suite of highly specialised, integrated and adaptive aviation, protection and specialist capabilities to deter, respond and resolve threats to protect Australians and Australia's national interests at home and abroad.

SPC Taskforce Fremont

The taskforce engages with a broad range of stakeholders to collate, analyse and produce holistic insights and intelligence which informs whole-of-system decision making to enhance security settings of nominated Commonwealth interests.

The successful candidate will be expected to deliver on core responsibilities and meet any specific role requirements. Operating under broad direction, you will contribute to a cooperative and adaptable environment aligned with the SPC's and AFP strategic objectives.

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?

As a Protection Assessment Officer you will:

- Contribute to operational and strategic level reporting and intelligence insights in support of Command objectives.
- Undertake a range of tasks associated with the handling of information and intelligence to support AFP operations and business activities.
- Proactively plan, collect, collate and analyse information to produce and disseminate operational and strategic assessments.
- Liaise with clients and build collaborative relationships with internal and external stakeholders.
- Perform secretariat functions and administrative duties where required in support of Command requirements.
- Utilise AFP information management systems to interrogate, input, collate and retrieve data.
- Maintain currency in threat, risk and vulnerability assessment concepts and methods through formal and informal professional development and learning opportunities.
- Maintain knowledge and situational awareness of contemporary global, social and political issues likely to resonate onshore within the national security environment.

Eligibility

Essential Requirements

Band 4 & 5

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Knowledge of protective security and/or intelligence concepts and methods.
- Effective written, oral and interpersonal skills with ability to produce high quality written work.

Band 5 only:

- Ability to engage, cooperate and collaborate with a broad range of stakeholders.
- Ability to think strategically, identify risks, opportunities and solutions which advance organisational objectives.
- Actively build team capability, including leading complex, challenging or sensitive projects where required.

Desirable Requirements

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

- An understanding of protective security principles and Australian government security policies.

Notes

- 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 and applicants are expected to be based in Canberra.
- 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.
- This role is an AFP Band level 4 and 5.

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	Scott Howard, (02) 5126 3796
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15054/

- 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-0762784

Australian Federal Police

Closing Date:Wednesday 24 September 2025

Job Title	Protection Operations Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$107,559 - $127,101
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 6;Executive Level 1
Position Number	15056
Agency Website	https://careers.afp.gov.au

Job Description

https://careers.afp.gov.au/job-invite/15056/

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

The Specialist Protective Command (SPC) deliver a suite of highly specialised, integrated and adaptive aviation, protection and specialist capabilities to deter, respond and resolve threats to protect Australians and Australia's national interests at home and abroad.

SPC Taskforce Fremont

The taskforce engages with a broad range of stakeholders to collate, analyse and produce holistic insights and intelligence which informs whole-of-system decision making to enhance security settings of nominated Commonwealth interests.

The successful candidate will be expected to deliver on core responsibilities and meet any specific role requirements. Operating under broad direction, you will contribute to a cooperative and adaptable environment aligned with the SPC's and AFP strategic objectives.

As a Team Leader in the AFP you will play a pivotal role in developing people, managing change and influencing behaviours that lead to a supportive culture that respects the perspectives, talents and value of each individual. Consistent with the AFP values, AFP leadership philosophy, organisational reform agendas, AFP corporate business plans and your Performance Development Agreement, it is expected that you will deliver on the core responsibilities and meet any requirements of the position as outlined below.

You will also 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.

What will you do?

As a Protection Operations Analyst you will:

- Contribute to collaborative high-level operational and strategic assessments and reports in support of Command objectives.
- Provide high-level written and verbal protective security advice and briefings to a range of stakeholders.
- Apply high-level research methods into contemporary protective security issues and trends to inform and influence protective security strategies.
- Build and sustain relationships with a network of people internally and externally, proactively offering assistance for a mutually beneficial relationship, and anticipating and being responsive to internal and external client needs.
- Maintain currency in protective security concepts and methods through ongoing professional development and learning opportunities, both internal and external to the AFP.
- Maintain knowledge and situational awareness of contemporary social and political issues likely to resonate in the protective security threat environment.

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.
- Have experience in protective security methodology, including a strong comprehension of threat and risk concepts.
- Ability to assess security risk information in a fast paced, complex and dynamic environment.
- Ability to engage, cooperate and collaborate with a broad range of stakeholders.
- Strong awareness of the political landscape and its influence on security risk.
- A demonstrated ability to coach and mentor others.
- Demonstrated ability to build team capability through positive business culture guidance, mentoring and leadership.
- Ability to lead, coordinate and deliver high quality protective security assessments and analytical advice to relevant stakeholders.

Desirable Requirements

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

- Tertiary qualifications in a security or intelligence-related field or research discipline.
- Experience within the National and/or Protective Security environment.

Notes

- This role is located in Canberra and applicants are expected to be based in Canberra.
- 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.
- This role is an AFP Broadband 6-7 (Intelligence) level.

Commitment to Diversity and 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	Scott Howard, (0)2 5126 3796
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15056/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General’s

Vacancy VN-0762671

Australian Human Rights Commission

Closing Date:Monday 22 September 2025

ICT
ICT ICT

Job Title	IT Admin – Microsoft Power Platform
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$94,563 - $105,910
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	1018
Agency Website	

Job Description

https://humanrights.gov.au/about/jobs/apply-now?jobId=Q7FFK026203F3VBQB68LO7VKW-377&langCode=en_G

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

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

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

Our IT team plays a vital role in delivering secure, reliable, and innovative technology services that support the operations of the Australian Human Rights Commission. They manage the Commission's IT infrastructure, encompassing both cloud-based and on-premises systems, to

ensure uninterrupted access to critical applications, network services, and data management platforms.

We are looking for an experienced IT Administrator with a strong background in Microsoft Power platform to join our team to provide technical support and hands-on development within the Commission's Microsoft Power Platform environment, including Power Apps, Power Automate, Power BI, and SharePoint. In this role, you will also provide the generalist IT support to Commission staff, assisting with common technical issues and contributing to the efficient and secure operation of core systems.

This full-time, ongoing / non ongoing position offers a competitive salary range of $94,563 - $105,910 per annum plus 15.4% superannuation.

We offer flexible, hybrid and remote work options.

Duties

What You'll Do:

- Provide technical and administrative support for the Microsoft Power Platform, including Power Apps, Power Automate, Power BI, and SharePoint.
- Assist with the design, build, testing, and refinement of low-code apps, workflows, and dashboards under the guidance of the senior platform administrator.
- Support governance processes for the platform, including access controls, data integrity, and documentation.
- Troubleshoot platform issues, liaise with users to understand requirements, and provide responsive issue resolution and guidance.
- Deliver day-to-day IT support to staff, resolving incidents across hardware, software, and Microsoft 365 environments.
- Support onboarding and offboarding processes, including account setup and device Preparation.
- Work closely with IT team members to identify opportunities for automation, digitisation, and system improvements.
- Apply best practice security, privacy and data handling approaches in line with APS and organisational policies.
- Ensure platform and system use supports accessibility, usability, and effective service delivery for staff and stakeholders.

Eligibility

What We're Looking For:

- Demonstrated experience in administering and supporting a Microsoft 365 environment including Power Platform, SharePoint, and Azure.
- Strong understanding of current automation trends, updates, and recommended practices across Power Platform, SharePoint, and Microsoft 365 / Azure.

- Ability to manage the workload effectively across development, support, and generalist IT responsibilities.
- Ability to build cooperative relationships across teams and support technical and non-technical users alike.
- Excellent communication skills and the ability to explain technical information in clear, accessible terms for a range of audiences.

Notes

Why Join Us?

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

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

Applications close: 5pm 22nd September 2025

Notes

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

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

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

Please note that this position may be filled on either an ongoing or non-ongoing basis. If an offer of non-ongoing employment is made, the successful applicant would be employed for an initial period of up to eighteen months with the possibility of extension up to a maximum period of two years in total. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future ongoing and non-ongoing vacancies in the Commission where the duties are of a similar nature.

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

How to Apply

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

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

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

For more Information

Information about the role and Commission practices may be sought from the IT Operations Manager via itjobs@humanrights.gov.au.

About the Australian Human Rights Commission

To Apply

Position Contact	IT Operations Manager, itjobs@humanrights.gov.au
Agency Recruitment Site	https://humanrights.gov.au/about/jobs/apply-now?jobId=Q7FFK026203F3

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762125

Fair Work Commission

Closing Date:Friday 04 September 2026

Job Title	Non-ongoing Temporary Employment Register
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Sydney NSW, Newcastle NSW, Melbourne VIC, Perth WA, Canberra ACT, Brisbane QLD, Adelaide SA
Salary	$80,412 - $133,756
Future Merit Locations	Sydney, Newcastle, Melbourne, Perth, Canberra, Brisbane, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	APS Level 4;APS Level 5;Executive Level 1
Position Number	Various
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

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

The Commission seeks to attract, develop and retain a diverse and high performing workforce. It is an equal opportunity employer which upholds the APS employment principles and actively encourages a diverse and inclusive workplace.

To help us in achieving this, we maintain a register of interested applicants to help us fill temporary (non-ongoing) roles. The register will remain active for twelve months, after which time registered applicants will be advised to re-submit a new application if they wish to stay active on the new register.

Read more about the work we do on our website.

Duties

We may use the register to fill full-time, part-time or casual positions on a non-ongoing basis, depending on business needs.

The Fair Work Commission offers the following temporary (non-ongoing) employment opportunities through the temporary employment register:

- **APS4 Client Services Representative / Case Manager** (VIC, NSW, QLD, ACT, SA, WA & TAS)
- **APS4 Assistant Advisor, Permits and Lodgements** (VIC & NSW)
- **APS4 & APS5 Agreements Officer** (VIC & NSW)
- **APS5 Associate** (VIC, NSW, QLD, ACT, SA & WA)
- **APS5 Research Officer** (VIC & NSW)
- **EL1 Conciliator** (VIC, NSW, QLD, ACT, SA, WA & TAS)

Applicants may be contacted and assessed for their suitability either through a formal or informal selection process as employment opportunities arise

Eligibility

Citizenship: The Fair Work Commission requires Australian citizenship as a condition of engagement.

National Police Check: To be eligible for employment with the Commission, the successful applicant must undergo and satisfy a National Police Check.

Qualifications: satisfy any mandatory requirements applicable to the position/s.

Notes

The Fair Work Commission has a broad range of functions relating to the workplace and seeks to discharge these functions in a way that best meets the needs of our community with a focus on access to justice. As an employer, the Commission values diverse views and backgrounds, including First Nations Australians, mature age workers, people from culturally and linguistically diverse backgrounds, carers, LGBTQIA+, people with disability and people who are neurodiverse. Our aim is to create a workforce that reflects the community in which we live. We also welcome conversations about working flexibly.

Applicants are encouraged to request reasonable adjustments as required to assist your participation in this recruitment process.

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

where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

About the Fair Work Commission

The Fair Work Commission (Commission) is the national workplace relations tribunal. It is an independent body with power to carry out a range of functions relating to: • The safety net of minimum wages and employment conditions • Enterprise bargaining • Industrial action • Dispute resolution • Anti-bullying • Termination of employment • Registered Organisations. The Commission is a statutory authority with offices in each State and Territory. The majority of staff are based in Melbourne, Sydney and Brisbane. Commission staff are employed under the provisions of the Public Service Act 1999, which means they must uphold the APS Values and abide by the APS Code of Conduct. Employment conditions are set out in the Fair Work Commission Enterprise Agreement 2024-2027.

To Apply

Position Contact	Recruitment Team, recruitment@fwc.gov.au
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General’s

Vacancy VN-0762634

Fair Work Commission

Closing Date:Monday 22 September 2025

Member Support team
Tribunal Support

Job Title	Associate
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$89,645 - $95,005
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	APS Level 5
Position Number	Various
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description

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

Associates perform a full range of professional support services to Commission Members. An Associateship at the Commission is a unique opportunity to learn firsthand about Australia's workplace relations system and to work closely with Commission Members.

This process will be used to create a merit pool to fill current and future vacancies as they arise.

Duties

- As an Associate, and consistent with the Commission's performance planning and management arrangements, flexibly undertake responsibilities associated with the administration/operation of a Member's chambers
- Perform general administrative/executive assistant duties, including:
  - Preparation and publication of official documents following Commission guidelines such as listed matters, orders and decisions
  - Legal research in the field of labour law and workplace relations
  - Diary coordination, preparation and maintenance of Commission files, proofreading and travel bookings.
- Effective management of Commission hearings (in-person and online)
- Use Commission information technology and communications facilities and systems, including for the management of files.
- Liaise with Commission Members and staff, workplace relations practitioners, legal practitioners and other parties (including unrepresented parties).
- Travel with a Member when required.

- When not allocated to a specific Member, or in any other circumstances, as directed, assist other Associates or Commission staff with work including providing relief associate support to other Members as needed.
- Perform other duties as directed by the Director, Member Support, Assistant Director, Member Support and/or the Member Support Coordinators across the Tribunal Support Branch.

Eligibility

Citizenship: The Fair Work Commission requires Australian citizenship as a condition of engagement.

National Police Check: To be eligible for employment with the Commission, the successful applicant must undergo and satisfy a National Police Check.

How to apply: Applications must be lodged online through the Commission's web-based e-recruitment system and include a current CV and a statement of claim of no more than **one A4 page**, outlining your skills and/or experience relevant to the advertised role using the **'Our ideal candidate'** section as your basis. For further information about 'Our ideal candidate' and how to apply, please click on **'Apply now**' and follow the prompts.

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions.

A merit pool of suitable applicants may be created from this process and will be active for 18 months from the date of this advertisement. We may choose to use this merit pool to fill further ongoing and non-ongoing vacancies.

Non-ongoing vacancies may be filled for maximum period of 2 years.

TheFair WorkCommission has a broad range of functions relating to the workplace and seeks to discharge these functions in a way that best meets the needs of our community with a focus on access to justice. As an employer, the Commission values diverse views and backgrounds, including First Nations Australians, mature age workers, people from culturally and linguistically diverse backgrounds, carers, LGBTQIA+, people with disability and people who are neurodiverse.Our aim is to create a workforce that reflects the community in which we live.We also welcome conversations about working flexibly.

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

About the Fair Work Commission

The Fair Work Commission (Commission) is the national workplace relations tribunal. It is an independent body with power to carry out a range of functions relating to: • The safety net of minimum wages and employment conditions • Enterprise bargaining • Industrial action • Dispute resolution • Anti-bullying • Termination of employment • Registered Organisations. The Commission is a

statutory authority with offices in each State and Territory. The majority of staff are based in Melbourne, Sydney and Brisbane. Commission staff are employed under the provisions of the Public Service Act 1999, which means they must uphold the APS Values and abide by the APS Code of Conduct. Employment conditions are set out in the Fair Work Commission Enterprise Agreement 2024-2027.

To Apply

Position Contact	Andrew Dawson, +61 (7) 3028 7862
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762733

Fair Work Commission

Closing Date:Sunday 21 September 2025

People and Culture
Enabling Services

Job Title	Assistant Director, Learning and Development
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$123,597 - $133,756
Future Merit Locations	Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Commission staff have access to hybrid working arrangements where they can work a combination of in the office and from home.
Classification	Executive Level 1
Position Number	2163
Agency Website	https://www.fwc.gov.au/about-us/careers

Job Description *https://fwc.bigredsky.com/page.php?pageID=106*

The Assistant Director, Learning and Development has a broad scope and is primarily responsible for delivering the Commission's strategic learning and capability development strategies and principles from conception to implementation. This includes the evaluation of the existing Learning and Development Strategy (the L&D Strategy) and the development of new strategies and programs suitable for our complex and diverse operating environment.

This role coordinates all learning and development activities and partners with key Member and staff groups to deliver targeted and sustainable learning outcomes. The Assistant Director will also work flexibly across the People and Culture team to provide advice and support to senior and executive leaders and deliver other strategic projects that enhance people services and support provided to Commission Members and staff

Duties

- Evaluate the effectiveness of the Commission's existing L&D Strategy, and develop project and implementation plans to deliver new and enhanced L&D strategies and learning initiatives.
- Use data and other sources of evidence to report on learning compliance and activities undertaken to help inform the effectiveness of programs as well as maintaining oversight of L&D budgets and return on investment.
- Establish and maintain relationships with key external stakeholder groups and APS networks, including L&D system and service providers, including managing service level agreements and contracts with external program providers.
- Finding cost-effective solutions to maximise on-the-job and experiential learning, including through enhancing the use of the Commission's learning management system (LearnHub).
- Develop a coordinated focus and approach to learning and development, including keeping abreast of developments in learning and development more broadly.
- Support the National Coordinator, Member Training and Public Engagement to source, coordinate and deliver programs within Member's Professional Development.
- Manage other People and Culture projects as required to deliver business improvement and innovation of People and Culture services.
- Provide high-level strategic and generalist HR advice and engage in problem-solving, providing solutions to support key Commission stakeholders.
- Prepare briefs for the Executive Management Committee providing regular updates on the progress of L&D Strategy initiatives, budget and program delivery, aligned with the Commission's Organisational Capability objectives.
- Perform other duties as required by the Director, People and Culture.

Eligibility

Citizenship: The Fair Work Commission requires Australian citizenship as a condition of engagement.

National Police Check: To be eligible for employment with the Commission, the successful applicant must undergo and satisfy a National Police Check.

How to apply: Applications must be lodged online through the Commission's web-based e-recruitment system and include a current CV and a statement of claim of no more than **800 words**, outlining your skills and/or experience relevant to the advertised role using the **'Our ideal candidate'** section as your basis. For further information about 'Our ideal candidate' and how to apply, please click on 'Apply now' and follow the prompts.

Notes

This recruitment process is being used to fill both ongoing and non-ongoing positions.

A merit pool of suitable applicants may be created from this process and will be active for 18 months from the date of this advertisement. We may choose to use this merit pool to fill further ongoing and non-ongoing vacancies.

Non-ongoing vacancies may be filled for maximum period of 2 years.

TheFair WorkCommission has a broad range of functions relating to the workplace and seeks to discharge these functions in a way that best meets the needs of our community with a focus on access to justice. As an employer, the Commission values diverse views and backgrounds, including First Nations Australians, mature age workers, people from culturally and linguistically diverse backgrounds, carers, LGBTQIA+, people with disability and people who are neurodiverse.Our aim is to create a workforce that reflects the community in which we live.We also welcome conversations about working flexibly.

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

About the Fair Work Commission

The Fair Work Commission (Commission) is the national workplace relations tribunal. It is an independent body with power to carry out a range of functions relating to: • The safety net of minimum wages and employment conditions • Enterprise bargaining • Industrial action • Dispute resolution • Anti-bullying • Termination of employment • Registered Organisations. The Commission is a statutory authority with offices in each State and Territory. The majority of staff are based in Melbourne, Sydney and Brisbane. Commission staff are employed under the provisions of the Public Service Act 1999, which means they must uphold the APS Values and abide by the APS Code of Conduct. Employment conditions are set out in the Fair Work Commission Enterprise Agreement 2024-2027.

To Apply

Position Contact	Recruitment, (03) 8656 4543
Agency Recruitment Site	https://fwc.bigredsky.com/page.php?pageID=106

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Attorney-General's

Vacancy VN-0762842

Office of the Australian Information Commissioner

Closing Date:Thursday 25 September 2025

Job Title	Corporate Co-ordination Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Brisbane QLD, Adelaide SA, Hobart TAS, Perth WA, Darwin NT
Salary	$87,895 - $106,728
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	The OAIC operates a hybrid model of work, with a combination of office attendance and remote work.
Classification	APS Level 5;APS Level 6
Position Number	OAIC-2025-023
Agency Website	https://www.oaic.gov.au/about-us/

Job Description

https://www.oaic.gov.au/about-the-OAIC/join-our-team

The Corporate Coordination Officer plays a critical cross-organisational role. This position assists the Director, Enabling Services to manage the OAIC's physical and virtual office environments and

supports the Security function. This role provides diverse opportunities to engage across the functions of Enabling Services including Governance, Risk and Compliance, People and Culture and Corporate Services.

Your communication skills expertise will be crucial in solving complex problems and managing various issues effectively. You will play a central role in developing, integrating, and maintaining policies, processes, programs, tools, reporting, and governance for our team.

The successful candidate will demonstrate the following capabilities and qualities:

· Strong organisational, problem solving and time management skills

· Attention to detail and commitment to maintaining a tidy and well-organised office environment

· Proactive, service-oriented team player who is willing to pitch in with both small and large tasks

· Ability to apply discretion.

Duties

1. Oversee general office operations, including maintenance of shared inboxes, and act as the first point of contact for staff (virtually and in-office) for general enquiries and support, including provision of laptops and other equipment.

2. Undertake office-based tasks to ensure the smooth day-to-day running of the office by managing facilities, supplies, and general workplace operations, and creating a clean, efficient and welcoming environment for staff and visitors

3. Assist with the delivery of the security function (including physical and personnel security), including processing security clearances and liaising with AGSVA.

4. Liaise with suppliers and service providers to ensure office facilities are maintained and functional.

5. Provide general administrative support including mail handling, document preparation, invoice processing/payment, travel management and filing.

6. Assist with coordinating meetings, events and functions, as needed.

7. Monitor asset levels and assist with asset management

8. Actively engage with internal stakeholders to understand business needs and assist with and development solutions

9. Other duties as required.

We are seeking applications from candidates who have:

• Experience working as part of a dynamic team in an office management environment

• Desirable: Experience in interpreting and applying AGSVA Security requirements.

Eligibility

§ Section 22 of the *Public Service Act 1999* requires that APS employees must be Australian citizens.

§ There are restrictions on employment of people who have, within the previous 12 months, accepted a redundancy benefit from an APS agency or a non-APS Commonwealth employer.

§ For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance at the Negative Vetting Level 1 and meet required background, identification and character checks.

§All duties are to be performed in accordance with the APS Code of Conduct and APS Values and OAIC policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the OAIC may re-assign the duties of an employee from time to time.

Notes

You are encouraged to familiarise yourself with the APS Work Level Standards for your relevant classification.

About the Office of the Australian Information Commissioner

The Office of the Australian Information Commissioner (OAIC) is an independent agency within the Attorney-General's portfolio. Our primary functions are privacy, freedom of information and government information policy. Our responsibilities include conducting investigations, reviewing decisions, handling complaints, and providing guidance and advice.

To Apply

Position Contact	Mark Smolonogov, 02 9942 4243
Agency Recruitment Site	https://www.oaic.gov.au/about-the-OAIC/join-our-team

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762350

Department of Defence

Closing Date:Sunday 05 October 2025

NAVY
Navy Capability

Job Title	Project Delivery Manager - Navy Infrastructure
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
Future Merit Locations	Canberra
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	NAVY/07216/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C6981D4D-3235-C663-425E-E4203E226213

Duties

The Role

The Navy Logistics and Infrastructure Branch currently has a APS 6 vacancy in the Navy Infrastructure project delivery team based in Canberra. The intent is to establish a merit pool that may be used to fill future vacancies in the directorate.

Responsibilities:

- Working with key stakeholders to define and prioritise Navy's infrastructure requirements, provide coordination and input into their development, and monitor and assure their delivery.
- Developing and writing briefs, ministerial correspondence and representing Navy's interests at relevant Committees and fora.

All roles will involve building and sustaining relationships with internal and external stakeholders to enhance outcomes for Navy.

About our Team

The Navy Logistics and Infrastructure Branch is an integrated Branch comprised of APS, ADF and contractor team members. These teams contribute to infrastructure requirements identification, the development of shepherding of infrastructure projects through the necessary approval processes, monitor project delivery and provide assurance to Navy's senior leadership on progress milestone and completion.

Infrastructure projects are categorised as either new capability projects (e.g. introduction of a new ship) which may require dedicated infrastructure, or sustainment projects which seek to maintain the operation effectiveness of the existing Defence Estate. The Infrastructure Directorate is also responsible for the strategic planning that ensures Navy has the right facilities and infrastructure in the right locations at the right time and to support maritime capabilities.

The Branch as a whole has a key role in working across Navy and Defence, in particular, advocating the Navy regarding the delivery of infrastructure and logistics services and facilities development.

Our Ideal Candidate

The successful candidate will have demonstrated ability in project planning and/or management, a history of effective stakeholder engagement, and the skills to operate in a complex and ever-changing environment. Navy is looking for organised and enthusiastic individuals with well-developed planning and communication skills. If you are a strong team player, with an interest in maritime infrastructure and facilities projects, you will thrive in this role. The role offers the opportunity to engage widely across Defence, support infrastructure requirements identification, development and delivery of high profile Navy projects and create a reputation as a high performing officer that can add value and deliver results.

If you thrive on collaborative working practices, comprehensive planning and coordination, then this role will be a great fit. The role provides individuals with the ability to contribute strategic insights to the acquisition and sustainment of current and future naval infrastructure facility projects. Ideal candidates will thrive on building and maintaining effective stakeholder relationships, marshaling expertise and be comfortable representing the team and broader Branch in Defence wide fora.

Experience in facilities and infrastructure planning or project management will be beneficial for the role. While direct experience in a maritime focused role is not essential.

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	Carl Walker, 02 6192 7917
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C6981D4D-3235-C663-425E-E42

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762385

Department of Defence

Closing Date:Sunday 21 September 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Technical Specialist - Technical Professional
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT
Salary	$95,187 - $108,734
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	APS Level 6
Position Number	NSSG/07227/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=66E8CEBA-8C8D-5610-A699-E420781659E7

Duties

The Role

As part of the Hunter Class Frigate's Systems Engineering team, you will be expected to provide assurance and technical advice across a range of Systems Engineering functions including system reviews, requirements management, safety, certification and verification. Working with the wider, multi-discipline, team, you will be required to investigate and report on technical issues, including areas of non-conformance and support the management of associated risks. You will also contribute to the maintenance and development of the Engineering Management System, enabling the acquisition of complex warships.

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 have a strong understanding of Systems Engineering, gained through the acquisition or sustainment of maritime or similarly complex system. An effective communicator, you will be able to tailor your style and language to stakeholders at a variety of levels.

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.

Previous experience in product safety, certification, or environmental compliance will be highly regarded.

Eligibility

Security Clearance:

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

Mandatory Qualifications

This technical position requires the individual to have obtained a recognised Australian Qualifications

Framework (AQF) Level 6 qualification in a relevant skills and work experience such that an individual can

reasonably achieve a recognised AQF qualification if required by the position.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	HCF Workforce Team, nssg-msccs-hcf.workforce@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=66E8CEBA-8C8D-5610-A699-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762437

Department of Defence

Closing Date:Sunday 21 September 2025

Australian Defence Force HeadQuarters
Vice Chief of Defence Force Group

Job Title	Workforce Planning Officer (Affordability)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	ADFHQ/07290/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A29650B8-BC18-7F89-B438-E420B499B604

Duties

The Role

Are you passionate about workforce planning, at home with analysis and enjoy engaging with others?

If you answered YES, we would love to hear from you.

In our small team, you will get to use your well-rounded Workforce Planning skills to solve complex workforce management issues; provide consistent, relevant and timely advice; be creative and innovative; contribute to strategic planning; program management and policy development. Your exceptional communication and stakeholder engagement skills as well as being a team player are important attributes to your success in this role. Your sound leadership will be vital to build trust, influence decisions and take the initiative.

You may also lead a small team, set work priorities, manage workflows and have the privilege of building team capability through coaching, feedback and development opportunities. Under broad direction, you will achieve complex workforce management and planning work within an integrated workforce.

About our Team

The Workforce Guidance and Plans Directorate is part of Military Workforce Design Division (MWDD). The team's mission is to lead ADF input into workforce capability and growth plans and integrate organisation fundamental inputs to capability across all Domains, to ensure the Future Integrated Force is designed to be affordable, achievable, sustainable and integrated.

The Directorate is the conduit for external project stakeholders to engage Military Workforce Design Division to manage Average Funded Strength (AFS) growth, allocations, and publication of workforce allocations across the ADF.

Our Ideal Candidate

As an APS 6 Workforce Planning Officer, you will:

- Operate within an integrated workforce and contribute to the analysis of future Australian Defence Force (ADF) capability, in support of National Defence Strategy (NDS) and Integrated Investment Program (IIP).
- Provide advice in relation to complex workforce issues and contribute to strategic planning and policy development.
- Apply critical thinking to undertake and inform complex problem solving and decision-making.
- Support and contribute to the management of ADF workforce allocations and consider continuous improvement opportunities for current and future reporting products, presentation of information and data visualisations, ensuring collaboration within the Division and across Defence.
- Conduct Workforce Affordability assessments within documented service delivery timeframes using the established methodology. This includes maintaining related artefacts and implementing continuous improvement actions when identified.
- Maintain a suite of Standard Operating Procedures (SOPs) for the effective management and maintenance of ADF workforce allocations, Affordability assessments as well as other governance and internal policy as required.
- Support Business Engagement activities including maintaining and building relationships within the Division and across Defence. This includes managing the relationship with Defence Finance Group to ensure the ADF Workforce Budget is appropriately provided.
- Contribute to and produce learning artefacts to support and build Workforce Planning literacy across Defence (including Intranet updates).
- Contribute to the development of frameworks to ensure future workforce analysis is undertaken using consistent and robust methodologies.

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	Denise Connolly / Sinthu Thomas, mwdd.afsguidancetrailswt@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A29650B8-BC18-7F89-B438-E42

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762466

Department of Defence

Closing Date:Monday 22 September 2025

Capability Acquisition and Sustainment Group
Air Defence & Space Systems Division

Job Title	T&E Engineering Manager
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brindabella Business Park ACT
Salary	$120,303 - $135,701
Future Merit Locations	Adelaide, 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 1
Position Number	CASG/07251/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=78888CC3-682D-A34B-DA82-E431757199AA

Duties

The Role

- Support T&E Manager to meet program objectives defined in the approved Test and Evaluation Master Plan
- Coordinate planning, management, and reporting of test and evaluation activities, including developmental, acceptance, operational, and in-service testing.
- Develop and maintain Test and Evaluation Strategies, Master Plans, and related documentation under agile delivery methodology.
- Coordinate risk management, verification, and validation activities.
- Apply continuous improvement to Test & Evaluation and Verification & Validation methodologies for novel program execution strategy.
- Provide expert advice on T&E processes, frameworks, and best practices.
- Collaborate with engineering and commercial teams to ensure integrated delivery of program objectives.
- Review T&E and V&V artefacts to provide program assurance over activities.

About our Team

Seeking an EL 1 T&E Manager to join a dynamic and complex developmental system which will place Australia at the very forefront of technological achievement for Integrated Air and Missile Defence Systems (IAMD). As a ADSB EL 1 T&E Engineering Manager within Air Defence Systems Branch, you will be working on a multi-layered System-of-Systems architecture applying cutting-edge technologies (e.g. Artificial Intelligence) to enable a Joint Force that is better able to operate independently and co-operatively with our like-minded Allies and Coalition Partners. You will play a critical role in managing program Test and Evaluation outcomes through provision of consistent engineering guidance, development of T&E related artefacts, coordination of T&E program allocated resources and oversight across the AIR6500 Series projects delivering against an agile cadence into the collaborative engagement network. Ideally, the candidate is Canberra (ACT) or Adelaide (SA) based, however other locations will be considered if regular DSN access is available.

Our Ideal Candidate

- Extensive experience in test and evaluation within complex system environments.
- Strong knowledge of T&E frameworks, strategies, and lifecycle application.
- Proven ability to develop and implement T&E plans and strategies.
- Experience providing professional advice related to system assurance and certification.
- Ability to work independently and manage complex tasks with limited supervision.
- Excellent stakeholder engagement and communication skills.
- Extensive and relevant Defence experience in test and evaluation.
- Demonstrated understanding of systems engineering and capability delivery processes.
- Ability to obtain necessary security clearances

Eligibility

Security Clearance:

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

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.

This engineering position may require the individual to be able to meet the requirements of Chartered

Professional Engineer (Engineers Australia), Registered Professional Engineer (Professionals Australia)

or Fellow/Member of Royal Institution of Naval Architects or demonstrated the ability to obtain such status

within 12 months.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Liam Murphy, 02 5109 5250
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=78888CC3-682D-A34B-DA82-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762472

Department of Defence

Closing Date:Sunday 21 September 2025

Defence Intelligence Group
Australian Geospatial-Intelligence Organisation

Job Title	Project Support Officers
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Bendigo VIC, Canberra ACT, Wollongong NSW
Salary	$86,887 - $93,066
Future Merit Locations	Adelaide, Bendigo, Canberra, Wollongong
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	DIG/07328/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=29B48ED7-3087-9445-2741-E4317699C3CE

Duties

The Role

Project Support Officers (PSOs) in AGO's Geospatial-Intelligence (GEOINT) Capability Delivery Branch (GCD) are essential to the delivery of AGO's portfolio of Defence Major projects. You will be part of a skilled team delivering and sustaining cutting-edge capability to AGO, Defence and the National Intelligence Community. Our projects solve complex problems and contribute directly to the security and defence of Australia. Your work contributes directly to AGO's ability to produce geospatial-intelligence, acquire imagery, and incorporate automation and AI/ML as a force multiplier for the GEOINT workforce.

GCD needs skilled, enthusiastic and self-motivated individuals who can:

- Develop, coordinate and implement project and product plans and activities;
- Analyse project and product information, and contribute to project and product reporting and reviews;
- Develop tailored communications to a broad range of stakeholders;
- Develop and maintain productive working relationships through day-to-day liaison with stakeholders;
- Review project and product performance and identify opportunities for improvement.

About our Team

Australian Geospatial-Intelligence Organisation (AGO) is responsible for the delivery of cutting-edge capability that supports the Australian Defence Force, the National Intelligence Community, and other areas of Government. This is done in AGO's GEOINT Capability Delivery Branch (GCD).

This branch has project managers, support officers, systems engineers, ICT security specialists, enterprise and systems architects, business analysts, finance specialists, contracting and procurement officers who work together and with customers to design, build and sustain GEOINT capability.

This is what some of our team have said:

- We get to work with very interesting technology and our focus is on leading developments ahead of the capability demand;
- I get to engage and collaborate with key local and international partners in systems development and integration;
- A main driver for why I wanted to work for AGO is continued service to Defence (after leaving Army), supporting development of capability that has current and future real effects.

Our Ideal Candidate

We want authentic individuals who can provide clear advice and build trust, while supporting and empowering our people to ensure an engaged and motivated workforce. There will be opportunities for you to nurture the partnerships we have with our stakeholders by advocating for transparency and collaboration with confidence.

GCD needs PSOs who can demonstrate:

- A focus on outcomes;
- Excellent organisation skills;
- Support to strategic direction.

We recruit candidates of all backgrounds, cultures, genders, neurodiversity, and abilities. We are dedicated to building a diverse and inclusive workforce and will embrace your identity while appreciating the value of your unique contributions to the AGO mission. If you are questioning whether you meet every requirement in this advertisement, we encourage you to apply anyway. You may be the right candidate for other roles within AGO. Whether you are returning to the workforce or exploring a career change, we want you to apply!

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Contact Name Withheld, 02 5130 1725
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=29B48ED7-3087-9445-2741-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762474

Department of Defence

Closing Date:Monday 22 September 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Engineer Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$95,187 - $108,734
Future Merit Locations	Canberra, Sydney
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	NSSG/07287/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=4086D738-79C4-63D1-2EE1-E431769364A6

Duties

The Role

The Maritime Integrated Warfare Systems (MIWS) Branch is seeking professional, motivated and APS 6 Engineering Professionals to support Projects to deliver cutting edge capability.

You will be part of a dynamic team overseeing the Design, Development, Installation and Testing of Maritime Integrated Warfare systems. This may include the conduct or observation of testing activities either in manufacturing plants, at the waterfront or out at sea. This position will support SEA1200, an accelerated capability delivery of novel autonomous maritime systems.

Ideally, you will have a maritime background, with experience across one or more of the following; systems engineering, un-crewed systems, acoustics, electrical, combat systems, software and communications engineering. Experience in requirements engineering, test and evaluation, or systems reviews are also desirable.

As an APS 6 Engineer, you will report directly to an EL1 Engineering Manager. Some of your key duties may include:

- Review, analysis and interpretation; undertaking assessments, technical investigations, design and development, verification and validation and testing in support of mandated system review activities across the Capability Life Cycle.
- Ensure operational, cyber and security, safety, and environmental aspects of the mission system are incorporated into the system design.
- Ensure establishment of capability baselines and conducting assurance activities for a wide range of maritime capabilities.
- Management of materiel risk
- Preparation of technical plans and technical risk assessments, using tools such as TRMS.

Largely, you will work to deliver complex capability through planning, organisation control and integration.

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

MIWS Branch under Major Surface Combatants and Combat Systems Division is an exciting and complex environment to work in, offering a rewarding career in one of the most dynamic organisations within NSSG. We work across both Acquisition and Sustainment environments to develop and deliver products into new shipbuilding programs and to provide update/upgrade products to the existing RAN fleet, giving staff exposure to a wide variety of high profile maritime projects.

Our Ideal Candidate

MIWS are looking for an enthusiastic, motivated candidate with excellent personal attributes and a strong technical knowledge and engineering mindset to join our Branch. We pride ourselves in a positive, collaborative and supportive workplace culture. For us it’s all about teamwork and we want people who want to be a part of the culture we’ve created. Our ideal candidate will enjoy working in a dynamic workplace across a wide technical domain. The candidate will be energetic and able to create and maintain positive working relationships with internal and external stakeholders.

MIWS is seeking a candidate who demonstrates utmost integrity, professionalism, self-motivation, positive attitude towards challenges, and persistence in achieving outcomes. The candidate will be able to work under pressure with great resilience, remain focused on tasks and possess strong attention to detail.

The ideal candidate will have the following attributes and can demonstrate:

- Mature judgement, professionalism and high level interpersonal skills.
- Demonstrated engineering experience within a team.
- An ability to meet deadlines, structure and prioritise workloads.
- Good written and verbal communication skills.
- An ability to adapt and excel in uncertain environments.

Please respond to the key attributes in your written response.

Eligibility

Security Clearance:

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

Mandatory Qualifications

Bachelor of Engineering from an Australian institution, or a qualification gained elsewhere, that satisfies the

requirements of the Washington Accord for recognition as a Professional Engineer.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	MIWS WORKFORCE MANAGEMENT, miws.workforcemanagement@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4086D738-79C4-63D1-2EE1-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762493

Department of Defence

Closing Date:Sunday 21 September 2025

Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Cost Estimation & Finance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/06483/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=36F59142-A73F-E181-FA08-E4317871C3D7

Duties

The Role

The Hunter Class Frigate Project (SEA5000) is seeking a self-motivated and high performing individual to join the Cost Estimation team. The successful candidate will challenge themselves in a fast paced environment, and will contribute to Australian Continuous Naval Shipbuilding.

The roles and responsibilities of this position include:

- Undertake independent complex cost analysis through Contract Change Proposals;
- Interpret and implement cost estimation policy, processes, methods, tools, training and take the initiative to provide feedback and recommendations;
- Assurance activities, ensuring compliance with legislation and regulatory policies and processes;
- Deliver cost related documentation including templates, reports, submissions, plans, strategies and risk;
- Manage cost data analysis and assurance activities, workflows and performance to achieve value-added results;
- Engage and collaborate with key stakeholders and respond to complex enquiries about cost related issues; and
- Understand Defence strategic objectives and initiatives, and support the program review of whole of life cycle costs, identifying interdependencies, relationships and risks.

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

We are looking for someone with initiative, strong organisational skills, and who can work under pressure with competing priorities. The successful candidate will have relevant cost analysis or financial analysis experience. They will be accountable to ensure they have knowledge of and are compliant with legislative frameworks, Government decision-making and Defence’s mission and policy requirements.

Our ideal candidate will have:

- Strong data analysis, problem solving and organisational skills with attention to detail;
- Strong financial acumen and the ability to interpret and develop costs in support of operational decisions;
- Critical thinking skills, with the ability to be assertive in decision making;
- Excellent communication and interpersonal skills;
- The ability to follow instructions and processes in accordance with policy, legislation, and operating frameworks;
- A positive and inclusive approach to work as an effective team member; and
- A Positive attitude towards successful relationships with team members and stake holders.

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	HCF Workforce Team, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=36F59142-A73F-E181-FA08-E43

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

Defence

Vacancy VN-0762504

Department of Defence

Closing Date:Monday 15 September 2025

ARMY
2nd Division

Job Title	Administration and Registry Clerk
Job Type	Full-Time, Ongoing
Location	Macleod VIC
Salary	$69,898 - $77,016
Future Merit Locations	Macleod
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 3
Position Number	ARMY/06803/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B28352F4-529A-5F34-3CCC-E4317A42D312

Duties

The Role

The 4th 19th Prince of Wales's Light Horse Regiment is seeking a positive and motivated person to undertake an APS3 Administration Officer position to provide administrative support to the Regimental Headquarters and specifically the Administration and Personnel Support Cell (Orderly Room).

The majority of the role will be office based, and therefore a high level of computer competence and office machinery knowledge is required.

The role will involve traditional office administration tasks, such as: front of house inquiries, record keeping, information management, correspondence drafting, visitor safety briefing, ordering

stationary, processing form workflows and applications, data entry using Defence systems and other similar office administration tasks.

They will require a good understanding of the Microsoft and Adobe suites of applications.

The applicant will be managed by an ADF Administrator (WO2) and will be the sole APS member within the cell.

About our Team

4/19 PWLH's role is to provide the 4th Brigade with an Intelligence, Surveillance, and Reconnaissance capability, aiding in their mission of supporting the 2nd (Australian) Division in protecting Australia, including its offshore territories, integrated with whole of government, in accordance with Chief of Joint Operations Theatre Campaign Plan, in order to defend Australia and its national interests.

4/19 PWLH Regimental Headquarters commands three Unit depots across Victoria (Simpson Barracks, RAAF Base East Sale, and Latchford Barracks).

The Administration and Personnel Support Cell is made up of full and part time Army personnel with the APS 3 Admin Officer working closely with a full time Army PTE and WO2 who are Army administration specialists.

Our Ideal Candidate

Our ideal candidate will have excellent administrative and organisational ability, well-developed spoken and written communication and time management skills.

The applicant will require the ability to establish effective working relationships, maintain confidentiality and to work as part of a team - as well as showing self-autonomy, and the ability to perform under pressure to time constraints.

They may be required to communicate with, respond, and provide advice to a range of stakeholders on basic administrative issues in order to achieve work, Unit, and Defence outcomes.

As an APS3, they are require the ability to provide a knowledge transfer of information regarding administrative processes, in order to assist with the development of junior members within the Registry.

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.

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	Tina Waddingham, 03 9290 2409
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B28352F4-529A-5F34-3CCC-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762508

Department of Defence

Closing Date:Sunday 21 September 2025

Defence Intelligence Group
Australian Geospatial - Intelligence Division

Job Title	Target Coordinate Mensuration (TCM) Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DIG/07329/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=27EF722F-0226-EDAA-48F1-E431B1FB0774

Duties

The Role

As an APS 6 Analyst in the TCM PMO, you will:

- Undertake imagery intelligence and advanced stereo imagery exploitation
- Work within a small, highly technical team to manage Australia's TCM accreditation, certification, quality assurance and compliance
- Have a sound understanding of end-to-end TCM production processes and be knowledgeable in TCM technical mechanisms
- Regularly engage with stakeholders and TCM analysts to ensure compliance and to provide knowledgeable advice on Australia's TCM program, targeting policy and standards
- Work both autonomously and in a team environment to systematically produce high quality continuation training and testing materials
- Participate in reviews and contribute to updates and development of TCM policies, process and procedures, and training materials
- Take part in capability development discussions and work collegiately towards achieving team strategic goals
- Contribute to continual improvement of TCM certification methods, quality assurance, and the provision of detailed feedback and technical advice to TCM analysts and approved work centres.

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 TCM PMO is a geographically dispersed team of highly motivated APS and ADF members who work collaboratively to provide TCM capabilities to the ADF. We value dedication to precision, detail and accountability, and foster ongoing learning and development as a means of refining and improving our processes and procedures. We provide a collaborative working environment, flexibility to be innovative, a diverse range of work and the opportunity to contribute to a key Defence capability.

Our Ideal Candidate

In the TCM PMO, Stereo vision is a mandatory requirement of the role, with superior stereo acuity a preference (a stereo test will be a part of the suitability process).

As our ideal candidate, you will have:

- A demonstrated knowledge and understanding of the requirements for TCM and how this process supports the ADF
- Experience working in technical and/or specialist teams and have a proven ability to collaborate effectively with military members, APS, and contractors across multiple locations;
- Strong interpersonal and communication skills to competently engage with stakeholders including AGO staff, military members and contractors, and be able to build and develop relationships with international stakeholders
- An ability to work both independently and as part of a small team that strives to understand and develop Australia’s TCM program
- A demonstrated commitment to maintaining strict standards, and adhering to policy requirements, will be beneficial

Eligibility

Security Clearance:

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

Notes

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	Adam Karasiewicz, 02 5131 5187
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=27EF722F-0226-EDAA-48F1-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762513

Department of Defence

Closing Date:Monday 22 September 2025

Defence People Group
Joint Support Services

Job Title	Defence Social Worker
Job Type	Full-Time, Ongoing
Location	Hmas Cerberus VIC
Salary	$95,187 - $108,734
Future Merit Locations	Hmas Cerberus
Office Arrangement	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/06534/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=49DB17DD-2DAB-BD3C-4893-E431B184D018

Duties

The Role

Defence Social Workers deliver a broad range of support services and programs to Defence members and families, and a range of critical assessments to assist Commanders in making decisions that impact Defence families and Defence capability.

Defence Social Workers:

- Conduct quality assessments and write reports to assist in decision making processes;
- Provide complex social work services in a generalist practice framework, including comprehensive assessments, bereavement support, brief intervention and referrals to enhance the social functioning of Australian Defence Force personnel and their families;
- Provide support to Defence families to manage the military lifestyle;
- Provide training to Defence members and Command, and psychosocial programs to Defence families;
- Assist Defence families engage with their communities and local services;
- Deliver DMFS's s suite of national programs in relation to partner employment, education and critical incidents to Defence families;
- Develop strong community links between the wider Australian community, Defence families, and the Defence organisation.

About our Team

Defence Member and Family Support Branch offers a broad range of programs and services to help Commanders, Australian Defence Force members and their families manage the military lifestyle. The Defence Social Worker based in Melbourne will work collaboratively within a dynamic multi-disciplinary team comprising of Military Support Officers, Defence Social Workers, Family Liaison Officers, Educational Liaison Officer, Business Support Officer, and local Transition staff.

Our Ideal Candidate

You will demonstrate strong assessment, counselling, case planning, report writing and community capacity building knowledge and skills. You will possess the ability to work within multi-disciplinary teams and be part of an organisation where professionalism, innovation and the ability to find creative solutions to challenges is highly regarded.

Our Ideal Candidate:

- Applies professional expertise in social work;
- Operates within the boundaries of organisational processes and policies to provide brief interventions, critical incident management, psychosocial assessments and social work reports;
- Uses judgement to identify and resolve problems objectively;
- Builds and sustains positive relationships with team members, stakeholders and clients;
- Possesses strong stakeholder engagement skills; and
- Possesses an ability to work independently, manage competing priorities and meet deadlines;
- Be able to participate in some after hours and weekend work.

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.

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	Samantha Black, 0408 622 388
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=49DB17DD-2DAB-BD3C-4893-E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762514

Department of Defence

Closing Date:Monday 22 September 2025

Defence Intelligence Group
Australian Geospatial-Intelligence Organisation

Job Title	Learning & Development - GEOINT Instructors & Digital Learning
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
Future Merit Locations	Canberra
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	DIG/07252/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=37183084-B97A-87CE-13FE-E431B16FA979

Duties

The Role

The Australian Geospatial-Intelligence Organisation (AGO) is seeking GEOINT and L&D professionals to fill multiple positions in the Training & Tradecraft team.

APS 6 Learning Technologies Manager – You will enhance the capabilities of the AGO workforce through the creation of digital learning content for, and management of, the agency's Learning Management System (LMS).

APS 6 GEOINT Instructor - You will develop and instruct on internally developed training programs, sharing your knowledge and experience to develop the skills of the AGO workforce.

In these roles, you will:

- Design, develop and implement innovative eLearning and digital learning artefacts, and provide governance and assurance of the LMS
- Design, develop, and deliver training programs focusing on critical skill areas to develop GEOINT analysts
- Collaborate with stakeholders and SMEs to ensure the relevance, accuracy, and effectiveness of all learning materials.
- Manage various projects, tasks, reporting and administrative functions amid competing priorities within deadlines and tight timeframes.

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

AGO's Training & Tradecraft (TT) Directorate is a team of highly motivated APS and ADF members with various backgrounds and experiences who work collaboratively to create training opportunities to develop the skills of the AGO workforce.

We are passionate about learning and development and value professionalism, teamwork and continuous improvement. We encourage ongoing learning and development as a means of growing our skills and improving how we develop and deliver training. We engage with our stakeholders to ensure our training is current and fit for purpose and is meeting the needs of the organisation.

Our working environment offers you a diverse range of work, flexibility to be innovative, opportunities to collaborate with talented and experienced colleagues, and play a key role in a dynamic and highly productive team. We also offer you training, coaching and support to ensure you have excellent opportunities to develop within the role.

Our Ideal Candidate

You are a high performing, enthusiastic person passionate about L&D and the professional growth of others. You can work as part of a team to build and maintain productive working relationships with diverse stakeholders

You will be an experienced GEOINT analyst with a proven record producing high quality GEOINT products. You will have experience as an instructor, or developing and delivering learning materials, and can confidently deliver engaging presentations to convey complex concepts and encourage interactive learning experiences.

Or, you will have experience using Learning Management Systems such as Totara or Moodle, proficiency in eLearning authoring tools, such as iSpring, Articulate Storyline, Adobe Captivate, and experience in design and development of eLearning (e.g. SCORM or xAPI).

If you think you meet some of the above skills and attributes and are willing to participate in training and develop further on the job, we would love to hear from you.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at “Positive 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.

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	Name Withheld, 02 5109 6438
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=37183084-B97A-87CE-13FE-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762520

Department of Defence

Closing Date:Monday 29 September 2025

Defence People Group
Joint Health Command

Job Title	Practice Manager
Job Type	Full-Time, Ongoing
Location	Tindal NT
Salary	$86,887 - $93,066
Future Merit Locations	Tindal
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	DPG/07346/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=27A4077B-0AF9-122E-44A4-E431B244386E

Duties

The Role

An opportunity exists for an experienced health administrator to become the APS5 Practice Manager of a health facility delivering services to Australian Defence Force (ADF) members at RAAF Base Tidal, Northern Territory. This is a dynamic role, working within a multidisciplinary healthcare team.

The successful candidate will oversee the day-to-day management of the facility and be directly responsible for managing a wide range of administrative and coordination activities to ensure the provision of high quality health care. These duties can include managing workforce rosters, budget allocations, and workplace health and safety requirements, as well as conducting governance and quality assurance activities. Another key aspect of this role is leading a small team and engaging with other relevant stakeholders to achieve positive outcomes for ADF members. Effective communication skills are essential.

About our Team

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

Health care services are delivered through eight Joint Health regions across Australia. The APS5 Practice Manager position is part of Joint Health Unit - Central Australia and is based at Tindal Health Centre, RAAF Tindal, and Northern Territory. Each Joint Health Unit facility provides a range of services which can include medical, nursing, dental, physiotherapy, mental health, rehabilitation, and in-patient care.

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

This position reports to the Health Centre Manager at Tindal Health Centre, RAAF Base Tindal.

Our Ideal Candidate

An enthusiastic self-starter, our ideal candidate will have experience in managing a health care facility and be confident in working independently. They must demonstrate sound judgment and clinical knowledge to make decisions that are in the best interests of the patient and that comply with legislation, regulatory frameworks and Defence policies.

As a team leader, they must have excellent verbal and written communication skills. They must be able to develop productive relationships with various stakeholders both internal and external to Defence. The ability to foster a service focused and positive work culture is essential in ensuring that all team members are working towards shared objectives.

The ideal candidate must be flexible and adaptable. They will be comfortable with managing change and responding to short notice tasks. They will have the ability to anticipate, identify, and respond to changing priorities. They will also be committed to ongoing professional development for both themselves and their team, and be prepared to mentor and train junior team members to achieve optimal outcomes.

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.

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	Victoria Dews, 08 7929 4070
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=27A4077B-0AF9-122E-44A4-E43

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

Defence

Vacancy VN-0762561

Department of Defence

Closing Date:Monday 22 September 2025

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	Technical Team Leader - Airframes-Engines
Job Type	Full-Time, Ongoing
Location	Nowra NSW
Salary	$95,187 - $108,734
Future Merit Locations	Nowra
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	CASG/06932/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A576B33D-F97E-2A6C-D083-E431ECFE2CF6

Duties

The Role

Use approved processes & data, provided training & relevant technical domain knowledge, aviation industry & leadership experience to fulfill MH-60R and broader defence rotary wing technical support services within required timeframes through:

- Performing complex technical assessments & associated tasks.
- Engaging with stakeholders, including US Navy MH-60R FMS partners, to deliver and exercise appropriate technical delegations.
- Providing technical knowledge & advice in relation to complex work or difficult issues.
- Contributing to strategic planning, program & project management.

About our Team

TESSU's main role is the conduct of MH-60R helicopter Military Type Certificate Holder functions & agreed MH-60R Continuing Airworthiness & Military Air Operator Technical Support Services. Technical support to broader defence rotary wing design activities & flight trials also occurs on a needs/capacity basis.

TESSU is a diverse team of APS and ADF staff all driven to ensure both the airworthiness and mission readiness of the RAN’s MH-60R helicopter fleet and the safety of its aviators and aircraft maintenance staff. This position will suit an aircraft maintenance engineer, aircraft technician or similar with a proven ability for complex technical work and to lead a small team.

Our Ideal Candidate

Our Ideal Candidate will have the following attributes, skills and experience:

- Works independently & leads a small team to deliver required on-time outcomes.
- Develops & maintains required customer & stakeholder relationships & networks.
- Grows capability through personal & team development, diversity of thought & positive workplace behaviours.
- Strong written & oral communication skills & computer literacy (MS Products & corporate IT systems).
- Aviation, preferably rotary wing, technical experience & expertise.
- Prior experience working under Defence Aviation Safety Regulations or similar civilian and/or military aviation technical regulations.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 6 qualification in a relevant technical domain or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Nyree Cornelius, 02 4449 4579
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A576B33D-F97E-2A6C-D083-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762567

Department of Defence

Closing Date:Monday 22 September 2025

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	Deputy Product Manager
Job Type	Full-Time, Ongoing
Location	Nowra NSW
Salary	$120,303 - $135,701
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	Executive Level 1
Position Number	CASG/07088/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=DDB8819C-3CD8-3A11-ED26-E431EDD85C8A

Duties

The Role

The Romeo Enterprise Office (REO) delivers the acquisition, sustainment and upgrade support for the MH-60R Romeo Seahawk to the Navy Aviation enterprise. REO has an exciting and challenging opportunity for a highly motivated, professional and enthusiastic individual to provide integrated logistics, contract and maintenance support to the organisation as the MH-60R Deputy Product Manager.

You will lead a dynamic team, and in conjunction with industry partners and Navy, directly support and deliver critical Defence capability in support of Australia’s national interests.

As the delivery agent, the REO supports the MH-60R Seahawk capability, primarily located at HMAS Albatross, Nowra. This exciting opportunity works in a combination of traditional Defence contracting and Foreign Military Sales commercial environments, undertakes integrated logistics, governance activities, and offers a diverse and rewarding career within the organisation.

The MH-60R Deputy Product Manager is accountable under broad direction to perform and achieve very complex MH-60R sustainment product management activities within an integrated workforce, adhering to legislative frameworks, government decision-making, and Defence's mission and policy requirements.

The MH-60R Deputy Product Manager exercises independence and leadership, providing expert policy advice and implementing relevant policies. They plan, lead, and manage human and physical resources, focusing on strategic objectives and continuous improvement. They also manage key stakeholder relationships, identifying expectations and concerns, and contribute to ongoing self-improvement and professional development.

The MH-60R Deputy Product Manager is required to manage an integrated high functioning team of APS and ADF employees, specialising in Integrated Logistics, and aviation fleet management whilst ensuring compliant and effective outcomes are achieved in a collaborative and inclusive working environment.

They will actively maintain stakeholder relationships, and regularly engage with, Australian Defence, US government and industry partners to facilitate the provision of timely advice and the delivery of the MH-60R capability.

They must have demonstrated experience and a comprehensive knowledge of Integrated Logistics System (ILS), contract management support, aviation fleet management outcomes together with highly developed product, personnel and business acumen skills.

About our Team

The Romeo Enterprise Office ensures both the mission readiness and airworthiness of the Royal Australian Navy’s MH-60R Seahawk Romeo helicopter fleet and the safety of its aviators and aircraft maintenance staff through the provision of support services via Foreign Military Sales agreements with the US Government, and International and Australian Industry Partners.

The successful applicant will join a diverse team made up of APS, ADF, US Navy and contractors, all driven to ensure the availability of the RAN’s MH-60R Seahawk Romeo Helicopter fleet and the safety of its aviators and aircraft maintenance staff is delivered under a cost effective and financially compliant framework.

Our Ideal Candidate

The ideal candidate will be enthusiastic, experienced, self-driven and highly motivated with a positive attitude to make a difference through application, continuous improvement and innovation.

The role is significant and directly contributes to the delivery of Navy Aviation effects in a diverse and challenging global environment now and into the future.

You will:

- Apply your highly developed integrated logistics, contract management, aviation fleet management and business acumen skills to ensure MH-60R availability and readiness requirements are achieved;
- Apply your highly developed communication and engagement skills to prepare briefings, submissions, reports and communicate commercial and contracting risks, issues and opportunities to stakeholders;
- Be solutions focused, with the ability to present ideas persuasively;
- Be a critical thinker, skilled listener and effective communicator;
- Able to work within a collaborative team environment to maintain effective relationships in achieving shared objectives;
- Attend customer and contractor weekly meetings in person ensuring the best outcomes for the MH-60R capability;
- Ability to apply judgement to achieve critical outcomes; and
- Trustworthy, transparent and possess the highest levels of integrity.

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	Darren Tickner, 02 4449 3385
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DDB8819C-3CD8-3A11-ED26-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762568

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Australian Defence College

Job Title	CDR Director
Job Type	Full-Time, Ongoing
Location	Weston Creek ACT
Salary	$139,681 - $167,659
Future Merit Locations	Weston Creek
Office Arrangement	Flexible
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/07391/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=456A55C2-7BDE-8875-AD5D-E431ED0457F5

Duties

The Role

An EL 2 Research Director will exercise a significant degree of independence and perform an important leadership role. You will be responsible for influencing and developing strategies, policies, priorities and operational practices in support of Defence objectives based on high level decision making and judgement. You will provide strategic advice to senior management and stakeholders as well as leading and assuming accountability for very complex work that has strategic, political or operational significance.

Key deliverables of the position include:

- Conduct research under the direction of the Commandant AWC contributing to conference papers, seminar presentations, and peer-reviewed publications for the Centre for Defence Research (CDR).
- Undertake literature reviews, data collection, and analysis to support the CDR projects in Military Studies, particularly focusing on professional military education, Indo-Pacific strategy, and defence policy.
- Assist in preparing high-quality research outputs, including journal articles and publications, policy briefs, and reports. Example coordination of the Australian Journal of Defence and Strategic Studies and other relevant publications.
- Translate research findings into accessible formats to support engagement with military and policy audiences.
- Coordinate administrative aspects of research projects, including managing timelines, organising project meetings, and ensuring compliance with AWC requirements.
- Coordination and oversight of the CDF Fellow and Secretary Scholarship.
- Support the planning, coordination, and delivery of seminars, workshops, and conferences associated with the CDR's research and outreach activities.
- Assist in maintaining professional relationships with stakeholders, including Defence, international institutions, and academic partners.
- Manage bibliographic databases and research materials, ensuring accuracy and accessibility.
- Contribute to the preparation of reports for the CDR and AWC management committees.
- Develop research-related materials to support teaching or professional education programs under AWC.
- Attend meetings associated with the CDR and AWC activities and contribute to the broader strategic goals of the AWC.
- Contribute to the organisation and delivery of large-scale or international events hosted by the CDR and AWC.
- Contribute to course development and delivery within the College

About our Team

The Australian War College (AWC), as part of the Australian Defence College, is at the forefront of developing Australia's next generation of strategic leaders. AWC plays a pivotal role in preparing Australia's and Foreign Forces senior military officers and government officials for the strategic challenges of today and the future. As the nation's centre of excellence for advanced professional military education, the War College fosters critical thinking, strategic insight, and a whole of government approaches to defence and security.

As a member of staff within this high achieving team you will be contributing to an institution that not only builds individual capability but also strengthens Australia's' collective strategic advantage. You will join a dedicated team of professionals who are shaping the next generation of leaders and will contribute to an organisation that values intellectual curiosity, collaboration, and service to Australia's defence and security. As a member of the team you will be critical in ensuring our students are equipped to meet complex global challenges with professionalism, integrity and foresight.

Our Ideal Candidate

The ideal candidate will bring a depth of expertise and a passion for advancing Australia's strategic thinking. The successful applicant will hold a PhD in strategic studies, defence policy or a related discipline (or equivalent professional standing), with demonstrated expertise and a strong interest in strategy and national security. They will possess exceptional research capability, well-developed organisational and administrative skills, and the ability to collaborative effectively within multi-disciplinary teams.

Outstanding written and verbal communication skills are essential, with a proven ability to present complex ideas clearly too diverse audiences. Experience in academic publishing, editorial work, or contributing to high-quality publications will be highly regarded. Familiarity with Defence, academic, or policy environments and the ability to build strong professional relationships with stakeholder across these sectors would be an advantage.

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	Lara Fowler, 02 5108 3068
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=456A55C2-7BDE-8875-AD5D-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762583

Department of Defence

Closing Date:Monday 22 September 2025

Security and Estate Group
Service Delivery Division

Job Title	Unilateral Training Exercise Support Officer
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	$95,187 - $108,734
Future Merit Locations	Enoggera
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	SEG/07102/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=1AACCD02-7081-BA39-8CB6-E431EECCF42D

Duties

The Role

The Unilateral Training Exercise Support Officer supports the Assistant Director by managing a team of ADF, APS and Reserve personnel, and coordinating planning and support to Singapore unilateral training in Australia. This role is responsible to act as the coordination lead in the planning and execution of Singapore Armed Forces Unilateral Training Exercise under the Australia Singapore Military Training Initiative Agreement and associated implementing arrangements; and, the Singapore Police Force - Gurkha unilateral Exercise AUSSING under the CDF Memorandum of Understanding training in Australia.

The role includes maintaining compliance with safety and environmental policies in accordance with Australian Department of Defence requirements and includes drafting of formal correspondence such as briefs and minutes.

The role includes the implementation of policies, range capabilities, weapons and munitions requirements, range safety and weapon danger area templates, range booking tools and Training Area Standing Orders.

The role is often outdoors and can be physically demanding working in a variety of conditions. The successful applicant must be reasonably fit and physically able to tolerate outdoor work under a variety of thermal and wet conditions. Working longer hours is a regular occurrence. These longer hours are managed through the use of flex time.

The Workplace Environment will include:

- Computer Use;
- Generic screen based;
- Sitting at desk;
- Works outdoors;
- Works in a customer service environment;
- Requirement to wear personal protective equipment (PPE);
- Frequent travel - Aeroplane;
- Cyclic Workload;
- Peaks & Troughs.

About our Team

Directorate of Operations and Training Area Management (DOTAM) has four main functions in support of Defence capability including operation and management of 40 national military Training Areas, delivery of bushfire mitigation across the Defence Estate, coordination of the support to major military exercises, facilitation of Defence domestic operations within Australia and, coordination of Defence Assistance to the Civil Community, Defence Force Aid to the Civil Authority.

The Directorate works closely with the Services to provide quality military exercise areas and facilities to ensure Defence and partnered countries can operate safely on modern and sustainable training areas.

The DOTAM Unilateral Training (ULT) team provides a unique employment opportunity coordinating planning and support to Singapore unilateral training in Australia. The team works with a culturally diverse range of personnel and organisations, including Australian and Singaporean Military, APS and contracted staff both at Enoggera and remotely on Australian military training areas.

Our Ideal Candidate

We seek a high performing individual to work and lead independently with strong stakeholder engagement skills and a demonstrated ability to facilitate and achieve outcomes.

You will lead a small team and must be a good communicator, able to write and speak with confidence and purpose, and be culturally sensitive. You will work closely and collaboratively to build and sustain effective working relationships with stakeholders and colleagues, engaging and negotiating to achieve mutually agreeable outcomes, and taking initiative to progress work to meet objectives.

You will exercise initiative and judgement in interpretation of policy and the application of procedures to contribute to strategic planning, program management and policy development. You will be adaptable and able to identify team requirements and apply your skills, knowledge and experience to provide advice and services for a range of complex support activities.

You must be must be reasonably fit and willing to travel frequently to Military Training Areas nationally and potentially to Singapore.

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.

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	Michael Colquhoun, 0473 879 878
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1AACCD02-7081-BA39-8CB6-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762592

Department of Defence

Closing Date:Thursday 09 October 2025

Platforms

Job Title	Power and Energy Electrical Technician
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	$79,176 - $108,734
Future Merit Locations	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/06632/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0B79A176-9494-4357-B34E-E431F09638CB

Duties

The Role

As the successful candidate, you will work both independently and collaboratively in a safe and professional manner within DSTG's research facilities. The successful candidate may undertake tasks like those listed below, noting on the job and formal training will be included to develop your core skills to further your career and meet operational requirements:

- Diagnose and repair electrical systems through fault-finding and troubleshooting
- Design, install and program PLC and data acquisition equipment
- Install and integrate electrical and control systems for large format battery testing and electric motors
- Maintain and coordinate repairs of laboratory and field equipment
- Lead and manage Work Health and Safety (WHS) practices within the team
- Support the smooth operation of essential lab infrastructure
- Support and undertake procurement activities for consumable goods (eg credit card purchases)
- Collaborate with engineers and scientists to deliver safe, high-impact project outcomes

About our Team

The innovative research in DSTG's Power and Energy Group is helping transform military technology to make the ADF simultaneously more sustainable and more effective. Our innovative

research spans the full spectrum of powertrain systems—from advanced energy generation and electric propulsion to cutting-edge battery technologies. Right now, we are focused on developing safe, high-capacity battery systems and refining electric motor performance and control for autonomous platforms and submarines. These efforts are paving the way for smarter, more sustainable defence capabilities.

Our team is a vibrant, multi-disciplinary collective of scientists and engineers who are passionate about pushing scientific boundaries. Whether it is designing the next generation of underwater platforms or conducting large-scale testing in our world-class labs and out in the field, we are shaping the future of Defence with bold ideas and collaborative energy.

Our team can be most effective when it represents Australian society, and as such, we encourage candidates to apply from diverse and traditionally underrepresented groups who believe that they have something to offer. The requirements are that applicants be interested in working in a dynamic and inclusive team, who will bring diverse perspectives and ideas to our team, and who are excited to shape the future of Defence.

Our Ideal Candidate

DSTG is committed to developing its people. You will bring some of the following skills and experience, and you will be supported through tailored training and development to build the rest over time:

- A certificate 3/4, diploma or degree in an electrical/technical field
- 2–5 years of relevant work experience
- Experience with electrical systems, battery energy storage, electric motors, and PLC/control systems
- Experience working with DC voltage systems up to 1000V would be advantageous
- Ability to interpret electrical schematics, line diagrams, and commissioning documentation
- Strong fault-finding and problem-solving skills
- Excellent communication skills and a safety-first mindset

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Certificate Level 4, Adv/Diploma or Degree in an Electrical Field

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	Dr Chris Hulston, 0457 007 904
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0B79A176-9494-4357-B34E-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762600

Department of Defence

Closing Date:Sunday 21 September 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	Cyber Defence Systems - Technical Services Senior Tech Lead
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	$120,303 - $135,701
Future Merit Locations	Harman
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	JCG/07378/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=95EBAAEB-FECD-63A4-5B3D-E431EF58C67E

Duties

The Role

You will be responsible under broad direction to perform and achieve outcomes pertaining to the technical strategy and implementation of ICT technologies within the Cyber Security Environment for Defence.

Some key duties include:

- Designing, implementing, and maintaining IT infrastructure. This includes physical and virtual servers, networks, storage, and cloud environments.
- Ensuring reliability, security, and performance of the infrastructure to support business operations.
- Design and Implementation - planning, designing, and implementing new infrastructure components or solutions, including hardware, software, and cloud services.
- Troubleshooting issues, performing routine maintenance tasks, and ensuring the smooth operation of existing infrastructure.
- Monitoring and Optimisation - proactively monitoring infrastructure performance, identifying potential problems, and optimising systems for efficiency and performance.
- Implementing and maintaining security measures to protect infrastructure from cyber threats and unauthorised access.
- Creating and maintaining documentation for infrastructure components, configurations, and procedures.

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

Cyber Defence Systems is a directorate within the Service Management Branch. Our work revolves around providing a leading edge ICT platform that is utilised for the purposes of monitoring, managing, detecting, deterring and responding to all cyber security threats levelled at the cyber terrain within the Department of Defence.

Our Ideal Candidate

To thrive in this opportunity, you will:

- Have a strong record of accomplishment of successfully leading and managing complex ICT environments, underpinned by an understanding of emerging ICT technologies, processes and practices.
- Proactively identify, build and maintain relationships with key stakeholders, utilising influencing and negotiation skills to achieve outcomes in the best interest of the project and organisation.
- Understand the strategic environment you are operating in, linking project outcomes to the mission and organisational goals.
- Demonstrate exceptional leadership through guiding, mentoring and developing your team.
- Have a strong knowledge of Linux administration as well as automation technologies.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Karen Collard, 02 6274 8468
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=95EBAAEB-FECD-63A4-5B3D-E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762613

Department of Defence

Closing Date:Monday 22 September 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	Cyber Defence Systems - Infrastructure Senior Tech Lead
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	$120,303 - $135,701
Future Merit Locations	Harman
Office Arrangement	On Site;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	JCG/07182/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=10C270B0-F9C4-E657-9FB1-E431F2112967

Duties

The Role

You will be responsible under broad direction to perform and achieve outcomes pertaining to the technical strategy and implementation of ICT technologies within the Cyber Security Environment for Defence.

Some key duties include:

- Designing, implementing, and maintaining IT infrastructure. This includes physical and virtual servers, networks, storage, and cloud environments.
- Ensuring reliability, security, and performance of the infrastructure to support business operations.
- Design and Implementation - planning, designing, and implementing new infrastructure components or solutions, including hardware, software, and cloud services.
- Troubleshooting issues, performing routine maintenance tasks, and ensuring the smooth operation of existing infrastructure.
- Monitoring and Optimisation - proactively monitoring infrastructure performance, identifying potential problems, and optimising systems for efficiency and performance.
- Implementing and maintaining security measures to protect infrastructure from cyber threats and unauthorised access.
- Creating and maintaining documentation for infrastructure components, configurations, and procedures.

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

Cyber Defence Systems is a directorate within the Service Management Branch. Our work revolves around providing a leading edge ICT platform that is utilised for the purposes of monitoring, managing, detecting, deterring and responding to all cyber security threats leveled at the cyber terrain within the Department of Defence.

Our Ideal Candidate

To thrive in this opportunity, you will:

- Have a strong record of accomplishment of successfully leading and managing complex ICT environments, underpinned by an understanding of emerging ICT technologies, processes and practices.
- Proactively identify, build and maintain relationships with key stakeholders, utilising influencing and negotiation skills to achieve outcomes in the best interest of the project and organisation.
- Understand the strategic environment you are operating in, linking project outcomes to the mission and organisational goals.
- Demonstrate exceptional leadership through guiding, mentoring and developing your team.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Karen Collard, 02 6274 8468
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=10C270B0-F9C4-E657-9FB1-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762621

Department of Defence

Closing Date:Thursday 25 September 2025

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Contract Data Support Officer
Job Type	Full-Time, Ongoing
Location	Cairns QLD
Salary	$86,887 - $93,066
Future Merit Locations	Cairns
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/07408/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A9241A0E-115E-3DE3-B270-E432294AA00A

Duties

The Role

Within the Contract Management function an APS 5 Contract Data Support Officer is accountable under limited direction to perform and achieve complex contract management work within an integrated workforce.

Working within a Commercial Team, the Contract Management Officer will provide support to apply effective contract management and administration of the Regional Maintenance Provider – North East contract.

The APS 5 Contract Data Support Officer will interpret and provide advice within the contract management function, including pricing and cost analysis outputs based on legislation, policy and contractual requirements. They will undertake specialist research and analysis, financial administration functions, conduct reviews and perform procedural and clerical support work to achieve results.

The APS 5 Contract Data Support Officer will be required to engage and communicate with stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development.

About our Team

Regional Maintenance Centre (RMC) North East is located in Cairns and will provide capability support to the Royal Australian Navy. The focus of this organisation will be on enhanced collaboration, co-ordination, workforce development and expansion to build the capability and capacity needed to meet increasing ship maintenance demands.

RMC is dedicated to the continued professional development of its staff and you can expect to enhance your skills through additional formal training.

Working for Defence will support you in balancing work life with family and other priorities. You can access a variety of flexible working arrangements, occasionally working from home and working hours that aren’t always nine to five. Defence provides employees with a superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions.

Our Ideal Candidate

The Ideal Candidate will be able to:

- Assist with and undertake procurement planning, contract formation and contract management activities, ensuring compliance with legislation, procurement policies, processes and procedures.
- Coordinate the provision of advice, assistance and services for procurement policy, technical, commercial, legal, and other requirements as applicable in order to support contract management outcomes.
- Assist with financial investigation tasks including examination, analysis and reporting on pricing proposals, tender evaluations, providing specialist costing and financial advice and guidance on financial and commercial aspects of tenders or contracts.
- Apply knowledge to deliver procurement related documentation including templates, schedule, correspondence, reports, submissions, plans and strategies, risk and performance reviews, contract change proposals and other contract management documentation.
- Understand and apply legal principles, legislative and mandatory policy compliance obligations, critical commercial risk and performance requirements related to procurement and contract management.
- Engage and negotiate with clients and stakeholders including project team members and subject matter experts and respond to complex enquiries and contract management issues.

- Assess and recommend mitigation strategies for the risks associated with contract management activities, supplier's performance and compliance with mandatory requirements and suggest relevant improvement.
- Monitor and manage contract administration, performance and risks against the contract and contribute to implementing appropriate action.

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	Darren Cordwell, 0437 026 408
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A9241A0E-115E-3DE3-B270-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762627

Department of Defence

Closing Date:Wednesday 24 September 2025

Defence People Group
People Services and Wellbeing

Job Title	Assistant Director
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - VIC VIC
Salary	$120,303 - $135,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - QLD, Various locations - VIC
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to assisting with flexible office arrangements. Flexible Office Arrangements are available for certain roles within Defence.
Classification	Executive Level 1
Position Number	DPG/07414/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=A68DAD95-3D29-CECB-DFA7-E4322A0705FE

Duties

The Role

As an EL 1 Assistant Director, you will play a pivotal role in shaping and leading our Code of Conduct function. You will lead a high-performing team of Senior Investigators, guiding them to deliver on complex and sensitive matters with integrity, fairness and accuracy. As a leader you will inspire and mentor staff, balancing operational delivery with staff wellbeing and professional growth. You will be the conduit between policy and practice, driving high standards whilst modelling behaviours the agency expects of all staff. In this role, you won't just manage cases – you will be shaping the ethical foundation of the Department. This role blends leadership with subject matter expertise.

As an Assistant Director in DCP, you will:

- Lead a team in the management of Code of Conduct, underperformance, probation and other APS disciplinary matters;
- Be accountable for accurate completion of your work and your team's work within timeframes whilst ensuring quality and accuracy;
- Set the strategic direction by managing priorities, resources and workflows;
- Exercise sound decision-making and judgement when producing high level evidence based decisions;
- Provide expert advice and guidance to senior management, supervisors and employees across the Department, on matters within the teams remit;
- Be responsible for actively managing key stakeholder relationships within and outside Defence;
- Build capability through coaching, mentoring and succession planning; and
- Foster a culture of accountability and trust and promote a pro-integrity culture across the Department.

About our Team

The Directorate of Conduct and Performance (DCP) provides advice and guidance on conduct and performance management issues. It manages inquiries into suspected breaches of the APS Code of Conduct; and administers and facilitates the management of poor performance of APS employees in accordance with current legislation, policies, business rules and agency best practice.

Our Ideal Candidate

Our ideal candidate will:

- Be an excellent solutions focused leader and people manager, who will drive positive behaviour and performance in your team;
- Have highly developed written communication skills to support evidenced based decision making;
- Have the ability to work under limited direction in a fast-pace environment with strong attention to detail and an ability to manage several cases of varied complexity at once;
- Be able to familiarise yourself and interpret Defence's people policies and strategies, particularly in the APS Code of Conduct and Performance area;
- Be an influential communicator, resilient, have sound judgement and a proven track record in collaborating to achieve quality outcomes and a demonstrated understanding of or experience in decision making practices.

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.

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	Vikki Howard, 07 5361 7191
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A68DAD95-3D29-CECB-DFA7-E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762630

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Joint Support Services

Job Title	Defence Member and Family Helpline Intake Worker
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$95,187 - $108,734
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 6
Position Number	DPG/07404/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=8574A883-7BAA-47E7-49B4-E4322A0D2385

Duties

The Role

Are you an experienced human services practitioner?

Are you interested in supporting Command, Defence members and their families?

Would you like the opportunity to be part of a high functioning team?

Exciting opportunities exist within the Defence Member and Family Support (DMFS) Headquarters based in Brindabella Park (The Defence Member and Family Helpline). We are looking for experienced Human Services Practitioners to staff our Helpline for Defence Members and their families.

The Helpline has national and international reach dealing with military communities from many locations around Australia and in key posting locations overseas.

Working within a small team, your duties will include:

- Fielding phone and email enquiries in relation to military life.
- Providing proactive reach out as necessary.
- Making referrals to appropriate Defence, DVA and community services.
- Conducting assessments, delivering brief interventions and writing reports for Command.
- Supporting delivery of absence from home support, presentations and webinars where required.

About our Team

Work in a place where you are a valuable member of the team! Defence Member and Family Support (DMFS) Branch is a diverse and inclusive workplace which offers a broad range of programs and services to help Commanders, Australian Defence Force members and their families manage the military lifestyle. DMFS supports Defence families' self-reliance and capacity to engage with community agencies.

The Defence Member and Family Helpline provides DMFS's 24/7 response and aims to promote active coping and family readiness and support to all three services - Navy, Army and Air Force. Helpline employees work in a self-managing team that is adaptable and responsive to the organisation's changing needs, tasks and directions. We offer a competitive remuneration package as well as a 24/7 rotating shift work roster and associated allowances. You will enjoy job security, access to personal and annual leave entitlements. Join our knowledgeable, high-achieving, experienced and fun team!

Our Ideal Candidate

We are seeking passionate and skilled professionals who possess tertiary level qualifications in human services (e.g. social work, psychology, counselling). You will have demonstrated experience working with clients to undertake assessments, implement crisis intervention strategies if necessary, problem solve and develop plans to attain agreed goals. Your previous experience as human services practitioner included employing best practice brief interventions and case management processes in your practice.

Our ideal candidate for this role will:

- Utilise professional judgement in support of individuals needs and work from a customer centred framework.
- Have well developed counselling skills including client engagement, crisis intervention, assessment and the use of empathy.
- Be available to work on a roster system of different shifts over 7 days. The overnight shift is managed through a restricted telephone duty system.

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.

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	Benjamin O'Neill, 0497 610 412
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8574A883-7BAA-47E7-49B4-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762636

Department of Defence

Closing Date:Thursday 25 September 2025

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Business Support Officer
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	$86,887 - $93,066
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 5
Position Number	GWEO/07150/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=AAAECDDD-775E-6C74-25A5-E4322B343007

Duties

The Role

We are seeking to fill the Business Support Officer to the GWEO Portfolio, Project and Product Management Services team. The Business Support Officer provides key business support services to the Directorate and works closely with other business support teams across GWEO Systems Division.

The Business Support Officer will:

- Support the day-to-day coordination of tasking, administrative and business support activities across P3MS directorates, and determine appropriate course of action to meet requirements.
- Apply the skills, knowledge and experience necessary to provide advice and services for a range of complex corporate, administration and business support activities.
- Is accountable for organising the P3MS team’s workflow and events, making independent decisions to ensure a coordinated and seamless rhythm is maintained.
- Is required to engage and communicate with stakeholders to identify, respond and provide advice on issues in order to achieve directed work outcomes.
- Work collaboratively, build and sustain effective relationships and provide constructive feedback.
- Take the initiative to progress work to meet business objectives, provide advice and guidance on more complex issues.

- Plan, manage and perform corporate support and administration activities including support to task management, secretariat for executive meetings, coordinating team records management, quality assurance, governance, human resources, and/or travel requirements.

About our Team

The GWEO Portfolio, Program and Product Management Services (P3MS) team provides overarching governance support across GWEO Group projects and products in the areas of program management, engineering and materiel logistics.

Our Team is dedicated to providing our staff with a diverse, manageable, favourable work-life balance, and we support flexible working arrangements. We will also invest in your training and development to ensure your time with us is deeply rewarding, both personally and professionally. We are committed to achieving a workplace culture that is inclusive and diverse; one which directly reflects the needs and scope of Defence’s varied operational requirements.

Our Ideal Candidate

P3MS is a fast paced and dynamic work environment. We are seeking a positive and collaborative person to join the team. You will need to be highly organised, with highly developed communication skills (written and verbal) and be adept at working within a high-paced team environment. You will thrive under pressure and have the ability to work in peak periods, and other instances as required. We are looking for individuals with exceptional organisational skills, high attention to details, and able to communicate effectively and collaboratively.

To be successful in this role you will need to:

- Use your initiative and solve problems.
- Complete tasks, plan, and coordinate business priorities.
- Successfully develop and implement Branch administrative procedures.
- Work collaboratively and positively in a team-based environment.
- Actively participate in, and contribute to, team and organisational objectives.
- Be an excellent communicator who can liaise with a range of internal and external stakeholders.
- Have experience in providing secretariat support coordinating briefing packs, writing minutes and supporting the coordination across the Directorate.
- Be self-motivated, pro-active, organised, and enjoy being part of a team.
- Have good judgement.

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	Kerri Mansfield, 02 5108 6030
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AAAECDDD-775E-6C74-25A5-E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762641

Department of Defence

Closing Date:Thursday 25 September 2025

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Capability Analyst - Foreign Visits
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	$95,187 - $108,734
Future Merit Locations	Harman
Office Arrangement	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	JOC/07419/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=77B0D84D-D154-A452-4D53-E4322BCD0BCB

Duties

The Role

The J78 Exercise & Administration Support Team co-ordinate and manage exercise support activities for the J7 including booking arrangements for domestic and international travel and movements. Prepare, vet and facilitate documentation for Partner Nation representatives to be able to enter Australia and participate in exercise planning and conduct. Leverage stakeholder relationships, knowledge and best practice, to arrange Base and facility access for Partner Nations. Work independently and as part of a team. Exercise initiative and judgement in the interpretation and execution of foreign visit legislation and the application of security practices and procedures.

Lead and manage a team, set work priorities and manage workflows. Provide coaching and leadership to team members, build capability through continuous learning, innovation, and quality improvement. Develop and maintain a high level of stakeholder engagement and provide expertise on complex issues. Identify, anticipate and respond to stakeholders' needs and expectations to achieve J7 and Defence outcomes.

About our Team

The Capability Analyst Foreign Visits position is within the J78, a part of HQJOC based at HMAS Harman in Canberra. The J78 provide administrative and life support to planning and execution of Joint Capability training Exercises such as Talisman Sabre. The team facilitate planning conferences and Exercise conduct by providing accommodation, security, Base Access, meals, travel, visas and foreign participant ingress. We are a small dynamic team with a positive attitude and the ability to deliver high quality results in a challenging environment.

Our staff have access to flexible working hours with opportunities for home-based or remote work. Defence provides employees with the option to undertake further studies, training and a superannuation contribution of 15.4 per cent, with the opportunity for you to make additional personal contributions. We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team.

Our Ideal Candidate

Our Ideal Candidate will have the following attributes and experience:

- Outcome focused, highly motivated, organised and proactive team player.
- Experience in developing and implementing work plans, setting performance indicators, and reviewing individual, team performance, focusing on identifying opportunities for building team capability and continuous improvement.
- Sound initiative and judgement in the interpretation of policy and the application of practice and procedures to ensure it aligns with the strategic objectives.
- Excellent communication skills and proven ability to liaise with various levels of stakeholders in relation to complex issues.
- Values team work and performs well in a diverse and integrated environment.

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Andrew Horrigan, 08 7971 9541
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=77B0D84D-D154-A452-4D53-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762643

Department of Defence

Closing Date:Thursday 25 September 2025

Naval Shipbuilding and Sustainment Group
Naval Shipbuilding & Sustainment Group

Job Title	Director Project Management Office
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$139,681 - $167,659
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	NSSG/07428/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=BB2D72D6-850A-AEC9-8615-E4322BE5240F

Duties

The Role

The Director Project Management Office (PMO) for Henderson Consolidation works with a considerable degree of independence to support the effective operation of the branch.

As part of the core leadership team, the Director PMO is a pivotal role that requires strategic vision, exceptional stakeholder engagement skills and a strong foundation in policy-based decision making to spearhead key business operations. As the Director PMO you will:

- Provide influential leadership and strategic direction across the PMO.
- Lead communications and stakeholder management with our senior leaders both internal and external to the team.
- Provide expert policy analysis and strategic advice to the leadership team.
- Be responsible for the development and implementation of commercial strategies, corporate governance, quality management systems and risk management strategies.
- Develop policies and frameworks to ensure the effective operation of PMO business. This includes such tasks as, business improvement and strategic planning, workforce capacity planning, recruitment and talent management, organisational change management and business support.
- Encourage and facilitate opportunities for career advancement, leadership development programs and continuous learning initiatives.
- Drive a positive and team-oriented workplace culture where inclusion, mutual support and collaboration are encouraged, to foster a productive and enjoyable work environment.

About our Team

The Henderson Consolidation Taskforce was established in July 2024. The Taskforce will look to optimise some of Australia’s existing naval shipbuilding and sustainment industrial base to support continuous naval shipbuilding at Henderson, Western Australia. The Taskforce has a mix fulltime APS employees and contractors. The intent will be that the Taskforce will transition into a new Henderson Consolidation Branch, under Naval Shipbuilding and Sustainment Group (NSSG).

The EL 2 Director Program Management Office position is one of a number of APS positions that has been established in support of Henderson Consolidation. This is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within NSSG. You will enjoy Australian Public Service conditions, which include an attractive salary package and flexible, family-friendly working arrangements.

Our staff have access to flexible working hours and opportunities for part-time work will be considered. Defence provides employees with the option to undertake further studies and training for ongoing professional development. A generous superannuation contribution of 15.4 per cent is

provided, higher than most industries, with the opportunity for you to make additional personal contributions. We are committed to the personal well-being of our staff, and welcome interested candidates to apply to join our team.

Our Ideal Candidate

To succeed in this role, you will have:

- Effective communication skills to engage effectively with senior stakeholders, both internal and external to Defence
- You will thrive on the opportunity to drive improvement across all aspects of business operations, identifying gaps in performance and effectively implement improvement plans
- Strong leadership and direction to develop strategies to resolve commercial issues, changes in scope, and growth opportunities within existing contracts
- The ability to actively influence and engage personnel within the business to ensure that commercial risks are identified and addressed proactively
- In-depth knowledge of and compliance with legislative frameworks, government decision-making and policy requirements
- The interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with Defence values

Eligibility

Security Clearance:

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Helen Loundes, 0407 726 245
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BB2D72D6-850A-AEC9-8615-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762654

Department of Defence

Closing Date:Wednesday 08 October 2025

Defence Science and Technology Group
Sensors and Effectors

Job Title	Group Leader Guided Weapon Sensors and Processing
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	$168,109 - $189,184
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/07422/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=4CB0218D-DCCB-D823-680B-E4322E248503

Duties

The Role

The Group Leader Guided Weapons Sensors and Processing (GWSP) is responsible for the provision of effective leadership of a group of scientists, engineers and technicians who define the GWSP Science & Technology Capability (STC). They will lead a complex area of S&T by providing the vision, guidance, direction and collaboration necessary to ensure that the capability can be most effectively harnessed to deliver agreed outputs to Defence.

They will:

- Provide leadership to create a motivating, collaborative and inclusive culture to ensure all internal and external staff can make effective contributions to deliver Defence outcomes.
- Forecast future Defence problems, initiate research and generate new knowledge to produce enhanced Defence capability.
- Understand client priorities and associated requirements, and transpose these into well-planned sets of S&T activities.
- Ensure that the STC’s resources are applied to agreed priority activities to achieve milestones and report outcomes to appropriate clients on a regular basis.

About our Team

Sensors and Effectors Division (SED) applies science and technology to the sensing for Intelligence, Surveillance and Reconnaissance and the delivery of physical effects.

Areas of focus include Weapons Systems Technologies, Explosive Ordnance, Electronic Warfare, Surveillance Systems, Undersea Systems, and Chemical, Biological, Radiological and Nuclear Defence.

The Intelligent Weapon Systems (IWS) Major Science and Technology Capability (MSTC) within SED drives the application of S&T to develop, assess and integrate intelligent weapon system concepts for precise prosecution of threats and assured delivery of effects, to enhance current and future Defence operational capabilities in complex and contested environments.

The Guided Weapon Sensors and Processing (GWSP) STC undertakes cutting-edge research into developing Electro-Optic (EO) and Radio Frequency (RF) sensor technologies for future guided weapon systems, develops processing algorithms that advance weapon sensor capability, and integrates them into prototype systems for test and evaluation.

Our Ideal Candidate

Our ideal candidate will have:

Experience, knowledge and international reputation for excellence across a range of S&T applied to Defence in one or more of the following areas relating to Electro-Optical (EO) or Radio-Frequency (RF) seekers and sensors:

- Component technologies;
- System design and development utilising emerging technologies;
- Signal and image processing;
- Integration into guided weapons or other Defence systems;
- An understanding of current trends and emerging disruptive technologies relating to future guided weapons;
- Demonstrated experience in leading, managing and working with diverse teams within an S&T environment;
- Excellent oral and written communication skills, including to convey complex information and concepts to a broad spectrum of audiences including military and civilian Defence personnel, other government departments and agencies, industry, academia and other stakeholders;
- A sound understanding of Defence client priorities and associated requirements and the ability to achieve outcomes, which meet customer, needs.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Tertiary qualifications (or relevant skills and experience) in one or more of the following (or similar)

- Engineering (e.g. Electrical; Electronic, Sensors & Digital Hardware; Mechanical; Other)
- Science (e.g. Optics/Photonics; RF Technology; Numerical & Computational Mathematics; Physics)
- Information & Computing Sciences (e.g. Artificial Intelligence, Distributed Computing & Systems Software; Information 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 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	Darryn Smart, 0422 950 832 / 08 8393 2346
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4CB0218D-DCCB-D823-630B-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762660

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Joint Support Services

Job Title	Family Liaison Officer - ACT
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;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	DPG/07402/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C5F1B450-B6D9-CAC2-B4BE-E432645D4B5A

Duties

The Role

Do you have a passion for engaging with the community?

Are you looking for a role where you can make a difference?

Defence Member & Family Support (DMFS) is recruiting to the role of Family Liaison Officer (FLO) for our Canberra Office!

The FLO will help Defence families connect and engage with both the Defence and wider community through facilitating opportunities such as:

- Welcome Events.
- Ceremonies & Functions.
- Programs.
- Info Sessions.

The FLO is involved in all aspects of events management including, design and development of the event, online ticket allocation, arranging catering and set up/pack up of info stands at a range of different venues across the region. The FLO will work as part of a dynamic and multidisciplinary team and engage actively with stakeholders such as Defence Command teams, Ex Service Organisations, local community centres and other services that offer support to Defence Families.

About our Team

Defence Member and Family Support Branch (DMFS), Directorate of Regional Engagement offers a broad range of programs/services to help Commanders, Australian Defence Force members and their families manage the military way of life. DMFS supports Defence families' self-reliance and increases the capacity of the wider community to understand and support the needs of Defence families.

The Family Liaison Officer (FLO) position will form part of a team that consists of Defence Social Workers, Military Support Officers, an Educational Liaison Officer, and Area Manager. We work collaboratively to provide support, guidance and advice to Commanders, referrals to external agencies, information on local services, education advice and general information on Defence matters.

Our team brings together different backgrounds, experiences and talents. We value diverse perspectives and work hard to deliver an experience that makes a real difference to our customer base. Work outside of standard hours is required on occasion.

Our Ideal Candidate

We are looking for a self-starter who thrives in a fast-paced environment. Our ideal candidate will have activity/event planning skills and be able to actively promote Defence Family Engagement opportunities. Capacity to assist with set up and pack up of events, including ability to lift, push or pull boxes, materials or equipment is required. Highly developed communication skills are necessary; we need a ‘People Person’!

Our candidate will have the confidence to approach unfamiliar situations and build strong working relationships with our stakeholders. Proficiency with technology is required; you will be working with the Microsoft Office suite and other software/systems.

You will be comfortable learning new digital tools and platforms. The candidate must be able to prioritise; work independently; and demonstrate an understanding of confidentiality. Our ideal candidate will be team orientated and be willing and able to work outside of standard business hours or weekends when the need arises.

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.

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	Bonnie Campbell, 02 5108 6117
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C5F1B450-B6D9-CAC2-B4BE-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762661

Department of Defence

Closing Date:Thursday 25 September 2025

Naval Shipbuilding and Sustainment Group
Naval Shipbuilding & Sustainment Group

Job Title	Deputy Director Project Management Office
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$120,303 - $135,701
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NSSG/07430/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=EBD03E5A-4DCD-A55B-53A0-E4326478BDF6

Duties

The Role

The Henderson Consolidation Deputy Director Program Management Office (PMO) will work to the Director PMO within a newly created directorate. The position will be supported by a growing APS team supplemented by a small contractor team and will work with a considerable degree of independence to support effective and consistent program management practices in support of the Branch.

Key tasks will include:

- Accountable to ensure project control practices and procedures are developed and applied to projects and programs.
- Accountable to provide experienced and accurate project and program monitoring and controlling advice and solutions for risks and opportunities.
- Assess and evaluate planning and scheduling activities against critical factors and recommend continuous improvement.
- Develop project and program briefs, reports and documentation using a range of tools and techniques.
- Liaise with project managers, team leads, and senior stakeholders to ensure operational alignment and address day to day challenges.
- Identify risks, uncertainties and opportunities during the planning process and develop and implement agreed recommendations that contribute to project outcomes.
- Build and sustain effective relationships with internal and external stakeholders to achieve project outcomes.
- Motivate and mentor teams, aligning complementary skills and leverage resources in a manner that delivers results.

About our Team

The Henderson Consolidation Taskforce was established in July 2024 and will transition into a division, establishing two new branches within the Naval Shipbuilding and Sustainment Group (NSSG)

This new EL 1 Deputy Director PMO is one of a number of new APS positions that have been established in support of Henderson Consolidation. This is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within NSSG. You will enjoy Australian Public Service conditions, which include an attractive salary package and flexible, family-friendly working arrangements.

Our staff have access to flexible working hours with opportunities for part-time and home-based work. Defence provides employees with the option to undertake further studies, training and a superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions. We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team.

Our Ideal Candidate

To succeed in this role, you will have:

- A positive and friendly demeanor;
- High levels of professionalism, integrity and initiative;
- Resilience and the ability to remain calm and perform under pressure;
- Strong communication skills and the ability to build and sustain positive working relationships;
- Ability to adapt and reprioritise work in accordance with changing priorities to meet deadlines.

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	Jason Li, 02 6155 9387
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EBD03E5A-4DCD-A55B-53A0-E

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

Defence

Vacancy VN-0762662

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Joint Support Services

Job Title	Family Liaison Officer- Wagga Wagga
Job Type	Full-Time, Ongoing
Location	Wagga Wagga NSW
Salary	$79,176 - $86,438
Future Merit Locations	Wagga Wagga
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	DPG/07463/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B8393A89-52B0-665A-D211-E43264EB349C

Duties

The Role

Do you have a passion for engaging with the community?

Are you looking for a role where you can make a difference?

Defence Member & Family Support (DMFS) is recruiting to the role of Family Liaison Officer (FLO) for our Wagga Office!

The FLO will help Defence families connect and engage with both the Defence and wider community through facilitating opportunities such as:

- Welcome Events.
- Ceremonies & Functions.
- Programs.
- Info Sessions.

The FLO is involved in all aspects of events management including, design and development of the event, online ticket allocation, arranging catering and set up/pack up of info stands at a range of different venues across the region. The FLO will work as part of a dynamic and multidisciplinary team and engage actively with stakeholders such as Defence Command teams, Ex Service Organisations, local community centres and other services that offer support to Defence Families.

About our Team

Defence Member and Family Support Branch (DMFS), Directorate of Regional Engagement offers a broad range of programs/services to help Commanders, Australian Defence Force members and their families manage the military way of life. DMFS supports Defence families' self-reliance and increases the capacity of the wider community to understand and support the needs of Defence families.

The Family Liaison Officer (FLO) position will form part of a team that consists of Defence Social Workers, Military Support Officers, an Educational Liaison Officer, and Area Manager. We work collaboratively to provide support and advice to Commanders, referrals to external agencies, information on local services, education advice and general information on Defence matters.

Our team brings together different backgrounds, experiences and talents. We value diverse perspectives and work hard to deliver an experience that makes a real difference to our customer base. Work outside of standard hours is required on occasion.

Our Ideal Candidate

We are looking for a self-starter who thrives in a fast-paced environment. Our ideal candidate will have activity/event planning skills and be able to actively promote Defence Family Engagement opportunities. Capacity to assist with set up and pack up of events, including ability to lift, push or pull boxes, materials or equipment is required. Highly developed communication skills are necessary; we need a 'People Person'!

Our candidate will have the confidence to approach unfamiliar situations and build strong working relationships with our stakeholders. Proficiency with technology is required; you will be working with the Microsoft Office suite and other software/systems.

You will be comfortable learning new digital tools and platforms. The candidate must be able to prioritise; work independently; and demonstrate an understanding of confidentiality. Our ideal candidate will be team orientated and be willing and able to work outside of standard business hours or weekends when the need arises.

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.

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	Bonnie Campbell, 02 5108 6117
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B8393A89-52B0-665A-D211-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762665

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Joint Support Services

Job Title	Family Liaison Officer - Bandiana
Job Type	Full-Time, Ongoing
Location	Bandiana VIC
Salary	$79,176 - $86,438
Future Merit Locations	Bandiana
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	DPG/07469/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=66317B92-73BA-28B5-EBC2-E4326568B89F

Duties

The Role

Do you have a passion for engaging with the community?

Are you looking for a role where you can make a difference?

Defence Member & Family Support (DMFS) is recruiting to the role of Family Liaison Officer (FLO) for our Bandiana Office!

The FLO will help Defence families connect and engage with both the Defence and wider community through facilitating opportunities such as:

- Welcome Events.
- Ceremonies & Functions.
- Programs.
- Info Sessions.

The FLO is involved in all aspects of events management including, design and development of the event, online ticket allocation, arranging catering and set up/pack up of info stands at a range of different venues across the region. The FLO will work as part of a dynamic and multidisciplinary team and engage actively with stakeholders such as Defence Command teams, Ex Service Organisations, local community centres and other services that offer support to Defence Families.

About our Team

Defence Member and Family Support Branch (DMFS), Directorate of Regional Engagement offers a broad range of programs/services to help Commanders, Australian Defence Force members and their families manage the military way of life. DMFS supports Defence families' self-reliance and increases the capacity of the wider community to understand and support the needs of Defence families.

The Family Liaison Officer (FLO) position will form part of a team that consists of Defence Social Workers, Military Support Officers, an Educational Liaison Officer, and Area Manager. We work collaboratively to provide support and advice to Commanders, referrals to external agencies, information on local services, education advice and general information on Defence matters.

Our team brings together different backgrounds, experiences and talents. We value diverse perspectives and work hard to deliver an experience that makes a real difference to our customer base. Work outside of standard hours is required on occasion.

Our Ideal Candidate

We are looking for a self-starter who thrives in a fast-paced environment. Our ideal candidate will have activity/event planning skills and be able to actively promote Defence Family Engagement opportunities. Capacity to assist with set up and pack up of events, including ability to lift, push or pull boxes, materials or equipment is required.

Highly developed communication skills are necessary; we need a 'People Person'! Our candidate will have the confidence to approach unfamiliar situations and build strong working relationships with our stakeholders. Proficiency with technology is required; you will be working with the Microsoft Office suite and other software/systems.

You will be comfortable learning new digital tools and platforms. The candidate must be able to prioritise; work independently; and demonstrate an understanding of confidentiality. Our ideal candidate will be team orientated and be willing and able to work outside of standard business hours or weekends when the need arises.

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.

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	Bonnie Campbell, 02 5108 6117
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=66317B92-73BA-28B5-EBC2-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762666

Department of Defence

Closing Date:Thursday 25 September 2025

Defence People Group
Military Personnel Division

Job Title	Human Resource 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/07474/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=72DABF74-4EDE-A5C7-D3A2-E43265AE8E7F

Duties

The Role

This is an exciting and dynamic position that will see the successful candidate become a member of Navy People Branch (NPB) to co-ordinate, conduct and verify fit and proper person checks work within an integrated workforce.

As the APS 4 Human Resource (HR) Officer, you will compile background check reports on Military personnel who have been identified for selective processes for key appointments and postings. You will perform your duties as determined by, and in support of the Director Navy Career Performance and Support.

About our Team

Navy People Branch is responsible for the Human Resources function of all uniformed members of the Royal Australian Navy, including the management of career progression and professional development pertaining to higher education courses and selection for promotion, overseas appointments and high profile representational roles for Defence.

The team comprises of highly motivated members who have demonstrated sound judgement, well developed people skills who are selected for one of the most rewarding and critical areas of Navy to work in.

Our Ideal Candidate

We are looking for a motivated and experienced candidate, who will enjoy the variety this role has to offer and who is comfortable engaging with all areas of the workforce. As the APS 4 HR Officer you will work to established priorities and procedures, while exercising some autonomy about how your work is performed.

You will prioritise and manage your workflow and produce work that is subject to routine monitoring by senior Defence employees. You may undertake specialist, procedural, clerical, administrative support or operational tasks including some basic research and analysis activities to support your work unit.

Our successful candidate will ideally have:

- Proven experience to build and sustain relationships both internally and externally, with a customer focused approach.
- A strong sense of attention to detail.
- Willingness to show initiative to resolve problems and progress work to meet business.
- Highly motivated, organised and proactive team player with excellent written and verbal communication skills.
- Have an eagerness to get tasks done, coordinate and workflow business.

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.

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	CMDR David Tindall, 02 4449 3983
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=72DABF74-4EDE-A5C7-D3A2-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762674

Department of Defence

Closing Date:Wednesday 24 September 2025

Security and Estate Group
Security Delivery Division

Job Title	Digital Service Delivery Product Owner and Product Sustainment
Job Type	Full-Time, Ongoing
Location	Bandiana VIC, Canberra ACT, Melbourne VIC
Salary	$95,187 - $108,734
Future Merit Locations	Bandiana, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to assisting with flexible office arrangements. Flexible Office Arrangements are available for certain roles within Defence.
Classification	APS Level 6
Position Number	SEG/07077/25
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=A204B7A3-8353-A979-C9D9-E432675B096E*

Duties

The Role

Exciting opportunities are available to join one of the newest and quickest growing Directorates in Defence. The Directorate of Digital Service Delivery is a high performing team leading digital integrated service delivery transformation across the organisation and our work is strongly connected and closely aligned with the Defence Transformation and Integrated Service Delivery Framework. The projects and changes being delivered across service delivery in Defence are both highly valued by Australian Defence Force members and their families, and are highly visible and important to our Senior Leadership Group.

The roles in the Service Delivery and Product Sustainment teams will support continuous digital product improvements and the implementation of new products. If you have experience in delivering solutions to make a difference to customers and enjoy a hands-on role working alongside Industry Partners to ensure outcomes within agreed timeframes, then this role is for you. This position works within a blended team with Industry partners in the delivery of digital services for the Defence organisation.

About our Team

Defence’s primary mission is to protect Australia and its national interests, promote security and stability in the world and support the Australian community as directed by the Government. The South East Zone is one of three zones within the Service Delivery Division that provide essential, on-the-ground services and support to Defence personnel around Australia.

Our Directorate has a customer-first, user-centred, agile focus and thrives on working closely with teams across our organisation to solve problems and deliver simple, guided and integrated solutions. Members of our team are passionate about improving service delivery and enjoy the challenge of working in a fast- paced, challenging and rewarding environment.

We promote a culture of excellence and curiosity to deliver exciting and challenging high profile projects that build a better, smarter digital future for Defence capability. We offer flexible work arrangements, a great work-life balance and access to the best nationally recognised training and development programs in the market to facilitate professionalisation and career advancement opportunities.

Our Ideal Candidate

The successful candidates will be passionate about improving service delivery and will have the ability to work in a fast-paced environment. They will have well-developed planning and project management skills, together with the ability to problem solve, prioritise tasks effectively and work collaboratively as part of an integrated team of Australian Public Service (APS) and Industry Partners.

They will demonstrate a high level of communication and negotiation skills required for effective stakeholder engagement, and the ability to think strategically to plan, develop and implement service delivery outcomes that achieve program objectives. They will bring their mindset of customer advocacy to constantly find new ways to support our users and ensure their digital services' needs are being met.

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Baseline Vetting" level. (Negative Vetting 1 in the future)

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	Leila Affleck, 03 9290 2795
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A204B7A3-8353-A979-C9D9-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762708

Department of Defence

Closing Date:Thursday 18 September 2025

Naval Shipbuilding and Sustainment Group
Office of DEPSEC Naval Shipbuilding and Sustainment

Job Title	Logistics Assurance Coordinator
Job Type	Full-Time, Ongoing
Location	Osborne SA
Salary	$86,887 - $93,066
Future Merit Locations	Osborne
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/07444/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6B491932-B451-8B50-3546-E43317279D79

Duties

The Role

This position works in a complex operating environment as part of NCB, which is headquartered in Adelaide. This position supports the implementation and delivery of continuous shipbuilding and is an integral part of the Logistic Support area within NCB. The logistics directorate goals are to deliver the NCB capability efficiently and effectively, and to continuously improve strategies and processes.

Duties Include:

- Perform CoA compliance & assurance activities against all relevant Business Process Monitoring (BPM) controls.
- Support data analytics.
- Provide Logistics support through ERP (SAP) and Excel as required.
- Maintain accountability and control of GFE assets during transition phases through assurance processes.
- Support the supply, storage and redistribution efforts of waterfront stores.
- Support data validation & remediation activities in support of Naval Projects and Programs.
- Support codification and cataloguing efforts.
- Supervise and perform NCB disposal activities.
- Maintain accountability and control of GFE assets during transition phases.

- Participate in the analysis, rectification and design of Maritime Supply Chain (MSC) processes.
- Manage ERP FE and SLOC locations.
- Support team with ERP training requirements.

About our Team

Naval Construction Branch (NCB) is accountable for the assurance of ship construction, set-to work and transit of vessels constructed at the Osborne Naval Shipyard and Henderson precinct. We are headquartered in Osborne, SA and have a detachment in Henderson, WA and a smaller presence in Port Macquarie, NSW.

NCB is furthering continuous naval shipbuilding and growing sovereign capability by overseeing the construction to ensure quality and standards are met, storing lessons learnt and developing standard shipbuilding procedures for construction.

NCB will oversee the construction of many different Navy vessels including Offshore Patrol Vessels, Hunter Class Frigates, Young Endeavour, Evolved Cape Class and Pacific Patrol Boats. Working at NCB will enable you to be at the grassroots of continuous naval shipbuilding, where you are part of a working shipyard, being able to see and contribute to the vessels delivered and used in service by Navy.

Our Ideal Candidate

Our Ideal Candidate would have:

- Good command of oral and written communications skills.
- Good working knowledge of MS Office ©.
- Experience in cataloguing processes.
- Experience with Supply Chain processes.
- Experience using SAP.
- Experience using LOGIS (Logistics Information System).

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	Malcolm Logan, 08 8227 4078
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6B491932-B451-8B50-3546-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762738

Department of Defence

Closing Date:Thursday 25 September 2025

Defence Digital Group
Military Systems

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$95,187 - $108,734
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	APS Level 6
Position Number	DDG/07345/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=9D1F6A18-250C-B57D-957D-E43352234865

Duties

The Role

Are you an experienced project manager looking to kick-start a career in the public sector, step into a leadership role or build on your existing skillset? Then you have come to the right place! We are seeking experienced APS6 Project Support Officers to join Defence Secret Environment Delivery Branch and contribute professional expertise to critical ICT projects. The role offers an exciting opportunity to work across an integrated work force of Australian Public Service (APS) and Australian Defence Force (ADF) members. Project Support Officers drive innovation and advancement, working with industry and international partners to ensure our Defence Force is equipped for the future.

Project Support Officers are functional and operational subject matter experts in an environment where priorities rapidly change. Routine tasks include project governance, stakeholder management, resource management, risk mitigation, project performance analysis, preparing briefs, talking points and reports for executive and committees.

About our Team

Defence Secret Environment Delivery (DSED) is part of the Military Systems Division in the Defence Digital Group (DDG). DDG will deliver the most significant uplift to Defence Secret

Environments ICT capability to ensure Defence is ready to fight and win in the digital age. The environment is dynamic and diverse with a strategy-led approach to shaping, delivering and sustaining Defence's ICT landscape in a faster, more agile way.

Our team is a collaborative, integrated workforce of ADF and APS. DSED invests in its people to ensure everyone has the opportunity to work with great leaders and teams in a dynamic workplace. Every area in Defence has its own unique traits to offer and DSED presents experiences and opportunities you simply will not get anywhere else.

Our Ideal Candidate

We are seeking applications from candidates who are innovative, practical and solutions focused. The role involves complex problem solving, including risk and issue management. Strong interpersonal skills and the ability to establish collaborative relationships are essential.

We are looking for someone who:

- Contributes operational expertise to develop and lead project management methodologies, including compliance with legislative, policy and regulatory frameworks.
- Thinks critically, resolves problems using expertise and rapidly identifies alternative courses of action to reach an agreed outcome.
- Demonstrates excellent interpersonal, oral and written communication skills to establish and maintain robust stakeholder relationships.
- Works collaboratively to operate as an effective team member and provide constructive feedback.
- Provides technical/operational guidance and direction to a team through quality and improvement frameworks to drive organisational excellence.

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	Name withheld, Not provided
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9D1F6A18-250C-B57D-957D-E4

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Defence

Vacancy VN-0762787

Department of Defence

Closing Date:Wednesday 24 September 2025

Job Title	APS 5 - Executive Assistants
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$86,887 - $93,066
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	On Site required
Classification	APS Level 5
Position Number	DPG/07547/25
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=0E1111B6-4395-A999-A622-E433566B6E45

Duties

Your Role

Opportunities exist for highly motivated and experienced individuals to provide executive support to Defence Senior Leaders at the Band 2 and 2 Star rank within Defence. The Senior Leadership Group includes both Senior Executive Service (SES) and Australian Defence Force (ADF) officers.

With limited supervision, you will manage the office of a SLG member. Duties include calendar management, preparation of correspondence, organising meetings, arranging travel, coordinating briefing packs, managing office systems and records including financial. The Executive Assistant (EA) will also provide administrative and operational support to the respective Division and Branches.

You will guide and mentor other EAs within your Division. On occasion, you will also be required to support the Senior EA to the SES Band 3 or 3 Star military equivalent.

Our Ideal Candidate

The EA plays a key role in promoting and influencing a shared civilian/military commitment to the strategic direction of Defence. The position is one of trust, and discretion. As an APS 5 EA, in working directly with members of the SLG, it is crucial individuals are suitably experienced and skilled, professional, have strong communication skills, and work well under pressure.

Candidates will be well organised, demonstrate a high-level of initiative, can manage competing priorities, work independently, and the ability to collaborate effectively in a fast-paced environment. You will proactively anticipate the needs of your senior leader, exercise flexibility and resilience. You will have excellent time management skills, strong attention to detail and excel at building and maintaining stakeholder relationships.

Candidates will be self-aware, with a positive attitude, demonstrating consideration and respect for a diversity of ideas and perspectives of others. Candidates will be proficient in the use of Microsoft Office, and experience with using records management systems, and financial management systems.

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 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	Defence EA Recruitment, Defence.earecruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0E1111B6-4395-A999-A622-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762663

Department of Education

Closing Date:Monday 22 September 2025

Job Title	Assistant Director
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$125,220 - $138,394
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Executive Level 1
Position Number	25/0472
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

https://www.education.gov.au/about-department/work-us

As an Assistant Director in the Department of Education, you will report to the Director and lead a small, high-performing team responsible for developing reporting frameworks, integrating datasets, and conducting complex analysis across financial compliance, procurement, and grant-related activities.

You will play a key role in translating complex corporate data into clear, actionable insights that support departmental priorities. Working closely with policy areas, you will deliver high-impact reporting that informs key outputs such as Senate Estimates briefs, Senate Orders, Executive Board briefs, and performance reports - ensuring data is used effectively to support transparency, compliance, and strategic decision-making.

A key focus of the role is identifying opportunities to drive business improvement through data analysis and reporting - enhancing the department's ability to make informed decisions, improve processes, and strengthen compliance.

Duties

In this role, your responsibilities will include the following:

- Apply user centred design principles to ensure the development of user-friendly reporting solutions that articulate complex information into business insights that can be actioned by key stakeholders with varied levels of financial and data literacy.
- Integrate data sets generated from a range of systems, including AusTender, GrantConnect, SAP and FMCS, and other corporate datasets to deliver high quality reports and contribute to Executive reports, Senate Estimate briefs and Senate Orders.
- Maintaining internal data sets and improving reporting outcomes through simplification, automation and standardisation.
- Work with policy subject matter experts to analyse business requirements and develop process maps for current state and desirable future state of business problems
- Communicating, influencing, and collaborating with a range of internal and external stakeholders
- Leading a small team of junior analysts (1-2) across a range of reporting, data analysis and business process improvement projects.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the *Public Service Act 1999* including:

- Citizenship: Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.
- Security Clearance: This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain the required security clearance.

Notes

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

About the Department of Education

The Department of Education contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes through access to quality education and learning. A strong early childhood education system built around early learning and child care gives children the best start in life—supporting them to build social and behavioural skills to help prepare them to transition to school. For parents and carers, affordable child care enables them to participate in the workforce, pursue further education or other opportunities to contribute to their community — bolstering the social wellbeing and economic prosperity of the nation. As children continue their journey through school, access to quality education creates the foundation for a bright future – it opens a world of possibilities and equips children and young people with the skills, knowledge, and career advice to prepare them for further work or study to fulfil their dreams. An affordable, and accessible higher education sector allows Australians and international students to pursue their passion in life or reskill for the jobs of the future. A strong higher education

and research sector in step with national priority areas provides people with an opportunity to choose a career path that addresses skill shortages or the challenges of the future including, clean energy, advanced manufacturing, health, and education. Through education and learning, we change lives, create opportunities, and support Australia's economic success and social wellbeing.

To Apply

Position Contact	Katie Millar, 02 6240 9779
Agency Recruitment Site	https://www.education.gov.au/about-department/work-us

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762701

Department of Education

Closing Date:Monday 22 September 2025

Job Title	Compliance Officer | Senior Compliance Officer | Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Perth WA, Adelaide SA
Salary	$90,580 - $138,394
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	25/0432 | 25/0433 | 25/0434
Agency Website	https://www.education.gov.au/about-department/work-us

The Spot Visit Team is a newly established regulatory function within the Department of Education, created in response to the *Early Childhood Education and Care (Strengthening Regulation of Early Childhood Education) Bill 2025*. The team will play a crucial role in safeguarding the quality, safety, and compliance of early childhood education and care (ECEC) services by conducting unannounced inspections 'spot visits' across approved providers.

These inspections will strengthen the Department's ability to identify non-compliance early, ensuring adherence to the Family Assistance Law and respond quickly to the risk to children's health, safety, and wellbeing.

If you are passionate about integrity, accountability, and improving outcomes for children and families, we encourage you to apply and help drive meaningful change.

Duties

As an **APS Level 5 Compliance Officer**, you will be part of a dynamic, field-based team conducting unannounced visits to ECEC services. Your role is critical in assessing compliance with legislative requirements under the Family Assistance Law, gathering evidence, and reporting findings to support the safety, wellbeing, and development of children.

In this role, you will be responsible for the following:

- Undertaking regional and interstate travel to conduct unannounced spot visits to ECEC services in accordance with department protocols.
- Observe and record compliance with regulations under the Family Assistance Law to uphold the integrity of the Child Care Subsidy and referring non-compliant matters for appropriate action when necessary.
- Engage respectfully with the service providers to clarify observed practises, seek supporting documentation and support a culture of continuous improvement within the sector by providing feedback and guidance.
- Prepare factual reports and data entries in regulatory systems for review by a senior officer.
- Contribute to continuous improvement of inspection procedures by providing feedback on field protocols.
- Collaborate with internal and external stakeholders to support information sharing.
- Engage in the development, implementation, and continuous improvement of systems to support the Spot Visit team, including reviewing templates, standard operating procedures and reports.

APS Level 6 Senior Compliance Officers, reporting to the Assistant Director, will lead and coordinate compliance visits, mentor APS5 officers, and ensure findings are accurate, well-evidenced, and aligned with legislative intent. They will act as a key liaison between field teams and policy or legal areas within the Department, supporting the consistent application of strengthened regulatory powers.

In this role, you will be responsible for:

- Undertaking regional and interstate travel to conduct unannounced spot visits to ECEC services in accordance with departmental protocols.
- Gathering and recording evidence of compliance with the Family Assistance Law to uphold the integrity of the Child Care Subsidy and referring non-compliant matters for appropriate action when necessary.
- Researching, interpreting, and maintaining up to date knowledge of relevant legislation and policy, ensuring decisions comply with applicable Acts, delegations, and authorisations.
- Applying sound professional judgement to assess risks to children's safety and wellbeing.
- Preparing clear and accurate reports that may inform compliance notices, enforcement actions, or legal proceedings.
- Engaging with internal and external stakeholders, including state and territory regulatory bodies, and facilitating effective information sharing.
- Preparing a range of documents including ministerial briefs, reports, guidelines, and standard operating procedures.
- Actively contributing to the development, implementation, and continuous improvement of systems that support the strategic direction of the branch.

Reporting to the Director, the **Executive Level 1 Assistant Director** leads a Spot Visit sub-team, setting strategic priorities and overseeing compliance monitoring and assessment activities for ECEC services. This role is pivotal in applying the new powers under the Strengthening Regulation of Early Childhood Education Bill 2025, and is accountable for decision-making, stakeholder engagement, and performance outcomes.

In this role, you will be responsible for:

- Maintaining a well-developed understanding of relevant legislation, policies, and frameworks, with a particular focus on compliance and regulatory enforcement.
- Using sound judgement and analytical skills to interpret and assess evidence and data gathered through visits and applying findings to inform policy proposals and program decisions.
- Leading engagement with a wide range of stakeholders, including internal teams, child care providers, sector peak bodies, third-party software providers, and other Commonwealth Government agencies.
- Overseeing the drafting, preparation, and dissemination of a variety of documents, including ministerial briefings and reports for senior executives, ensuring complex ideas are communicated clearly and effectively.
- Managing a small team conducting spot visits, driving outcomes across a program of work aimed at reducing fraudulent and non-compliant claims for the Child Care Subsidy.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the *Public Service Act 1999* including:

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

- Security Clearance: This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain the required security clearance.

Notes

As part of the pre-employment process, candidates may be required to undertake medical, capability and/or psychological assessments. These assessments are designed to evaluate a candidate's suitability for the role and ensure they are able to meet the inherent requirements of the position.

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 Education

The Department of Education contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes through access to quality education and learning. A strong early childhood education system built around early learning and child care gives children the best start in life—supporting them to build social and behavioural skills to help prepare them to transition to school. For parents and carers, affordable child care enables them to participate in the workforce, pursue further education or other opportunities to contribute to their community — bolstering the social wellbeing and economic prosperity of the nation. As children continue their journey through school, access to quality education creates the foundation for a bright future – it opens a world of possibilities and equips children and young people with the skills, knowledge, and career advice to prepare them for further work or study to fulfil their dreams. An affordable, and accessible higher education sector allows Australians and international students to pursue their passion in life or reskill for the jobs of the future. A strong higher education and research sector in step with national priority areas provides people with an opportunity to choose a career path that addresses skill shortages or the challenges of the future including, clean energy, advanced manufacturing, health, and education. Through education and learning, we change lives, create opportunities, and support Australia's economic success and social wellbeing.

To Apply

Position Contact	Mel Dolph, 0436813930
Agency Recruitment Site	https://www.education.gov.au/about-department/work-us

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762702

Department of Education

Closing Date:Monday 22 September 2025

Job Title	Compliance Investigator | Senior Compliance Investigator | Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Canberra ACT, Sydney NSW, Brisbane QLD, Hobart TAS, Perth WA, Melbourne VIC, Darwin NT, Adelaide SA, Newcastle NSW
Salary	$90,580 - $138,394
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	25/0435 | 25/0437 | 25/0438
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

https://www.education.gov.au/about-department/work-us

Are you passionate about integrity, accountability, and improving outcomes for children and families? Join a team that's driving real change in the early childhood education and care sector. As a Compliance Investigator, you'll play a vital role in upholding the integrity of the Child Care Subsidy (CCS) program and ensuring providers meet the highest standards.

Following the recent passing of the *Early Childhood Education and Care (Strengthening Regulation of Early Childhood Education) Bill 2025*, new powers and enforcement mechanisms have been introduced to address persistent non-compliance and raise the bar across the sector. In response, the Regulatory Operations Branch is expanding and seeking skilled Compliance Investigators to help deliver on this important work.

Duties

In the role of **APS Level 5 Compliance Investigator**, your responsibilities will include the following:

- Conducting compliance investigations, gathering evidence and analysing data to identify non-compliance.
- Applying regulatory strategies and procedures, taking proportionate action where non-compliance is identified.

- Preparing tables of evidence to support draft decisions and recommendations for enforcement action including nudge messages, infringements notices, sanctions or prosecutions.
- Exercising initiative to identify and escalate risks to the team's objectives or strategic direction of the branch.
- Undertaking regional and interstate travel to conduct monitoring visits.

In the role of **APS Level 6 Senior Compliance Investigator**, your responsibilities will include the following:

- Leading high-risk investigations, gathering evidence, and analysing data to identify non-compliance or emerging trends.
- Undertaking risk assessments and making recommendations to the delegate, ensuring accurate interpretation of legislation and consideration of risk levels.
- Preparing sanctions or other penalties, and compiling cases for Administrative Appeals Tribunal and Federal Court.
- Providing authoritative advice on investigations, enforcement actions, risk assessments, and best practice in regulatory compliance.
- Engaging with stakeholders including child care providers, state and territory government representatives, and maintaining productive working relationships.
- Preparing a range of documents including briefings, reports, policies and standard operating procedures.
- Undertaking regional and interstate travel to conduct monitoring visits.

In the role of **Executive Level 1 Assistant Director**, you will:

- Lead and manage complex and sensitive investigations, including evidence gathering through desktop monitoring, site visits, and monitoring warrants, with a strong focus on legislative, policy, and data interpretation.
- Provide expert advice on regulatory compliance, enforcement actions, and risk assessment, ensuring alignment with relevant legislation, government standards, and best practice models.
- Develop and maintain productive relationships with internal and external stakeholders at local, state, and national levels to support program integrity and effective regulatory outcomes.
- Prepare and review high-level documentation, including ministerial briefs, policy proposals, reports, and standard operating procedures, ensuring clarity and accuracy in complex matters.
- Mentor and support geographically dispersed operational staff, promoting quality decision-making and capability development across the team.
- Contribute to the strategic direction of the branch by supporting continuous improvement initiatives and the development of systems and processes that enhance regulatory effectiveness.
- Represent the department in legal proceedings, including preparing litigation documents and appearing as a witness in court or tribunal hearings.
- Undertake regional and interstate travel as required.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the *Public Service Act 1999* including:

- Citizenship: Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.
- Security Clearance: This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain the required security clearance.

Notes

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

About the Department of Education

The Department of Education contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes through access to quality education and learning. A strong early childhood education system built around early learning and child care gives children the best start in life—supporting them to build social and behavioural skills to help prepare them to transition to school. For parents and carers, affordable child care enables them to participate in the workforce, pursue further education or other opportunities to contribute to their community — bolstering the social wellbeing and economic prosperity of the nation. As children continue their journey through school, access to quality education creates the foundation for a bright future – it opens a world of possibilities and equips children and young people with the skills, knowledge, and career advice to prepare them for further work or study to fulfil their dreams. An affordable, and accessible higher education sector allows Australians and international students to pursue their passion in life or reskill for the jobs of the future. A strong higher education and research sector in step with national priority areas provides people with an opportunity to choose a career path that addresses skill shortages or the challenges of the future including, clean energy, advanced manufacturing, health, and education. Through education and learning, we change lives, create opportunities, and support Australia's economic success and social wellbeing.

To Apply

Position Contact	Mel Dolph, 0436813930
Agency Recruitment Site	https://www.education.gov.au/about-department/work-us

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762703

Department of Education

Closing Date:Monday 22 September 2025

Job Title	Compliance Coordination Officer | Senior Compliance Coordination Officer | Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Perth WA, Canberra ACT, Sydney NSW, Brisbane QLD, Hobart TAS, Melbourne VIC, Darwin NT, Adelaide SA, Newcastle NSW, Townsville QLD
Salary	$90,580 - $138,394
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	25/0454 | 25/0453 | 25/0452
Agency Website	https://www.education.gov.au/about-department/work-us

Job Description

https://www.education.gov.au/about-department/work-us

This is an exciting opportunity to contribute to a high impact regulatory function that supports the integrity and quality of child care providers. You'll be part of a collaborative, forward thinking team working to ensure quality and financial compliance in the child care sector.

Following the recent passing of the *Early Childhood Education and Care (Strengthening Regulation of Early Childhood Education) Bill 2025*, new powers and enforcement mechanisms have been introduced to address persistent non-compliance and raise the bar across the sector. In response, the Regulatory Operations Branch, compliance coordination function is expanding.

Duties

Reporting to the Assistant Director, the **APS Level 5 Compliance Coordination Officer** will be responsible for managing a high volume of referrals, supporting enforcement actions, and maintaining quality assurance across compliance processes. These roles are central to maintaining the integrity of the department's regulatory operations ensuring timely, risk-based responses to non-compliance in the child care sector with the Family Assistance Law.

In this role, your responsibilities will include the following:

- Triaging incoming referrals and identifying services with prolonged non-compliance against the Family Assistance Law and National Quality Standards.
- Allocating cases to appropriate investigation, audit, or enforcement teams based on risk indicators such as CCS claiming patterns, audit history, sanctions, and complaints.
- Monitoring case progress and ensuring timely follow-up and resolution.
- Supporting the administration of enforcement actions, including infringement payments, cancellations, and updates to registers and systems.
- Assisting with reporting and documentation, including briefings, correspondence, and record keeping.
- Engaging with internal stakeholders to provide advice and contribute to consistent decision-making aligned with departmental policy.
- Supporting continuous improvement of systems and processes that underpin the branch's strategic direction.

Reporting to the Assistant Director, the **APS Level 6 Senior Compliance Coordination Officer** will be responsible for triaging referrals, managing case allocations, and supporting the coordination of compliance investigations. These roles are central to maintaining the integrity of the department's regulatory operations and ensuring timely, risk-based responses to non-compliance in the child care sector with the Family Assistance Law.

In this role, your responsibilities will include the following:

- Researching, interpreting, and applying legislation and policy to ensure decisions comply with relevant Acts, delegations, departmental policies, and the Australian Government Investigation Standards.
- Triaging and assessing incoming referrals, including identifying services with prolonged non-compliance against the National Quality Standards.
- Allocating cases to appropriate investigation, audit, or enforcement teams based on risk indicators such as CCS claiming patterns, audit history, sanctions, and complaints.
- Analysing data and information to identify risks, threats, or trends in alleged non-compliance to inform recommendations.
- Monitoring and tracking case progress to ensure timely resolution and follow-up.
- Conducting quality assurance of case documentation and enforcement actions, including infringement payments, cancellations, and updates to enforcement registers and intelligence systems.
- Supporting high-volume reporting requirements, including briefings, correspondence, record keeping, and follow-up letters.
- Engaging with internal and external stakeholders to provide advice on compliance risks and contribute to strategic coordination.
- Supporting the development, implementation, and continuous improvement of systems and processes aligned with the branch's strategic direction.

Reporting to the Director, the **Executive Level 1 Assistant Director** will lead a small, high-performing team playing a critical role in ensuring timely, risk-based responses to non-compliance, driving continuous improvement, and supporting strategic coordination across the Regulatory Operations Branch.

In this role, your responsibilities will include the following:

- Maintaining expert knowledge of relevant legislation, policies, and reporting requirements, including the Australian Government Investigation Standards, quality assurance procedures, and best practice models for regulatory enforcement.
- Leading the analysis of data and information to identify risks, threats, and trends in alleged non-compliance, and informing recommendations for investigation and enforcement.
- Contributing to strategies that promote strong regulatory compliance across the child care sector, supporting payment accuracy and program integrity.
- Overseeing the triage and allocation of referrals to appropriate investigation, audit, or enforcement teams, ensuring consistency and alignment with departmental priorities.
- Actively engaging in the development, implementation, and continuous improvement of systems and processes that support the branch's strategic direction.
- Building and maintaining relationships with internal and external stakeholders to provide expert advice on non-compliance risks and regulatory responses.
- Providing mentoring, guidance, and support to geographically dispersed operational staff, fostering capability and consistency across the team.

Eligibility

Employment at the Department of Education is subject to conditions prescribed within the *Public Service Act 1999* including:

- Citizenship: Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.
- Security Clearance: This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain the required security clearance.

Notes

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

About the Department of Education

The Department of Education contributes to Australia's economic prosperity and social wellbeing by creating opportunities and driving better outcomes through access to quality education and learning. A strong early childhood education system built around early learning and child care gives children the best start in life—supporting them to build social and behavioural skills to help prepare them to transition to school. For parents and carers, affordable child care enables them to participate in the workforce, pursue further education or other opportunities to contribute to their community — bolstering the social wellbeing and economic prosperity of the nation. As children continue their journey through school, access to quality education creates the foundation for a bright future – it opens a world of possibilities and equips children and young people with the skills, knowledge, and career advice to prepare them for further work or study to fulfil their dreams. An affordable, and accessible higher education sector allows Australians and international students to pursue their passion in life or reskill for the jobs of the future. A strong higher education and research sector in step with national priority areas provides people with an opportunity to choose a career path that addresses skill shortages or the challenges of the future including, clean energy, advanced manufacturing, health, and education. Through education and learning, we change lives, create opportunities, and support Australia's economic success and social wellbeing.

To Apply

Position Contact	Krystal Townsend, 0473119657
Agency Recruitment Site	https://www.education.gov.au/about-department/work-us

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762668

National Gallery of Australia

Closing Date:Sunday 28 September 2025

Artistic Program
Research Library & Archives

Job Title	Manager, Research Library & Archives
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$112,438 - $132,660
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	On Site position, may apply to work from home
Classification	Executive Level 1
Position Number	9034
Agency Website	https://nga.gov.au

Job Description

https://candidate.aurion.cloud/natgal/production/redirect/to/dmFjYW5jaWVzLzI5MTI1ODM1MDU5Nzk3OTh-MS9lZ

As the Manager, Research Library & Archives you will lead a small team of library and archive specialists in the development, care, and provision of access to the National Gallery Research Library & Archives. This role offers an exceptional opportunity for a library, special collections and

archives professional to contribute to the future of Australia's premier gallery-based, visual arts library, archives and special collections.

In this role, you and your team will be responsible for the National Gallery Research Library & Archives holdings, covering First Nations, Australian and international art with strengths aligned to areas of the national art collection. This includes special collections and archives, containing rare and unique materials that document the history and development of the visual arts, both nationally and internationally.

You will work with a wide range of internal stakeholders including the curatorial, exhibitions, conservation, registration and learning teams as well as Australian and international visual arts researchers. This role is part of the Gallery's Artistic Programs portfolio and reports to the Assistant Director, Collection Management & Art Services.

Duties

In accordance with the APS EL1 work level standards, you will:

- Provide leadership for the Research Library & Archives consistent with the strategic and operational objectives of the National Gallery inclusive of workforce planning, operations, budget and staff management.
- Provide expert advice and direction on professional and technical requirements for the general research library, special collections and archives activities to Research Library & Archives staff, Gallery staff, sector peers and external researchers.
- Develop, refine and manage Research Library & Archives strategies, policies and procedures to build a leading special collections and archives collection with clearly defined priorities balanced with available resources and preservation requirements.
- Work collaboratively with staff across the Gallery to integrate the collection and activities of the Research Library & Archives, within the artistic program and other Gallery activities.
- Manage the contract and system administration of all library management systems including the web-based public online catalogue.
- Manage Research Library & Archives activities related to preservation, digitisation, collection development and rationalisation, and public research enquiries and access.
- Undertake other duties as required by the Assistant Director, Collection Management & Art Services including corporate and financial reporting for the Research Library & Archives.

Eligibility

Citizenship – To be eligible for employment with the Gallery, you must be an Australian citizen.

Police Check – To be eligible for this role you must complete a police check.

ADDITIONAL INFORMATION - Qualifications, Certifications and Registrations

Role specific mandatory qualifications certification and/or registrations include:

- Formal qualifications in Library and Information Studies or related fields.

- Substantial experience working with library, special collections or archives collections, preferably in a research library context within a visual arts museum, gallery, tertiary institution or similar work environment.

Notes

HOW TO APPLY

To apply for this role please go to the National Gallery's **Careers portal**.

You should provide a tailored CV (**maximum of three pages**) along with a **statement** of no more than **two pages** that outlines your skills, capabilities and experience, against the information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the information above. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

About the National Gallery of Australia

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include Boldness, Integrity, Respect, and Excellence.

To Apply

Position Contact	Renee Joyce, +61 2 6240 6687
Agency Recruitment Site	https://candidate.aurion.cloud/natgal/production/redirect/to/dmFjYW5jaW

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Education

Vacancy VN-0762699

Tertiary Education Quality and Standards Agency

Closing Date:Sunday 21 September 2025

Regulatory Operations

Job Title	Regulatory Assessment Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - TAS TAS, Melbourne VIC, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - NT NT, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - SA SA
Salary	$87,227 - $93,253
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	The roles can be performed remotely. Hybrid and flexible work options are available.
Classification	APS Level 5
Position Number	Multiple
Agency Website	www.teqsa.gov.au

Job Description

https://teqsa.bigredsky.com/page.php?

TEQSA's Regulatory Operations Division is responsible for delivering TESQA's core business of conducting regulatory assessments under the *Tertiary Education Quality and Standards Agency Act 2011* (TEQSA Act) and the Education Services for Overseas Students (ESOS) Framework, as well as managing sector-wide enquiries. Roles in each team involve working collaboratively on case management, liaising with higher education providers, and presenting assessment findings to the TEQSA Commission for regulatory decisions.

As an APS5 Regulatory Assessment Manager in Regulatory Operations you will be responsible for undertaking tasks to support the comprehensive assessment of:

- Risk to compliance with relevant standards and legislation.
- Possible non-compliance with the relevant standards and legislation
- Applications involving higher education providers.

Duties

Assessments

- Undertaking less complex risk-based assessments of higher education provider applications, reviewing, and analysing evidence submitted by providers and derived from other sources, interpreting legislation, and applying sound judgment to prepare well-argued reports/recommendations for consideration by decision makers.
- Undertaking less complex risk-based assessments and investigations of possible non-compliance with the TEQSA Act, ESOS Act, or subordinate regulatory legislation, and applying sound judgment to prepare well-argued recommendations for consideration by decision makers.
- Applying working knowledge of precedents, relevant legislation, standards, policy, procedures, and guidelines to interpret and analyse assessments involving moderate complexity and sensitivity.
- Undertaking analysis of information and data related to higher education providers' operations, students, and staff to assess risk.

Stakeholder management and teamwork

- As required, supporting delivery of assigned regulatory functions and working with leaders to prioritise work assigned to those functions.
- As required, supporting the delivery of annual risk assessment cycles and risk monitoring programs.
- Managing communications with providers and other stakeholders and responding in a timely manner.
- Building and maintaining relationships with a range of internal and external stakeholders and responding to their needs to achieve work priorities and agency goals.
- As required, coordinating meetings with external stakeholders.
- Providing advice and analysis to management regarding allocated matters or functions.
- Working effectively and harmoniously in a team, managing competing priorities, solving problems, and providing advice and support to others as required.

Eligibility

The successful applicants must:

- be an Australian citizen.
- complete a National Police Check satisfactorily.
- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to Baseline status, supported by TEQSA.

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

Notes

- This recruitment process is being used to fill multiple ongoing and non-ongoing (up to 18 months) APS5 vacancies within the Regulatory Operations Division.
- Successful candidates may be placed in any one of the teams within the Regulatory Operations Division and may be required to work in another team after 6-12 months as operational needs require.

- A merit pool of suitable applicants will be created from this process and may be used to fill similar ongoing and non-ongoing vacancies within Regulatory Operations. It is active for 18 months from the 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 Tertiary Education Quality and Standards Agency

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

To Apply

Position Contact	Lara Basanovic, 03 8306 2574
Agency Recruitment Site	https://teqsa.bigredsky.com/page.php?

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Finance

Vacancy VN-0762612

Digital Transformation Agency (DTA)

Closing Date:Sunday 21 September 2025

Strategy, Planning and Performance
Strategy and Prioritisation Secretariat

Job Title	Secretariat Officers
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$95,804 - $112,517
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	174_09/25
Agency Website	https://www.dta.gov.au/

Job Description

https://www.dta.gov.au/join-our-team

We need your skills and influence to inspire and enable government to put people and businesses at the forefront of digital transformation.

Why work with us

Purpose and meaning - We’re big enough to have a whole-of-government impact, but small enough to bring our staff together regularly to collaborate and grow.

Balance and flexibility - Access flexible working arrangements to balance how, when and where you work, including remote.

Inclusion and belonging - Join a team that values all experiences, skills and perspectives. Our biggest strength is our people. We don’t just celebrate diversity, it is essential to our success.

Growth and opportunity - Take advantage of professional opportunities and training. Learn new skills and meet your career goals with a wide range of programs, courses and resources.

Duties

These positions sit within the Secretariat section and is part of the Strategy and Prioritisation Branch.

The Secretariat Officer is responsible for providing strategic advisory and secretariat services across a range of internal and external governance committees. This includes establishing new governance frameworks and approaches to support the DTA to achieve its mission and objectives, as well as support its strategic engagements with key stakeholders.

Please note: This role may require interstate travel from time to time.

Key duties:

- Contribute to the development and enhancement of governance policies, procedures, and frameworks to support the DTA's strategic objectives.
- Establish and maintain a secretariat function to enable effective strategic engagement across the agency.
- Provide high-quality secretariat support for key internal and external governance forums, including:

o Secretaries Digital and Data Committee

o Digital Leadership Committee

o AI-related forums

o DTA Executive Board

- Coordinate activities to support portfolio-wide and strategic consultations, including the preparation of briefings for the Chief Executive Officer and senior executives.
- Review and refine existing policies and procedures to strengthen Secretariat operations and governance outcomes.
- Support divisional priorities through flexible work practices, including undertaking duties aligned with other APS6 roles as required.

Eligibility

Security Clearance level required: Baseline (or ability to obtain and maintain).

To be eligible for employment with the DTA applicants must be an Australian citizen.

An applicant's suitability for employment with the DTA will be assessed through a pre-employment screening process. This process includes an Australian Police check.

The DTA is an inclusive employer where capabilities, skills and backgrounds are valued and relied upon. The DTA seek applications from all candidates and are committed to providing a working environment that values diversity and inclusion and supports employees to reach their full potential.

Notes

The DTA may leverage a mix of assessment methods for this position, which may or may not involve an interview.

A merit pool may be established and used to fill future ongoing and non-ongoing vacancies within the next 18 months consistent with Section 25 of the Australian Public Service Commissioner's Directions 2022.

For all DTA positions you are required to apply directly via the DTA website. Applications referred or submitted through recruitment agencies, or third parties will not be accepted.

This role may require the individual to work or be contacted outside of their usual working hours where reasonable, for example, to deal with high priority or urgent matters or in an emergency. The DTA Enterprise Agreement 2024-2027 takes this into account and provides compensation for an individual when they are required to work, or be contactable, outside of usual working hours. This includes access to overtime, restriction allowance, flextime, time off in lieu (TOIL) and other benefits.

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 Digital Transformation Agency (DTA)

Help drive a digital government. At the DTA, we work towards something bigger and make a lasting impact. We're the Australian Government's trusted advisor on digital and ICT transformation. We provide strategic and policy leadership and expert investment advice and oversight to drive government digital transformation that delivers benefits to all Australians.

To Apply

Position Contact	Jesse Emery, 0476 989 502
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Foreign Affairs and Trade

Vacancy VN-0762615

Austrade

Closing Date:Sunday 21 September 2025

Policy and Programs
Government and Policy Various

Job Title	Policy Advisers – Various positions, Government and Policy Division
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$89,771 - $110,006
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	APS Level 5;APS Level 6
Position Number	5934_09/25
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

We are looking to fill a number of immediate vacancies at the APS 5 and APS 6 level in the Economic Policy Branch, as well as establish a merit list for future vacancies across Austrade's Government and Policy Division.

We are looking for engaged, innovative and enthusiastic team players with demonstrated experience building and maintaining good relationships across teams and agencies. You must be keen to work in a fast-paced, diverse and cross-cultural workplace and network to produce

tangible and practical outcomes. You will work in an agile and flexible structure, in strategic partnership with Austrade's business-facing teams across key markets and sectors, so that public policy and services are shaped by commercial knowledge and real-world insights.

You will inform key government trade and investment policy development and agencies' development of related policies and strategies, and support continued Austrade alignment with government policy priorities relevant to Austrade's mandate. The roles will contribute to Australia's prosperity, economic resilience and economic security, and will provide opportunities for you to support Austrade's engagement in policy areas related to:

- economic security,
- simplifying trade,
- the transition to net zero,
- and Australia's international relationships.

Duties

APS5 Policy Adviser

- Engage with team members to support production of timely policy analysis and advice to Ministers, Austrade's Senior Executives and other senior officials across government.
- Build and maintain networks with other relevant government departments/agencies to ensure Austrade's position is relayed in whole-of-government policy initiatives.
- Support team members to coordinate and develop Austrade's input into key areas impacting Australia's economic security including investment, skilled workforce and skilled migration, critical minerals investment, critical technologies and cyber security.
- Using research and data to identify and communicate trends, challenges and opportunities to the Minister and Austrade Senior Executives to inform and influence government deliberations.
- Work closely with internal stakeholders across Austrade, including the Trade & Investment Divisions and Visitor Economy Division.

APS6 Policy Adviser

- Engage with and support team members to produce and deliver innovative, creative policy advice to Ministers, Austrade's Senior Executives and other senior officials across government.
- Build and maintain networks with other relevant government departments/agencies to ensure Austrade's position is relayed in whole-of-government policy initiatives, and influence and support the Government's priorities.
- Deliver Austrade's input into key areas impacting Australia's economic security including investment, skilled workforce and skilled migration, critical minerals investment, critical technologies and cyber security.
- Researching and analysing information and data to communicate trends, challenges and opportunities to the Minister and Austrade Senior Executives to inform and influence government deliberations.
- Work closely with internal stakeholders across Austrade, including the Trade & Investment Divisions and Visitor Economy Division.

Eligibility

- **Australian citizenship** – our successful candidate must be an Australian citizen.

- **Security clearance** – our successful candidate is required to hold, or have the ability to obtain, and maintain a Baseline security clearance.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process.

Notes

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

About the Austrade

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

To Apply

Position Contact	Josh Tran, +61 2 6272 6852
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Foreign Affairs and Trade

Vacancy VN-0762619

Austrade

Closing Date:Sunday 21 September 2025

Policy and Programs
Government and Policy

Job Title	Senior Policy Advisers
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$117,157 - $131,786
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	Executive Level 1
Position Number	5925
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

We are looking to fill a number of immediate vacancies at EL1 level in the Economic Policy Branch, as well as establish a merit list for future vacancies across Austrade's Government and Policy Division.

We are looking for engaged, innovative and enthusiastic team players with demonstrated experience building and maintaining good relationships across teams and agencies. You must be keen to work in a fast-paced, diverse and cross-cultural workplace and network to produce tangible and practical outcomes. You will work in an agile and flexible structure, in strategic partnership with Austrade's business-facing teams across key markets and sectors, so that public policy and services are shaped by commercial knowledge and real-world insights.

You will inform key government trade and investment policy development and other government agencies' development of related policies and strategies; and support continued Austrade alignment with government policy priorities relevant to Austrade's mandate. The roles will contribute to Australia's prosperity, economic resilience and economic security, and will provide opportunities for you to support Austrade's engagement in policy areas related to:

- economic security,
- simplifying trade,
- the transition to net zero,
- and Australia's international relationships.

Duties

You would work with Austrade's global network as the interface between other government departments/agencies and Austrade's business-facing teams onshore and offshore to:

- Engage with and support team members to provide innovative, creative policy advice to achieve investment outcomes, as well as timely information and advice to the Austrade network to facilitate delivery of outcomes to support Australian Government priorities.
- Build and maintain networks to engage regularly with other relevant government departments/agencies to ensure Austrade's position is relayed in whole-of-government policy initiatives, and influence and support the government's investment priorities.
- Coordinate and develop Austrade's input into key areas impacting Australia's economic security including investment, skilled workforce and skilled migration, critical minerals investment, critical technologies and cyber security.
- Deliver high-quality data-driven briefing, analysis and policy advice to the Minister and Austrade Senior Executive to inform and influence government deliberations and outcomes on investment issues.
- Work closely with internal stakeholders across Austrade, including the Trade & Investment Divisions and Visitor Economy Division.

Eligibility

- Australian citizenship – our successful candidate must be an Australian citizen.
- Security clearance – our successful candidate is required to hold, or have the ability to obtain, and maintain a Negative Vetting Level 1 security clearance.
- Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process.

Notes

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

About the Austrade

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

To Apply

Position Contact	Carl Souness, +61 2 6201 7411
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Foreign Affairs and Trade

Vacancy VN-0762756

Austrade

Closing Date:Thursday 25 September 2025

Policy and Programs
Simplified Trade, Communication and Marketing Regulatory Reform

Job Title	Director - Regulatory Reform
Job Type	Full-Time, Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$137,054 - $159,720
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreementd
Classification	Executive Level 2
Position Number	5947_09/25
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

The Director, Regulatory Reform, is tasked with guiding the Regulatory Reform team that leads workstreams dedicated to simplifying and aligning complex policy, process, regulations and legislation governing cross-border trade across multiple agencies and sectors. Reporting to the Head of the STS Unit, this role is instrumental in driving significant regulatory reform efforts that underpin the STS reform agenda, focusing on substantial outcomes that enhance Australia's cross-border trade system.

The Australian Government is simplifying and aligning rules and processes for Australian businesses that export and import, including the delivery of an STS Regulatory Reform Roadmap. This is a collaborative effort involving close engagement and partnership with over 30 agencies. The Director, Regulatory Reform, leads the team coordinating regulatory reform projects in partnership with agencies and businesses. This position provides expert advice to Senior Management and Ministers, addressing strategic, political, and operational aspects crucial to both industry and government trade activities.

We are looking for people who can work collaboratively with others – both within and across Austrade teams and with our agency partners and other stakeholders. We are also looking for people who thrive in a fast-paced environment, are highly organised and can take responsibility for their own work and that of their team. We trust our team members to lead on and deliver specific projects so you will need to be someone who relishes the challenge of taking responsibility for projects and ensuring they are delivered in a timely way and to a high standard, while managing diverse stakeholder views.

Duties

- Lead and manage a multi-disciplinary team, fostering an inclusive, innovative and high-performing team. This involves leading by example, mentoring emerging leaders and ensuring that the team is motivated, skilled and well-equipped to meet the forward challenges
- Develop and sustain productive relationships with Government agencies, industry organisations and businesses.
- Drive and deliver whole-of-government simplified trade regulatory reforms.
- Lead on discrete policy development and implementation initiatives as part of the Simplified Trade System agenda and monitor and shape related regulatory policy and strategic developments across Government.
- Develop high quality data-driven briefing, analysis and policy advice to the Minister and Austrade Senior Executive to inform and influence government deliberations and outcomes.
- Identify any compliance and risk issues and offer mitigation strategies that support the long-term goals of the STS Unit.

Eligibility

- Australian citizenship – our successful candidate must be an Australian citizen.
- Security clearance – our successful candidate is required to hold, or have the ability to obtain, and maintain a Baseline security clearance.

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 Austrade

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

To Apply

Position Contact	Joanna Bunting, +61 435 416 930
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Foreign Affairs and Trade

Vacancy VN-0762791

Austrade

Closing Date:Sunday 05 October 2025

Corporate Services
People Capability Team

Job Title	Adviser, Learning & Development
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Brisbane QLD, Melbourne VIC, Sydney NSW
Salary	$101,322 - $110,006
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	APS Level 6
Position Number	5950_09/25
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

The opportunity

Join a high performing and committed team responsible for building people capability at Austrade. This role will provide you with challenging, interesting and varied work. You will have the opportunity to apply your program management experience to meet strategic capability development objectives. You will have many opportunities to demonstrate your passion for L&D and your creativity as you find innovative and interesting ways of engaging people in their professional development.

Our ideal candidate will have excellent program management, facilitation and consultation skills, proven experience in delivering solutions and the ability to communicate effectively with a wide range of stakeholders including the most senior executives.

Duties

DUTIES INCLUDE:

• Program Development and Delivery – you will work within a high performing team to identify learning needs across the organisation and develop appropriate learning solutions to address them. You will coordinate the end-to-end delivery of learning solutions, including conducting needs analyses; procurement and contracting activities; securing of appropriate resources, venues and technology requirements; managing marketing, registrations and logistics; presenting and facilitating webinars, as well as conducting program evaluation processes.

• Business Partnering – you will partner with internal and external stakeholders to co-design, develop and deliver capability solutions for strategic and business challenges.

• Generating Insights and Analysis – you will use data driven insights from various sources to provide insights to program stakeholders and produce accurate and meaningful reports.

• Research – you will conduct relevant research and use it to inform your approach, ensuring our solutions reflect current best practice.

• Collaboration – you will work collaboratively with the Capability Development Team to share knowledge and support continual process improvement.

• Evaluation – you will analyse evaluation data to identify recommendations for program improvements. Engage with subject matter experts and prompt the right questions to gauge feedback.

Eligibility

• **Australian citizenship** – our successful candidate must be an Australian citizen.

• **Security clearance** – our successful candidate is required to hold, or have the ability to obtain, and maintain a Baseline security clearance.

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 Austrade

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

To Apply

Position Contact	Kate Tunstall, +61 (07) 3364 7755
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Foreign Affairs and Trade

Vacancy VN-0762501

Department of Foreign Affairs and Trade

Closing Date:Sunday 21 September 2025

Australian Passport Office (APO)
Passport Integrity and Support Branch (PIB) Passport Fraud and Integrity Section (PFS)

Job Title	APS Level 6 – Passport Fraud Liaison Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$98,903 - $111,207
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 options will be considered on a case by case basis
Classification	APS Level 6
Position Number	0633/2025
Agency Website	

Job Description

https://www.dfat.gov.au/careers

Applications close 11:30pm AEST, Sunday 21 September 2025

The Opportunity

The Passport Fraud and Integrity Section (PFS) is seeking an agile, team player who has experience in policy development and demonstrate client service to fill the role of Fraud Liaison Officer within the section.

PFS plays a critical role in protecting the integrity of Australian Passports and APO systems. The section is comprised of 6 specialist units which include forensic examination, data analytics, investigations, identity resolution and fraud liaison.

The Passport Fraud Liaison Officer will be working with Government and non-Government partners on sensitive issues and will require an ability to develop and maintain mutually beneficial relationships. Further duties will include providing policy advice to both internal external stakeholders and the ability to apply legislation to our passport issuance process.

Duties

The Passport Fraud and Liaison Officer will be a versatile role, spanning across several fields such as participating in projects, policy and governance, facilitating fraud awareness training and stakeholder management.

Our ideal applicant will have highly developed communication skills with an in-depth level of knowledge to assist in the development and maintenance of external memorandums of understandings, governance and policy development

Our ideal applicant will assist in cultivating working relationships across Government and non-Government partners. They will also have an ability to determine the framework of policies, regulations, risks functions, procedures, and responsibilities by which programs will be established, managed, and controlled.

Our ideal applicant will have the ability to apply legislation to processes and provide policy advice within the framework. They will engage with the internal network to provide training and support on fraud related matters within their offices.

We are seeking someone who can engage and provide advice to the department and external agencies discreetly when managing sensitive and complex issues and cases, and in line with the relevant Australian laws and internal passport policies. Our ideal candidates will:

We are looking for someone who:

- Has an agile approach
- Is outcomes focused
- Exercises independent judgement and critical thought
- Able to implement innovative problem-solving skills

- The ability to be a team player with the ability to succeed within a complex and rapidly changing environment
- Is factual, unbiased, professional assessment of facts and personal circumstances
- Demonstrated client service
- Possess time-management skills as well as the ability to work independently and proactively

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

For further information please refer to the Applicant Information Pack

Eligibility

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

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

Notes

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 Foreign Affairs and Trade

To Apply

Position Contact	Kirilyn Allsop, Kirilyn.Allsop@dfat.gov.au
Agency Recruitment Site	https://www.dfat.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Department of Foreign Affairs and Trade

Closing Date:Sunday 21 September 2025

Australian Passport Office (APO)
Strategy & Modernisation Branch (SRB) Passport Technology and Standards Section (PPT)

Job Title	APS Level 6 Passport Program/Project Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$98,903 - $111,207
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	Will be required to work onsite in Canberra however flexible work arrangements may be considered
Classification	APS Level 6
Position Number	0632/2025
Agency Website	

Job Description

https://www.dfat.gov.au/careers

Applications close 11:30pm AEST, Sunday 21 September 2025

The Opportunities

The Passport Program/Project Officer, Passport Technology and Standards, will work as part of a small team dedicated to ensuring the Australian passport remains interoperable worldwide and features the latest technology. The team maintains awareness of forthcoming changes to international passport standards and works to implement innovative solutions that advance the Australian Passport Office (APO) in line with international progress. The team also maintains awareness and understanding of emerging technologies such as artificial intelligence, quantum computing and digital travel credentials, and how they relate to passports and associated systems. The team is responsible for overseeing the development of Australia’s next generation passport and provides advice on key technologies for the department including APO’s facial recognition technology.

The Passport Program/Project Officer will develop and maintain expertise on APO's biometric technology, passport chip technology, passport security features, public key infrastructure and book technology. The Passport Program/Project Officer will engage with a wide variety of internal and external stakeholders, domestically and internationally, and may participate in a range of domestic and international working groups related to passport technology. The Passport Program/Project Officer will work on key projects related to the current and future series of passports, and future travel technologies.

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Duties

We're looking for high-performing people with skills and experience relevant to the department's enabling services operations. Our ideal candidates will:

- Have the ability to undertake research, evaluate options, and clearly communicate accurate advice on complex issues
- Be able to set priorities to achieve outcomes for a range of short and long term projects
- Have the ability to understand and interpret complex topics, and explain the information to a range of technical, non-technical, and senior executive stakeholders
- Be able to actively build and maintain effective networks of internal and external stakeholders
- Have demonstrated ability to work collaboratively to achieve outcomes
- Possess critical thinking and problem solving skills with attention to detail
- Have demonstrated capacity to negotiate, advocate, represent and influence in internal and external forums
- Have an understanding, or the ability to quickly develop an understanding, of the legislative and broader government policies relevant to the delivery of passport technology and standards
- Have high level written and verbal communication skills

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

For further information please refer to the Applicant Information Pack

Eligibility

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

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

Notes

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 Foreign Affairs and Trade

To Apply

Position Contact	Chin Sukumaran, Chin.Sukumaran@dfat.gov.au
Agency Recruitment Site	https://www.dfat.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762572

Aged Care Quality and Safety Commission

Closing Date:Sunday 21 September 2025

ACQSC Complaints Commissioner Division
Intake and Complaints Resolution Group Assessment Allocation and Resolution Team, Regional Resolution Teams

Job Title	Senior Complaints Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Hobart TAS, Brisbane QLD, Adelaide SA, Sydney NSW, Canberra ACT, Perth WA, Melbourne VIC
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
Classification	APS Level 6
Position Number	TBC
Agency Website	

Job Description

https://agedcarequalitycareers.nga.net.au/?jati=9846E217-70C6-E52D-B176-E431EDE621A7

About the Team

The Intake and Complaints Resolution Group (ICRG) work with people receiving aged care services, their supporters and service providers to resolve concerns and make positive improvements for people receiving aged care. The Complaints sectionis part of ICRG which supports managing risk, complaint resolution, sharing intelligence and where required, an integrated regulatory response.

About the Role

The Aged Care Quality and Safety Commission have several exciting opportunities for Senior Complaints Officer.

Senior Complaints Officers are focused on making positive improvements for people receiving aged care, their supporters and service providers Senior Complaints Officers use a range of techniques to resolve complaints in a timely and effective manner, such as desk-based investigations, facilitated discussions and meetings or site visits. Our complaints teams aim to resolve complaints in an impartial manner, achieving positive outcomes for older people, improving their aged care experience.

Senior Complaints Officers have a strong customer outcome focus, with the resilience and confidence to liaise with internal and external stakeholders in all cases, from daily interactions to complex and contentious matters.

Duties

• Work with complainants, people receiving care, their supporters and service providers to identify concerns and develop options to achieve resolution.

• Analyse and interpret information presented to you including identifying, prioritising, escalating and managing risks within your caseload.

• Contribute to the overall objectives and outcomes of your team, including meeting legislated and other key performance indicators.

• Positively contribute to the work of your team by sharing ideas, offering support and collaborating on key tasks.

• Manage high caseloads involving complex and sensitive subject matter and competing priorities.

• Have difficult conversations with stakeholders including aged care recipients, their supporters and service providers

• Accurately record information including, detailed file notes, risk assessments, referrals, recommendations and escalation briefs.

• Produce high quality correspondence for complainants, people receiving care, their supporters and service providers. Correspondence needs to be person centred, as well as meeting the principles and requirements of administrative decision making.

• Be allocated duties that may not be specifically mentioned in the position description, that are within the capacity, qualifications and experience normally expected from persons occupying positions at the APS6 classification.

Eligibility

• High level analytical and problem-solving skills, the ability to assess and manage risk, work within legislative requirements, make impartial recommendations.

• A strong understanding of the principles of administrative decision making.

• A strong understanding of the aged care sector and the ability to interpret, understand and apply, or to quickly acquire knowledge of relevant legislation, including the Aged Care Act 1997 and Aged Care Quality Standards.

• Excellent written and verbal communication skills including the ability to write comprehensive evidence-based recommendations and reasons for decisions tailored to your audience.

• Manage interpersonal relationships with respect and work within your team to accomplish organisational goals.

• Well-developed time management skills to thrive in a busy environment ensuring your case load and competing priorities are actioned appropriately.

• Strong stakeholder engagement skills and the ability to maintain productive working relationships.

• Identifying broader factors, trends and influences that may impact on the team's objectives.

• Publicly represent the commission, acting professionally (including adhering to APS Values & Code of Conduct) and operating within the boundaries of organisational processes and legal and public policy directions.

Role specific requirements

• Required to provide evidence of seasonal influenza and COVID 19 vaccinations

• Attend the required induction program, a portion of which will be on site over consecutive weeks

Please note: Nursing allowance may be paid to eligible Registered Nurses.

Desirable skills, experience and qualifications

• Experience in complaints management, dispute resolution, legal, aged care, clinical experience, or financial experience (including with financial fee structures of aged care providers) is highly desirable but not mandatory.

Notes

• Salary offered will be between $96,503 to $108,869 per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.

• Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit apsc.gov.au/citizenship-aps

• Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months.

• Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than **600-words**, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **Sunday 21 September 2025 at 11:00 pm AEST**.

Please contact our recruitment team on **(02) 9633 3262** or recruitment@agedcarequality.gov.au for assistance with accessing our website or with lodging your application.

Specific questions about the role can be directed to ICRG Support by emailing ICRG.Support@agedcarequality.gov.au with the position title in the subject line.

Diversity and Inclusion

The Commission is committed to fostering a workplace with flexible work arrangements to support a diverse, respectful and inclusive culture for all staff.

The Commission recognises the richness of Aboriginal and Torres Strait Islander cultures and is committed to the implementation of our Reconciliation Action Plan. The Commission values the unique knowledge and experience of Aboriginal and Torres Strait Islander employees which strengthens and supports our focus on protecting and enhancing the safety, health, wellbeing and quality of life of aged care consumers.

Further information:

For further information about the Quality Commission, office locations and other related resources, please visit https://www.agedcarequality.gov.au

For more information on the Australian Public Service, please visit http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code.

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 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	ICRG Support, (02) 9633 3262
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=9846E217-70C6-E52D-B

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762647

Australian Commission on Safety and Quality in Health Care (ACSQHC)

Closing Date:Sunday 21 September 2025

ACSQHC
ACSQHC Strategy and Innovation

Job Title	EL1 Digital Content Editor, Digital Transformation
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$120,830 - $137,808
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	Position will be offered in a hybrid model of office based and WFH, where operationally feasible. A regular weekly presence in the office is required.
Classification	Executive Level 1
Position Number	20051288
Agency Website	https://www.safetyandquality.gov.au/careers

Job Description

https://www.safetyandquality.gov.au/careers

The Digital Content Editor will play a critical role in the preparation of content for the new website and ensuring the accuracy, clarity and accessibility of the Commission's digital content.

Duties

Duties of the Digital Content Editor will include, but are not limited to, the following:

1. Lead the development of a content strategy, standards, workflows, operational practices, and policies for managing content on the Commission's website, ensuring they are applied effectively and consistently across Commission Programs.
2. Review and edit digital content for clarity, consistency, grammar, and adherence to plain language and health literacy principles.
3. Ensure all digital content complies with government communication standards, accessibility and Commission style guides.
4. Collaborate with subject matter experts to translate complex health information into accessible web-based content.
5. Use analytics and user feedback to inform content improvements and updates.
6. Lead and coordinate the development of consumer-facing web content based on existing materials
7. Create word templates and guidance for webpage content development.
8. Liaise, and foster productive working relationships with Commission staff and provide specialist content and user experience advice and support.
9. Lead and coordinate stakeholder consultations and user testing for web content
10. Prepare high-quality written digital content, briefs, reports and other documents for a range of audiences

11. Participate in and present to committee meetings, forums and workshops on relevant topics.

Eligibility

The successful candidate will have:

- Demonstrated experience editing and managing digital content in a health, government or regulatory context.
- Exceptional content design and web writing skills including expertise in translating highly technical information into clear messages for a wide variety of audiences.
- Highly developed communication and interpersonal skills, in particular, an excellent ability to consult and negotiate with a wide variety of stakeholders.
- Highly developed analytical skills and conceptual ability, with the demonstrated capacity for strategic judgement.
- Demonstrated ability to use content and workflow platforms such as GovCMS and superior skills in the Microsoft suite.

Notes

To apply for this position, please complete and submit an application form through https://www.safetyandquality.gov.au/careers and upload:

- A CV summarising your relevant experience and qualifications
- A two-page cover letter broadly addressing your suitability against both the position description and selection criteria.

Candidates must be Australian citizens to be eligible to apply.

Please note: This position will be offered in a hybrid model of office based (Sydney) and working from home, where operationally feasible. A regular weekly presence in the office is required.

Questions about the role can be directed to Sally Stewart on 02 7232 5145.

Closing date for applications is **11.59pm Australian Eastern Standard Time (AEST) Sunday 21 September 2025.**

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 Commission on Safety and Quality in Health Care (ACSQHC)

The Australian Commission on Safety and Quality in Health Care's (the Commission) role is to lead and coordinate national improvements in the safety and quality of health care. The Commission works in partnership with the Australian Government, state and territory governments and the private sector to achieve a safe, high-quality and sustainable health system. In doing so, the

Commission also works closely with patients, carers, clinicians, managers, policymakers and healthcare organisations. Key functions of the Commission include developing national safety and quality standards, developing clinical care standards to improve the implementation of evidence-based health care, coordinating work in specific areas to improve outcomes for patients, and providing information, publications and resources about safety and quality. The Commission works in four priority areas: 1. Patient safety 2. Partnering with patients, consumers and communities 3. Quality, cost and value 4. Supporting health professionals to provide care that is informed, supported and organised to deliver safe and high-quality health care. For more information please visit the Commission's website.

To Apply

Position Contact	Sally Stewart, 02 7232 5145
Agency Recruitment Site	https://www.safetyandquality.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762729

Australian Commission on Safety and Quality in Health Care (ACSQHC)

Closing Date:Monday 22 September 2025

ACSQHC
ASCQHC National Standards

Job Title	EL2 Director, National Standards
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$144,162 - $170,679
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	Position will be offered in a hybrid model of office based and WFH, where operationally feasible. A regular weekly presence in the office is required.
Classification	Executive Level 2
Position Number	20021568
Agency Website	https://www.safetyandquality.gov.au/careers

Job Description

https://www.safetyandquality.gov.au/about-us/working-us

The National Standards Program is responsible for national standards to improve the safety and quality of healthcare. These currently include the National Safety and Quality Health Service (NSQHS) Standards, Primary Health Care Standards, Cosmetic Surgery Standards, and Digital Mental Health Standards. The program is responsible for the maintenance, review and development of standards as a robust lever for improvement. The work underpins the broader work of the Commission to support implementation of evidence based best practice to mitigate risks associated with healthcare and drive health system improvement.

In addition, the program develops and maintains the Australian Health Service Safety and Quality Accreditation Scheme, the National General Practice Accreditation Scheme and the National Diagnostic Imaging and Pathology Accreditation Schemes. This includes ongoing support and coordination of accreditation assessment processes, review and evaluation of data and reporting and feedback to drive improvement.

Duties

Duties of the Director will include, but are not limited to, the following:

1. Lead the development and maintenance of national standards consistent with the priorities of the 2025 – 2030 Strategic Plan.
2. Effectively manage and oversee the accreditation schemes.
3. Lead the development of the third edition of the NSQHS Standards.
4. Coordinate a multi-year safety and quality program for national standards.

5. Implement agreed work plans in relation to the development of standards, accreditation schemes and any related projects required to meet the Commission's responsibilities, as directed by the CEO and COO.
6. Undertake and oversee project management activities, including the development of project plans, budgets, monitoring and reporting, including timely and effective identification of problems and management of risks.
7. Lead and manage project staff to deliver the outcomes specified for the National Standards program and other complementary activities required to meet the overall responsibilities of the Commission, as directed by the COO.
8. Collaborate with teams across the Commission to integrate their expertise in the development of standards, in particular the NSQHS Standards (3rd ed.), and supporting resources.
9. Work closely with the COO and other Executive to develop and maintain effective and productive relations with the Commonwealth, the jurisdictions and other key stakeholders.
10. Establish and maintain networks of key stakeholders to facilitate the work of the Commission including in relation to the Diagnostic Imaging Accreditation Scheme, National Pathology Accreditation Scheme, National General Practice Accreditation Scheme and the Australian Health Services Safety and Quality Accreditation Scheme.
11. Promote the program's priorities and work through a range of communications, public relations and appropriate fora as required by the CEO and COO.
12. Provide advice and assist with the Commission's involvement in relevant inter-government committees, working groups and projects at a national level, including undertaking representational activities on behalf of the CEO, the COO and the Commission.
13. Advise the COO and other Executives, and where required, the CEO, Board and Commission standing committees on the program.
14. Ensure the COO is consulted and informed about the implementation of and progress on program projects and strategic implications.
15. Manage team members on a day-to-day basis, including providing supervision, coaching, performance development and performance management where required, to ensure the program area's deliverables are met to time and to a high-quality.
16. Undertake the fiscal management of the program including program budgeting and staff resourcing in consultation with the COO.

Eligibility

The successful candidate will have:

- An extensive and comprehensive understanding of Australia's health care system, including knowledge of standards development and implementation and experience working with the safety and quality standards.
- Highly developed analytical skills and conceptual ability, with the demonstrated capacity for sound judgement and innovative problem-solving.
- Strong interpersonal skills including an ability to communicate with influence and an ability to cultivate productive working relationships with a range of government and non-government stakeholders.
- Highly developed oral and written communication skills including demonstrated ability to prepare high level briefing documents and submissions, present to a range of audiences, and explain complex technical and clinical issues simply
- Demonstrated experience in program or project management including managing budgets, organisational capability, and strategic planning, with a focus on achieving outstanding results.
- Demonstrated skills in leading and managing high performing teams.

Notes

To apply for this position, please complete and submit an application form through https://www.safetyandquality.gov.au/careers and upload:

- A CV summarising your relevant experience and qualifications
- A two-page cover letter broadly addressing your suitability against both the position description and selection criteria.

Candidates must be Australian citizens to be eligible to apply.

Please note: This position will be offered in a hybrid model of office based (Sydney) and working from home, where operationally feasible. A regular weekly presence in the office is required.

Questions about the role can be directed to Chris Leahy (02) 7232 6040.

Closing date for applications is **11.59pm Australian Eastern Standard Time (AEST) Monday 22 September 2025.**

Note - Salaries in the Commission are provided through its Enterprise Agreement. An Individual Flexibility Arrangement for additional remuneration may be offered for successful applicants who are able to demonstrate applicable skills and experience at a senior level.

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 Commission on Safety and Quality in Health Care (ACSQHC)

The Australian Commission on Safety and Quality in Health Care's (the Commission) role is to lead and coordinate national improvements in the safety and quality of health care. The Commission works in partnership with the Australian Government, state and territory governments and the private sector to achieve a safe, high-quality and sustainable health system. In doing so, the Commission also works closely with patients, carers, clinicians, managers, policymakers and healthcare organisations. Key functions of the Commission include developing national safety and quality standards, developing clinical care standards to improve the implementation of evidence-based health care, coordinating work in specific areas to improve outcomes for patients, and providing information, publications and resources about safety and quality. The Commission works in four priority areas: 1. Patient safety 2. Partnering with patients, consumers and communities 3. Quality, cost and value 4. Supporting health professionals to provide care that is informed, supported and organised to deliver safe and high-quality health care. For more information please visit the Commission's website.

To Apply

Position Contact	Chris Leahy, (02) 7232 6040
Agency Recruitment Site	https://www.safetyandquality.gov.au/about-us/working-us

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762774

Australian Commission on Safety and Quality in Health Care (ACSQHC)

Closing Date:Tuesday 23 September 2025

ACSQHC
ACSQHC Comprehensive Care and Communicating for Safety

Job Title	APS6 Project Officer, Comprehensive Care and Communicating for Safety
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$98,327 - $110,927
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	Position will be offered in a hybrid model of office based and WFH, where operationally feasible. A regular weekly presence in the office is required.
Classification	APS Level 6
Position Number	20021693
Agency Website	https://www.safetyandquality.gov.au/careers

Job Description

https://www.safetyandquality.gov.au/careers

The project officer will provide core administrative and project coordination support including, project planning, preparing agendas and minutes, and supporting internal processes such as reporting, briefings and approval processes, procurement and contractual documentation. The role

also includes contributing to the development and review of resources and providing secretariat support for advisory committees and working groups.

The role requires someone who is highly organised, proficient in managing competing tasks and experienced in supporting government or health-based project environments. Strong communication skills, initiative and the ability to work collaboratively with internal and external stakeholders are essential. The Project Officer will work closely with the Chief Nursing Officer, Program Manager, and other senior staff within the program.

Duties

Duties of the Project Officer will include, but are not limited to, the following:

1. Undertake project management activities including input into planning and documentation, monitoring and reporting on progress, supporting implementation, identifying risks and problems and proposing possible solutions.
2. Provide secretariat support for committees and expert groups, including preparation of agenda papers, meeting notes, logistics and other administrative tasks.
3. Research, review and analyse data, reports, published material and expert opinion to provide information and advice to support the development of projects and program initiatives.
4. Draft and edit meeting papers, correspondence, consultation materials, briefings and submissions, ensuring consistency and accuracy across documents.
5. Undertake end to end procurement and contract management activities including financial administration via the Commission’s financial administration system (SAP), processing of invoices and budget preparation and monitoring as necessary.
6. Collaborate with other team members and other program teams within the Commission to support the work of the team.
7. Liaise with national and state authorities, professional organisations, individuals and non-government organisations to progress the program’s work priorities.
8. Other duties as required which may include assisting the Commission’s corporate functions.

Eligibility

The successful candidate will have:

- Demonstrated project management skills and experience.
- Strong conceptual, analytical and research skills, including demonstrated sound judgement and innovative problem-solving skills.
- Demonstrated strong writing skills, including the ability to write high level documents including briefing papers, reviews, submissions and meeting papers.
- Demonstrated strong interpersonal skills with an ability to communicate effectively and develop productive working relationships with a range of stakeholders.
- An understanding of Australia’s healthcare system.

Notes

To apply for this position, please complete and submit an application form through https://www.safetyandquality.gov.au/careers and upload:

- A CV summarising your relevant experience and qualifications
- A two-page cover letter broadly addressing your suitability against both the position description and selection criteria.

Candidates must be Australian citizens to be eligible to apply.

Please note: This position will be offered in a hybrid model of office based (Sydney) and working from home, where operationally feasible. A regular weekly presence in the office is required.

Questions about the role can be directed to Loren McDonald on 02 7262 5429.

Closing date for applications is **11.59pm Australian Eastern Standard Time (AEST) Tuesday 23 September 2025.**

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 Commission on Safety and Quality in Health Care (ACSQHC)

The Australian Commission on Safety and Quality in Health Care's (the Commission) role is to lead and coordinate national improvements in the safety and quality of health care. The Commission works in partnership with the Australian Government, state and territory governments and the private sector to achieve a safe, high-quality and sustainable health system. In doing so, the Commission also works closely with patients, carers, clinicians, managers, policymakers and healthcare organisations. Key functions of the Commission include developing national safety and quality standards, developing clinical care standards to improve the implementation of evidence-based health care, coordinating work in specific areas to improve outcomes for patients, and providing information, publications and resources about safety and quality. The Commission works in four priority areas: 1. Patient safety 2. Partnering with patients, consumers and communities 3. Quality, cost and value 4. Supporting health professionals to provide care that is informed, supported and organised to deliver safe and high-quality health care. For more information please visit the Commission's website.

To Apply

Position Contact	Loren McDonald, 02 7262 5429
Agency Recruitment Site	https://www.safetyandquality.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762837

Australian Digital Health Agency

Closing Date:Thursday 25 September 2025

Digital Solutions
Research Analytics and Data Research Eval and Statistics

Job Title	Research & Evaluation Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$87,584 - $94,719
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	0533_09/25
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

About the Role

The Agency are currently recruiting for a Research and Evaluation Officer (APS5) to join our team on a Full-time ongoing position. Reporting to the Senior Evaluation Officer (Research, Evaluation & Statistics SN), the Research & Evaluation Officer contributes to the design, development, and implementation of methodologies that accurately reflect user attitudes, knowledge, and behaviours, while also evaluating the impact of the digital health ecosystem.

This role is accountable for:

- Manage impact evaluation projects in a timely, accurate, and collaborative manner to support the Agency's strategic objectives.
- Design, develop, and implement research and evaluation methodologies using online quantitative and qualitative techniques, as well as in-person and in-situ studies conducted through the Agency's Experience Centre.
- Support the Senior Evaluation Officer (Research, Evaluation & Statistics SN) in promoting evaluation practices and performance monitoring across the Agency.

This role involves moderately complex to complex work performed under limited direction, with accountability for managing workflow and making independent decisions within a defined area of responsibility. The Research & Evaluation Officer provides policy advice informed by relevant legislation and may conduct specialist research, analysis, investigations, and operational support tasks. The position often involves public engagement, requiring clear communication and professional advice to a diverse range of stakeholders. Additionally, the role may include supervising junior staff, managing performance, allocating tasks, and identifying opportunities for on-the-job training.

Duties

Skills and Experience

- Tertiary qualification in a relevant health, research, or analytics discipline with associated experience.
- You will have exposure to research and evaluation design, development and implementation for policy reform.
- Proven experience in stakeholder management to achieve project or operational objectives, with the ability to anticipate stakeholders' needs and expectations.
- Clear verbal, written and presentation communication skills with the ability to communicate clearly and concisely across technology and business teams.
- Capable of working independently, with minimal guidance, while adhering to established priorities, practices, and methodologies to deliver high-quality results.

Eligibility

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

Notes

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.

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 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	Tracey Davenport, Tracey.Davenport@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762633

Australian Institute of Health and Welfare

Closing Date:Friday 19 September 2025

Various Various

Job Title	APS6 Project Officers
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$97,702 - $108,007
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 6
Position Number	#113_09/25
Agency Website	

Job Description

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

The AIHW's APS employee census results attest to our positive and supportive workplace culture. We are an inclusive, flexible, and productive workplace where people are treated with respect and courtesy, and diverse and unique attributes are recognised and valued. Our results also show that we achieved top ten rankings in staff engagement, communication, wellbeing and SES manager scales out of 107 APS agencies.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the Benefits of working for the AIHW page of our website.

Duties

Housing and Homelessness Reporting and Development Unit – APS6 Project officer

The Housing and Homelessness Reporting and Development Unit is responsible for delivering evidence about homelessness support services and housing assistance provided to Australians in need. The Unit is also responsible for supporting states and territories to develop nationally consistent data definitions for national reporting requirements.

The successful project officer applicant would perform all or some of the following:

- Lead a small team of 1 to 2 staff.
- Lead the coordination of projects, including liaising with analysts, data visualisation experts and the web/publishing teams.
- Undertake authoring/reviewing of reports using data provided by analysts and contribute to data visualisations for reports.
- Contribute to technical committee papers and coordinate meetings.
- Effectively liaise with stakeholders both within and external to the AIHW.

To be successful in this role, you will have well-developed skills in, or aptitude for, project management, authoring of data reports, strong verbal and written communication skills and sound organisational skills.

Child Welfare Unit – APS6 Project officer

The Child Welfare Unit (CWU) is looking for talented and enthusiastic project officers to join the unit. The CWU collects and analyses data to support reporting and policy decisions on children and young people in contact with the child protection system and children who have been adopted.

The successful applicant would undertake the following:

- Manage data development projects under national commitments such as the National Agreement on Closing the Gap Target 12, Safe and Supported: National Framework to Protect Australia's Children and the National strategy to Prevent and Respond to Child Sexual Abuse.
- Manage a small team to produce outputs from the Child Protection National Minimum Dataset (CP NMDS) and linked data assets for annual releases of Child Protection Australia, the Report on Government Services and other ad hoc data requests.
- Work with internal and external stakeholders to deliver the CWU's work program.

To be successful in this role, you will have well-developed skills in project work, data analysis, verbal and written communication, sound organisational skills and staff management skills.

Tobacco, Alcohol and Other Drugs Unit – APS6 Project officer

The Tobacco, Alcohol and Other Drugs (TAOD) Unit is responsible for the collection, validation, analysis, and reporting on alcohol, tobacco, vape, and other drug use prevalence and alcohol and drug treatment services. This includes leading and contributing to projects that consolidate alcohol, tobacco, vape, and other drugs data from across multiple national collections to identify trends in use, drug-related harm, attitudes and behaviours, treatment, and emerging issues and drugs of concern.

The successful applicant would undertake all or some of the following:

- Interpret survey analysis output and identify key trends and results for reporting from the 2025 National Drug Strategy Household Survey (NDSHS).
- Manage and prepare reports for public release based on analysis output.
- Support the release of a range of products, including reports, data tables, data visualisations, confidential data sets, metadata, progress reports and agenda papers.
- Manage analysis and output of results.

To be successful in this role, you will have well-developed skills in, or aptitude for, verbal and written communication, attention to detail, research project work, data analysis and interpretation, and sound organisational skills.

Suicide and Self-Harm Monitoring Unit – APS6 Project officer

The Suicide and Self-Harm Monitoring Unit (SSHMU) is responsible for the implementation and continuous improvement of the National Suicide and Self-harm Monitoring System. This involves the analysis and

publication of data across multiple discrete and linked administrative data sets, including focused work on priority populations identified under the National Mental Health and Suicide Prevention Agreement. One of several projects within this Unit is AIHW's role in supporting the development of the National Suicide Prevention Outcomes Framework (Outcomes Framework) in partnership with the National Suicide Prevention Office (NSPO). The available role includes supporting the Project Lead in developing and contributing to activities to establish the mixed methods data approach and indicator reporting to support the NSPO's national outcomes framework for suicide prevention. The role will also include contribution to data and reporting activities undertaken in the broader SSHMU team.

Under general direction, this role may require the successful candidate to perform all or some of the following:

- Organising, managing and undertaking project tasks and activities, including providing advice on any issues or risks that may arise, escalating when necessary, and the provision of administrative and/or professional support for the project.
- Providing support and contributing to the development of documentation relating to the development of the Outcomes Framework.
- Undertake complex research, analysis and interpretation of data. Including the collation of data from multiple sources.
- Liaising with internal and external stakeholders.
- Authoring and reviewing content for the development of web content to be hosted on the AIHW website.

Eligibility

To be eligible to apply for this vacancy, you must:

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

Notes

Please submit your application online via the AIHW e-Recruit system. When applying online for the first time, you will need to register and provide a valid email address.

Your application must include:

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

Please note, late applications will not be accepted.

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 Institute of Health and Welfare

To Apply

Position Contact	Sowon Kim, 0262495030
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762348

Department of Health, Disability and Ageing

Closing Date:Monday 29 September 2025

Digital Transformation and Delivery

Job Title	Inaugural Director General - Australian Centre for Disease Control
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Positions are Canberra-based, however flexible or alternative arrangements may be negotiated
Classification	Statutory Appointment
Position Number	25-DEDIV-29825
Agency Website	

The Australian Government has introduced legislation to Parliament to establish a statutory Australian Centre for Disease Control (CDC). In readiness for the commencement of the agency on 1 January 2026 the Government is seeking to appoint the CDCs inaugural Director General.

The CDC will be a gamechanger, ensuring Australia is better prepared for the next pandemic and the many other health challenges we will face in the intervening years.

The CDC will provide a national lens on public health risks, bringing together evidence and expertise to complement and support state and territory responsibilities. Headquartered in Canberra, the agency will be Australia's chief source of independent, national expert public health advice, including on how best to respond to infectious disease outbreaks.

As a leader in disease control, preparedness, response, and prevention, the CDC will collaborate with relevant jurisdictional, national and international entities to strengthen Australia's public health infrastructure and insights. It will work with states and territories to develop real-time data capabilities, using the strongest evidence base to develop advice to ministers and agencies, and inform decision making.

The Opportunity

The Department of Health, Disability and Ageing is seeking applications from high calibre candidates to lead the CDC. You will be exceptionally well credentialed in driving improvements in public health have a proven record in leading an organisation through transformational change and public communications.

You will be a forward-thinking, innovative leader with a highly collaborative approach. You will inspire trust and confidence across a wide array of stakeholders, from government officials to the public, while maintaining a rigorous scientific foundation for advice and decisions.

As the key advisor on matters related to public health threats, disease prevention and controls in Australia, you will be the public face of the CDC. You will be the CDC's key representative at public forums, parliamentary hearings, and international conferences. You will be a talented communicator, able to explain complex science-based information to diverse audiences, including the public through conventional and social media.

Maintaining relationships with public health research institutions and communicable and non-communicable disease professional groups, you will play a key role in ensuring the CDC is at the forefront of data analytics for disease surveillance and public health reporting. Strategic

partnerships with relevant stakeholders who provide data and other inputs will be critical to enabling evidence-based decision making.

An attractive remuneration package will be offered to the successful candidate.

Duties

To be a strong contender, you will possess:

- a proven record of successfully leading complex public health organisations
- exceptional leadership skills with the ability to create a positive, trusted and inclusive workplace culture
- comprehensive knowledge of and experience in:
    - Australia's public health landscape, including the role of state, territory and federal health ministers, departments and other stakeholders
    - government health policy frameworks and public sector governance
- credibility as an expert in the field of public health with experience representing the organisation in many forums
- senior professional experience in population health, including contributions to public health policy, strategies programs and advice, with a track record of informing government decision-making at the highest levels
- demonstrated experience building and maintaining effective relationships with key stakeholders such as states and territories, medical professionals, international agencies, and the public
- exceptional communication skills, including the ability to:
    - demystify jargon to provide advice that is tailored and easily understood by the audience
    - provide a compelling and persuasive argument while gaining the trust of stakeholders
- sound knowledge of cutting-edge data science, disease modelling, and public health informatics

Qualifications

- an advanced degree in Public Health, Epidemiology or related field is mandatory.

Eligibility

To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.

An applicant’s suitability for employment with Health, Disability and Ageing will also be assessed through a variety of pre-employment check processes, such as:

- Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
- Completion of a medical declaration and pre-employment medical (where required),
- Providing evidence of qualifications (where required), and
- Obtaining and maintaining a security clearance at the required level.

For this role applicants must be able to obtain and maintain a Negative Vetting 2 security clearance or hold a current security clearance at an appropriate level.

Notes

- **Applications close Monday 29 September 2025 at 11:30pm AEST**.
- Applicants are asked to quote reference number **25-DEDIV-29825** to assist when making an enquiry.

For further information about the role, please contact Watermark at search@watermarksearch.com.au or call Daniel and Claire on 02 9233 1200 and **quote the reference number A006086**.

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 Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Watermark Search International, 02 9233 1200
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762484

Department of Health, Disability and Ageing

Closing Date:Sunday 21 September 2025

Financial Management Division
Corporate Financial Strategy and Services Branch Contact Centre Section

Job Title	APS Level 3 - Contact Centre - Senior Customer Service Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$72,336 - $80,179
Future Merit Locations	Woden
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 3
Position Number	25-FMDIV-29977
Agency Website	

Job Description

https://www.health.gov.au/about-us/work-with-us/current-vacancies

Duties

Lead with Impact in a Frontline Customer Service Role.

As a Senior Customer Service Officer, you'll be at the forefront of delivering exceptional service to the community, health providers, and internal teams. This role offers the opportunity to:

- Tackle complex enquiries and support escalations, becoming a trusted problem-solver for both customers and colleagues.
- Mentor and guide team members through on-the-job training, daily task coordination, and quality assurance activities.
- Drive service excellence by contributing to process improvements and supporting the use of evolving technologies.
- Thrive in a dynamic environment where your communication, organisation, and adaptability are key to success.

If you're ready to take the next step in your customer service career and lead by example in a supportive, fast-paced environment, this role offers both challenge and reward.

Eligibility

To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.

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

- Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
- Completion of a medical declaration and pre-employment medical (where required),
- Providing evidence of qualifications (where required), and
- Obtaining and maintaining a security clearance at the required level.

Notes

Applications close 11:30pm AEST.

Applicants are asked to quote reference number 25-FMDIV-29977 to assist when making an enquiry.

This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended.

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 Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Riley Dunstan, (02) 5132 1946
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762631

Department of Health, Disability and Ageing

Closing Date:Monday 22 September 2025

Independent Health and Aged Care Pricing Authority
Aged Care Policy Branch Aged Care Policy Accommodation Section

Job Title	Operations Officer - Independent Health and Aged Care Pricing Authority
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$98,336 - $110,937
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements may be negotiated with manager
Classification	APS Level 6
Position Number	25-IHACPADIV-29955
Agency Website	

Job Description

https://www.health.gov.au/about-us/work-with-us/current-vacancies

This role is within the Aged Care Policy Branch of the Independent Health and Aged Care Pricing Authority (IHACPA).

The Operations Officer in the Aged Care Accommodation section is responsible for allocating Refundable Accommodation Deposit (RAD) applications received to the section’s in-box to the team, inputting applications into the database, and record keeping.

The Operations Officer is responsible for tracking and managing incoming calls and enquiries from the sector and redirecting queries from consumers and their families. The position supports assessors in compiling and the secure filing of decisions and reports, coordinating the allocation process of applications and managing the development of lapsing letters. The Operations Officer also supports procurement, reporting the section's monthly and annual reporting, and supporting the development of key policy and procedural documents.

Duties

The Operations Officer reports to a Policy & Program Manager and supports the Aged Care Accommodation section, to ensure operational goals are achieved. Key responsibilities include:

- Supporting a team of Policy & Program Managers and the Director of the Aged Care Accommodation section, in the delivery of the aged care policy work program and other matters as they arise
- Undertaking the delivery of specific aged care policy activities, including but not limited to:

• Accurate data entry and sound record keeping

• Drafting correspondence to aged care providers about lapsing refundable accommodation deposit (RAD) applications

• Managing the section's in-box

• Responding to phone calls from the aged care sector, consumers or their families.

- Supporting Policy & Program Managers to develop:

• Reviews of RAD applications and information that require sharing with the other key agencies

• Monthly data reporting of the number of RAD applications received and progressed

• IHACPA-wide documents, such as the Annual Report, and Board or committee papers, as required.

- Managing relationships with internal and external stakeholders including telephone calls and correspondence from aged care providers or consumers and their families, coordinating timely and professional responses
- Contributing to the development and implementation of internal policies and procedures.
- Contributing to procurement and contract management activities, and other ad hoc duties as required.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
    - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
    - Completion of a medical declaration and pre-employment medical (where required),
    - Providing evidence of qualifications (where required), and
    - Obtaining and maintaining a security clearance at the required level.

For this role, a bachelor's degree or equivalent in social sciences, health, public policy or similar fields would be looked upon favourably but is not essential. Desirable experience includes:

- An understanding of the aged care system, legislation and regulatory environment.
- Operational experience in the health, aged care or disability sector(s).
- A working understanding of a customer relationship management (CRM) system, TRIM content manager or similar record keeping software.

Notes

- Applications close 11:30pm AEST on Monday 22 September 2025.
- Applicants are asked to quote reference number 25-IHACPADIV-29955 to assist when making an enquiry.
- Employees perform their duties at one of the Department of Health, Disability and Ageing offices, in the locations specified in this advertisement. Remote working is possible and is negotiated with your manager on commencement. Flexibility can be negotiated with your manager to balance your personal and professional needs with the needs of your role and business area.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

About the Department of Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Vanessa D'Souza, (02) 7232 6267
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Health

Vacancy VN-0762680

Department of Health, Disability and Ageing

Closing Date:Sunday 14 September 2025

Medical Devices and Product Quality Division
Medical Devices Surveillance Branch Post Market Monitoring Section

Job Title	APS Level 3 - Administration Officer - Medical Devices Surveillance Branch
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible arrangements can be negotiated
Classification	APS Level 3
Position Number	25-MDPQDIV-29708
Agency Website	

Job Description

https://www.health.gov.au/about-us/work-with-us/current-vacancies

The APS Level 3 Administration Officer is responsible for providing administrative assistance to the Devices Post Market Monitoring Section where required.

Duties

- General administrative tasks associated with the management of adverse event reports for medical devices and the database.
- Maintaining records in accordance with both the APS & TGA’s records management policies and procedures.
- Assistance with maintaining complex excel spreadsheets.
- Answering routine email and telephone enquiries from internal and external stakeholders.
- Managing mailboxes in Microsoft Outlook.
- Data entry into the relevant databases and ability to perform searches of the databases.
- Supports in building and sustaining positive relationships with team members and stake holders.

- Maintenance of best practice record keeping procedures and practices
- Provide secretariat support for organising team and perform other tasks within the Section as required.

Eligibility

To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.

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

- Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
- Completion of a medical declaration and pre-employment medical (where required),
- Providing evidence of qualifications (where required), and
- Obtaining and maintaining a security clearance at the required level.

The candidate must disclose and take reasonable steps to avoid, any conflict of interest (real or apparent) in connection with APS employment; and disclose details of any material personal interest of the employee in connection with the employee's APS employment. This is required before and throughout the period of engagement with the APS.

Notes

Applications close Sunday September 14 at 11:30pm AEST.

Applicants are asked to quote reference number 25-MDPQDIV-29708 to assist when making an enquiry.

Employees perform their duties at one of the Department of Health, Disability and Ageing (DoHDA) offices, in the locations specified in this advertisement. Remote working is possible and is negotiated with your manager on commencement. Flexibility can be negotiated with your manager to balance your personal and professional needs with the needs of your role and business area.

This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended by an additional 12 months (cannot exceed 24 months in total).

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 Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Muhammad Baig, (03) 7041 0072
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Health

Vacancy VN-0762809

Professional Services Review

Closing Date:Sunday 28 September 2025

Executive Unit

Job Title	Medical Officer
Job Type	Part-Time, Ongoing
Location	Canberra ACT
Salary	$133,597 - $165,213
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Hybrid, WFH, Flexible
Classification	Executive Level 2
Position Number	20044790
Agency Website	https://www.psr.gov.au/

Job Description

https://www.psr.gov.au/our-employment-opportunities

Professional Service Review (PSR) is an Agency within the Health, Disability and Ageing portfolio whose work protects the integrity of the Medicare, Dental and Pharmaceutical Benefits programs. PSR is established under Part VAA of the Health Insurance Act 1973, which sets out the role and powers of the Agency, as well as the process that it must follow when conducting its work.

The Medical Officer reports to the Director of PSR who is responsible for managing and overseeing all aspects of the PSR Scheme. Utilising their relevant professional experience, the Medical Officer assists the Director and Associate Directors with their duties and functions set out in Part VAA of the Health Insurance Act 1973 (HI Act) which includes conducting reviews into potential inappropriate practice by a health practitioner. This can include an examination of medical records, meeting with the persons under review and contributing to reports.

Duties

The Medical Officer develops strong working relationships with a wide range of stakeholders, working closely with the Department of Health, Disability and Ageing (the Department) as well as other government agencies, the medical profession, medical colleges and other health professional organisations.

Under limited direction, the Medical Officer undertakes duties in accordance with the agreed standards for the Executive Level 2 classification. Duties include:

- assisting the Director and Associate Directors with performing functions as set out in Part VAA of the HI Act
- reviewing case records of persons under review
- meeting with persons under review which will involve interstate travel
- assisting the Director and Associate Directors to review submissions
- assisting the Director and Associate Directors to meet with stakeholders
- assisting the Director in relation to the ongoing work of PSR Panel members who sit on PSR Committees.

Eligibility

This vacancy is open to Australian citizens only and you must have the ability to obtain and maintain a Baseline security clearance.

Notes

What we offer you

You will have access to:

• negotiable salary entry points

• attractive 15.4% superannuation

• free car parking at Brindabella Business Park

• flexible working conditions

• salary sacrificing options including superannuation

• professional learning and development opportunities

• support for diversity, good health and wellbeing

• an engaged social club that facilitates activities to celebrate our people and build connections.

Our office is located at Brindabella Business Park, ACT, located 10 minutes from the CBD. Brindabella Park hosts a dedicated gymnasium, sports facilities, cafe and restaurant dining, conference facilities, a childcare centre and provides a calendar of social events.

This is a part-time role, and the salary will be pro rata based on the part-time hours worked.

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

For more information about this role, including the expectations of the role, key responsibilities and how to apply, please review the Candidate Information Kit available on PSR's employment opportunities page: Search | Professional Services Review.
https://www.psr.gov.au/our-employment-opportunities

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 Professional Services Review

Professional Services Review is a small statutory authority tasked to review and investigate Medicare-referred cases of possible inappropriate practice relating to Medicare, the Child Dental Benefits Scheme and the Pharmaceutical Benefits Scheme. We operate flexibly and exercise high level leadership skills and undertake a diverse breadth of work. PSR is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experience. PSR welcomes applications from people of all genders, people from culturally and linguistically diverse backgrounds, Aboriginal and Torres Strait Islander peoples, mature age people, and people with disability. PSR provides a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of PSR with the needs of the individual. Flexible working options may include full time/part time working arrangements, working from home or working remotely. To find out more, visit our website at www.psr.gov.au

To Apply

Position Contact	David Brand, 0476 210 825
Agency Recruitment Site	https://www.psr.gov.au/our-employment-opportunities

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Home Affairs

Vacancy VN-0762689

National Emergency Management Agency

Closing Date:Wednesday 24 September 2025

Job Title	NEMA Senior Executive Assistant
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	$94,775 - $106,505
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 6
Position Number	139751
Agency Website	https://nema.gov.au/about-us

Job Description

https://jobs.homeaffairs.gov.au/job-invite/139751/

National Emergency Management Agency

Be part of something bigger: contribute to building a secure Australia that is prosperous, open and united.

Join a connected team of professionals, where you can be your authentic self; grow your career while making time for all parts of your life.

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

NEMA works closely with states and territories to deliver the best outcomes for communities across Australia. To help communities respond and recover, while also preparing Australia for future emergencies, we:

- Fund programs and initiatives, large and small, that help communities in times of emergency as well as to recover and prepare, including through disaster recovery funding and the Disaster Ready Fund to help reduce the risk and impact of disasters
- Have officers located across Australia, working in partnership with states and territories to support disaster-affected communities to collectively build resilience, reduce risk and harm, and effectively respond to and recover from disasters
- Provide national leadership to share knowledge, situational awareness, and trends in disaster efforts to inform, guide and shape the national picture and decision-making at the Commonwealth, state and local Government level – including through policy development and strategy to improve risk reduction, resilience and recovery
- Provide round-the-clock all-hazards monitoring and operational coordination for domestic and international emergencies, including supply chain disruptions, critical infrastructure outages, biosecurity risks and widespread cyber-attacks, and through supporting preparedness and response activities, including through the operationalisation of the Australian Government Crisis Management Framework.

For further information on NEMA's purpose, vision and values, please see the NEMA website.

Overview of the Branch and Section:

The Senior Executive Assistant (EA) reports directly to the Executive Officer within the Disaster Resilience and Recovery Group. The APS6 Senior EA works closely with the Deputy Coordinator-General and Executive Officer as part of a small, motivated and high performing team to achieve an all-encompassing range of highly complex administrative support work within a fast-paced, high-pressure environment. This is a position of high trust and discretion that requires creative thinking and exemplary judgement to manage a wide range of complex and sensitive issues/situations as they arise.

About the role:

The APS6 Senior EA is required to share information/expertise, monitor work practices, set work priorities and develop procedures based on professional judgement, evaluating risks within the context of a complex and changing environment. They are responsible for maintaining excellent stakeholder relationships and assisting with the resolution of moderately complex issues. The Senior EA will also form part of the broader Executive Support team to deliver and enable key business outcomes as required. The Senior EA exercises autonomy and accountability as well as undertakes objective and systematic research and analysis activities as a part of this role.

At times, staff within NEMA may be required to work outside of standard business hours, particularly during the higher-risk weather season.

Our ideal candidate:

We are looking for a candidate who enjoys working in a rapidly evolving and forward thinking environment, and who enjoys being part of a small and highly performing team. With a focus on

critical thinking skills, or the ability to quickly acquire critical thinking skills, our ideal candidate will be enthusiastic, experienced, self-driven and highly motivated to make a difference to directly influence the key objectives of the Agency.

We encourage applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds, mature age people 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.

Duties

- Organising, scheduling and coordinating meetings with internal and external stakeholders and coordinating venue bookings, audio visual equipment and other meeting resources as required
- Addressing highly complex telephone and email enquiries and independently responding to internal and external queries, and/or exercising judgement in referring matters or seeking advice from the Executive Officer
- Establishing and maintaining high level, constructive and collaborative relationships with internal and external stakeholders. This includes providing a responsive service and assisting junior EAs and other team members to cultivate and foster collaborative relationships with stakeholders
- Providing quality assurance (including proof reading, editing and drafting) of documents such as briefs, minutes and other advice in accordance with agency guidelines
- Identifying, designing, implementing and overseeing business improvement processes, including working with other Executive Assistants and staff across the organisation to support key business outcomes.

Role requirements/qualifications:

- Exemplary verbal and written communication skills
- Exemplary organisational skills, including time management and dealing with competing priorities
- Exemplary stakeholder engagement skills
- Ability to work highly effectively and collaboratively as part of a small, high performing team, and the ability to liaise with internal and external stakeholders at various levels
- Has the highest level of discretion and integrity, including the ability to deal with confidential and sensitive business matters
- Demonstrate responsiveness to changing priorities in a dynamic environment

Desirable

- Resilience and the ability to work with an agile mindset, adapting to new and changing priorities
- Interpersonal effectiveness to build rapport and maintain stakeholder relationships
- High-level of initiative, flexibility and resourcefulness
- Resilience to maintain and meet performance standards in pressured and unpredictable environments
- Self-awareness and responsible for own actions
- Experience with IT Systems such as PDMS, Expense8, EasySAP, Microsoft Office

Eligibility

To be eligible to work with the NEMA you must:

- Be an Australian Citizen
- Fulfil the Agency's minimum requirements by satisfactorily answering all screening questions during the application process and successfully undergo a National Police Check
- Obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance
- Satisfy a probation period (if applicable)
- Undergo a health assessment (if applicable).

Notes

Remuneration: The Agency offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position.

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

If you will not have access to your agency email during the process of this requisition, please advise the contact officer and provide alternate contact information.

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 Emergency Management Agency

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

To Apply

Position Contact	Linda Joicey, 0475 507 571
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139751/

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

Industry, Science, Energy and Resources

Vacancy VN-0762695

Australian Nuclear Science and Technology Organisation

Closing Date:Sunday 21 September 2025

Information Technology
Development and Analytics Web and Application Development

Job Title	Web Developer
Job Type	Full-Time, Ongoing
Location	Lucas Heights NSW
Salary	$97,142 - $109,065
Future Merit Locations	Lucas Heights
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	
Position Number	PD-1176
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description

www.ansto.gov.au

Web Developer

Position Overview

- Ongoing I Full Time | $97k - $109k +15.4% super | Salary sacrificing available

- Onsite Childcare for Employees | Cafe on site | Generous leave provisions | Flexible work practices
- Inclusive employer that values diversity | Health & Wellbeing Programs
- Various technical projects | Learning opportunities | Work autonomy | linked role for career progression

About the Opportunity

Provide technical capability, project leadership and expertise for delivery and support of key IT projects, analytics and initiatives while contributing to the overall technical capability required to promote and maintain best practices in the Development and Analytics Group.

About Us

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

Working with us you will enjoy

ANSTO offers training and development, performance-based salary increases and an extensive range of leave provisions to help employees balance work and personal commitments.

- 18 days personal/carers leave for each year of service
- 3 days paid leave between Christmas and New Year
- Generous parental leave provisions:
  - 18 weeks Parental leave for primary caregiver
  - 11 weeks Parental leave for secondary caregiver (with incremental increase to a maximum of 18 weeks effective 01/03/2027)
- Annual flu vaccinations
- Cultural, Naidoc and First Nations ceremonial leave

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

Duties

About You

Must Have

- Certifications, degree or experience in software development related fields.
- Experience in or capability to learn CSS, JavaScript and other presentation languages or frameworks
- Familiarity with code management practises and the use of GIT for use in source control, bug tracking and CI/CD.
- Willingness to learn new technology including Microsoft 365 and Power Platform, adopt new strategies and contribute to the Development and Analytics process and strategy landscape.

Nice to have

- Understanding of the cloud, web servers preferably Linux OS, browsers and associated protocols
- Ability to communicate, understand and articulate complex concepts to both technical and non-technical stakeholders.

Alan Yeung, Application Development Team Leader

Please click here to view the full Position Description

Eligibility

How to Apply

For further technical information relating to this position please refer to the Position Description or contact Alan Yeung on yeunga@ansto.gov.au. For all other queries please contact Talent Acquisition on +61 (02) 9717 9361.

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

Application closing date: 11:59pm 21ST September

All applicants must be Australian citizens.

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

Notes

About the Australian Nuclear Science and Technology Organisation

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

To Apply

Position Contact	Alan Yeung, (02) 9717-9361
Agency Recruitment Site	www.ansto.gov.au

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762562

Department of Industry, Science and Resources (DISR)

Closing Date:Sunday 05 October 2025

Anti-Dumping Commission
Investigations

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC
Salary	$78,770 - $85,027
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The department offers flexible working arrangements however applicants should note that given the nature of this role, it is primarily based in office
Classification	APS Level 4
Position Number	1565_08/25
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=A4938487-5072-3E2D-EE18-E431ED02BC92

About the department

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

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

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

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

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

About the team

We are Australia's international trade remedies authority - the Anti-Dumping Commission (the Commission). The commission is responsible for undertaking investigations into allegations of unfair international trade practices involving goods entering Australia and administering Australia's anti-dumping legislation. These investigations seek to deliver a level playing field for industry.

Professionalism, excellence and independence underpins the commission's world-class reputation. The commission is structured into three branches: Investigations Branch, Strategy and Operation Branch and Legal Branch.

About the Investigations Branch

The Commission's Investigations Branch is made up four investigations teams and a quality assurance and verification team. The branch undertakes highly technical anti-dumping and subsidy investigations. Investigations teams engage with a wide range of stakeholders and prepare reports that apply relevant legislation, policy and practice. Investigations teams conduct detailed research and complex analysis of financial and economic data.

What's in it for you?

The Commission is a connected team of professionals with investigative, accounting, auditing, business, learning and development, legal, economic, and international trade skills and experience.

We promote a positive workplace culture and support flexible working arrangements. Our goal is for staff to reach their full potential through engaging work and career growth opportunities, within a diverse, inclusive and connected team of peers and leaders.

Our department has a commitment to inclusion and diversity, with an ambition of being the best possible place to work. This reflects the importance we place on our people and on creating a workplace culture where each and every one of us is valued and respected for our contribution. Our ideal candidate adds to this culture and our workplace in their own way.

Our ideal candidate

To undertake this role you will be required to demonstrate that you have:

- strong communication and interpersonal skills with the ability to liaise effectively at all levels
- strong time management and organisation skills and the ability to effectively prioritise tasks
- a proactive can-do disposition with a track record of demonstrating initiative
- strong Microsoft Office suite skills
- the ability to apply a high level of confidentiality, judgement and initiative to all situations
- high standards of professional and personal integrity
- an ability to work calmly and effectively in a fast paced and dynamic environment
- strong attention to detail

Previous Executive Assistant (EA) experience is not required if the ideal candidate can demonstrate transferable skills and has the right attitude, personality, and approach.

Duties

This role has two key and equally principal functions: 1) Branch Administrative Coordinator for the Investigations Branch and 2) Executive Assistant, providing high level executive and administrative support to the Deputy Commissioner, Investigations at the Anti-Dumping Commission.

Responsibilities of the role include:

Branch administrative coordination:

- acting as a secretariat for the Commission’s investigations related decision-making bodies (e.g. coordination of papers, agendas, minutes, and directly liaising with branch directors and staff)

- coordination of branch reporting mechanisms to support executive briefing and decision-making
- tracking branch-related action items, including liaising with branch directors and staff

Executive assistance:

- providing executive secretarial and administrative support to the senior executive including arranging meetings, email and diary management;
- managing deadlines and clearances, on behalf of the deputy commissioners, using judgement to prioritise and ensure timely adherence to timeframes;
- building and maintaining relationships with internal and external stakeholder on behalf of the deputy commissioners in line with the APS Values and Code of Conduct and relevant departmental policies;
- working collaboratively across the executive team and the commission to support the Deputy Commissioner as required; and
- coordinating and preparing correspondence, documents, data reports and briefing material as required.

Eligibility

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

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

Notes

This job is based in Melbourne. The department offers flexible working arrangements however applicants should note that given the nature of this role, it is primarily based in office.

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

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 Industry, Science and Resources (DISR)

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision

supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia's First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQA+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Isolde Lueckenhausen, isolde.lueckenhausen@adcommission.gov.au
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=A4938487-5072-3E2D-EE18-E43

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762777

Department of Industry, Science and Resources (DISR)

Closing Date:Sunday 21 September 2025

Chief Information Officer

Job Title	Desktop and Executive ICT Support (Various)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT
Salary	$86,631 - $107,053
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 5;APS Level 6
Position Number	1693_09/25
Agency Website	https://www.industry.gov.au/

Job Description

https://careers.industry.gov.au/en/job/

About the department

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

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

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

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

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

About the team

The **Chief Information Officer Division (CIO Division)** is an exciting, fast-paced division that drives the digital agenda for the Department of Industry, Science and Resources. Leading the delivery of the department's digital offerings, the CIO Division partners with business areas and stakeholders to:

- Realise the digital policy objectives of the Department
- Define the Departments digital landscape
- Drive the innovation and transformation of its IT services

The ICT Operations Branch provides high quality ICT support and underpinning infrastructure services to the department and Ministers' Offices, ensuring all staff in the department and MOs have access to stable and secure technology.

The ICT Support team, within ICT Operations, delivers high-level customer service and specialised technical support across various technologies and services to all department staff, including Ministerial offices.

Our ideal candidate

Our ideal candidates are motivated individuals who demonstrate enthusiasm and reliability through their diverse client interactions and customer experience.

Desktop/Executive ICT Support Officer/s is someone who brings a proactive, solutions-oriented mindset to their work. They possess robust problem-solving abilities, adeptly addressing diverse hardware and software issues faced by end-users while managing Level 2 ICT support tasks such as incident triage, equipment provisioning, and technical assistance for video conferencing systems. Effective communication is key, as they must explain technical concepts clearly and maintain a customer-centric approach throughout their support interactions. These individuals are committed to continuous improvement, keen to learn and share knowledge, and demonstrate the ability to collaborate within teams, manage competing priorities, and adapt to the dynamic nature of service delivery/support environments.

Executive ICT Support Team Leader and Executive Support Triage and Project Lead
candidates not only excel in the technical and interpersonal areas but also bring leadership and project management skills. They have experience guiding and developing staff, building strong relationships with stakeholders—including VIP and executive clients—and proactively addressing interrelated and complex ICT issues. Their strengths include planning and delivering both business-as-usual and project-driven ICT initiatives, prioritising tasks, and adapting to evolving requirements to ensure timely, reliable outcomes. These candidates also focus on nurturing team capability, maintaining comprehensive documentation, and clearly communicating technical concepts to support both end-users and team members across the organisation.

Duties

APS 5 – Desktop/Executive Support Officer/s

- Provide Level 2 ICT support to department staff for end-user hardware and software via phone, email, instant messaging, service requests or face to face onsite support.
- Provision and manage ICT equipment for department staff, ensuring accurate record-keeping of the ICT asset register.
- Provide technical support and consultation for video conferencing and digital collaboration services.
- Monitor and prioritise ICT tasks and incidents to meet service level agreements.
- Produce and maintain knowledge base articles of operational and technical practices for continuous improvement and auditing purposes.
- Collaborate with enablement teams to resolve ICT incidents and deliver high-quality customer service to department staff.
- Provide ICT support as part of an out-of-hours on-call roster.

APS 6 – Executive ICT Support Team Leader

In addition to the above, the APS6 Team Leader role will;

- Supervise and provide coaching and mentoring to junior staff within the team including technical upskilling
- Provide high level relationship management with the Executive and Ministerial Offices
- Working with the leadership team to identify areas to improve customer experiences

APS 6 – Executive Support Triage and Project Lead

- Lead Executive ICT projects, triage incidents, manage escalations, and ensure reliable video conferencing services
- Communicate technical ICT concepts clearly to end-users with a strong client-service focus
- Develop and maintain ICT documentation to promote team learning and knowledge sharing
- Collaborate effectively within teams and engage stakeholders across the organisation

- Prioritise tasks and adapt to changing service requirements to ensure timely outcomes
- Lead, coach, and support team members' professional development and capability
- Build relationships with stakeholders, including VIP and executive clients
- Resolve complex ICT issues and manage escalations

Eligibility

An NV1 security clearance is required, though some positions may require a higher-level security clearance and successful candidates will be required to obtain and maintain a clearance at this level.

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

Notes

Some positions may require a component of overtime and 24/7 on-call duties. Interstate travel may also be required to carry out certain duties.

These roles include manual handling tasks, with the movement of various ICT hardware between floors and office buildings.

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

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

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

About the Department of Industry, Science and Resources (DISR)

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

Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Will King, 0407 922 083
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762564

Geoscience Australia

Closing Date:Sunday 21 September 2025

Corporate
Human Resources Safety

Job Title	Safety Advisors – mulitple positions
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$97,756 - $113,155
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	APS Level 6
Position Number	Multiple
Agency Website	www.ga.gov.au

Job Description *https://www.ga.gov.au/about/careers/current-vacancies*

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

At Geoscience Australia, people are at the heart of everything we do. Our work takes us across Australia, Antarctica, and the Pacific region, from specialised laboratories to remote field sites on land and sea. These environments are diverse and often challenging, including work with organic materials, ionising and non-ionising radiation sources, dangerous chemicals, plant, and machinery. Keeping our people safe, supported, and able to do their best work is our priority.

We are strengthening our approach to safety and are looking for WHS professionals who bring both operational experience and a contemporary people-centred mindset. You will play a key role in shaping and embedding the WHS pillar of the Geoscience Australia People and Culture Strategy 2028, helping us to build a culture where safety is not just managed, it is lived, shared, and continuously improved. We are looking to create a merit pool which can be used to fill multiple vacancies. We are looking for people with WHS capability in the following areas:

- Supporting business areas in identifying, assessing, and managing risks in a way that is practical and connected to the way people work.
- Providing advice and subject matter expertise on WHS matters, enabling leaders and teams to make informed safety decisions.
- Designing and delivering training that connects with how people actually work
- Leading and supporting incident investigations that focus on learning
- Strengthening emergency management systems that empower people to respond with confidence
- Embedding wellbeing and psychological safety, so our people feel safe to speak up and supported to thrive.
- Supporting field teams by maintaining emergency communication links and helping to ensure their wellbeing and confidence while working remotely.
- All successful candidates (except for the wellbeing and psychological safety candidates) will be expected to join an on-call roster which operates 24/7 to support Geoscience Australia's field operations.

Required skills, knowledge, experience and/or qualifications

- The ability to work in a team, collaborate with others and contribute to our inclusive culture.
- Qualification in WHS, HR or a related discipline is desirable.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Helen Maddock via email helen.maddock@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'.

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.

Are you unsure about applying?

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

Notes

Technical Assistance

If you require technical assistance, call 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	Helen Maddock, 02 6249 5921
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762599

Geoscience Australia

Closing Date:Sunday 21 September 2025

Space
Space Management Earth Observation Program Management Office

Job Title	Earth Observation Program Support Officer
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	$97,756 - $113,155
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	APS Level 6
Position Number	19189
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 offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

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

The opportunity

Geoscience Australia has established the Earth Observation (EO) Program to holistically manage, govern, and deliver EO capability. The EO capability will make available time-series, continental scale data and insights of the Australian landscape and environment to inform decision making about Australia’s resources and environment by Australian government, industry and the community. The EO Program includes Australia/United States partnership on Landsat and Landsat Next, Digital Earth Australia, and collaboration nationally and internationally on standards, technology, and science.

Our team

The Earth Observation Program Management Office (EO PMO) within Space Division provides specialist advice and program management services to facilitate delivery, governance and assurance and whole-of-life capability management of Geoscience Australia’s Earth Observation Program. The EO PMO supports Chief of Space Division and its two Branches, Satellite Land

Imaging Collection Branch (SLIC) and Digital Earth (DE) Branch, responsible for delivery of the Program. As a small team, the EO PMO combines diverse skillsets including procurement and commercial, scheduling, financial management, project and program management, engineering, and governance to deliver the services.

Duties

As a key member of the EO PMO team, the EO Program Support Officer will support the delivery of Program management activities and advice across the Program, including support to the Assistant Director EO Governance & Assurance and the Assistant Director PMO Services. This will include a range of project management, governance, reporting and secretariat support activities for the EO Program. This is a newly established role in a growing and new Program, with the opportunity to build functions applying your own knowledge of best practices.

The EO Program Support Officer will support the delivery of key governance boards, including internal steering committiees and the externally-facing EO Program Board, as well support stakeholder relationships. As the EO Program Support Officer, you will lead and drive compliance and engagement across the two Branches of the EO Program and build key relationships at multiple levels to deliver strong program fundamentals, governance and secretariat processes. The EO Program Support Officer will present new and innovative ways of working and bring a drive for continuous improvement, bringing strong experience and best practice knowledge in project management, governance and secretariat support functions to the newly established role.

This recruitment process maybe be used to form a merit pool for future similar vacancies.

In this role you will:

- coordinate and deliver governance and assurance activities across the Earth Observation Program, including development and maintenance of risk registers, assurance plans, and undertaking assurance activities;
- undertake program and project management activities in support of the Program Services Manager, providing planning, reporting, project management and other required services as part of the management of Geoscience Australia’s Earth Observation capability;
- provide effective secretariat support to internal and external governance forums, including coordination, agenda development, board packs & briefing materials, minute taking and action tracking;
- prepare high-quality reports, performance dashboards, and other artefacts to support oversight, decision-making and internal accountability across the program;
- support the design, implementation and ongoing improvement of program management processes and procedures, including risk registers, performance frameworks, and issue management;
- monitor, manage, and report program risks and engage with stakeholders across the program to support risk management reporting and capability uplift;
- monitor and track the implementation of assurance activities, audit recommendations, and program-level actions to ensure delivery and closure;
- maintain accurate records and ensure all governance and reporting artefacts are stored and managed in accordance with information management requirements;
- manage competing priorities and self-direct work-flows in line with strategic directions and organisational goals and objectives; and

- actively contribute to a supportive and collaborative working environment in the EO Program.

To be successful in this role you will:

- have strong organisational and coordination skills, with the ability to manage competing priorities and meet deadlines in a complex program environment;
- have demonstrated experience in managing programs and/or projects in government or industry;
- demonstrate sound judgment and attention to detail in developing reports, artefacts and documentation that support effective governance and assurance;
- communicate clearly and confidently, both in writing and verbally, adapting messages for different audiences and purposes;
- possess strong stakeholder management skills with the ability to communicate clearly and to nurture productive working relationships with a wide range of stakeholders;
- show initiative and curiosity, proactively identifying areas for improvement and offering solutions to enhance governance and reporting functions;
- operate as a collaborative team member, contributing to a positive team culture and engaging constructively with a wide range of stakeholders;
- possess strong problem-solving skills and the ability to manage multiple tasks with varying deadlines;
- adhere to the Australian Public Service Values and the Code of Conduct and consistently behave in an honest, ethical and professional way; and
- demonstrate alignment with Geoscience Australia's values and commitment to flexible and inclusive work practices.

Required skills, knowledge, experience and/or qualifications

- Demonstrated experience managing or supporting a secretariat function, senior meetings, external functions or engagements and other such organisational functions;
- Demonstrated experience in Program Management Office and/or Project Management functions;
- Demonstrated organisational skills, self-drive, initiative and ability to work under pressure;
- Highly developed written and oral communication skills.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Lynda Foster on (02) 6126 8796 or email lynda.foster@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’.

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.

Are you unsure about applying?

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

Notes

Technical Assistance

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

A merit list/pool will 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	Lynda Foster, 02 6126 8796
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762606

Geoscience Australia

Closing Date:Sunday 28 September 2025

Space
Space Management Earth Observation Program Management Office

Job Title	Assistant Director, Earth Observation Program Management Services
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	$117,669 - $133,019
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	Executive Level 1
Position Number	19187
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 offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

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

The opportunity

Geoscience Australia has established the Earth Observation (EO) Program to holistically manage, govern, and deliver EO capability. The EO capability will make available time-series, continental scale data and insights of the Australian landscape and environment to inform decision making about Australia's resources and environment by Australian government, industry and the community. The EO Program includes Australia/United States partnership on Landsat and Landsat Next, Digital Earth Australia, and collaboration nationally and internationally on standards, technology, and science.

Our team

The Earth Observation Program Management Office (EO PMO) within Space Division provides specialist advice and program management services to facilitate delivery, governance and assurance and whole-of-life capability management of Geoscience Australia's Earth Observation Program. The EO PMO supports Chief of Space Division and its two Branches, Satellite Land Imaging Collection Branch (SLIC) and Digital Earth (DE) Branch, responsible for delivery of the Program. As a small team, the EO PMO combines diverse skillsets including procurement and commercial, scheduling, financial management, project and program management, engineering, and governance to deliver the services.

Duties

Reporting to Director EO PMO, this role will undertake duties to support program and whole-of-life capability management of the Earth Observation capability and manage delivery of PMO services to SLIC and DE Branches. This will include procurement and contracting, finance, scheduling, risk management, reporting, program planning and monitoring, and other program management services as required.

As an EL1 officer, you will utilise project and program management knowledge and skills to manage delivery of project and program management services and implement practices to support organisational goals and program objectives. The role will include interactions within Geoscience Australia, other Government departments and stakeholders, and international partners.

This recruitment process maybe be used to form a merit pool for future similar vacancies.

In this role you will:

- undertake program and project management, providing planning, procurement and contracting, finance and budget management, and other required services as part of management of Geoscience Australia's Earth Observation capability;
- contribute to development of program strategies and plans, including submissions to Executives;
- work closely with EO delivery Branches and cross-functional teams, stakeholders, and partners to achieve program objectives;
- lead and foster a collaborative and productive work environment;
- develop comprehensive procedures, processes, plans, and other artefacts as required to support sound program and project management practices;
- monitor, manage, and report risks;
- monitor and report progress against delivery (projects and products in operations & sustainment);
- consider and effectively manage competing priorities and strategic directions in line with organisational goals and objectives;
- ensuring high levels of compliance with legislative, financial and administrative frameworks, and record keeping practices, in particular the Commonwealth Procurement Rules and Public Governance, Performance and Accountability Act 2013; and
- undertake duties as directed.

To be successful in the role you will:

- have extensive experience in managing programs and/or projects in government or industry;
- possess excellent business and commercial acumen;
- possess exceptional problem-solving skills;
- have excellent people skills and strong stakeholder engagement capabilities;
- have a proven ability to communicate with influence and the ability to nurture productive working relationships with a wide range of stakeholders including science and research specialists;
- have excellent oral and written communications skills, including developing business cases and proposals;
- have sound understanding of capability management, preferably in the field of Earth Observation;
- have the ability to manage multiple priorities and work under pressure; and
- adhere to the Australian Public Service Values and the Code of Conduct and consistently behave in an honest, ethical and professional way.

Required skills, knowledge, experience and/or qualifications

- Demonstrated extensive experience in program or project management in government or industry.
- Highly developed organisational skills, self-drive, initiative and ability to work under pressure.
- Highly developed written and oral communication skills.
- Professional training and qualification in program or project management.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Guna Gounder on (02) 6249 5969 or email guna.gounder@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’.

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.

Are you unsure about applying?

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

Notes

Technical Assistance

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

A merit list/pool will 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	Guna Gounder, 02 6249 5969
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762669

Geoscience Australia

Closing Date:Monday 22 September 2025

Corporate
Organisational Investment Finance and Facilities

Job Title	Manager, Financial Accounting
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	$117,669 - $133,019
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27.
Classification	Executive Level 1
Position Number	19198
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 offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

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

Our team

The Financial Accounting team is within the Finance and Facilities Section. The team is responsible for delivering the monthly and annual financial statements for Geoscience Australia and the day-to-day financial accounting functions that contribute towards the completeness and accuracy of these statements.

You will lead operational outcomes of the team and contribute to the outcomes of the section and Corporate Division. This role reports to the Deputy CFO.

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.

Duties

In this role you will:

- Manage a small team to deliver the GA financial accounting function, including month end and year end reporting.
- Lead the annual financial statements and associated work papers to support the statements.
- Provide oversight for the CBMS inputs for both monthly and annual reporting.
- Hold responsibility for improvement processes towards best practice standards for workpapers, policies, practices and compliance with relevant legislation.
- Build the capability of the team through coaching others, knowledge sharing and encouraging development.
- Provide financial accounting guidance and advice to internal and external stakeholders
- Contribute to process enhancements for taxation and asset functions
- Maintain professional working relationships with key internal and external stakeholders, including the Australian National Audit Office and the Department of Finance.
- Please note: the key responsibilities of the role are based on current priorities and may change over time

To be successful in the role you will:

- Possess strong leadership and management skills that support a diverse workforce whilst setting team priorities.
- Be curious and collaborative, customer focused and display a high level of professionalism.
- Display great communication skills, both written and verbal, to convey complex information to a variety of stakeholders.
- Have the ability to be strategic and seek out opportunities for enhancements to the status quo.
- 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

- Previous experience in government finance and familiarity with the Department of Finance reporting processes.
- Hold Certified Practising Accountant (CPA) or Chartered Accountant (CA) accreditation.
- Baseline clearance is required.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Lucy Byrnes on (02) 6249 9022 or email lucy.byrnes@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’.

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.

Are you unsure about applying?

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

Notes

Technical Assistance

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

A merit list/pool will 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	Lucy Byrnes, 02 6249 9022
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762720

Geoscience Australia

Closing Date:Tuesday 23 September 2025

Corporate
Enabling Services

Job Title	Corporate Data Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$97,756 - $113,155
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	APS Level 6
Position Number	19200
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 offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

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

Our team

The Corporate Data and Analysis team is responsible for delivering centralised data reporting and analysis across Corporate Division, with the aim of improving data quality, enhancing visibility, and enabling faster, evidence-based decision-making. The team leverages modern data management practices and tools to reduce duplication of effort and ensure consistency in reporting. Working closely with stakeholders across Corporate Division, the team provides guidance, support, and expertise to help embed best practices in data use and reporting.

The team currently has responsibility for all Human Resources reporting and analysis including the design and delivery of data products, establishing data governance processes and continuous improvement or automation of regular reporting programs such as the Agency Survey and Workplace Gender Equality Agency Reporting programs. In addition to this, the team will deliver a project to define requirements and determine the most appropriate pathway to establish an

expanded centralised Corporate data reporting and analysis service. This includes developing prototype data products to demonstrate potential benefits, establishing data governance systems, and providing recommendations of technology and service models.

Duties

As the Corporate Data Analyst you will initially be responsible for the delivery of all Human Resources related metrics, reports and analysis while supporting the Manager to scale the function and adopt further reporting and analysis responsibilities.

In this role you will:

- Exercise autonomy and use sound judgement to extract, develop and deliver workforce reports (such as headcount, turnover and diversity metrics) and analysis solutions that support day to day decision making and APS-wide requirements, for example senate estimates and external reporting to the APSC.
- Develop, test and maintain reports in our Human Resources information systems, including but not limited to Aurion, Learning Management Systems and Power BI.
- Build and maintain strong relationships with key stakeholders across Corporate Division, particularly in Human Resources, to maintain an understanding of strategic and operational objectives and how you can support them.
- Provide subject matter expertise in data reporting and analysis across Corporate Division
- Support the manager to plan and deliver a project assessing current and unmet demand for reporting and analysis across Corporate Division.
- Using Power BI, Excel or other visualisation tools, develop prototype data products aligned to Executive needs.

To be successful in the role you will have:

- A high degree of autonomy and confidence working with corporate data, especially Human Resources data, and delivering reporting or analytical solutions.
- The ability to learn new systems and analytics tools quickly.
- Strong stakeholder engagement and communication skills to translate data drive insights for non-technical stakeholders to influence cooperation and collaborate across sections

Required skills, knowledge, experience and/or qualifications:

- Relevant qualifications in Business, Human Resources, Analytics or other related disciplines is highly desirable.
- Demonstrated experience delivering reporting and analysis of corporate data to support internal and external stakeholders. Relevant experience delivering Human Resources related reporting and analysis is highly desirable.
- Qualifications or experience using a visualization tool such as Power BI.

- Strong understanding of data governance, data management practices, and enabling technologies.

Eligibility

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

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

Are you unsure about applying?

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

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Rhys Betland on (02) 6249 9164 or email rhys.betland@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'.

Notes

Recruitability

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

Technical Assistance

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

While the position on offer is ongoing, a merit list/pool may be created from this process for future ongoing and non-ongoing roles within the next 18 months. 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	Rhys Betland, 02 6249 9164
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762540

IP Australia

Closing Date:Monday 22 September 2025

Trade Marks & Designs Group People & Training

Job Title	Trade Mark Examiner
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - SA SA, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - WA WA, Various locations - NT NT
Salary	$80,640 - $112,050
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	
Position Number	1480
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

With full training provided, Trade Mark Examiners assess trade mark applications to determine if they meet the requirements for registration under the Trade Marks Act 1995.

Trade Mark Examiners conduct research using online resources, analyse and interpret information, and apply legal tests and principles to assess whether a trade mark is registrable. Examination research tools are primarily electronic and include internal and external databases and procedural manuals. Trade Mark Examiners are required to apply and interpret the relevant legislation and court decisions.

As an Examiner, you will liaise closely with customers (including businesses and individuals), IP professionals, and the general public, to ensure the delivery of robust intellectual property rights. Examiners must also have exceptional time management skills, high levels of digital literacy, as well as clear, concise and logical written and oral communication skills.

Trade Mark Examiners commence as an APS Level 4 but progress quickly through the training program to an APS Level 5.

Duties

In our Examiners we look for people who:

• display sound judgement and capacity to make decisions

• can communicate information simply, clearly, and effectively in different mediums (including interpersonal communication with others)

• can effectively organise work and display a focus on the details

• are adaptable and flexible in changing circumstances

• respond proactively to feedback and be willing to develop and apply new skills

• gain a clear understanding by listening, asking clarifying questions and reflecting; checking to ensure their own views are understood

• demonstrate a high degree of capability using data systems, technology and tools available.

We value a degree in any discipline, but this is not essential.

Looking for more information?

Our candidate kit contains details including the capabilities required, the contact officer, and how to apply. Please click ‘Apply’ to access the candidate kit.

We’re also hosting a virtual information session so you can hear directly from current examiners and ask any questions you have. Further information, including a registration link, can be found in the candidate kit.

Diversity and Inclusion

IP Australia celebrates and champions diversity to ensure we reflect the community we serve, and pride ourselves on our inclusive culture. We welcome applications from Aboriginal and Torres

Strait Islander peoples, people of all genders, people with disability, people from culturally and linguistically diverse (CALD) backgrounds, those who identify as LGBTQA+, mature aged employees and carers.

If you require adjustments to the recruitment process, please let us know—we will do our best to support you.

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 must be willing to share all relevant and required information.

Notes

We are looking to fill these positions on an ongoing basis either in a full time or part time capacity.

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 employees can work from anywhere in Australia, providing they can maintain a safe and productive working environment. However, we have offices in Canberra (Ngunnawal Country), Melbourne (Naarm) and a shared hub in Sydney (Gadigal Country). Employees close to these locations can adopt a hybrid work pattern I.e. both in the office and from home.

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	Laura Stone, (02) 6210 8475
Agency Recruitment Site	https://careers.ipaustralia.gov.au

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Industry, Science, Energy and Resources

Vacancy VN-0762716

IP Australia

Closing Date:Monday 22 September 2025

Trade Marks & Designs Group People & Training

Job Title	Trade Mark Examiner - Affirmative Measures (Indigenous)
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - WA WA, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT, Various locations - SA SA
Salary	$80,640 - $112,050
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	
Position Number	1483
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

With full training provided, Trade Mark Examiners assess trade mark applications to determine if they meet the requirements for registration under the Trade Marks Act 1995.

Trade Mark Examiners conduct research using online resources, analyse and interpret information, and apply legal tests and principles to assess whether a trade mark is registrable. Examination research tools are primarily electronic and include internal and external databases and procedural manuals. Trade Mark Examiners are required to apply and interpret the relevant legislation and court decisions.

As an Examiner, you will liaise closely with customers (including businesses and individuals), IP professionals, and the general public, to ensure the delivery of robust intellectual property rights. Examiners must also have exceptional time management skills, high levels of digital literacy, as well as clear, concise and logical written and oral communication skills.

Trade Mark Examiners commence as an APS Level 4 but progress quickly through the training program to an APS Level 5.

Duties

In our Examiners we look for people who:

• display sound judgement and capacity to make decisions

• can communicate information simply, clearly, and effectively in different mediums (including interpersonal communication with others)

• can effectively organise work and display a focus on the details

• are adaptable and flexible in changing circumstances

• respond proactively to feedback and be willing to develop and apply new skills

• gain a clear understanding by listening, asking clarifying questions and reflecting; checking to ensure their own views are understood

• demonstrate a high degree of capability using data systems, technology and tools available.

We value a degree in any discipline, but this is not essential.

Looking for more information?

Our candidate kit contains details including the capabilities required, the contact officer, and how to apply. Please click ‘Apply’ to access the candidate kit.

We’re also hosting a virtual information session so you can hear directly from current examiners and ask any questions you have. Further information, including a registration link, can be found in the candidate kit.

Diversity and inclusion

IP Australia celebrates and champions diversity to ensure we reflect the community we serve, and pride ourselves on our inclusive culture. We welcome applications from Aboriginal and Torres Strait Islander peoples, people of all genders, people with disability, people from culturally and linguistically diverse (CALD) backgrounds, those who identify as LGBTQA+, mature aged employees and carers.

If you require adjustments to the recruitment process, please let us know—we will do our best to support you.

Eligibility

The filling of this vacancy is intended to constitute an affirmative measure under Section 26 of the Australian Public Service Commissioner's Directions 2022. This vacancy is open only to Aboriginal and/or Torres Strait Islander people.

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 must be willing to share all relevant and required information.

Notes

We are looking to fill these positions on an ongoing basis either in a full time or part time capacity.

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 employees can work from anywhere in Australia, providing they can maintain a safe and productive working environment. However, we have offices in Canberra (Ngunnawal Country), Melbourne (Naarm) and a shared hub in Sydney (Gadigal Country). Employees close to these locations can adopt a hybrid work pattern I.e. both in the office and from home.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Julian Wright, (02) 6283 3144
Agency Recruitment Site	https://careers.ipaustralia.gov.au

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762700

Australian Maritime Safety Authority

Closing Date:Friday 19 September 2025

Policy and Regulation
Environment Policy and Standards

Job Title	Senior Officer, Environment Policy and Standards
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Hobart TAS, Sydney NSW, Coffs Harbour NSW
Salary	$102,272 - $122,118
Future Merit Locations	Canberra, Hobart, Sydney, Coffs Harbour
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	flexible hybrid
Classification	APS Level 6
Position Number	1094
Agency Website	https://www.amsa.gov.au/about

Job Description

https://careers.amsa.gov.au/en/listing/

Senior Officer, Environment Policy and Standards

$102,272 - $122,118 + 15.4% super

Canberra, Hobart, Melbourne, Sydney and Coffs Harbour preferred; other AMSA locations will be considered

Non-Ongoing (5 months)

- **Work to strengthen national and international environment protection outcomes**
- **Contribute to legislative processes implementing international maritime/environment conventions**
- **Join a dedicated, collaborative team with a strong focus on inclusion and professional development**

ABOUT THE ROLE

The Senior Officer in Environment Policy and Standards will support domestic and international efforts to protect the environment from the impacts of shipping. This includes work on air pollution, sewage, garbage and marine plastic litter from ships, decarbonisation of shipping and liability and cost recovery arrangements for marine spills.

The Senior Officer will make policy recommendations on international environment protection issues, assist in the development of related policies and regulations and support implementation in Australia. Working collaboratively with stakeholders, the Senior Officer will use their communication and analytical skills to inform Australia's position at International Maritime Organization (IMO) meetings, educate stakeholders on domestic and international policies and regulations, and identify emerging environmental issues.

SKILLS AND EXPERIENCE

To be successful in this position, you will have the following skills and experience:

- Demonstrated ability to develop and/or administer policy, regulation and/or legislation.
- Demonstrated ability to work under pressure and deliver results to a high standard in a timely manner.
- Excellent verbal and written communications skills and a demonstrated ability to engage effectively with stakeholders.
- Demonstrated ability to undertake research and analysis and prepare briefings on complex issues for high level meetings.
- Relevant tertiary qualifications and/or equivalent work experience.

For more information about this role, please refer to the position description.

Note: Information about our terms and conditions of employment are contained in the *AMSA Enterprise Agreement 2024 - 2027*

Duties

ABOUT AMSA

The Australian Maritime Safety Authority (AMSA) is responsible for the safety of international shipping and domestic commercial vessels, protection of the environment from ship sourced pollution and search and rescue nationally.

AMSA offers unique and interesting career opportunities, and we employ around 450 people across Australia. To learn more about our organisation please visit our website.

AMSA BENEFITS

We are committed a supportive and collaborative work environment, which is why AMSA offers:

- Flexible work including work from home arrangements
- Health and wellbeing programs including annual flu vaccinations and a healthy lifestyle reimbursement
- An office-wide Christmas period shutdown (in addition to annual leave provisions)
- An ability to work for an organisation charged with protecting our environment and saving lives

DIVERSITY AND INCLUSION

Diversity and inclusion are a priority at AMSA.

Our role means that we impact and influence communities right across Australia, this is why it is essential that we draw on the diversity of our people to successfully deliver our mission of *“ensuring safe vessel operations, combatting marine pollution and rescuing people in distress”.*

We are proud to have been recognised as an Inclusive Employer 2022-2023 *by the Diversity Council of Australia, and continue to focus on embedding inclusive values within our organisation.*

Don’t meet every single requirement? At AMSA we are dedicated to building a diverse, inclusive and authentic workplace, so if you’re excited about this role but your past experience doesn’t align perfectly with every qualification in the job description, we encourage you to apply anyway – you might just be the person we’re looking for!

We encourage applications from people of all diverse backgrounds and are committed to supporting you to reach your full potential. You can find more information about our diversity and inclusion commitments in our Diversity and Inclusion Strategy.

HOW TO APPLY

Please complete your application on our website via the Careers at AMSA page by 11.55pm Friday 19th September. You will need to provide:

- your resume (maximum of 3 pages)
- a brief cover letter (maximum 800 words) outlining what you will bring to this role.

For any questions regarding the role please contact Annalisse Skelton on annalisse.skelton@amsa.gov.au

If you have any questions about the recruitment process please contact Human Resources on recruitment@amsa.gov.au

AMSA does not engage staff under the Public Service Act 1999. AMSA engages employees under the Australian Maritime Safety Authority Act 1990 and our remuneration arrangements are specific to AMSA.

Eligibility
Notes

About the Australian Maritime Safety Authority

At the Australian Maritime Safety Authority (AMSA), we acknowledge the value diversity brings. We encourage applications from Aboriginal and Torres Strait Islander People, people with a disability and people from other diverse backgrounds. AMSA is Australia's National agency responsible for coordinating maritime and aviation search and rescue. We regulate domestic commercial vessels, Australian and foreign shipping – from 12 metre prawn trawlers to 350 metre liquefied natural gas tankers, and everything commercial in between. We are also responsible for protecting Australia's precious marine environments like the Great Barrier Reef, from the impacts of shipping. Our stakeholders are just as diverse as our role but our mission connects them all and inspires our people to make a real difference every day – "Safe and clean seas, saving lives". AMSA offers unique and challenging career opportunities, and we employ around 430 people across Australia. To learn more about our organisation please visit our website.

To Apply

Position Contact	Annalisse Skelton, annalisse.skelton@amsa.gov.au
Agency Recruitment Site	https://careers.amsa.gov.au/en/listing/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762434

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

Closing Date:Sunday 28 September 2025

Territories
Indian Ocean Territories (IOT) IOT Administration (IOTA)

Job Title	Deputy Director, IOT Administration, Indian Ocean Territories Branch
Job Type	Full-Time, Ongoing
Location	Christmas Island WA
Salary	$122,667 - $139,534
Future Merit Locations	Christmas Island
Office Arrangement	On Site
Office Arrangement Details	In Office 5 days
Classification	Executive Level 1
Position Number	47005
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Indian Ocean Territories (IOT) Branch has responsibility for the external territories of Christmas Island and the Cocos (Keeling) Islands in the Indian Ocean to the west of the Australian mainland, including the delivery of state-type services, (power, emergency management, public housing, land and health services); preparing policy advice; maintaining the legislative and governance framework; negotiating and administering Service Delivery Arrangements (SDA) with the WA Government and major contracts with the private sector (for airports, ports and air services); and managing a capital works program to maintain, replace and upgrade infrastructure. The Branch has over 200 staff located in Canberra, Perth, Christmas Island and the Cocos (Keeling) Islands.

The IOT Administration (IOTA) Team sits within the Indian Ocean Territories Branch and is based on Christmas Island and Cocos (Keeling) Islands, this team is responsible for the services we deliver across these communities including:

- Health services
- Power services
- Staff and public housing
- Emergency management
- Community assets — including land, infrastructure, sporting facilities and religious buildings
- Motor vehicle registrations, licensing and court support
- Funding agreements including with the local Shires, tourism associations and local training provider Contracted services including Pharmacy, School Bus, Recreation Centre and emergency broadcasting.

This role is being offered as an opportunity for employment as an APS employee under the Department of Infrastructure, Transport, Regional Development, Communications and the Arts Enterprise Agreement 2024 or as a Commonwealth non-APS employee under the Indian Ocean Territories (Administration) Agreement 2018.

The successful candidate will be provided with remote locality assistance under the relevant agreement including provisions such as:

- Relocation assistance
- Disturbance Allowance
- District allowance
- Additional annual leave
- Annual airfares assistance

In addition, further conditions, such as access to Commonwealth subsidised housing and a vehicle may be available and negotiated on a case-by-case basis.

Duties

What will you do?

As the Deputy Director of IOTA, the successful candidate will support the Director in providing leadership in the delivery of key services to the Indian Ocean Territories communities, with particular responsibility for cross-cutting issues such as procurement, business services, risk management, HR, finance, IT, property management and associated support services and systems.

Your role will include:

- Working collaboratively with the Director of IOTA and business unit team leaders, as well as other Branch Directors and Corporate areas of the Department to deliver key services for IOT communities;
- Co-ordinating key support services within and across IOTA, including enhancement of procurement, records management and IT functions;
- Preparing and co-ordinating high-level briefs, plans, policies, reviews and submissions;
- Management of supplier arrangements
- Representing IOTA and acting as Director when required.

Who are we looking for?

We are seeking to recruit a high performing individual who is adaptable, resilient, community focused and responsive. To be successful in this role, you will be required to relocate to Christmas Island and be a part of the Indian Ocean Territories community.

You will also demonstrate the following:

- The ability to lead a team by establishing a culture of achievement to improve the quality of services and infrastructure for the community;
- Highly effective stakeholder engagement and negotiation skills including the ability to collaborate in a high-pressure environment and build consensus amongst a broad range of stakeholders;
- The ability to adapt to change including managing competing and changing priorities, demonstrating resilience and dealing with ambiguity;
- The ability to apply your business acumen including the ability to scan your environment, manage risk effectively and think strategically about the longer-term opportunities;
- The ability to deliver complex programs and implement major projects;
- Experience in managing resources and deliverables in accordance with agreed budgets and plans in an operational environment; and
- The ability to communicate with influence including clearly articulating messages.

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. 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

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.

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

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

To Apply

Position Contact	Ian Mckendrick, 0428355712
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762776

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

Closing Date:Thursday 25 September 2025

Job Title	EL2 - Director, Post and International Branch
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$144,716 - $173,095
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Minimum in-office 3 days
Classification	Executive Level 2
Position Number	47030
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Communications and connectivity are vital to Australia's economy and society. The Communications Services and Consumer (CSC) Division is at the centre of developing policy and programs to ensure all Australians have access to reliable communications and postal services.

CSC Division staff provide advice to government on expansion of digital connectivity under various communications programs, including the Australian Government's regional communications programs, telecommunications resilience policy, Australia Post and promoting Australia's communications interests on the international stage.

This is an exciting opportunity to lead Australia's engagement with the International Telecommunications Union (ITU), the United Nations body for digital technologies, on telecommunications standardisation and development issues (spectrum-related issues are led by a separate Division). Global interest in the ITU has been growing and you will be at the forefront of challenging multilateral negotiations to ensure the work of the ITU, and its governance, is aligned with Australia's values and national interests. You will also be responsible for driving greater Australian engagement with the Pacific on telecommunications priorities, and leading Australia's engagement in regional forums – the Asia Pacific Telecommunity (APT) and APEC's Telecommunications and Information Working Group (TELWG).

Duties

What will you do?

Global interest in the ITU has been growing. Non-likeminded countries are continuing to push for the responsibilities of the ITU to further expand, with the risk that global standards determined at the ITU are not aligned with Australia's values and national interests. Many of these issues, such as Artificial Intelligence and cyber security, fall within the portfolio responsibilities of partner agencies. You will work with partner agencies and likeminded countries to identify key risks to Australia's values and national interests and work across countries to build support for Australia's positions.

The ITU, APT and APEC's TELWG provide key forums for the exchange of experiences and knowledge between countries. You will work across the Communications and Media Group, portfolio agencies and others, to ensure Australia is an active and valued participant in these forums.

Telecommunications are vital to the economic and social advancement of Pacific Island nations, and these nations are seeking assistance from Australia, the ITU and APT, and other multilateral agencies to better utilise telecommunications. You will support the Pacific to identify specific telecommunications development priorities, and to identify how Australia and other partners can best support the achievement of these priorities. This includes managing targeted Australian funded projects through the ITU, APT and APEC-TEL.

Further priorities include identifying opportunities to incrementally improve the internal governance of the ITU, and strengthening the engagement of Australian industry, academia and civil society in the work of ITU, APT and APEC TELWG.

International travel is an essential part of the role, but you will not be constantly travelling. International representation responsibilities are equitably distributed across the team, other divisions, the SES and partner agencies, based on the motto 'right person, right place, right time'.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the Executive level 2 Work level standards.

We are looking for an experienced candidate to demonstrate capability in the following areas:

- Engaging strategically, determining key longer-term priorities and potential negotiating trade-offs
- Ability to work with significant autonomy, and to lead and mentor a large team with significant responsibilities delegated to team members
- Experience representing Australia internationally
- Expertise, or the ability to quickly gain expertise, in the telecommunications sector, including international telecommunications forums, primarily within the Universal Postal Union (UPU) or the International Telecommunications Union (ITU)
- Being a natural collaborator, able to leverage technical expertise from across the Australian Public Service and key international allies
- Taking responsibility for the achievement of team outcomes, monitor team progress and follow through to delivery

Eligibility

Eligibility requirements

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

- **Citizenship**: candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment**: The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance**: The successful candidate must be able to obtain and/or maintain a security clearance at NV1 (baseline minimum on commencement). You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.
- **Police check**: The successful candidate must satisfactory complete an Australian Federal Police criminal history check.
- **Integrity and Performance check**: The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

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

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

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

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

To Apply

Position Contact	Julie Baxter, 02 6136 8313
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762788

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

Closing Date:Wednesday 01 October 2025

Job Title	APS6 - Senior Project Officer, Classification Branch
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$95,501 - $114,201
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Minimum in-office 3 days per week
Classification	APS Level 6
Position Number	46983
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Join Our Team as a Senior Project Officer!

Are you a motivated and capable professional seeking a dynamic role where you can make a real impact on how Australians engage with media content? The Classification Branch, part of the Digital Platforms, Safety and Classification Division, is looking for two (2) APS6 Senior Project Officers to join our small, multi-disciplinary team.

The Classification Branch plays a critical role in helping all Australians make informed decisions about what they watch, play or read. We safeguard the community from harmful or offensive material by maintaining oversight of the Classification (Publications, Films and Computer Games) Act 1995 under the National Classification Scheme.

In this pivotal role, you will have a strong focus on service delivery and engaging with, and supporting, a diverse range of industry stakeholders.

Duties

What will you do?

As a member of a small multi-disciplinary team, you will contribute to the implementation of classification policy with a focus on service delivery. The role is varied and dynamic, but typical duties include:

- **Lead Projects:** Deliver and support classification-related projects, ensuring they align with government policy objectives and community expectations. You will also lead or contribute to project planning, implementation, and coordination.
- **Engage and Collaborate**: Build and maintain strong relationships with internal and external stakeholders, including industry partners, other government agencies, and our classification boards. Your advice will be well-informed, consistent, and constructive.
- **Provide Expert Advice**: Prepare high-quality briefings, ministerial correspondence, and technical advice, distilling complex classification issues clearly for senior executives and external audiences.
- **Drive Improvement**: Support continuous improvement by identifying opportunities to enhance workflows, digital systems, and service delivery models, aligning with the Department's broader digital and customer-focused agenda.
- **Team Leadership**: Support team capability development by modelling APS values and an inclusive and accountable workplace culture.

The successful candidate applicant may be required to view harmful content as an inherent requirement of the role. This may include any of the following, reading descriptions of painful and traumatic events experienced by others, abusive or offensive language, graphic violence etc. The Department acknowledges this type of work is not suited for everyone. If you believe you would find this type of content distressing or triggering, please reflect on whether this is the right role for you.

Who are we looking for?

We are seeking a proactive and skilled individual who demonstrates capability at the APS6 Work Level Standards. This means you can manage complex work with limited direction, provide specialist advice, and consistently deliver high-quality outputs that contribute to our team and organisational goals. Our ideal candidate is solutions focused, proactive, flexible and agile.

Specifically, you will have the ability to:

- build and maintain collaborative relationships with internal and external stakeholders;

- contribute to the effective management of a high-performing team by supporting colleagues, fostering a positive work environment, and promoting knowledge sharing;
- assist in the preparation of high-quality briefings, reports, and correspondence for senior management and stakeholders; and
- contribute to the ongoing improvement of processes and systems by identifying opportunities for streamlining and enhancement.

Experience working within classification, regulatory, or statutory frameworks, or in environments involving legal, content, or community standards, will be highly regarded.

Eligibility

Eligibility requirements

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

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

Notes

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

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

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

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

To Apply

Position Contact	Zane Rebronja, 02 6136 7521
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762843

National Archives of Australia

Closing Date:Sunday 12 October 2025

Access and Public Engagement Branch Communication, Marketing, Events and Partnerships Section

Job Title	Assistant Director, Marketing
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$119,189 - $128,279
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	Requests for flexible working arrangements can be assessed on a case by case basis.
Classification	Executive Level 1
Position Number	32570 / 497148
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

Who we are

National Archives of Australia (National Archives) provides leadership in best practice management of the official record of the Commonwealth and ensures that Australian Government information of enduring significance is secured, preserved and available to government agencies, researchers, and the community.

Our vision: Australia’s cultural identity and democracy are strengthened by connecting people with the evidence of Australian Government activities and decisions.

National Archives endeavour to meet the future needs of government and expectations of the Australian public in our rapidly changing digital environment. Underpinning the transformative strategies to enable, secure, connect and innovate is a drive for comprehensive digital capability and service delivery.

National Archives is committed to:

- innovation

- collaboration
- inclusion

National Archives is also committed to developing the capability and expertise of our staff, we offer a Studies Assistance Program that supports staff to achieve individual goals as well as increasing their capacity to help achieve National Archives' strategic objectives. Our Health and Wellbeing program encourages and supports a healthier workplace and healthy lifestyle changes for employees.

Duties

About the role

The Access and Public Engagement branch is the public face of National Archives of Australia, ensuring an accessible, visible, and well-interpreted national archival collection. It delivers description, examination, reference and research services, exhibitions, education programs, publishing, websites, marketing, and events nationally.

Within this branch, the Communication, Marketing, Partnerships and Events section promotes National Archives through publishing, brand management, marketing, public relations, media, social media, partnerships, events, international engagement and the Member Program. This supports National Archives' key role of providing an accessible national archival collection.

Under broad direction, the main duties of the role are to:

- Lead strategic marketing initiatives that elevate the profile of National Archives and effectively showcase its offerings.
- Create and execute multi-channel marketing campaigns that align with organisational goals and successfully reach target audiences.
- Gather and analyse insights to optimise resources, identify trends and highlight best practices that raise awareness, engagement and productivity.
- Develop, manage and maintain relationships with key internal and external stakeholders to identify collaborative promotional opportunities.
- Manage and mentor staff, participate in performance cycles including providing feedback, build team capabilities and allocate team resources to meet the work requirements of the section.
- Apply the APS Values, Code of Conduct, diversity principles, WHS, and participative management in your work and team interactions.
- Advocate for and embody National Archives' Vision, Mission, and Commitments as outlined in Strategy 2030 and Our Values.

While not essential, tertiary qualifications and experience in marketing or communication-related fields are highly desirable.

Eligibility

To be eligible for the role you must be an Australian citizen. If you are selected, you will be required to successfully undergo a pre-employment check and be able to obtain and maintain a security clearance at a baseline clearance 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.

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Nina Enever, 02 6212 6248
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0762710

Office of the eSafety Commissioner

Closing Date:Thursday 25 September 2025

Corporate and Strategy Group
Business Operations and Governance TFA Support Service

Job Title	Contact Centre Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Pyrmont NSW
Salary	$94,658 - $106,898
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	Flexible working arrangements can be negotiated in accordance with our enterprise agreement and the operational requirements of the role.
Classification	APS Level 6
Position Number	2837-2025-2
Agency Website	https://www.esafety.gov.au/about-us

Job Description

https://www.acma.gov.au/careers

About eSafety

At eSafety, we are pioneers in online safety regulation, leading global efforts to combat digital harms and foster safer, more positive online experiences for all Australians.

Our mission is bold and far-reaching.

From tackling cyberbullying and child sexual exploitation, to confronting emerging harms brought about by new innovations such as generative AI and immersive technologies, we oversee Australia’s online safety landscape.

About the team

Our **Contact Centre team**, within the **Business Operations and Governance Branch,** is at the forefront of eSafety's mission to support frontline workers and those experiencing technology-facilitated abuse in the context of domestic, family, and sexual violence (TFA-DFSV).

Our Contact Centre delivers eSafety's Technology-Facilitated Abuse (TFA) Support Service (the Service).

The Sydney based team consists of an EL1 Contact Centre Team Lead, EL1 Contact Centre Senior Coordinator and APS 6 Contact Centre Officers working collaboratively to address the enquiries received, reporting to the Contact Centre Manager.

As **Contact Centre Officer** you will respond to a mix of inbound and outbound calls, webforms and emails. You will assist domestic, family and sexual violence services and frontline workers in navigating and responding to the complexities of TFA-DFSV. You will help frontline workers to consider where a victim-survivor might be most vulnerable to digital tracking, harassment and surveillance. You will provide trauma informed guidance and advice, including step by step instruction, on digital technologies and online platforms.

Duties

- Responding to enquiries received from domestic, family and sexual violence service providers, frontline workers and the victim-survivors they support relating to online safety and technology-facilitated abuse.
- Responding to enquiries received about eSafety and its resources and offerings relating to online safety and technology-facilitated abuse.
- Assessing and providing resolution to complex, and at times confronting, enquiries through both written and verbal communication in a trauma informed way.
- Supporting frontline workers' efforts to assess and mitigate risks associated with technology-facilitated abuse.
- Answering specific online safety questions and providing step by step advice concerning online and digital technologies and technology-facilitated abuse.
- Supporting the development of team policy and operating procedures to ensure consistent advice and service delivery.
- Collaborating with other teams across eSafety to help shape public messaging and awareness raising efforts.

This role provides opportunity for flexible working arrangements, with the Service operating Monday to Friday, with core Service hours of 9:00am to 5:00pm.

Due to the nature of eSafety's regulatory scope, occupants in this role may be exposed to content or hear stories about other people's experiences with online harm, technology-facilitated abuse or be involved in work on potentially distressing and sensitive topics. Staff have access to support through our Employee Assistance Program and other wellbeing initiatives and training.

Click ‘Apply now’ to visit our careers page and access the **Contact Centre Officer Candidate Pack** for full details.

Eligibility

To be eligible for employment with eSafety, applicants must be Australian citizens.

The successful applicant must be able to obtain and maintain a Working with Children Check (or equivalent).

eSafety offers a hybrid working environment. Due to the nature of the work performed, along with privacy and training considerations, staff are required to work a portion of their week out of the office premises in Sydney.

Notes

At eSafety, you’ll be part of a passionate team under the leadership of an independent Commissioner who is supported by the Australian Communications and Media Authority (ACMA). Our eSafety staff are ACMA employees who are subject to the terms and conditions of employment in the ACMA's Enterprise Agreement 2024-2027.

Suitable candidates may be placed in a merit pool from this selection process and the pool may be used to fill similar ongoing or non-ongoing roles.

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 Office of the eSafety Commissioner

The eSafety Commissioner’s (eSafety) purpose is to help safeguard Australians at risk from online harms and to promote safer, more positive online experiences.

To Apply

Position Contact	Natalie Strong, 02 7254 8559
Agency Recruitment Site	https://www.acma.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762362

Aboriginal Hostels Limited

Closing Date:Monday 22 September 2025

Frontline Services
Apmere Mwerre Visitor Park, Alice Springs NT

Job Title	Part-time Cook and Part-time Housekeeper
Job Type	Part-Time, Ongoing;Non-Ongoing
Location	Alice Springs NT
Salary	$59,520 - $64,877
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 2
Position Number	VN-0762362
Agency Website	https://www.ahl.gov.au/work

Job Description

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

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Cook and Housekeeper to join our team in Apmere Mwerre Visitor Park, Alice Springs NT and help create a safe, clean, and welcoming environment at our facilities and hostels.

Both the Cook and Housekeeper positions are rostered **daytime shifts only, working Monday to Friday** each week!

These positions are open to everyone, and at AHL we value the unique skills and perspectives each person brings. If you're looking for a position that lets you make a real difference, apply today and help us support First Nations peoples across the country.

AHL encourages all suitable candidates to apply as we are also looking to establish a Merit Pool to fill any future vacancies that may arise.

- Ongoing positions may be offered to merit pooled candidate.
- Non-ongoing opportunities may also be offered to merit pooled candidates for up to 12 months initially with the possibility of an extension.

Merit pooled candidates may also be considered for similar positions for either Full-time or Part-time opportunities.

Duties

Key Responsibilities: Cook (Part-time)

The Cook position is an ongoing or non-ongoing part-time position, working 60 hours per fortnight. The rostered working days will be **Monday to Friday from 7:00am to 1:30pm**.

- Preparing and serving meals in accordance with AHL's set menus.
- Maintaining compliance with Food Safety Standards and other relevant legislation.
- Assisting with food ordering, receive and monitor food and kitchen supplies.
- Cleaning and maintaining kitchen and kitchen equipment.
- Preparing the dining room for meal times and clean up afterwards

Key Responsibilities: Housekeeper (Part-time)

The Housekeeper position is an ongoing or non-ongoing part-time position, working 60 hours per fortnight. The rostered working days will be **Monday to Friday from 8:00am to 2:30pm**.

- Ensuring all areas at our hostel are clean, safe, and hygienic for residents and staff.
- Cleaning and maintaining resident rooms and communal areas such as kitchens and bathrooms
- Completing laundry tasks
- Handling cleaning supplies and equipment carefully and follow safety guidelines.

- Assisting with other general maintenance tasks as needed.

Eligibility

- provide evidence of Australian Citizenship;
- undergo a satisfactory National Criminal History Check; (prior to engagement)
- meet Fitness for Duty requirements; (prior to engagement)
- hold or obtain relevant qualifications.

Notes

What We Offer:

- **Competitive Pay & Benefits:** $59,520 - $64,877 per annum (pro-rated for part-time). You'll receive 15.4% superannuation, and generous leave entitlements to make sure you're well looked after.
- **Remote Locality Allowance:** Employees are entitled to the payment of $6,529/annum with eligible dependants or $3,596/annum without eligible dependants.
- **Generous shift penalties apply** for work after hours, weekends and public holidays.
- **Job Security & Career Growth:** Enjoy 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.
- **Regular salary packaging options** for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice $15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
- **Generous Leave Entitlements** – including additional days off when your RDO falls on a public holiday, 18 days sick/personal leave per annum, cultural and NAIDOC day leave
- **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.

How to apply

Complete the **Application Form** available from our website Work with us | Aboriginal Hostels Limited

Email your **current Resume** and **completed Application Form** to jobs@ahl.gov.au by 11:59pm AEST on **Sunday 21 September 2025**

Please include your name and the job reference (VN-0762362) in the subject of your email

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	Jesy Carr, 0448 061 407
Agency Recruitment Site	https://www.ahl.gov.au/work

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762752

Department of the Prime Minister and Cabinet

Closing Date:Sunday 28 September 2025

Corporate Division
People Branch Payroll, Aurion and HR help

Job Title	Aurion Administrator, People Branch
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$126,342 - $143,993
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be considered
Classification	Executive Level 1
Position Number	PMC/2025/110
Agency Website	

Job Description

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

Who we are

People Branch works to enable PM&C to have a workforce with diverse skills and life experience to deliver outcomes for the Australian Government and people.

Key to this is fostering a safe, inclusive and high performing culture, a contemporary employment framework and delivering an accurate and reliable provision of conditions of service. We deliver human resource (HR) services, advice and strategies underpinned by modern and adaptable employment policies and HR and business systems.

People Branch offers a flexible and dynamic working environment, where we collaborate across teams to deliver outcomes and grow our skills.

The Payroll, Aurion and HR Help Team works closely with other areas across PM&C to deliver a high-quality payroll service, Aurion system support and helpdesk function for PM&C and MOU agencies. The Team is highly engaged, experienced and capable with a strong focus on accuracy, service delivery and accountability.

What you will do

As the Assistant Director, Aurion System Administrator you will work in a small team responsible for the management of the Human Resources Management Information System - Aurion instances for the Department and the National Indigenous Australians Agency (NIAA).

The position is responsible for the following:

- Manage the day-to-day operations of the performance and configuration of Aurion which includes developing and enhancing the system, coordinating all aspects of minor and major upgrades which include the necessary testing and change management activities
- Work closely with colleagues to identify and implement payroll and Aurion system priorities and project activities, including managing the Aurion workplan
- Coordinate the establishment and maintenance of appropriate system controls, protocols and procedures for the operation of Aurion
- Provide expert technical advice to resolve complex Aurion issues and assist users of Aurion and Employee Self Service applications
- Work with IT, to support the ongoing maintenance and development of Aurion interfaces with other PM&C Systems
- Where required, contribute to the execution of the fortnightly and out of cycle payroll in accordance with agreed timeframes, including managing the automated upload of bulk Payroll transactions process
- Monitor the progression and delivery of work priorities
- Routinely review technical Aurion processes and procedures to ensure they remain accurate and contemporary.

Duties

What you will bring

Our ideal candidate will have:

- Demonstrated experience as an Aurion Administrator, with strong Aurion technical skills, attention to detail and analytical skills, and a proven ability to achieve results
- Demonstrated experience in the system application of pay and conditions of service policy, procedures and employment provisions
- Sound written and oral communications skills
- A proven ability to mentor staff in the development of Aurion technical capability
- A demonstrated capacity to facilitate cooperative and collaborative relationships and consult and engage with staff, clients and stakeholders
- A positive approach to drive process and system improvement
- A demonstrated high standard of professionalism and integrity.

In line with our dedication to an inclusive and safe workplace culture we are seeking candidates who are respectful of people's unique differences, backgrounds and cultures (including Aboriginal and Torres Strait Islander culture) particularly when communicating and working together.

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

Ongoing & Non-ongoing (for a period of up to 24 months)

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	David Bradley, (02) 6228 6540
Agency Recruitment Site	https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762628

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Eastern
Eastern NSW Greater Sydney

Job Title	Engagement Senior Officer, Eastern NSW
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parramatta NSW
Salary	$98,314 - $110,483
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	APS Level 6
Position Number	NIAA/2025/129
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=3ED2BEC9-412F-EAC4-7A52-E43229E94021
https://niaa.nga.net.au/?jati=3ED2BEC9-412F-EAC4-7A52-E43229E94021

This is an exciting time for the National Indigenous Australians Agency (NIAA) employees as they work in genuine partnership to enable the self-determination and aspirations of First Nations communities.

The NIAA has a current vacancy for a Senior Engagement Officer, based in Parramatta, NSW. The Engagement Senior officer role has program and stakeholder management responsibilities and works within a small team to deliver high quality services and policy implementation, and to ensure that performance measures are met within desired timeframes. They may be required to undertake management or have over-sight of small projects for the team and assist with larger projects for the branch.

The Senior Engagement Officer will contribute to a strong team culture, and encourage innovation, where staff are valued and supported, while ensuring commitment to producing quality outcomes.

This role includes the following duties and is expected to be conducted with a broad degree of self-direction:

- contribute to a culture that aligns with NIAA values and fosters high performing teams who are dedicated to achieving quality program outcomes
- manage complex stakeholder relationships with key Indigenous organisations and government advisory bodies
- collaborate and negotiate with a range of stakeholders
- support project and program management activities, including the development of team goals, strategies and work plans for the business area
- work strategically and in partnership to deliver economic development outcomes and progress local aspirations
- provide considered and high-quality advice, drawn from diverse sources
- bring experience, strategic thinking and innovative ideas to improve policy, practice and workplace performance
- apply strong negotiation skills working with a range of stakeholders to achieve effective outcomes and build strong ties with community.

Professional development, support and mentoring can be offered for the right candidate.

This role will require some local travel so you will need to have a current driver’s license.

Want to know more about the work we do? Get in touch and have a yarn about what our work involves and what we have to offer.

Duties

Our ideal candidate will demonstrate the following attributes and abilities:

- ability to work and collaborate within a small team and proven capability to work autonomously and independently
- demonstrated understanding of the local Aboriginal and Torres Strait Island communities across Greater Sydney, their needs, aspirations and priorities, emerging issues and the service delivered to communities within this region
- represent the Agency to engage and build relationships with First Nations corporations, Community Traditional Owners, Elders, Leaders and Partners
- experience in previous project management and desire to further strengthen knowledge and subject matter
- well-developed written and verbal communication skills and a strong analytical lens
- provide technical support and operational guidance and direction to the team.

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Lucy Quartey, 02 9842 9627
Agency Recruitment Site	https://niaa.nga.net.au/?jati=3ED2BEC9-412F-EAC4-7A52-E43229E940 https://niaa.nga.net.au/?jati=3ED2BEC9-412F-EAC4-7A52-E43229E940

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762652

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Grants and Finance
ICT, Data and Systems ICT Strategy and Shared Services

Job Title	Assistant Director - ICT Strategy and Shared Services, Grants and Finance
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$126,342 - $143,993
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 1
Position Number	NIAA/2025/133
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=F9B7570C-A1A8-3494-9398-E4322D86CDBA

The Assistant Director, ICT Strategy and Shared Services plays a key leadership role in shaping and delivering the Agency's ICT direction. This position drives strategic ICT initiatives, oversees governance and planning processes, and ensures technology architecture supports long-term business goals. The role provides high-level advice on ICT matters, contributes to enterprise-wide decision-making, and leads the development of forward work plans, prioritisation frameworks, and performance reporting.

This role works closely with the Shared Services Manager to coordinate and enhance ICT services delivered by the Department of the Prime Minister and Cabinet (PM&C), including service agreements, escalations, performance monitoring, and continuous improvement. Key responsibilities include:

- support the development, review and maintenance of the Agency's ICT Strategy to ensure alignment with evolving business needs and Agency priorities including the Branch plan
- assist in implementing governance frameworks and strategic planning processes that guide priorities, investment decisions and delivery of strategic initiatives
- provide high-quality advice and analysis to inform project planning, evaluate new initiatives, and drive process improvements
- work closely with the Shared Services Manager to coordinate ICT service delivery with the shared services provider, ensuring services are reliable, secure, and meet agreed performance standards

- contribute to the management and evolution of the Agency’s enterprise architecture to ensure the ICT environment is secure, scalable and able to support current and future business needs
- support ICT improvement initiatives by applying secure-by-design and risk-aware principles, and monitoring risks, issues, and interdependencies
- prepare ICT-related committee papers, executive briefings, and performance reports, including the use of metrics and KPIs to track outcomes
- engage with stakeholders across technical, policy, and regional contexts to support alignment of ICT initiatives with Agency priorities and promote inclusive collaboration.

Duties

Our Ideal EL 1 Candidate will demonstrate the following skills and experience:

- support ICT Strategy, governance, and portfolio management in a complex environment
- strong organisational and communication skills, with the ability to manage competing priorities and work collaboratively across teams
- experience working with shared service arrangements and contributing to cross-agency initiatives
- understanding of government ICT procurement frameworks and awareness of emerging technologies including AI
- experience supporting vendor and contract management processes, including monitoring performance and ensuring value for money
- ability to translate technical concepts into clear, actionable information for technical and non-technical audiences
- demonstrated technical knowledge with a sound understanding of cyber security principles, and ICT risk management
- demonstrated initiative and self-motivation, with the ability to work independently and drive improvements with minimal supervision
- relevant tertiary qualifications in ICT, project management, business, or related disciplines (or equivalent experience)

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

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Qi Fan, 0467 731 832
Agency Recruitment Site	https://niaa.nga.net.au/?jati=F9B7570C-A1A8-3494-9398-E4322D86CDB

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762707

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Grants and Finance
ICT, Data and Systems Stakeholder Management and Collaboration

Job Title	Stakeholder Management and Collaboration Officer, Grants and Finance
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$88,887 - $95,028
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	APS Level 5
Position Number	NIAA/2025/131
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=0E6DBA1D-4441-851C-5875-E433171E50D6

The Stakeholder Management and Collaboration Officer's focus is to support NIAA users enhance their Digital Literacy, supporting delivery of NIAA Priorities (outlined in the NIAA Corporate Plan).

The Stakeholder Management and Collaboration Section is responsible for managing the following NIAA ICT Systems.

- NIAA Customer Relationship Management (CRM) system, Microsoft Dynamics Platform
- Microsoft 365 Applications (MS Teams, MS Planner, MS Lists, MS Forms etc)
- Microsoft Co-Pilot
- Microsoft SharePoint
- Commonwealth Government Collaboration Portal - GovTEAMs.

The Stakeholder Management and Collaboration Officer will work exclusively with NIAA internal stakeholders, primarily with ICT systems users, through the delivery of helpdesk, training and support functions.

The Stakeholder Management and Collaboration Officer provide the suitable candidate the opportunity to explore ICT Systems (Microsoft 365 Applications) to enhance NIAA user experience in the delivery of NIAA services to Aboriginal and Torres Strait Islander Peoples.

This role provides the opportunity to deliver face to face training to NIAA Regional Offices.

Duties

Our Ideal APS 5 candidate will demonstrate the following skills and attributes:

- have strong technical skills using Microsoft 365 Applications: Microsoft Teams, Microsoft Planner, Microsoft Lists, Microsoft Forms etc
- able to develop skills in the use of Collaboration Service for the Commonwealth Government - GovTEAMs
- able to deliver high quality customer service delivering helpdesk and support functions
- well-developed communication skills providing self-service resources; task cards, standard operating procedures
- able to walk through videos and facilitate classroom training both physically and virtually
- demonstrated ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander peoples.

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Grant Astles, 0400 914 434
Agency Recruitment Site	https://niaa.nga.net.au/?jati=0E6DBA1D-4441-851C-5875-E433171E50D

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762730

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Grants and Finance
ICT Data and Systems Greater Sydney

Job Title	ICT Portfolio Manager, ICT Data & Systems
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$126,342 - $143,993
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 1
Position Number	NIAA/2025/132
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=028DDE13-9B3D-53CD-AB73-E4331A484535

Are you passionate about using technology to create meaningful change?

Do you thrive in dynamic environments where innovation meets impact?

The ICT, Data and Systems Branch, at the National Indigenous Australians Agency (NIAA), is looking for a motivated ICT Portfolio Manager to lead transformative ICT initiatives that support our mission to improve outcomes for Aboriginal and Torres Strait Islander peoples.

As the ICT Portfolio Manager, you will play a pivotal role in shaping how ICT projects are delivered across the agency. You will lead the development of portfolio management practices, streamline project intake through our new ICT Front Door, and ensure alignment with strategic priorities. You will also serve as a Scrum Master for selected agile projects, facilitating sprint planning, stand-ups, retrospectives and removing impediments to ensure teams stay focused and productive.

Your responsibilities will include:

- designing and implementing ICT portfolio management processes, tools, and standards
- maintaining the ICT Portfolio Register and ensuring data accuracy and transparency
- coordinating with project leads and business units to validate and report on portfolio data
- supporting governance forums with timely documentation and insights
- promoting continuous improvement and fostering cross-agency collaboration
- acting as the central point of contact for ICT portfolio-related queries
- facilitating agile ceremonies and supporting agile delivery teams as Scrum Master.

At NIAA, you'll be part of a team that values innovation, collaboration, and purpose. You'll have the opportunity to work on projects that make a real difference, supported by a culture that encourages growth and continuous learning.

Duties

We are seeking a candidate who brings both technical expertise and strategic vision.

Our ideal candidate will have:

- demonstrated experience in ICT portfolio, program and/or project management within a complex organisation
- strong understanding of portfolio governance, reporting, and lifecycle management
- excellent stakeholder engagement and communication skills
- proven ability to develop and implement business processes and systems
- familiarity with project, program and portfolio management methodologies (such as PRINCE2, Agile, PMBOK, MSP, MoP)
- experience setting up service intake or front door mechanisms (highly desirable)
- proficiency in M365 tools such as SharePoint, Planner, and Lists.

Tertiary qualifications in ICT, Business, Project Management, or a related field is desirable.

Relevant certifications (PMP, MSP, MoP, Agile, ITIL) are advantageous.

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Emily Woodward, 02 6152 3423
Agency Recruitment Site	https://niaa.nga.net.au/?jati=028DDE13-9B3D-53CD-AB73-E4331A4845

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762763

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Integrity
Legal Services Branch Practice Management

Job Title	Practice Manager - Legal Services Branch, Integrity Group
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
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/2025/135
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=316501A8-7DFD-0D25-1F98-E433537C4311

The National Indigenous Australians Agency (NIAA) is seeking a Legal Practice Manager to lead a Practice Management Unit (PMU). Reporting to the Chief Lawyer, the PMU provides support for the Branch and the Chief Lawyer. The Practice Manager is responsible for the operation of the Practice Management Unit (PMU), including the supervision of a team of administrative staff.

The PMU provides administrative support for the Branch, develops and administers the branch's systems to support a diverse, full service legal practice supporting the Agency. These systems include business and workforce planning including recruitment, managing legal procurement,

billing, invoicing and reporting for external legal expenditure. You will have responsibility for innovations and system improvements for the legal information systems and legal research tools and compliance with the ***Legal Services Directions 2017***. You will be responsible for motivating, mentoring and supervising staff to deliver on initiatives and goals whilst striving to create an inclusive, responsive and effective environment.

As well as managing the PMU you will be an integral member of the leadership cohort and make valuable contributions to the management of the Branch. Key duties of the role include:

- administering the division's legal matter management system and advice register
- developing and managing templates and guides for the Legal Services Branch and the NIAA
- management of procurement of external legal services
- management of compliance and reporting obligation under the Legal Services Directions 2017
- development and implementation of business plans
- recruitment and workforce planning
- coordinating professional development and training
- internal budgeting and forecasting for business needs
- managing administrative support

Duties

Our ideal candidate will have:

- demonstrated capability and commitment to continue to develop cultural competency
- legal qualifications and the ability to hold and maintain a practising certificate and/or business administration qualification and/or considerable relevant experience
- excellent communication skills and the ability to create and maintain strategic relationships
- sound understanding of inhouse government legal functions and the ability to plan and execute practice management innovations
- demonstrated ability to contribute to the leadership of the branch and provide strategic oversight for legal practice management functions.

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Brendan Jacomb, (02) 6152 3555
Agency Recruitment Site	https://niaa.nga.net.au/?jati=316501A8-7DFD-0D25-1F98-E433537C431

Prime Minister and Cabinet

Vacancy VN-0762778

National Indigenous Australians Agency

Closing Date:Wednesday 24 September 2025

Corporate
Business Operations Support Procurement

Job Title	Assistant Director Procurement, Business Operations Support
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$126,342 - $143,993
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 1
Position Number	NIAA/2025/134
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=209D9A49-93D5-6DB8-DC21-E43355B10546

The National Indigenous Australians Agency (NIAA) is seeking a motivated, experienced and capable procurement professional to join our Central Procurement Team as an Assistant Director. This role is pivotal in driving excellence in procurement practices across the Agency and will have a strong focus on legislative reporting and continuous improvement.

You will apply your expertise to deliver key reporting responsibilities for the Agency, including contract notice reporting, the Senate Order, Annual Procurement Plan and various reporting requirements under the Indigenous Procurement Policy. In support of continuous improvement, you will leverage your knowledge of the Commonwealth procurement framework to enhance team capability, strengthen reference materials and refine our library of standard operating procedures. You may also be called upon to represent the Agency at meetings and events, contributing to the development of procurement capability and confidence across the organisation.

As an Assistant Director in the Procurement Team, you will play a key leadership role in:

- contributing to a culture that aligns with NIAA values and be dedicated to assisting in achieving quality program outcomes
- leading the coordination of legislative procurement reporting across the Agency, ensuring compliance with the Commonwealth Procurement Rules (CPRs) and other statutory obligations
- ensuring Agency procurement and contracting processes and procedures are compliant with the Commonwealth Procurement Framework
- driving the implementation of audit recommendations, enhancing procurement governance, risk management, and operational efficiency
- representing the Central Procurement Team in cross-agency forums and contributing to whole-of-government procurement initiatives
- providing strategic procurement advice to senior executives and business areas, enabling informed decision-making and value-for-money outcomes
- championing procurement leadership by mentoring staff, promoting best practice, and fostering a culture of integrity and innovation.

Duties

Our ideal candidate is expected to demonstrate the following:

- proven experience in undertaking or leading procurement reporting and compliance activities
- deep knowledge of the Commonwealth procurement framework, including the Commonwealth Procurement Rules (CPRs), the Public Governance, Performance and Accountability (PGPA) Act and related legislation
- experience in providing clear and concise procurement and contract management advice to stakeholders of all levels
- strong analytical and communication skills, with the ability to influence and engage stakeholders at all levels in a friendly and efficient manner
- an impeccable eye for detail
- a commitment to continuous improvement and building capability across teams
- alignment with the NIAA’s values and a passion for contributing to positive outcomes for Indigenous Australians
- strong customer service skills and the ability to build, develop and maintain relationships within NIAA, and the wider APS
- the ability to work with autonomy and accountability.

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.

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Joe Whyte, 02 6152 3824
Agency Recruitment Site	https://niaa.nga.net.au/?jati=209D9A49-93D5-6DB8-DC21-E43355B1054

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

Prime Minister and Cabinet

Vacancy VN-0762616

Northern Land Council

Closing Date:Friday 19 September 2025

Governance, Strategy and Communications
Strategy and Advocacy

Job Title	Policy and Advocacy Officer
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	$102,669 - $102,669
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	Work required from office, though work hours can be discussed
Classification	
Position Number	DS09
Agency Website	www.nlc.org.au

Job Description

https://jobs.nlc.org.au/job-details/query/Policy+and+Advocacy+Officer/in/Australia/9607213/

- **Location:** Darwin
- **Status:** Full-time ongoing

Are you passionate about shaping water policy that truly makes a difference? Northern Land Council is looking for someone with expertise in water policy formulation who understands the complex and competing demands of this role. If you can translate data and analytics into clear, evidence-based advice that drives meaningful change—this is your opportunity to contribute meaningfully.

Duties

About the Role: -

As part of the Strategy & Advocacy team and reporting to the Senior Policy & Advocacy officer, this role will undertake research and help to develop water policy positions and strategies to advocate for the rights and interests of our Aboriginal Traditional Owners and Native Title Holders. You will help shape water policy, law reform and delivery of Government services and programs

in the NLC regions. You will also advocate for positive policy outcomes across other critical policy areas relevant to Aboriginal people across our seven regions.

Eligibility

What you will Bring: -

You will be well versed in evaluating water policy and its effectiveness and able to use evidence-based research while listening to and working with our stakeholders to create effective strategies and solutions. Your experience and expertise in water policy will enable the NLC to advocate on behalf of our constituents effectively with both Territory and Federal Government entities to bring about great outcomes for our communities.

In addition to this, you will have: -

- Bachelor qualifications in Environmental Science, Law, Economics, Social Sciences or relevant equivalent qualification
- Minimum of four (4) years' experience in policy analysis, research and development, and a demonstrated ability to successfully advocate for change.
- Solid research skills and sound Computer literacy is a must have especially in Microsoft Office 365
- A current C Class NT driving licence.

Notes

What's in it for you?

As Part of a dedicated and collaborative team that supports your professional development, this is an exciting opportunity to play a role in helping to advocate the NLC positions on a broad range of issues affecting aboriginal people.

NLC offers competitive and attractive remuneration, work life balance and a unique opportunity to support our Aboriginal communities in the NLC Region.

We offer:

- A **base salary of $102,669** per annum plus **15% superannuation** and **salary sacrificing** up to $15,900 + Meal Entertainment and Holiday Accommodation benefits up to $2,650 per year.
- Other benefits under our Enterprise Agreement include:
    - **District allowance** of up to $4,797 per annum for individuals with dependents and $2,630 without dependents.
    - 5 **weeks annual leave**, leaving loading, 18 days personal leave;
    - **Paid Christmas** close down;
    - Upon completion of 12 months of service an **Annual airfare** with a net (in hand) value of $3,177

Interested applicants should send a copy of their CV along with a cover letter outlining why you are interested in this position and what relevant skills and experiences you will bring to the role.

If you have any further queries please contact: Sian Graham – 0498 244 405

Applications Close: Thursday, 18 September 2025

About the NLC

The Northern Land Council (NLC) is an independent statutory authority of the Commonwealth. The NLC is established under the Aboriginal Land Rights Act (NT) 1976 and its purpose is to serve its constituents who are Traditional Owners (TOs) and other Aboriginal people living in their region. Cultural knowledge and lived experience are central to the work that we do here at NLC. We are committed to enhancing Aboriginal peoples social, political and economic participation by supporting their aspirations and amplifying their voices on a range of issues impacting on their lands, seas, culture and communities.

About the Northern Land Council

To Apply

Position Contact	Sian Graham, 0498 244 405
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Policy+and+Advocacy+Officer/in/A

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762713

Office of the Official Secretary to the Governor-General

Closing Date:Wednesday 08 October 2025

Job Title	Director, Honours and Awards
Job Type	Full-Time, Ongoing
Location	Yarralumla ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Office arrangements may be negotiated
Classification	Executive Level 2
Position Number	007
Agency Website	https://www.gg.gov.au/office-official-secretary-governor-gene

Job Description

https://www.gg.gov.au/office-official-secretary-governor-general/recruitment

The Director Honours and Awards is an exciting leadership opportunity focussed on the delivery of the Australian Honours system and administration, congratulatory messages to Australians celebrating significant milestones, change management of contemporary systems and continual process improvements.

The Director is accountable for providing team leadership and undertakes all aspects of people and operational management within the Branch. We are seeking someone with highly refined interpersonal skills who has demonstrated experience in exceptional stakeholder engagement.

To be successful you are expected to have the proven ability in leadership, research, analytical, conceptual, liaison, influencing and communication and a capacity for clear and concise verbal expression in dealing with complex matters.

Duties

- Provide strategic leadership and planning across the Honours and Awards Branch to deliver on priorities including the Australian honours system, congratulatory messages to Australians celebrating significant milestones, Office reception, and oversee the continued development of the Branch database.

- Through collaborative leadership, ensure staff are provided with the information, direction, resources and support required to achieve desired outcomes. This requires an ability to lead, motivate, build and inspire the team, and to build engagement, trust and respect.
- Develop strong stakeholder relations, and liaise effectively and collaboratively with internal and external stakeholders to maximise efficiencies and promote the Office as a highly professional, innovative and responsive agency.
- Provide expert advice in relation to honours matters to the Governor-General, to the Chair of the Council for the Order of Australia and to the Chairs of the Australian Bravery Decorations Council and National Emergency Medal Committee.
- Oversee and identify continual improvements to the processing of nominations for Honours and Awards and administer military, meritorious and long service Awards.

Eligibility

A relevant tertiary qualification and/or experience in a senior advisory, leadership, management or business role.

Applicants must be Australian Citizens.

National Criminal Check and a Negative Vetting 2 security clearance.

Notes

Employment with the Office is in accordance with section 13 of the Governor-General Act 1974. If you are an ongoing APS employee and are engaged under the Public Service Act 1999, Under section 67 of the Australian Public Service Commissioner's Directions (2022) - an Agency Head must grant leave without pay to an ongoing APS employee to undertake employment with the Office of the Official Secretary to the Governor-General and on return provide employment at the employee's substantive level.

About the Office of the Official Secretary to the Governor-General

The Office of the Official Secretary to the Governor-General (OOSGG) is a small Commonwealth budget-funded statutory agency with staff located at Government House, Canberra and Admiralty House, Sydney. The Official Secretary leads an organisation committed to identifying and implementing innovative ways to support the Governor-General in carrying out their constitutional, statutory, ceremonial and public duties.

To Apply

Position Contact	Natasha McElwee, Executive Assistant to Jeff Barnes, Deputy Official Secretary, 0408 828 862
Agency Recruitment Site	https://www.gg.gov.au/office-official-secretary-governor-general/recruitme

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Prime Minister and Cabinet

Vacancy VN-0762723

Office of the Official Secretary to the Governor-General

Closing Date:Monday 22 September 2025

Job Title	ICT Project Manager
Job Type	Full-Time, Non-Ongoing
Location	Yarralumla ACT
Salary	$119,751 - $129,291
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Office arrangements may be negotiated
Classification	Executive Level 1
Position Number	000
Agency Website	https://www.gg.gov.au/office-official-secretary-governor-gene

Job Description

https://www.gg.gov.au/office-official-secretary-governor-general/recruitment

We are seeking an experienced and dynamic Project Manager to lead the transition of ICT services from an internal delivery model to a shared services arrangement with another government department. This is a high-impact role requiring strategic oversight, technical knowledge, and strong stakeholder engagement skills. Additionally, this role provides technical and managerial support to the in-house IT team, which currently comprises four full time staff.

It is anticipated that this engagement would be until 30 June 2026 with potential extension if required, by agreement.

To be successful you are expected to have proven ability in ICT project management, leadership, liaison and collaboration, communication and a capacity for clear and concise verbal expression in dealing with complex ICT matters.

Duties

- Develop and implement a comprehensive ICT strategy that aligns with the agency's overall business goals and objectives.
- Oversee and manage the transition of ICT services to the Department of Parliamentary Services, ensuring value for money for the office, continuity of services, and implementation of a fit for purpose solution.
- Provide strong and considered advice to stakeholders.
- Collaborate with business leaders across the agency to understand their technology needs and requirements, and ensure these needs are met in the delivery of the transition work.
- Build and maintain strong relationships within and between the Office and DPS and negotiate and manage contracts and agreements as needed.
- Communicate effectively with technical and non-technical staff, including through the provision of guidance on matters relating to technology more broadly.
- Ensure the security and reliability of the agency's IT systems and data, and implement strategies to mitigate risks and protect sensitive information.
- Oversee the day-to-day operations of the ICT Operations team, including the management of staff, budgets, and resources.

Eligibility

A relevant tertiary qualification and/or experience in a project management or ICT-related disciplines is required.

Applicants must be Australian Citizens.

National Criminal Check and a Negative Vetting 1 security clearance, as a minimum.

Notes

Employment with the Office is in accordance with section 13 of the Governor-General Act 1974. If you are an ongoing APS employee and are engaged under the Public Service Act 1999, Under section 67 of the Australian Public Service Commissioner's Directions (2022) - an Agency Head must grant leave without pay to an ongoing APS employee to undertake employment with the Office of the Official Secretary to the Governor-General and on return provide employment at the employee’s substantive level.

About the Office of the Official Secretary to the Governor-General

The Office of the Official Secretary to the Governor-General (OOSGG) is a small Commonwealth budget-funded statutory agency with staff located at Government House, Canberra and Admiralty House, Sydney. The Official Secretary leads an organisation

committed to identifying and implementing innovative ways to support the Governor-General in carrying out their constitutional, statutory, ceremonial and public duties.

To Apply

Position Contact	Sarah Jones, 02 6283 3577
Agency Recruitment Site	https://www.gg.gov.au/office-official-secretary-governor-general/recruitme

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Services Australia (part of the Social Services Portfolio)

Vacancy VN-0762440

Services Australia

Closing Date:Friday 26 September 2025

Child Support and Tailored Services
Social Work Services

Job Title	Social Work Support Manager (Identified)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - SA SA, Various locations - WA WA, Various locations - TAS TAS, Various locations - NT NT
Salary	$118,465 - $131,268
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	Office arrangements may be negotiated with the successful candidate.
Classification	Executive Level 1
Position Number	EXT-EL-2025-1239
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/(

Job Description

https://servicesaustraliacareers.nga.net.au/?jati=CBBD7E68-3443-1D54-2E2E-E4331A9FD7F9

Social workers in Services Australia (the agency) provide professional assessments and supports crisis counselling and interventions to customers who have multiple and complex needs, are in crisis or who are affected by natural disasters and emergencies.

Social work services are prioritised to:

- people who are at risk of suicide or self-harm
- people affected by family and domestic violence
- young people without adequate support
- people impacted by disasters and emergencies.

The work is often challenging but is also rewarding and will suit candidates who are resilient and embrace innovation and change. You will be helping a diverse range of customers at key moments in their lives by listening, advocating and connecting them to payments and services. With meaningful work undertaken across all parts of our country, you will be part of an extensive network of like-minded social workers and valued for who you are and what you can bring to our agency.

Social Work Support Managers are part of the local and Service Zone leadership team and are located nationally in face-to face and telephony channels to ensure a social work service is accessible for all people in Australia, regardless of geographical location. They are responsible for

the professional supervision of social work staff and the provision of high quality social work services which consistently meets professional and organisational standards. Social workers also work with service officers and the community to enable them to better support vulnerable people through case consultation, training and professional advice.

Social Work Support Managers coordinate social work services; manage key community, government and other agency partnerships, and educate the community about agency services. In performing a leadership role, Social Work Support Managers drive innovation, changes in workplace practices and organise work in the context of competing priorities and strategic direction. They also play an integral role in developing and supporting service delivery staff to improve their capability to deliver positive customer outcomes.

Duties

- Lead and manage social work staff, including capability development through professional supervision and succession planning, overseeing the management of individual performance, attendance, work priorities and resource management.
- Engage and manage relationships with community and government stakeholders to coordinate and deliver social work services.
- Resolve complex customer cases and/or escalate issues that adversely impact on policy, performance and/or customer service, including disaster/emergency situations.
- Assist in the development and implementation of social work strategies, policy, procedures, customer service and change initiatives.
- Support innovation in the delivery of social work services and manage and lead change.
- Provide intensive social work, crisis and early intervention services to vulnerable customers with challenging needs and arrange the provision of specialist services where required

Eligibility

Mandatory qualification - A Social Work Degree and eligibility for membership of the Australian Association of Social Workers (AASW).

Working with Children Check - State/s Working with Children or Vulnerable Persons Check required in: ACT, NSW, QLD, NT, WA, SA, TAS, VIC. Job requires direct/indirect contact with children/vulnerable groups: Without supervision

Identified position - Identified positions are roles that require people to have an understanding of the issues affecting Indigenous Australians and a proven ability to communicate sensitively with them.

‘Identified’ positions are open to Indigenous and non-Indigenous Australians. Aboriginal and Torres Strait Islander applicants are encouraged to apply. The agency is committed to growing our Indigenous workforce across all levels.

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant’s suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory COVID-19 vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia’s workforce operates using an agile approach, and all staff should be prepared to redeploy to critical frontline functions as required. Should you need to redeploy as part of the agency’s surge workforce, all learning and development and technical/pastoral support will be provided to you to enable you to undertake that work.

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 Services Australia

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

To Apply

Position Contact	Wendy Joyce, 0467 788 115
Agency Recruitment Site	https://servicesaustraliacareers.nga.net.au/?jati=CBBD7E68-3443-1D54-

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

Social Services

Vacancy VN-0762618

National Disability Insurance Agency

Closing Date:Thursday 18 September 2025

VIC TAS Regional Service
VIC TAS Regional Service VIC TAS Regional Service

Job Title	APS6 Planner Supervisor (General & Affirmative Measures – Disability & First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Bentleigh VIC, Berwick VIC
Salary	$96,737 - $106,950
Future Merit Locations	Berwick, Bentleigh
Office Arrangement	Flexible
Office Arrangement Details	Candidate may be required to work onsite, and WFH, Hybrid, Flexible - Positions may be offered
Classification	APS Level 6
Position Number	2313_08/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

Opportunities available

We have an incredible opportunity for a Planner Supervisor to join our VIC TAS Regional Services Team. The APS6 Planner Supervisor - VIC TAS Regional Services is a team leadership position within the NDIA and will have delegated authority and responsibility to resolve issues and risks across a range of activities. You will provide the leadership, control, planning, resource management, performance management and decision making for the Team Membership within the position’s assigned Work Area and in a virtual environment.

You as the APS6 Planner Supervisor will be accountable under limited direction to undertake complex work that is guided by legislation, policies and procedures.

Duties

To join our team, you will have:

- A positive contemporary attitude to people with disability, a high level of disability awareness and an understanding of the impact this may have for individuals.
- Experience with Aboriginal and Torres Strait Islander peoples (highly desirable)
- Outstanding communication and interpersonal skills to develop and maintain networks.
- Experience in managing a high-performance team.
- Flexibility – being able to get the job done around many barriers and hiccups.
- High levels of integrity and professionalism to support our values and mission.

Eligibility

Affirmative Measures

This vacancy is being advertised concurrently under an Identified and an Affirmative Measure recruitment process.

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

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

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability.

Identified Positions

Applicants will need to explicitly demonstrate strong knowledge and understanding of First Nations cultures, and an understanding and commitment to cultural safety, particularly in addressing the unique challenges faced by First Nations peoples.

Notes

Dependent on the role the appropriate Working with Children / Working with Vulnerable People check may be required as per State/Territory legislation. In addition to these checks, a Worker

Screening Check issued by the relevant State/Territory worker screening unit will also be required for any role for which the normal duties are likely to require more than incidental contact with people with disability.

This position will be offered as ongoing or non-ongoing. If the position is offered as non-ongoing, this will be for a specified term of up to 12 months. Should a non-ongoing position become ongoing, then a merit list established through this selection process may be used to fill the vacancy on an ongoing basis.

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

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

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Muna Khalid, 03 5246 0902
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Social Services

Vacancy VN-0762797

National Disability Insurance Agency

Closing Date:Thursday 25 September 2025

VIC TAS Regional Services Division
VIC TAS Regional Services Branch

Job Title	Participant Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Wendouree VIC, Mildura VIC, Warrnambool VIC, Devonport TAS, Hobart TAS, Launceston TAS, Ararat VIC, Bairnsdale VIC, Bendigo VIC, Bentleigh VIC, Boronia VIC, Colac VIC, Broadmeadows VIC, Echuca VIC, Frankston VIC, Horsham VIC, Shepparton VIC, Sunshine VIC, Swan Hill VIC, Traralgon VIC
Salary	$67,974 - $76,130
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	Negotiable upon commencement.
Classification	APS Level 3
Position Number	2550_09/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

https://www.ndis.gov.au/about-us/careers-ndia

We have an exciting opportunity for dedicated individuals to join our VIC/TAS team.

Participant Support Officers are the first point of contact for NDIS participants and stakeholders, delivering essential frontline support. You will work and operate in our Front of House, respond to enquiries, book appointments, manage a range of participant-related matters, and provide vital operational and administrative assistance to our Service Delivery teams.

Duties

The role is critical in ensuring timely and effective resolution of participant matters in-person, over the phone, and via email interactions.

Key responsibilities include:

- Providing frontline (reception counter) customer service and resolving participant enquiries.
- Triaging and escalating moderately complex matters to appropriate teams.
- Managing communication channels, including inboxes and outbound calls.
- Collaborating with team members to ensure consistent, high-quality service delivery.

Eligibility

Our ideal candidate possesses:

- Strong written and verbal communication skills.
- Demonstrated empathy and a commitment to delivering high-quality customer service, particularly in sensitive or complex situations.
- The ability to analyse issues, make informed decisions and problem solve.
- Well-organised, with the capability to manage competing priorities, meet deadlines, and maintain attention to detail.

Notes

This role is only performed from the following locations. Echuca VIC, Ararat VIC, Mildura VIC, Swan Hill VIC, Warrnambool VIC, Bairnsdale VIC, Traralgon VIC, Boronia VIC, Shepparton VIC, Bendigo VIC, Broadmeadows VIC, Horsham VIC, Wendouree VIC, Colac VIC, Sunshine VIC, Bentleigh VIC, Frankston VIC, Devonport TAS, Hobart TAS or Launceston TAS.

We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Applications for this role close **Thursday 25 September 2025 at 11:30pm AEST**

With the exception of personal details, applications can NOT be edited or updated once submitted for consideration. Please make sure you are completely satisfied with your entire application before submitting.

NDIA is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability (PwD), First Nations peoples, LGBTIQA+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families. NDIA 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. If you require an adjustment to be made during the recruitment process (including alternate formats of the application form) or have an enquiry about the support provided, please contact **DFP/ NDIA Recruitment** on **1300 558 870** or email **national.ndia@dfp.com.au**

There are certain roles within the National Disability Insurance Agency that may require mandatory vaccination, subject to government order or directive. Evidence may be required prior to commencement.

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

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

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Renee Kelly, 0436 684 150
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Social Services

Vacancy VN-0762734

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Monday 22 September 2025

Commissioner Division
NQSC Commissioner Branch Office of the Commissioner and Associate Commissioner

Job Title	Director, Office of the Commissioner and Associate Commissioner
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$141,800 - $167,184
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	Arragnemtns can be negotiated in line with the Enterprise Agreement.
Classification	Executive Level 2
Position Number	151_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The Director, Office of the Commissioner and Associate Commissioner, is responsible for providing strategic and executive administration advice to the Commissioner, Associate Commissioner, and the Executive Management Group. The Director is the central lead for cross-agency and Ministerial liaison.

The Director, through leadership and management, ensures the effective flow of information, advice and support necessary for the Commissioner and Associate Commissioner to fulfil their statutory and leadership responsibilities.

Duties

Duties may include, but are not limited to, the following:

- Provide high-level strategic, policy and operational advice and analysis to the Commissioner and Associate Commissioner
- Manage the daily operations and staffing of the Office of the Commissioner and Associate Commissioner, ensuring a high standard of professionalism, confidentiality and responsiveness
- Lead and mentor staff in the Office of the Commissioner and Associate Commissioner to ensure performance excellence and alignment with the NDIS Commission’s cultural principles, values and priorities

- Design the branch workflow and ensure continuous business improvement activities to ensure the effective operation of the Office of the Commissioner and Associate Commissioner.
- Anticipate and manage emerging issues and risks to the Commissioner and Associate Commissioner's priorities and work responsibilities
- Draft briefs on complex and sensitive matters and coordinate requests for information on behalf of the Office of the Commissioner and Associate Commissioner
- Manage complex internal and external stakeholder relationships to drive shared outcomes and ensure alignment of government priorities and Commission objectives
- Oversee the management of the Commissioner and Associate Commissioner's stakeholder engagement activities, including liaising directly with the Minister's Office to coordinate communications, meetings, and information
- Lead strategic projects, as directed by the Commissioner and Associate Commissioner.

Please view candidate information package for 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 National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Tina Daisley, 0447 971 196
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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

Social Services

Vacancy VN-0762754

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Tuesday 23 September 2025

Complaints and Engagement
Complaints and Incidents Various

Job Title	Regulatory Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW
Salary	$88,155 - $94,143
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	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	APS Level 5
Position Number	153_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

The NDIS Commission is undergoing a period of exciting transformation. If you are forward thinking, self-motivated, resilient, and adept at building relationships in a complex and fast paced environment, we welcome you to explore the NDIS Commission as your next challenge. This process may be used to fill positions across the Complaints and Incidents Branch

Regulatory professionals undertake an assessment of matters in line with agreed processes. They also use decision making capability and work within a defined regulatory framework aligned to the Enterprise Prioritisation Model (EPM).

As a Regulatory Officer you will undertake assessment of matters applying the NDIS Commission's risk prioritisation criteria, setting out how the NDIS Commission assesses and applies a risk proportionate regulatory response.

Duties

Duties may include, but are not limited to, the following:

- Supporting the assessment of matters aligned to the Enterprise Prioritisation Model (EPM). Complex matters are received through multiple external facing channels including phone, email and web based.
- Conducting assessments to determine the appropriate regulatory action required, in-line with the EPM. This may include consolidating matters.
- Safeguarding of NDIS participants through timely identification of risk/s and undertaking a referral to the appropriate team in line with the NDIS Quality and Safeguarding Framework.
- Managing complaints/incidents of a more complex nature relating to the provision of supports and services by NDIS providers.
- Developing productive working relationships with stakeholders to facilitate the work of the Complaints and Incidents Branch, and the NDIS Commission more broadly.
- Maintaining accurate records by keeping systems and registers updated to reflect the status of work.
- Contributing to team outcomes with technical expertise and sound subject matter knowledge, providing guidance and quality assurance within a team environment.
- Applying legislative, policy knowledge and actions whilst maintaining a well-developed understanding of relevant frameworks.

Please view candidate information package for 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 National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Ricky Mitchell, 02 7929 8429
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762554

Australian Bureau of Statistics

Closing Date:Wednesday 17 September 2025

Data Sourcing Division

Job Title	ABS Field Interviewer - Northern Territory
Job Type	Part-Time, Ongoing
Location	Darwin NT, Palmerston NT, Katherine NT, Alice Springs NT
Salary	-
Future Merit Locations	Darwin, Palmerston, Katherine, Alice Springs
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_NT_INT
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=766FD7E7-D5ED-E7BB-5C1F-E420B4318DE6

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Duties

About the role

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the APS Values, Employment Principles and Code of Conduct.

To learn more about the Interviewer role – please watch this video (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly

- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
  - minimum of two weeks a month
  - up to sick days in a week including Saturday
  - up to five nights in a week
  - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Please read the *ABS Recruitment Guide* for more information on how the ABS manages recruitment exercises, how to request an adjustment to the selection process, plus hints on how to prepare a written statement.

Notes

How to apply

To apply, complete an online application form on the ABS e-recruitment system.

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEST), Wednesday 17 September 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at https://www.abs.gov.au/careers

To Apply

Position Contact	Elise Macrae, (03) 4243 6393
Agency Recruitment Site	https://abs.nga.net.au/?jati=766FD7E7-D5ED-E7BB-5C1F-E420B4318DE

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Treasury

Vacancy VN-0762781

Australian Bureau of Statistics

Closing Date:Wednesday 24 September 2025

People and Place Division
Health, Disability and Vitals The Centre of Aboriginal and Torres Strait Islander Statistics

Job Title	Assistant Director (EL 1) - Aboriginal and Torres Strait Islander Community Engagement (Affirmative Measure – First Nations)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	$117,593 - $135,953
Future Merit Locations	Adelaide, Brisbane, Canberra, Darwin, Hobart, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Permanent or temporary position, full-time or part-time (flexible working arrangements)
Classification	Executive Level 1
Position Number	25/CoATSIS_EL1_AM
Agency Website	https://www.abs.gov.au/

Job Description

https://abs.nga.net.au/?jati=2BDEB829-0C29-79D4-7145-E43268F86DE6

The Australian Bureau of Statistics (ABS) is looking to fill the role of Aboriginal and Torres Strait Islander **Community Engagement Manager (EL1).**

This role is only **open to people that identify and are recognised as Aboriginal and/or Torres Strait Islander, under the Affirmative Measures Guidelines.** This is your opportunity to play a critical role in ensuring the Aboriginal and/or Torres Strait Islander voice and needs are embedded into our work outputs.

About the area

There is increasing demand for higher quality data about Aboriginal and Torres Strait Islander peoples to inform key policy initiatives such as Closing the Gap. The ABS is dedicated to early and ongoing conversations with Aboriginal and Torres Strait Islander peoples to increase the participation in, and relevance of, our statistical collections. The ABS is also committed to returning information to the community and finding better ways of providing access to data.

The Centre of Aboriginal and Torres Strait Islander Statistics has a leadership and coordination role for national statistical activity about Aboriginal and Torres Strait Islander peoples. They engage with communities across a range of statistical activities and outputs such as Aboriginal and Torres Strait Islander health and social surveys, the five-yearly Census of Population and Housing, administrative data, data integration projects, and more.

The section consists of:

- Aboriginal and Torres Strait Islander Community Engagement Managers and Officers spread across Australia
- the section's Director and a team of data and statistical analysts based in Canberra
- an outposted officer to the National Indigenous Australians Agency

The section has key partnerships with community organisations, the ABS Round Table on Aboriginal and Torres Strait Islander Statistics, the National Indigenous Australians Agency, the Productivity Commission, the Department of Social Services, and the Department of Employment and Workplace Relations.

Duties

About the role

We are looking for an Aboriginal and Torres Strait Islander Community Engagement Manager to help the ABS connect and work with Aboriginal and Torres Strait Islander people and communities; and ensure cultural support and guidance is provided to ABS staff.

EL1 responsibilities include:

- helping the ABS connect with, and understand the needs of communities in your region
- collaborating within your team, and across the ABS, to develop advice to deliver positive outcomes for Aboriginal and Torres Strait Islander peoples and communities across Australia
- providing guidance and support for the planning, development and implementation of statistical collections, such as the Census of Population and Housing

- supporting the implementation the Framework for Governance of Indigenous Data and the ABS Reconciliation Action Plan
- building the cultural capability, safety, and integrity of ABS staff and operation.

What we are looking for (selection criteria)

To be suitable as a Assistant Director (EL 1) - Aboriginal and Torres Strait Islander Community Engagement you will have most, or all, of the following skills, qualities and experience:

- Demonstrated ability to build and maintain strong stakeholder relationships across government, community, and partner organisations.
- Proven capability to engage effectively with Aboriginal and Torres Strait Islander communities to align policy and program outcomes with community priorities.
- Demonstrated ability to collaborate with Aboriginal and Torres Strait Islander peoples to provide cultural leadership and advice and perspectives, build staff capability and lead culturally safe practices.
- An understanding of data and statistics and how they can impact and empower Aboriginal and Torres Strait Islander peoples and communities.
- Leading and managing high-performing teams and working effectively within a diverse and geographically dispersed team
- Ability to foster an inclusive and respectful workplace culture
- Ability to represent your community and your organisation in meetings and forums at a variety of levels

Eligibility

To be eligible for these roles you:

- You must be an Aboriginal and/or Torres Strait Islander person (see below).
- You must be an Australian citizen at the time you apply.
- You may need to obtain (or hold) and maintain at least a Baseline security clearance.
- ABS employees who have access to market sensitive information are restricted in market trading activities. You may not be allowed to trade in financial products while employed. This role is not restricted in trading.

This position is **only** open to Aboriginal and/or Torres Strait Islander peoples. Eligible applicants are persons (and will be confirmed as part of pre-employment checks)

- of Aboriginal and/or Torres Strait Islander descent; and
- who identify as an Aboriginal and/or Torres Strait Islander person; and
- who are accepted by their community as being an Aboriginal and/or Torres Strait Islander person.

Applicants will be required to provide their Aboriginality and/or Torres Strait Islander Confirmation of Heritage when you submit your application or within 12 weeks of the application closing dates and/or before an offer of employment is made. If you have trouble with this, the Recruitment Team and Indigenous Liaison and Strategy Officer can provide support to you in obtaining one.

Notes

How to apply

To apply, complete an online application form on the ABS e-recruitment system.

You will need to upload your current resume, provide referee details and respond to the following:

*In no more than **500 words,** referring to the qualities, skills and experiences listed above in the selection criteria, tell us why you are the ideal person for this role and the ABS. Please include specific examples and achievements that demonstrate your ability to perform the role.*

Applications close at 11:30 p.m. AEST on Wednesday 24 September 2025. Late applications will not be accepted.

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

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at https://www.abs.gov.au/careers

To Apply

Position Contact	Tracey Harbour, 1800 249 583
Agency Recruitment Site	https://abs.nga.net.au/?jati=2BDEB829-0C29-79D4-7145-E43268F86DE

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762623

Australian Securities and Investments Commission

Closing Date:Thursday 11 September 2025

Job Title	Content Designer
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT, Brisbane QLD
Salary	$123,444 - $144,386
Future Merit Locations	Sydney, Melbourne, Canberra, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	Executive Level 1
Position Number	ASIC/1881882
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226352458

Duties

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

MoneySmart is embarking on a refreshed strategic direction to meet the intersection of government priorities and real consumer challenges. Our mission is to equip Australians to

navigate financial complexity with confidence, while supporting government priorities in a rapidly changing environment. We're seeking a Content Designer to join our Consumer Campaigns Content Team, where you'll transform complex financial topics into creative, engaging, and impactful content that connects with diverse audiences.

- **Brisbane, Canberra, Melbourne or Sydney**
- **$123,444 - $144,386 (plus 15.4% superannuation)**
- **12-month contract**
- **Applications close at 11:59pm AEST, Thursday 11 September 2025**

The team

ASIC's Communications and Corporate Affairs Group is responsible for leading ASIC's communications and stakeholder engagement including internal, corporate and external communications (including media), as well as digital and social channels. Its purpose is to build and leverage strategic stakeholder relationships to drive engagement and protect and enhance ASIC's reputation. This role sits within the Consumer Communications team which is accountable for consumer communications for ASIC and Moneysmart.

The role

As a **Content Designer**, you will:

- Lead the creation and delivery of engaging, user-centred content across multiple formats (web, video, infographics, podcasts, campaigns).
- Distil complex superannuation and retirement topics into clear and accessible consumer content.
- Develop and deliver integrated communications across owned, earned, and paid channels, ensuring cross-channel alignment.
- Analyse content performance using research, data, and analytics to inform decisions and optimise impact.
- Provide expert communications advice to stakeholders and support approval processes for content delivery.
- Partner across ASIC, building capability in digital content best practice and supporting agile, fast-paced project delivery.

About you

You hold tertiary qualifications in communications, journalism, marketing, or a related field, with at least five years of experience in large-scale marketing, brand, or transformation programs within the financial services or superannuation industry. You bring strong expertise in content design and UX writing principles, advanced creative writing and storytelling skills, and experience producing content across diverse formats. You are highly skilled in content modelling, analysis, and A/B testing, with proven ability to use analytics tools (e.g., Google Analytics) to measure performance. You're comfortable working within Agile methodologies and project management frameworks, with a track record of managing complex deliverables in regulatory environments.

You thrive in a fast-paced, deadline-driven environment, balancing multiple priorities calmly and logically. You are a creative thinker who can cut through complexity, tailoring content to resonate with diverse audiences. With excellent collaboration and stakeholder engagement skills, you build trusted partnerships and provide clear communications advice at senior levels. You are adaptive, data-driven, and committed to continuous learning—both for yourself and for the teams you support. Above all, you're passionate about improving Australians' financial knowledge and empowering consumers to make confident financial decisions.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Thursday 11 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

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

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

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

Eligibility

Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicole Moore, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_or

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762721

Australian Securities and Investments Commission

Closing Date:Sunday 14 September 2025

Job Title	Senior Technical Business Analyst
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	$147,104 - $158,578
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	Executive Level 2
Position Number	ASIC/1868470
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description *https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_organid=16529&in_jobDate=All*

Duties

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

The Australian Government has announced the stabilisation of existing business registers and their transfer from the Australian Taxation Office (ATO) back to ASIC, under the Registry Connect (RC) Program. This program aims to deliver reliable, secure, trusted, and efficient registry services to support the economy for the benefit of all Australians.

- **Sydney or Melbourne Locations**
- **36-Month Fixed Term Role**
- **From $147,104 to $158,578 (depending on experience) + 15.4% superannuation**
- **Applications close at 11:59pm AEST, Sunday 14 September 2025**

The team

The **Digital, Data, and Technology Portfolio Office** delivers a variety of project and support services to ASIC. We are executing significant technology projects to transform our business, focusing on visualization, mobility, and cloud. Emphasizing data sharing and analytics, we aim to make ASIC a ‘best in class' regulator supporting the Australian financial markets.

The role

As a **Senior Technical Business Analyst**, you will employ diverse business analysis techniques, including agile methodologies, to deliver high-quality project outcomes within established timelines. Your key responsibilities will encompass eliciting, analysing, and managing both high-level and detailed business requirements, conducting enterprise analysis, assessing and validating solutions, and addressing both functional and non-functional requirements.

More specifically, you will:

- Collaborate with SMEs and IT teams to analyse business requirements and identify needs.
- Document business, functional, and non-functional requirements for diverse stakeholders.
- Create user interface designs following User-Centred Design (UCD) principles and government accessibility guidelines.
- Develop process maps for as-is and to-be processes.
- Quickly understand business structure, strategy, and its impact on team efforts.
- Assist in testing preparation and execution.
- Support UAT preparation, system implementation, user manuals, and training.
- Manage performance to align with ASIC's strategic priorities and team business plan.

About you

The ideal candidate for the Senior Technical Business Analyst role will possess a blend of technical expertise, analytical skills, and effective communication abilities. They should have a strong background in business analysis techniques, including Agile methodologies, Scaled Agile Framework (SAFe) and be adept at delivering high-quality project outcomes within established timelines.

In addition, you will have:

- Relevant tertiary qualifications or professional certifications, with Agile and SAFe certification being highly desirable.
- Excellent knowledge of SDLC and Agile methodology.
- Strong skills in eliciting, documenting, and managing requirements.
- Experienced with industry process modelling and requirements management tools.
- Demonstrated technology-based project experience within in large complex enterprise environments.
- Exceptional analytical and enterprise-level problem-solving skills in IT systems and complex issue resolution.
- Proven ability to independently manage multiple tasks or projects with full accountability for outcomes.

- Skilled in delivering professional verbal and written communication to diverse audiences, with a strong commitment to customer service excellence.
- Demonstrable experience in integrating different business applications and improving efficiency of workflows and processes.
- Strong knowledge and previous experience working with systems and technology such as SAS, Microsoft Dynamics, Java, Siebel/Oracle fusion, Peoplesoft, Data Warehouse.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEST, Sunday 14 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

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

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

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

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Simeon Whitelake, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.searchResults?in_org

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762750

Australian Securities and Investments Commission

Closing Date:Friday 12 September 2025

Job Title	Executive Assistant
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Canberra ACT
Salary	$94,198 - $101,643
Future Merit Locations	Sydney, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	APS Level 5;APS Level 6
Position Number	ASIC/1883619
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226355691

Duties

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

- **Sydney or Canberra location**
- **From $94,198 - $101,643 (depending on experience) + 15.4% superannuation**
- **24-Month Fixed Term Contract**
- **Applications close at 11:59pm AEST, Friday 12 September 2025**

The team

The **Digital, Data & Technology (DD&T) group** drives transformational change and delivers core technology services across ASIC. It comprises IT, Cyber Security, Data Analytics & AI, Digital Hub, Portfolio Office, Business Management Unit, and programs such as RegistryConnect (modernising our business registers) and Digital Delivery.

The Business Management Unit (BMU) provides business management and executive support services, focusing on forward planning and continuous improvement, to enable smooth business operations and help the DD&T leadership achieve their strategic and operational priorities.

The role

The **Executive Assistant** provides front line representation and support to Senior Executive Leaders in the group. Through the efficient and proactive management of the Senior Executive Leaders' daily schedule, appointments, and coordination of stakeholder contact, the EA ensures the group is provided with integrated and effective support services.

Your responsibilities will include:

- Provide executive and administrative support to two DD&T executives.
- Manage diaries, coordinate meetings, book rooms/equipment, prepare agendas and meeting documentation.
- Oversee inboxes, task lists, and priorities.
- Prepare papers, correspondence, presentations, and other materials.
- Collate/distribute meeting documents, attend meetings, draft minutes, track action items.
- Coordinate travel, accommodation, and expense reconciliations.
- Support event planning for team onsite and leadership/staff forums.
- Assist with procurement, ensuring PGPA Act compliance.
- Deliver admin support: e-filing, records, org charts, team registers, and distribution lists.
- Help DD&T team adapt to IT changes and new work practices.

- Drive process improvements using digital and AI tools.

About you

You will ideally have the following skills & experience in a corporate of government environment:

- Relevant vocational qualification in office or business management.
- Experience managing the diary and administrative requirements of senior executives in a government agency, financial services, or private sector organisation.
- Ability to work autonomously, manage priorities, and coordinate resources to achieve outcomes.
- Experience preparing presentations using PowerPoint.
- Experience undertaking research, reviewing, and editing documents, to assist with the preparation of responses.
- Experience working with Microsoft products including Outlook, Word, Excel and PowerPoint.
- Experience working with SharePoint or similar content management database.
- Ability to resolve problems, demonstrating analytical and decision-making capability.
- Ability to build and maintain working relationships effectively liaising with the EA network and ASIC staff.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Friday 12 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

· Attractive superannuation

· Additional leave entitlements

- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

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

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_or

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762761

Australian Securities and Investments Commission

Closing Date:Tuesday 23 September 2025

Job Title	Learning & Development Consultant
Job Type	Full-Time;Part-Time, Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	$127,641 - $149,295
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	Executive Level 1
Position Number	ASIC/1882724
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226356006

Duties

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

Design and deliver impactful learning initiatives, create exceptional training experience and drive professional growth.

- **All locations**
- **$127,641 - $149,295 (plus 15.4% superannuation)**
- **Permanent position**
- **Applications close at 11:59pm AEST, Tuesday 23 September 2025**

The team

The **Leadership & Learning (L&L) team of People & Culture (P&C)** keeps ASIC growing and thriving. The team empowers our people through initiatives that uplift their overall capability and way of delivering ASIC's vision and strategic priorities.

The role

As **a Learning and Development Consultant**, you will:

- Design and deliver learning solutions based on organisational goals, P&D strategy, Business Unit strategies and ASIC's capability framework.
- Apply adult learning methodologies to deliver synchronous & asynchronous learning initiatives, including the use of established/emerging technologies, work and learning practices.
- Create flexible learning solutions to meet the diverse needs of the organisation and our people.
- Conduct LNAs to identify gaps, current and future skill/knowledge requirements of our people.
- Prepare learning briefs, presentations, reports and project documentation for stakeholders.
- Capture, analyse and interpret employee learning data for reporting and evaluation.

About you

- Tertiary qualification in adult education, instructional design, eLearning, digital learning.
- In-depth knowledge and demonstrated application of adult workplace learning theories and instructional design models.
- Proven skills and experience in instructional design and the development of learning experiences and resources.
- Knowledge of learning principles and practices as well as current and future trends in digital technologies.
- Demonstrated project management skills in the development of learning programs, with a capacity to scope realistic projects, meet timeframes and deliver outcomes.
- High-level interpersonal and professional communication skills to work effectively with individuals and teams with different levels of technical knowledge.
- Demonstrated capacity to work both independently and in multi-disciplinary team environments.
- Ability to source and analyse data for reporting on learning solutions effectiveness and employee learning behaviours.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Tuesday 23 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

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

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan. To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Nicole Moore, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_or

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762772

Australian Securities and Investments Commission

Closing Date:Tuesday 23 September 2025

Job Title	IT Service Desk Analyst
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$78,720 - $82,842
Future Merit Locations	Darwin
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6
Position Number	ASIC/1867557
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226334167

Duties

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

- **Location - Darwin**
- **From $78,720 - $82,842 (depending on experience) + 15.4% superannuation**
- **12-Month Fixed Term Contract Position**
- **Applications close at 11:59pm AEST, Tuesday 23 September 2025**

The team

Information Technology Services delivers diverse IT facilities and support to ASIC, driving major technology projects in virtualisation, data analytics, mobility, and cloud to enhance operations. The Oracle Systems Team develops, maintains, and supports key Registry Applications, including SOA and middleware, ensuring continuous improvement and stability across development, testing, and implementation.

The role

As an **IT Service Desk Analyst**, you will be working as the primary contact for ASIC staff who require support for technology related issues and. This is an excellent opportunity to grow your career with ASIC.

Your responsibilities will include:

- Provide telephone and email support to ASIC staff.
- Effectively communicate with empathy during periods of stress and high pressure.
- Provide ASIC staff with timely, effective assistance on a broad range of technology.
- Aim to solve customer's problems by using known troubleshooting approaches to identify a resolution as quickly as possible.
- Monitor and manage incoming work to drive positive customer outcomes within agreed service standards.
- Document customer issues and the resolution in our customer management system.
- Create and regularly review existing procedural documents for accuracy and relevance to solving customer issues.
- Escalate issues to the Team Leader to get traction on queries that are not progressing in a timely manner.

About you

Likely Skills and Experience:

- Minimum two years' service desk analyst experience with a commitment to finding ways to improve daily activities.
- Experience in responding, recording, and resolving customer queries within a structured and timely manner.
- Demonstrated written and oral communication skills that show empathy and compassion times of high pressure and stress.
- Ability to approach problem solving with logic and sensibility.
- An analytical aptitude that understands business critical issues and when to employ an escalation process.
- A passion for learning new processes and technology.
- The ability to work independently and be accountable for outcomes delivered.
- Experience providing customer service in a remote capacity, with the ability to quickly understand the person's situation.
- An understanding of Information Technology Infrastructure Library (ITIL) framework.
- An understanding of financial services organisations.
- Experience with a broad range of technology with experience in some of: Windows 11 laptops and desktops, Cloud technology (AZURE/AWS/GCP), Networking technology, Printing infrastructure, Windows Server, Active Directory knowledge, Microsoft 365 knowledge.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Tuesday 23 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

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

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

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

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_or

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762839

Australian Securities and Investments Commission

Closing Date:Wednesday 24 September 2025

Job Title	Change and Business Readiness Partner
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Canberra ACT
Salary	$127,641 - $136,204
Future Merit Locations	Sydney, Melbourne, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	Executive Level 1
Position Number	ASIC/1882839
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226357886&in_organid=16529&

Duties

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

- **Sydney, Melbourne or Canberra location**
- **From $127,641 - $136,204 (depending on experience) + 15.4% superannuation**
- **24-Month Fixed Term Contract**
- **Applications close at 11:59pm AEST, Wednesday 24 September 2025**

Registry Connect

The **RegistryConnect Program** will provide reliable, secure, trusted, and efficient registry services to support the economy for the benefit of all Australians. **The Program has five strategic objectives:**

- Stabilise ASIC Registry technology to increase the security, reliability, and performance of our registers.
- Modernise and uplift the registers, user channels and interfaces.
- Improve the quality and integrity of registry data, including linking of additional data sets.
- Achieve policy and law reform that enables better registry outcomes.
- Develop enduring capabilities to deliver future changes.

The role

As **Change & Business Readiness Partner** you will be required to:

- Take a leadership and hands on role in delivering organisational change management initiatives across multiple it and business projects.
- Partner with internal stakeholders to support them with overall program and/or project level business change activities.
- Assist the project teams with delivering clear and identifiable results that assist project and the business in embedding the change.
- Monitor the change's progress and ensure all project governance requirements are met including planning, risk identification and management, reporting and project management.
- Support the design, development, and delivery of project communications, ensuring that adequate communication has been provided throughout the lifecycle of the project including transition to BAU and post Go Live.
- Work with project managers to conduct impact analysis, stakeholder analysis and other key change deliverables.
- Contribute to the refinement of the change management framework – assisting in the adoption and delivery as required.
- Contribute to the design of a roadmap for embedding and maturing change management across ASIC.

About you

- Relevant tertiary qualifications in Information Technology/Business Management/Communications and demonstrated end-to-end change management experience working on complex/large projects using a structured approach.
- Prosci certification & demonstrated use of the ADKAR model.
- Digital, data & technology program and/or project experience preferred.
- Detail-oriented and proven ability to plan and manage the people, process, and behaviour change implementation activities.
- Excellent stakeholder engagement skills with a strong collaborative style.
- Strong facilitation and communication skills – ability to deliver effective sessions (eg training) both face to face and online.
- Can work independently as well as take direction and be a strong team player.
- Demonstrated organisational and time management skills and the ability to work to meet deadlines while managing several competing priorities.
- Able to commit to our Hybrid Policy of working in the office 50% across a fortnight.
- Baseline Security Clearance and federal government experience preferred.

View the position description for more information or click ‘apply' to start your application.

Applications close at 11:59pm AEST, Wednesday 24 September 2025.

About ASIC

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

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

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

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

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

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

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762011

Australian Taxation Office

Closing Date:Wednesday 24 September 2025

Enterprise Solutions and Technology
Digital Client Interactions

Job Title	IT Systems Administrator (Siebel)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Moonee Ponds VIC, Penrith NSW
Salary	$97,816 - $112,312
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_EST_567_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=3ED1B5DD-A8DB-3A61-8363-E41FC842D928

Duties

We are seeking experienced and motivated individuals to join our Digital Client Interactions team.

As an IT Systems Administrator (Siebel), in our Enterprise Solutions and Technology business area, you will work in a dynamic and complex technological environment, guiding, mentoring, and assisting or leading a team.

You will investigate and resolve operational and technological issues using best practices and robust solutions. Using your expertise, you'll provide complex technical advice and support, collaborating with a diverse range of business partners. You'll also seek new and innovative ways to deliver high-quality outcomes.

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	Claire Sykes, 0421 311 173
Agency Recruitment Site	https://ato.nga.net.au/?jati=3ED1B5DD-A8DB-3A61-8363-E41FC842D92

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762017

Australian Taxation Office

Closing Date:Wednesday 24 September 2025

Enterprise Solutions and Technology
Digital Client Interactions

Job Title	IT Systems Administrator (Siebel)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Moonee Ponds VIC, Penrith NSW
Salary	$125,291 - $136,595
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_EST_569_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=FDCA1ADB-3A2B-C3A7-2683-E41FC8AB7EB9

Duties

We are seeking an experienced and strategically driven leader to join our Digital Client Interactions team.

As an IT Systems Administrator (Siebel), in our Enterprise Solutions and Technology business area, you will lead one or more work teams and be accountable for managing staff performance and the allocation of resources. You'll plan, coordinate and deliver detailed, complex, technical, or sensitive projects that impact strategic or operational outcomes. Managing key business partner relationships, you'll collaborate to resolve issues and deliver quality outcomes.

You will produce high-level policy advice and engage in complex problem solving and issues management. You'll build team capability through coaching, training, and providing feedback. You'll model and encourage others to adopt an agile approach while also advocating a culture of continuous improvement.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

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	Claire Sykes, 0421 311 173
Agency Recruitment Site	https://ato.nga.net.au/?jati=FDCA1ADB-3A2B-C3A7-2683-E41FC8AB7E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762161

Australian Taxation Office

Closing Date:Monday 22 September 2025

ATO Finance
Finance Service Delivery

Job Title	Finance Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$150,784 - $179,606
Future Merit Locations	Upper Mount Gravatt, Sydney, Moonee Ponds, Parramatta, Penrith, Melbourne, Box Hill, Brisbane, Canberra, Dandenong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 2
Position Number	EXT_ESCO_592_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=1411A369-AE28-123A-0A44-E41EDA4CD451

Duties

We are seeking a finance professional with a strong record of achievement in finance and budget management in large and complex environments to join ATO Finance.

As a Finance Director, you'll provide trusted services and advice to business, delivering effective and efficient financial resource management activities in a public sector environment.

You will lead teams to deliver financial services, reporting, insights and advice that drive decision making and the delivery of ATO's outcomes. You'll play an integral role ensuring the ATO maintains a high level of financial integrity by ensuring records are complete, accurate, transparent and in accordance with legislative requirements.

You'll manage relationships to achieve ATO business outcomes and be accountable to develop and implement client and stakeholder communication and engagement strategies.

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	Leanne Tunningley, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=1411A369-AE28-123A-0A44-E41EDA4CD451

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762494

Australian Taxation Office

Closing Date:Monday 22 September 2025

Policy, Analysis and Legislation
Revenue Analysis

Job Title	Revenue Analyst
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$81,265 - $88,200
Future Merit Locations	Box Hill, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney
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_LDP_610_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=EED1C08F-8A3A-9378-22D8-E43176F1032B

Duties

We are seeking motivated and enthusiastic individuals to join our Revenue Analysis team in the Policy, Analysis and Legislation business area.

As a Revenue Analyst, you will work in one of our three streams that focus on collections and payments analysis, policy or data work. You'll undertake research, query and extract data using data software tools, perform data analysis, and may contribute to the annual report.

In the Analysis stream, you will assist in preparing tax collection and administered expense forecasts for inclusion in the Commonwealth Budget, preparation of financial statements and provide reporting on tax collections and administered payments to partners.

In the Policy stream, you will provide advice and data on the impacts of new policy proposals on administered revenue and expenses, departmental costs, and compliance costs.

In the Data Management stream, you will contribute to the ATO's compliance effectiveness measures, provide statistical advice and prepare ATO data for annual release in the Taxation Statistics publication or for independent research analysis.

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	Julia Rymasz, (02) 6216 2476
Agency Recruitment Site	https://ato.nga.net.au/?jati=EED1C08F-8A3A-9378-22D8-E43176F1032E

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762603

Australian Taxation Office

Closing Date:Monday 22 September 2025

ATO Finance
ATO Sourcing, Commercial Services & Leasing

Job Title	Procurement Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Albury NSW, Canberra ACT, Melbourne VIC
Salary	$150,784 - $179,606
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 2
Position Number	EXT_ESCO_603_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=CD5FB47C-2808-7032-2C46-E431F13BCEB7

Duties

We are seeking enthusiastic and experienced Procurement Directors to join our ATO Sourcing, Commercial Services & Leasing team.

As a Procurement Director you will leverage your professional knowledge to lead, influence and collaborate across the organisation to drive procurement and contract management activities. Your work will deliver savings, foster innovation, improve efficiencies and achieve the best outcomes for both the ATO and the community.

You will build and maintain strong strategic relationships with key internal and external partners, providing high level advice, leading complex negotiations while delivering strategic business outcomes.

You will provide specialist advice on complex, end-to-end procurement and contract management matters, ensuring compliance, value and strategic alignment. You'll lead a team of procurement professionals, overseeing the delivery of sensitive and highly detailed procurement projects and work programs that support organisational priorities.

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	Marcela Fontanarossa, (03) 9247 0720
Agency Recruitment Site	https://ato.nga.net.au/?jati=CD5FB47C-2808-7032-2C46-E431F13BCEB

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762676

Australian Taxation Office

Closing Date:Monday 22 September 2025

Smarter Data Program
Data Management branch

Job Title	Data Management Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Adelaide SA, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Hobart TAS, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Perth WA, Sydney NSW
Salary	$97,816 - $112,312
Future Merit Locations	Penrith, Upper Mount Gravatt, Melbourne, Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Hobart, Moonee Ponds, Newcastle, Parramatta, Perth, Sydney
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_SDP_605_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=941A3970-0992-1EBA-A43C-E431B236909A

Duties

We are seeking experienced individuals to join our Data Management branch.

As a Data Management Officer, you will contribute to one or more of the following key functions:

- development and delivery of data and analytics governance policies (data use, sharing, AI, automation, analytics), conformance and assurance frameworks
- development and delivery of operational guidelines, as well as expert support and advice to the ATO and business partners, to ensure data is legally and ethically sourced and managed across the data lifecycle
- onboarding data, data quality and identity matching to make data available for enterprise data and analytics solutions, including the ATO’s Prefill and Tax Time services
- managing data governance tools and data platforms through operational support and technical controls
- enabling data discovery and promoting stewardship through catalogue integration with enterprise products.

You will also be responsible for contributing to planning and coordination of work in your area, supporting local leadership and building a strong team culture, as well as managing performance and developing capability to ensure operational efficiency and effectiveness.

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	Amber Jehu, (02) 4924 7811
Agency Recruitment Site	https://ato.nga.net.au/?jati=941A3970-0992-1EBA-A43C-E431B236909A

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762681

Australian Taxation Office

Closing Date:Monday 22 September 2025

Smarter Data Program
Data Management branch

Job Title	Data Management Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Perth WA, Sydney NSW
Salary	$125,291 - $136,595
Future Merit Locations	Penrith, Upper Mount Gravatt, Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Perth, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_SDP_618_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=648ACED9-73B8-32FD-7E36-E43266E29578

Duties

We are seeking experience and highly motivated leaders to join our Data Management branch.

As a Data Management Officer, you will play a leading role in one of the following key functions:

- development and delivery of data and analytics governance policies (data, sharing, AI, automation, analytics), conformance and assurance frameworks
- development and delivery of operational guidelines, as well as expert support and advice to ATO and business partners, to ensure data is legally and ethically managed across the data lifecycle
- onboarding data, data quality and identify matching to make data available for enterprise data and analytics solutions, including the ATO’s Prefill and Tax Time services
- managing data governance tools and data platforms through operational support and technical controls.

You will also be responsible for leading staff, supporting local leadership and building a strong team culture, as well as managing performance and developing capability to ensure operational efficiency and effectiveness.

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	Kristal Spreadborough, (07) 4753 7475
Agency Recruitment Site	https://ato.nga.net.au/?jati=648ACED9-73B8-32FD-7E36-E43266E29578

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762714

Australian Taxation Office

Closing Date:Wednesday 24 September 2025

Frontline Operations
Various teams

Job Title	Risk and Intelligence Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Canberra ACT, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$125,291 - $136,595
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Burnie, Canberra, Dandenong, Geelong, Gosford, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Sydney, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_FO_609_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=150BD498-E3A9-CEDF-7D0C-E433179B6362

Duties

We are seeking Risk and Intelligence Managers to join our Frontline Risk and Strategy team.

As a Risk and Intelligence Manager, you will provide leadership and expert advice on policy, problem resolution and the delivery of end-to-end risk assessments. You'll have good understanding of analysing risks in IT systems and processes.

You will capture and analyse intelligence to identify known and emerging risks, patterns and trends, and apply judgement when choosing a course of action. You'll extract valuable insights from your analysis to support planning and make recommendations for enhancing business results.

You will build and maintain strong business partner relationships to share identified risks, support strategy development and collaboratively resolve sophisticated or sensitive issues.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

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	Arthur Antonis, (08) 8208 1303
Agency Recruitment Site	https://ato.nga.net.au/?jati=150BD498-E3A9-CEDF-7D0C-E433179B636

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762742

Australian Taxation Office

Closing Date:Thursday 25 September 2025

ATO Corporate
Various teams

Job Title	Communications Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Geelong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$125,921 - $136,595
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Geelong, Hobart, Melbourne, Moonee Ponds, Newcastle, Parramatta, Penrith, Perth, Sydney, Townsville, Upper Mount Gravatt, Wollongong
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_ESCO_622_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=7546B6D7-1790-9414-E74C-E4331BCA987C

Duties

We are seeking motivated and experienced Communications Managers to join our specialised teams within our ATO Corporate business area.

As a Communications Manager, you will lead a high-performing team responsible for developing and implementing strategic communication initiatives and managing digital ATO channels in support of the ATO’s corporate objectives. You’ll drive meaningful outcomes for both the organisation and the Australian community.

You will build strong relationships with business partners, senior stakeholders and third parties to plan, develop, implement and evaluate marketing and communication strategies, projects, products and events. Depending on the position, you may also manage digital communication channels that enable the ATO to reach millions of taxpayers across Australia and beyond. Through this work you’ll foster engagement, strengthen partnerships and support the delivery of clear, consistent and impactful messaging.

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	Michael Job, (03) 6221 0688
Agency Recruitment Site	https://ato.nga.net.au/?jati=7546B6D7-1790-9414-E74C-E4331BCA987C

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Treasury

Vacancy VN-0762749

Australian Taxation Office

Closing Date:Thursday 25 September 2025

ATO Corporate
Various teams

Job Title	Communications Manager (Affirmative measure - Disability employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Geelong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Townsville QLD, Perth WA, Parramatta NSW, Penrith NSW, Sydney NSW, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$125,291 - $136,595
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Geelong, Hobart, Melbourne, Moonee Ponds, Newcastle, Wollongong, Parramatta, Perth, Townsville, Upper Mount Gravatt, Penrith, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_ESCO_624_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=65B165F8-BFB8-4AEB-5CC1-E4331BD3B713

This vacancy is only open to people with disability. This measure is designed to address the under-representation of people with disability in the Australian Public Service.

We are committed to increasing diversity in the ATO as we believe a diverse workforce better represents the Australian community we serve. One of the ways we do this is by improving employment and career development for people with disability.

Duties

We are seeking motivated and experienced Communications Managers to join our specialised teams within our ATO Corporate business area.

As a Communications Manager, you will lead a high-performing team responsible for developing and implementing strategic communication initiatives and managing digital ATO channels in support of the ATO’s corporate objectives. You’ll drive meaningful outcomes for both the organisation and the Australian community.

You will build strong relationships with business partners, senior stakeholders and third parties to plan, develop, implement and evaluate marketing and communication strategies, projects, products and events. Depending on the position, you may also manage digital communication channels that enable the ATO to reach millions of taxpayers across Australia and beyond. Through this work you'll foster engagement, strengthen partnerships and support the delivery of clear, consistent and impactful messaging.

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

Candidates applying under the affirmative measure provision must provide evidence of disability.

For further information about this requirement and the application process please select the Apply now button.

Notes

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Michael Job, (03) 6221 0688
Agency Recruitment Site	https://ato.nga.net.au/?jati=65B165F8-BFB8-4AEB-5CC1-E4331BD3B71

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

Treasury

Vacancy VN-0762751

Australian Taxation Office

Closing Date:Thursday 25 September 2025

ATO Corporate
Various teams

Job Title	Communications Manager (Affirmative measure - Aboriginal and Torres Strait Islander employment)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Moonee Ponds VIC, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Geelong VIC, Hobart TAS, Melbourne VIC, Newcastle NSW, Sydney NSW, Parramatta NSW, Penrith NSW, Perth WA, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	$125,291 - $136,595
Future Merit Locations	Parramatta, Moonee Ponds, Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Geelong, Hobart, Melbourne, Newcastle, Wollongong, Sydney, Townsville, Perth, Upper Mount Gravatt, Penrith
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_ESCO_623_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=2A3C2ECD-781B-B837-148B-E4331C78410D

This vacancy is only open to Aboriginal and Torres Strait Islander applicants. This initiative helps to increase the number of Aboriginal and Torres Strait Islander people employed in the APS, to better reflect the diversity of the Australian community.

Duties

We are seeking motivated and experienced Communications Managers to join our specialised teams within our ATO Corporate business area.

As a Communications Manager, you will lead a high-performing team responsible for developing and implementing strategic communication initiatives and managing digital ATO channels in

support of the ATO’s corporate objectives. You’ll drive meaningful outcomes for both the organisation and the Australian community.

You will build strong relationships with business partners, senior stakeholders and third parties to plan, develop, implement and evaluate marketing and communication strategies, projects, products and events. Depending on the position, you may also manage digital communication channels that enable the ATO to reach millions of taxpayers across Australia and beyond. Through this work you’ll foster engagement, strengthen partnerships and support the delivery of clear, consistent and impactful messaging.

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

Candidates applying under the affirmative measure provision must provide confirmation of their Aboriginal and/or Torres Strait Islander heritage.

For further information about this requirement and the application process please select the Apply now button.

Notes

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Michael Job, (03) 6221 0688
Agency Recruitment Site	https://ato.nga.net.au/?jati=2A3C2ECD-781B-B837-148B-E4331C78410I

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762644

Australian War Memorial

Closing Date:Sunday 28 September 2025

Corporate Services
Corporate Services Buildings and Services

Job Title	Security Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$66,823 - $72,837
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	This position requires successful applicants to work on site
Classification	APS Level 3
Position Number	25-104
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

Under general direction, the Security Officer is responsible for implementing Memorial security and a range of building and asset services. The work involves: advising and reporting on security matters, monitoring and performing security services and providing a point of contact for all

building and associated services. Security Officers provide mobile security patrols across all Memorial sites, monitor security systems, staff critical access points, escort contractors, visitors and guests and implement security arrangements. In emergencies, the Security Officer may act as Deputy House Warden and assume responsibility for visitors, staff, buildings and contents.

This role may require staff to be rostered on public holidays.

These positions are being filled on an ongoing and non-ongoing basis. Non-ongoing positions will initially be filled for up to 12 months, with the possibility of extension and/or permanency.

Duties

- Under general direction participate in provision of a client focused security and facility service including:
    - Provide advice and information to staff and visitors on a range of security matters;
    - Provide a client service for staff and contractors on a range of asset and building services including building and exhibition maintenance, cleaning, equipment management and repair;
    - Staff the static control room position, monitoring of security systems including some complex programming
    - Perform mobile patrols and security/emergency response capability across all sites;
    - Manage building access and movement of personal items, and security and disposal of lost property;
    - Perform front-of-house security services to visitors and staff
- Participate in security arrangements for ceremonies, VIP visits and escort official visitors and guests.
- Provide short term relief of senior security staff and assist in training in emergency procedures and safety equipment.
- Assist senior security staff with procedural and training development, administrative duties and provide day to day supervision and assistance to new team members.
- Implement approved and at times complex operational procedures.
- As Deputy House Warden, implement procedures to direct and control staff and visitors in emergencies and assist and participate in all training drills and exercises.
- Manual handling and movement of objects, including but not limited to bollards and barricades.
- Abide by and further the principles and practices of Work Health and Safety as outlined in the WHS Act, taking reasonable care for their own health and safety and ensuring that their acts or omissions do not adversely affect the health and safety of other persons.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Mandatory Requirements

- Must hold a current Australian driver's licence
- Ability to obtain and maintain a Negative Vetting Level 2 security clearance

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia's wartime experience.

To Apply

Position Contact	Bill Brodie, 02) 6206 9804
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762736

Australian War Memorial

Closing Date:Wednesday 17 September 2025

Corporate Services
Corporate Services Human Resources

Job Title	Wellbeing, WHS and Injury Management Advisor
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$94,887 - $105,910
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 6
Position Number	25-082
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

As a key member of the Work Health and Safety (WHS) team, the Wellbeing, WHS and Injury Management Advisor provides expert advice and services across diverse and complex work environments relating to workplace wellbeing, injury management and WHS. The role ensures compliance with the Public Service Act 1999, the Safety Rehabilitation and Compensation Act 1988 and the Work Health and Safety Act 2011 (Cth).

This position plays a central role in strengthening the Memorial's health and safety culture through strategic, evidence-based, and person-centred initiatives focused on early intervention, psychological wellbeing, rehabilitation, and workplace safety. It supports the development, implementation, and continuous improvement of systems and processes that foster a safe, healthy, and supportive work environment.

The Wellbeing, WHS and Injury Management Advisor collaborates closely with business areas and stakeholders to drive continuous improvement in the delivery of holistic and integrated services, including rehabilitation case management, early intervention programs, and injury prevention initiatives. The role also contributes to the ongoing maturity and alignment of the Memorial's rehabilitation management system.

The role reports to the Manager of Work Health and Safety and operates under broad direction.

This position will initially be filled for 12 months, with the possibility of extension and/or permanency.

Duties

- Provide guidance on the interpretation and application of legislation, codes of practice, and internal frameworks relating to WHS, wellbeing, and injury management in varied operational settings.
- Lead the management of rehabilitation and workers compensation matters consistent with legislative frameworks to support employees achieve sustainable return to work outcomes.
- Plan, develop and deliver rehabilitation and safety documentation including policies and procedures in alignment with the Memorial's needs and operating environments, and within the relevant management systems.
- Lead and contribute to initiatives addressing psychosocial hazards, and early intervention to promote employee wellbeing.
- In consultation with the WHS Manager, coordinate, develop and/or deliver a range of training and guidance to support the health and wellbeing of employees.
- Work collaboratively and build sustainable positive relationships with stakeholders across the Memorial to deliver key objectives.
- Use experience and expertise to inform, design and lead process and system enhancements on existing and emerging issues including psychosocial hazards and psychological wellbeing.
- Prepare high-quality briefings, reports, and recommendations for internal committees and senior leadership.
- Collaborate with internal stakeholders to build capability, support compliance, and drive a positive safety and wellbeing culture.
- Contribute to the ongoing development and maturity of the Memorial's rehabilitation and WHS management systems.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia’s wartime experience.

To Apply

Position Contact	AWM Recruitment, employment@awm.gov.au
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762765

Australian War Memorial

Closing Date:Wednesday 24 September 2025

National Collection
National Collection Art

Job Title	Assistant Curator of Art
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$75,022 - $91,809
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 4;APS Level 5
Position Number	25-107
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

Under general direction, the Assistant Curator participates in the care, custody and day to day administration of the Art Collection. The work involves: responding to enquiries and liaising with clients, artists, institutions and organisations; contributing to collection development; and performing a range of tasks associated with control, maintenance and care of the collection using the Memorial's collection management system.

This position will initially be filled for 9 months, with the possibility of extension and/or permanency.

Duties

- Under general direction and professional supervision participate in the control, maintenance, care and development of the art collection, including:
    - Prepare recommendations related to acquisitions;
    - Undertake accessioning and cataloguing of works of art;
    - Arrange for movement of works of art through the collection management system and upgrade data and arrange for conservation and photography of items;
    - Ensure all relevant documentation is entered in collection management system;
    - Respond to copyright issues in relation to the art collection;
    - Perform project, publication and research assignments.
- Contribute to the development and implementation of related policies, strategies, systems and standards.
- Contribute to the planning and production of exhibitions, gallery displays, changeovers, public programs and digital and online interpretative projects.
- Manual handling and movement of a wide range of objects including but not limited to works on paper, framed works of art and items from the National Collection.
- Liaise with other areas of the Memorial, researchers, artists, dealers, museums, institutions and organisations and respond to public enquiries related to the art collection and provide advice on its historical and cultural significance.
- Contribute to the activities of the section including taking responsibility for project and administrative tasks, including art commissions.
- Abide by and further the principles and practices of Work Health and Safety as outlined in the WHS Act, taking reasonable care for their own health and safety and ensuring that their acts or omissions do not adversely affect the health and safety of other persons.
- Assist the broader Art Section as required.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Mandatory Requirements

- A Tertiary qualification in the field of Art History
- Ability to Obtain and Maintain a Baseline Security Clearance

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia’s wartime experience.

To Apply

Position Contact	Anthea Gunn, (02) 6263 6690
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0762558

Department of Veterans' Affairs

Closing Date:Sunday 21 September 2025

Chief People Officer
Integrity, Security and Property Fraud Response

Job Title	Senior Intelligence Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Hobart TAS
Salary	$101,449 - $115,199
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	EXT-2025-0277
Agency Website	https://www.dva.gov.au/

Job Description

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

The **Chief People Officer** (CPO) Division provides a range of enabling services to DVA's business areas to support them in providing quality services to its veterans and their families.

The **Integrity, Security & Property Branch** assists this goal through the provision of business integrity, investigation, compliance, security and records management support to DVA business functions.

The **Fraud Response Section** is responsible for activities contributing to the prevention, detection and deterrence of non-compliance and/or fraudulent behaviour against DVA's programs and services.

An opportunity exists for an **APS6 Senior Intelligence Analyst** within the **Intelligence** team of the **Fraud Response Section**. Successful candidates will utilise their leadership experience and intelligence gathering and data analysis skills to develop intelligence products to detect suspected non-compliance and suspected fraud against DVA's programs and services. They will also use their interpersonal skills to engage with stakeholders and to collaborate with other agencies. This role fulfils a vital element of DVAs fraud detection capabilities and serves to protect public funds from illegal activities, error and loss.

Duties

- Leadership / management of geographically dispersed and multi-disciplined teams.
- Leading and coordinating the collection, analysis and dissemination of intelligence to support decision-making.
- Ensuring compliance with relevant policies, standards and procedures.
- Drawing on professional experience in identifying and gathering relevant information from diverse sources.
- Applying a risk based and data driven approach in managing workflows and developing intelligence products within an integrity environment.
- Undertaking objective and systematic analysis of data, to detect instances of fraud and non-compliance issues across payments, programs and services.
- Developing high-quality intelligence products to support remedies for matters involving non-compliance and/or that require criminal investigation.
- Support inter-disciplinary and inter-agency liaison to maintain productive networks and to promote information sharing, partnerships and common understanding.
- Mentoring, developing and supporting staff, colleagues and management within the team that promotes a culture of flexibility and improvement.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance. (NV1 security clearance may be required for some secondment opportunities)

Mandatory Requirements

- Applicants must be able to evidence a successful completion of;
    - Certificate IV Government Investigations, equivalent or higher.

Notes

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

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

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.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Rick Carter, 0415 715 313
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762725

Department of Veterans' Affairs

Closing Date:Thursday 02 October 2025

Legal and Audit
Various Various

Job Title	Legal Officer & Senior Legal Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	$101,449 - $140,143
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6;Executive Level 1
Position Number	EXT-2025-0278
Agency Website	https://www.dva.gov.au/

Job Description

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

The **Legal and Audit Division** in the Department of Veterans' Affairs (DVA) has multiple opportunities for APS 6 Legal Officers & EL 1 Senior Legal Officers to join our in-house legal practice.

The Legal and Audit Division is a specialist in-house practice that supports lawful implementation of the Department's objectives by advising on the management of legal risk as well as providing legal advice, litigation and dispute resolution services, legal training and legislation services. It is a dynamic and collegiate division with a strong focus on delivering quality timely legal advice and developing our staff in a positive team environment.

We are looking for candidates with strong technical legal skills, who are great communicators, can manage competing priorities, enjoy working collaboratively, think flexibly and have a positive attitude. For executive level positions, we are also looking for candidates who think strategically, and have the ability to lead, manage and mentor others.

Lawyers at all levels work on a wide range of complex and interesting legal matters with friendly and high performing colleagues. You will be supported to further develop a highly sought after and transferable skill set.

Duties

As an APS6 Legal Officer you will:

- Deliver high quality legal services that meet client expectations (including financial), business and legal risk, compliance requirements and professional standards.
- Prepare, draft and review of moderately complex legal matters and documents with the ability to seek guidance and advice when required.
- Be responsible for the delivery of moderately complex legal services under general supervision of a more senior lawyer; have “day to day” responsibility for legal matters that are moderately complex in nature and work with more senior practitioners on more complex matters.
- Develop and maintain client relationships with business areas and promote the Legal Services and Audit Division as DVA’s trusted advisor.
- Supervise (as required) and/or support other section members including contributing to the setting of the direction of work priorities and practices, monitoring work flow and contributing to shared learning.
- Further professional legal expertise, through participation in development, training and study opportunities, and meet Continuing Legal Education requirements and other expectations.
- Exercise both initiative and judgment in the interpretation of policy and in the application of practices and procedures to provide detailed technical and professional advice in relation to moderately complex problems.

As an EL1 Senior Legal Officer you will:

- Deliver high quality legal services that meet client expectations, considering both legal and non-legal risks, professional standards and the department’s role under its portfolio legislation.
- Prepare, draft and review complex legal matters and documents with limited guidance.
- Be responsible for the delivery of complex legal services and work with more senior practitioners to resolve complex and or sensitive matters.
- Build and maintain strong client relationships with business areas while promoting the Legal & Audit Division as DVA’s trusted advisor.
- Anticipate and respond to stakeholder needs and expectations and consider how issues can be challenged constructively.
- Supervise and support junior staff, including by setting clear direction for work priorities and monitoring workflow, and contributing to shared learning.
- Advance professional legal expertise, through participation in development, training and study opportunities, and meet Continuing Legal Education requirements and other expectations.
- Support leadership of the Branches and Division, including through promoting a positive working environment, and contributing to corporate leadership activities.

Eligibility

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

- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Mandatory Requirements

- Must have a Bachelor of Laws or Juris Doctor degree (or equivalent) from a recognised Australian tertiary education provider.
- Must be admitted as a legal practitioner (however described) of the High Court or the Supreme Court of a State or Territory of Australia and must possess, or be eligible to obtain, a practising certificate.

Notes

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

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Tanya Boulter, 02 5163 8664
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762727

Department of Veterans' Affairs

Closing Date:Thursday 02 October 2025

Legal and Audit
Legal Advice and Legislation Legislation and Instruments Section

Job Title	Legal Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Hobart TAS
Salary	$101,449 - $115,199
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	EXT-2025-0279
Agency Website	https://www.dva.gov.au/

Job Description

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

The **Legal and Audit Division** is a specialist in-house practice that supports lawful implementation of the Department's objectives by advising on the management of legal risk as well as providing legal advice, litigation and dispute resolution services, legal training and legislation services.

We are looking for candidates with strong technical legal skills, who are great communicators, can manage competing priorities, enjoy working collaboratively, think flexibly and have a positive can-do attitude. In addition to your strong legal skills and experience in the relevant area, you need to have strong and efficient administration, liaison and communication skills, and the ability to lead, manage and mentor others in the delivery of the work.

About Legislation & Instruments:

Our Legislation and Instruments Section works collegiately across many areas of the department to develop primary and subordinate legislation, appointment instruments and business delegations. This includes:

- Working closely with policy and program areas of the department to provide legal advice and assistance with regards to the development of new measures in primary legislation administered by the department or in legislative instruments.
- Working with the Office of Parliamentary Counsel to develop legislation.
- Facilitating constitutional risk assessments of new policy proposals.
- Assisting policy and program areas of the department in the development and drafting of delegation and statutory appointment instruments.
- Working closely with other Commonwealth Departments and relevant internal policy and program areas to ensure DVA legislation mirrors equivalent legislation in the provision of support, benefits and assistance that are beneficial to veterans and their families.

Opportunities are currently available for suitably qualified and experienced candidates for Legal Officer (APS6) roles in DVA's Legislation and Instruments section, drafting team.

Duties

- Deliver high quality legal services that meet client expectations, considering both legal and non-legal risks, professional standards and the department's role under its portfolio legislation.
- Prepare, draft and review moderately complex legislative instruments and other legal documents with the ability to seek guidance and advice when required.
- Build and maintain strong client relationships with business areas while promoting the Legal & Audit Division as the department's trusted advisor.
- Continuously develop professional legal expertise, through participation in development, training and study opportunities, and meet Continuing Legal Education requirements and other expectations.
- Support leadership of the Team and the Branch, including through promoting a positive working environment, and contributing to corporate leadership activities.
- Anticipate and respond to stakeholder needs and expectations, considering how issues can be challenged constructively.
- Supervise and support junior staff, including by contributing to the setting of work priorities, monitoring work flow, and contributing to shared learning.

Eligibility

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

Mandatory Requirements

- Must have at least a Bachelor of Laws degree (or equivalent) from a recognised Australian tertiary education provider.
- Must be admitted as a legal practitioner of the High Court or the Supreme Court of a State or Territory of Australia and must possess, or be eligible to obtain, at least a restricted government lawyer practising certificate.

Notes

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

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Veterans' Affairs

The Department of Veterans’ Affairs (DVA) exists to fulfil the nation’s duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA’s vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Charlotte Inglis, 0407 598 355
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762741

Department of Veterans' Affairs

Closing Date:Thursday 02 October 2025

Legal and Audit
Dispute Resolution Reviews and Appeals

Job Title	Assistant Director - Reviews and Appeals
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Adelaide SA, Perth WA, Hobart TAS, Darwin NT
Salary	$127,621 - $140,143
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Executive Level 1
Position Number	EXT-2025-0280
Agency Website	https://www.dva.gov.au/

Job Description *https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home*

The **Legal and Audit Division** in the Department of Veterans' Affairs (DVA) has multiple opportunities for Assistant Directors (EL1) to join the Reviews and Appeals team.

The **Reviews and Appeals Team**, in the Dispute Resolution Branch, is a key function within the department which bolsters the trust and confidence of the veteran community by undertaking and facilitating the review of compensation decisions under DVA's legislation. The section also supports the primary claims processing areas by providing critical insights and feedback on policy, procedural, and operational matters which could lead to improved primary decisions. The section is built on expert knowledge and best practice and plays a vital role in ensuring the veteran community is able to access their legal entitlements as well as assisting the primary claims areas with the important work they do.

The EL1 Assistant Directors in the Reviews and Appeals Team will work on a range of complex and interesting matters with friendly and collaborative colleagues. You will be supported to develop a highly sought after and transferable skill set.

Duties

- Contribute to the strategic direction of the section and provide input into operational, compliance, and general management issues.
- Provide direction to the team and direct staff through mentoring, coaching, and performance management.
- Identify and contribute to continuous business improvement and lead changes in a constructive and collaborative manner.
- Provide leadership across the Department, particularly in adapting to rapidly changing circumstances and provide high level advice to the DVA senior executive and as required, to the Minister and Commissions.
- Develop and manage key strategic relationships with a broad range of internal and external stakeholders, including representing the Department
- Review complex and sensitive issues relating to stakeholders including working directly with veterans/clients/representatives and negotiating positive outcomes.
- Represent Commissions at Veterans' Review Board (VRB) conferences and hearings.

Eligibility

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

Notes

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

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Veterans' Affairs

The Department of Veterans’ Affairs (DVA) exists to fulfil the nation’s duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA’s vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Alan Jones, 0424 442 041
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762758

Department of Veterans' Affairs

Closing Date:Friday 26 September 2025

Veteran Experience and Transition
Transition

Job Title	Senior Program Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Adelaide SA, Canberra ACT
Salary	$101,449 - $115,199
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	EXT-2025-0281
Agency Website	https://www.dva.gov.au/

Job Description

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

DVA is seeking a person who is passionate about veterans and their families, to help deliver the Veteran Employment Program within the Transition Branch of the Veteran Experience and Transition Division.

The Veteran Employment Program delivers initiatives that support Australian organisations to improve employment outcomes for veterans and partners. This includes promoting the skills veterans bring to the civilian workforce to increase employment opportunities for veterans and their partners, as well as encouraging and supporting employers to recruit and retain veterans and build veteran- inclusive work environments.

The successful applicant will have the ability to build and maintain effective relationships with internal and external stakeholders, including at senior levels. You will have strong attention to detail, be confident in engaging with veterans and employers, and possess skills of a high-level in written communication. You will work with a high level of autonomy, managing competing priorities, operating under broad direction in a fast-paced and busy environment. A communications background would be beneficial.

Duties

- Contribute to and support the growth of the Veteran Employment Commitment
- Contribute to the delivery of the Prime Minister’s National Veterans Employment Awards including organising and supporting nomination and judging processes, as well as managing a range of contracts to coordinate logistics for the event
- Conduct procurement processes for key elements of the awards delivery and content production for the program
- Deliver the VEP communications plan in line with the VEP communications and engagement strategy to promote the work of the program and grow awareness of the Veteran Employment Commitment among industry
- Manage the VEP social media pages and develop regular social media posts that promote the work of the program, as well as develop content for the Veteran Employment Program Website
- Develop and maintain strategic relationships with key internal and external stakeholders in a range of settings to support the Veteran Employment Commitment and inform the development of communications products
- Develop comprehensive written communications including coordinating and drafting educational materials, ministerial submissions, reports and briefings for senior executives
- Assist across the Veteran Employment Program, as required.

Eligibility

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

Desirable Requirements

- A degree or qualifications in Communications and/or knowledge and experience is highly desirable.

Notes

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

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Kim Budimir, 08 8153 5444
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762824

Department of Veterans' Affairs

Closing Date:Monday 06 October 2025

Job Title	Member / Chairperson
Job Type	Part-Time, Non-Ongoing
Location	Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	RMA members work on a part-time basis and are appointed by the Minister for Veterans' Affairs
Classification	Statutory Appointment
Position Number	EXT-2025-0271
Agency Website	https://www.dva.gov.au/

The Repatriation Medical Authority (RMA) function is to determine Statements of Principles (SOPs) for any disease, injury or death that could be related to military service, based on relevant sound medical-scientific evidence. The RMA plays no role in determining or considering individual claims. The RMA comprises a Chairperson and four other members who are eminent medical or scientific experts, with at least 10 years' experience. One of the members of the RMA must be a person having at least 5 years' experience in the field of epidemiology. RMA members work on a part-time basis and are appointed by the Minister for Veterans' Affairs for periods up to five years. The RMA is supported by a Brisbane-based Secretariat consisting of legal, administrative and research staff.

Duties

Member Appointment Applications

Currently the RMA seeks a psychiatrist and an epidemiologist to fill the two roles that are available (please refer to 'NOTES' below). The appointees together with other members of the RMA, assists the Chairperson in ensuring the efficient operation and medical-scientific reputation of the RMA. Members are part-time statutory appointments made by the Minister for Veterans' Affairs.

To be a strong contender for this appointment, you will need to be a registered medical practitioner or medical scientist (with at least 10 years' experience), with an outstanding academic record and extensive clinical or public health experience. We are particularly seeking members with expertise in psychiatry or musculoskeletal medicine and/or epidemiology (if you are applying for the epidemiology role you must have at least 5 years' experience in the field of epidemiology). You will be acknowledged for your comprehensive understanding of psychiatry and epidemiology and for your medical-scientific leadership.

You will also have excellent representational and stakeholder management capabilities and be known for your intellectual rigour and high ethical standards. An understanding of the Australian Repatriation system and experience dealing with executive government and institutions will be well regarded.

Chairperson Appointment Applications

The Chairperson's position is a part-time statutory appointment made by the Minister for Veterans' Affairs. The appointee is responsible for the efficient operation and medical-scientific reputation of the Repatriation Medical Authority (the RMA). The Chairperson reports to Parliament on behalf of the Authority and works closely with the Minister for Veterans' Affairs, the Department of Veterans' Affairs, the Repatriation Commission, the Military Rehabilitation and Compensation Commission, Ex-Service Organisations (ESOs) and the wider service community and undertakes the significant representational and liaison responsibilities of the RMA.

If applying for the Chairperson appointment (please refer to ‘NOTES’ below). you should pitch your application and responses to Selection Criteria that addresses governance, leadership and medical-scientific reputation of the RMA.

The Chairperson must have:

1. Qualifications as a registered medical practitioner or medical scientist with at least ten years' experience;
2. an outstanding academic record and extensive clinical or public health background;
3. recognition at senior levels of academia within Australia and internationally;
4. an extensive record of scientific publications;
5. demonstrated medical-scientific leadership;
6. a sound understanding of disease causation, and particularly epidemiology;
7. an understanding of the Parliamentary and legal systems;
8. extensive experience in dealing with executive government and institutions;
9. excellent representational and stakeholder management capabilities; and
10. experience at a senior level of administration.

The Chairperson requires an appreciation of the Australian Repatriation system, its basis and role, as well as the special place that veterans and serving members hold within Australian society.

The position of Chairperson requires a person whose medical-scientific and intellectual capabilities are respected by the four other Members of the RMA, and who will engender trust and respect amongst the various stakeholders of the military compensation scheme.

Eligibility

- Must be an Australian citizen.
- All applicants offered an appointment to the RMA will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill current vacancies. For more information about the role, please see the Candidate Information Pack.

We are also inviting applications in this recruitment process to fill future RMA appointments. Two further appointments will be available from July 2026, including the Chairperson and another Member role specialising in musculoskeletal medicine.

Part-time positions at the RMA are remunerated according to a determination made by the Remuneration Tribunal: https://www.remtribunal.gov.au/. The current determination in force as of 1 July 2025: https://www.remtribunal.gov.au/document-library-search/remuneration-tribunal-remuneration-and-a

A merit pool of suitable applicants may be created which may be used to fill future vacancies should they become available over the next 18 months.

Successful applicants will be subject to a probation period.

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	DVA.Statutory.Appointments@dva.gov.au, DVA.Statutory.Appointments@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Parliamentary Department

Vacancy VN-0762528

Department of Parliamentary Services

Closing Date:Monday 22 September 2025

Information Services
Digital Recording Services Information Management

Job Title	Senior Information Governance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$97,841 - $109,967
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Canberra based positions. Flexible working arrangements may be negotiated in accordance with our EA and the operational needs of the role.
Classification	APS Level 6
Position Number	JR33043
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

The Department of Parliamentary Services (DPS) is recruiting for a Parliamentary Services Level 6 Senior Information Governance Officer, Information Management Section within the Digital Recording Services Branch.

This position provides an opportunity for the right person to have a significant impact on the further growth of information management maturity in DPS through the review and enhancement of the guidance provided through strong information governance.

The Senior Information Governance Officer is responsible for developing, implementing, and maintaining the department's information governance program. The information governance program ensures that the department's information assets are managed securely, are compliant with relevant legislation, and align with departmental, and whole-of-government policies, goals and objectives.

You will lead the review and submission of DPS records authorities, the creation of disposal schedules for Class C records in conjunction with the Parliamentary Library, assess DPS business systems using the National Archives' Business Systems Assessment Framework and complete tasks such as completing the initial draft of the annual Check-up survey to assist DPS in achieving the requirements of the Building Trust in the Public Record Policy.

The Senior Information Governance Officer is required to undertake complex work, and operate with limited direction, with the opportunity for reasonable autonomy and accountability. The role includes using initiative and judgment in the interpretation of policy and in applying practices and procedures. The Senior Information Governance Officer provides professional and policy advice in relation to complex problems and may assist in strategic planning, program and project management, and policy development. The Senior Information Governance Officer will be required to liaise with a range of stakeholders in a representational role.

Our ideal candidate will have:

Demonstrated experience in information management/information governance.

Experience in the use of an EDRMS such as Content Manager and in the use of Microsoft 365.

Demonstrated experience in the practical application of the Building Trust in the Public Record policy.

Exceptional analytical, troubleshooting, and problem-solving skills.

Highly effective communication skills (written and verbal).

Exceptional stakeholder engagement/management skills.

Ability to work in a dynamic and often rapidly changing environment.

Strong focus on collaboration and teamwork.

The Senior Information Governance Officer requires highly developed communication skills, sound understanding and application of information management and governance practices, stakeholder engagement, and an ability to respond in a constantly changing environment, with a strong emphasis on the importance of accuracy and completeness.

Duties

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

Eligibility

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

Notes

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

About the Department of Parliamentary Services

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

To Apply

Position Contact	Tamara Cottrell, 02 6277 5521
Agency Recruitment Site	https://jobs.dps.gov.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Parliamentary Department

Vacancy VN-0762531

Department of Parliamentary Services

Closing Date:Monday 22 September 2025

Information Services
Digital Recording Services Enterprise Information and Data Management

Job Title	Information Governance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$89,410 - $95,924
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Canberra based positions. Flexible working arrangements may be negotiated in accordance with our EA and the operational needs of the role.
Classification	APS Level 5
Position Number	JR33046
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

The Department of Parliamentary Services (DPS) is recruiting for a ParliamentaryServicesLevel 5 Information Governance Officer, Information Management SectionwithintheDigital Recording ServicesBranch.

This position provides an opportunity for the right person to have a significant impact on the further growth of information management maturity in DPS throughthe review and enhancement of the guidance provided through strong information governance.

The Information Governance Officer will contribute to the development, implementation, and maintenance of the department’s information governance program. The information governance program ensures that the department’s information assets are managed securely, are compliant with relevant legislation, and align with departmental, and whole-of-government policies, goals and objectives.

You will assist in the review andsubmission of DPS records authorities,the creationof disposal schedules for Class C recordsin conjunction with the Parliamentary Library, assessment of DPS business systems using the National Archives’ Business SystemsAssessment Framework and complete tasks such as the initial draft of the annual Check-up survey to assist DPS in achieving the requirements of the Building Trust in the Public RecordPolicy.

The Information Governance Officer is required to collaborate on the undertaking of complex work, and operate with limited direction, with the opportunity for reasonable autonomy and accountability. The role includes using initiative and judgment in the interpretation of policy and in applying practices and procedures. The Information Governance Officer provides professional and policy advice in relation to complex problems and may assist in strategic planning, program and project management, and policy development. The Information Governance Officer will be required to liaise with a range of stakeholders in a representational role.

Who we are looking for:

The Information Governance Officer requires well developed communication skills, sound understanding and application of information management and governance practices, stakeholder engagement, and an ability to respond in a constantly changing environment, with a strong emphasis on the importance of accuracy and completeness.

Our ideal candidate will have:

Demonstrated experience in information management/information governance.

Experiencein the use of an EDRMS such as Content Manager and in the use of Microsoft 365.

Demonstrated knowledge and/or experience in the practical application of theBuilding Trust in the Public Record policy.

Well developed analytical, troubleshooting, and problem-solving skills.

Effective communication skills (written and verbal).

Developed stakeholder engagement/management skills.

Ability to work in a dynamic and often rapidly changing environment.

Strong focus on collaboration and teamwork.

Duties

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

Eligibility

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

Notes

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

About the Department of Parliamentary Services

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

To Apply

Position Contact	Tamara Cottrell, 02 6277 5521
Agency Recruitment Site	https://jobs.dps.gov.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Parliamentary Department

Vacancy VN-0762544

Department of Parliamentary Services

Closing Date:Monday 22 September 2025

Finance and property services
Property Services

Job Title	Painter
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$80,672 - $87,659
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	The successful candidate will be required to work onsite at one of the DPS office locations in Canberra.
Classification	APS Level 4
Position Number	JR32990
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

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

The Department of Parliamentary Services (DPS) is seeking to recruit a Painter within Building Fabric Services of the Maintenance Services Section of the Building Services Branch.

DPS proudly provides innovative, unified, and client-focused services to the Australian Parliament and parliamentarians. Our people are employed in a broad and unique range of professional, customer service and trade-based roles, all joined by a shared purpose: to make an enduring contribution to Australia's parliamentary democracy. We have an inclusive workplace that reflects the diversity of the community we serve.

Maintenance Services is the maintenance authority for Parliament House and is responsible for repairs and maintenance of the building's structure, fabric, finishes, landscape and all engineering services such as air conditioning, power, lighting, hydraulic services and movement systems.

The Building Fabric Services is a Business unit within Maintenance Services, responsible for maintaining the building fabric and furniture within Parliament House. This includes both internal and external surfaces which comprise timber, carpet, concrete, stone, glazing, painted surfaces and furniture.

Duties

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

Eligibility

- Trade qaulification relevant to the position
- Undertake a medical assessment to determine fitness-for-duty prior to appointment
- The successful applicant will be required to obtain and maintain a Baseline Vetting (Protected/Restricted) security clearance.

Notes

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

About the Department of Parliamentary Services

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

To Apply

Position Contact	Glendon Skilling, 02 6277 5044
Agency Recruitment Site	https://jobs.dps.gov.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762593

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Enterprise Services Group
Strategy

Job Title	Enterprise Portfolio Management Office (EPMO) Portfolio Systems Coordinator
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Perth WA
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60018951
Agency Website	

Job Description

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

The Bureau’s Enterprise Portfolio Management Office (EMPO) is part of the Strategy Program within the Enterprise Services Group. It provides enterprise-wide coordination, strategic guidance, and support across the Bureau's project, program, and portfolio management activities.

The Portfolio Systems Coordinator plays a key support role in administering and maintaining the Bureau’s Project Management Information System (PMIS) and related project delivery tools. The role supports the implementation of system standards, user onboarding, and day-to-day technical operations to ensure that the project, program and portfolio teams can work effectively across the Bureau’s delivery environment.

The successful candidate will demonstrate strong working knowledge of project and collaboration tools, sound data and information management practices, and the ability to support users across varying levels of technical confidence. The role requires both technical proficiency and well-developed interpersonal skills to assist stakeholders and ensure consistent tool usage in line with EPMO standards.

This position reports to the Portfolio Systems Lead within the EPMO.

Duties

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

1. Administer user access and licensing for EPMO-owned project and program delivery tools and portfolio management tools, ensuring accounts are provisioned and maintained in line with standard processes.
2. Provide day-to-day technical support and troubleshooting, escalating issues to ICT or vendors as required to maintain service continuity.
3. Support onboarding and guidance for system users, including orientation to tools, standards and procedures for effective project delivery.
4. Assist in configuration and ongoing tailoring of project and collaboration tools, including metadata structures, templates, and workflows aligned to the EPMO Systems and Tools Catalogue.
5. Contribute to the automation of repeatable delivery and assurance processes using Power Platform or other endorsed tools.
6. Support consistent application of information and document management standards across project and program delivery environments.
7. Monitor and suggest improvements for continuous improvement to system usage, tool functionality, and data handling processes.
8. Collaborate with EPMO team members, ICT stakeholders, and end users to ensure aligned delivery of system support and improvements.
9. Ensure all activities comply with Bureau requirements, including records management, ICT security, and data policies.
10. Uphold Bureau workplace obligations, including Work Health and Safety responsibilities, APS Values, Employment Principles and the Code of Conduct.

Eligibility

Australian Citizenship

The ability to obtain and maintain a Baseline security clearance

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Sarah van Rooyen, EPMO Manager, 0416 344 907
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762595

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Enterprise Services Group
Strategy

Job Title	Enterprise Portfolio Management Office (EPMO) Portfolio Coordinator
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Perth WA
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60015163
Agency Website	

Job Description

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

The Bureau's Enterprise Portfolio Management Office (EPMO) sits in the Strategy Program within the Enterprise Services Group. The EPMO provides whole of enterprise coordination, strategic guidance and support across the Bureau’s project, program, and portfolio management capabilities.

This role supports the EPMO's Portfolio Management Team by assisting others with adopting and promoting the Portfolio Management Framework, including its guides, processes and templates, and by encouraging the use of the Bureau's project management system to achieve portfolio management objectives.

The successful candidate will have experience in either an EPMO or portfolio environment. Alternatively, be familiar with PRINCE2/MSP frameworks and have experience working in a project or program. They will have excellent interpersonal skills and customer focus as they will frequently liaise with staff across different teams and with senior management.

This position reports to the Portfolio Management Lead within the EPMO.

Duties

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

1. Be an integral member of the EPMO Portfolio Management team, working to support successful delivery of the Bureau's portfolio.
2. Support the promulgation and adoption of the EPMO's Portfolio Management Framework including guides, processes, and templates by the Bureau's program and project management community.
3. Facilitate timely communication to key stakeholders regarding portfolio status and health.
4. Support the preparation of briefing papers and reports on the status of the portfolio for the Bureau's executive and other senior governance forums.
5. Support documentation, inputs and follow on activities for the Portfolio Investment Evaluation Sub Committee.
6. Provide advice and expertise to support the consistent use of portfolio management tools, working with the EPMO Project and Program Management Team to ensure captured project and program data meets portfolio management needs.
7. Support the business through formal project change control processes, required governance approvals and benefits management practices.
8. Active involvement in the continual improvement of all processes across EPMO services.
9. Cultivate and maintain effective working relationships with other EPMO team members and other capabilities within the Bureau.
10. Comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
11. Commitment to APS Values, Employment Principles, Code of Conduct, and the Bureau's Social Justice Strategy.

Eligibility

Australian Citizenship

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	Sarah van Rooyen, EPMO Manager, 0416 344 907
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762598

Bureau of Meteorology

Closing Date:Thursday 18 September 2025

Science and Innovation Group
Research

Job Title	Observation Scientist
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	$94,563 - $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	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60017784
Agency Website	

Job Description

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

The Bureau's Research Program sits within the Science and Innovation Group and is the main driver of science-based innovation in the Bureau of Meteorology. In supporting the Bureau to deliver impactful weather, climate, ocean and water information services, the research contributes to advancing meteorological and earth system sciences in Australia and globally. Research activities cover the broad fields of weather, climate, oceanography, earth systems modelling, data set development, process studies, and application development.

The position is for an outstanding Observation Scientist in the Hydro-Informatics and Surface Observations Team within the Research Program. This team collates and quality controls climate and surface data sets, and develops products for operational use, such as national gridded rainfall and temperature datasets.

The occupant would be expected to possess expertise and skills in the area of climate/surface observation data preparation or modelling (physical and/or machine learning), quality control, scientific analysis, statistics, and scientific publication. The occupant will need an ability to use and adapt scientific code and be competent in applying and developing the methods used to analyse climate/surface observation data, in collaboration with other teams and sections across the Bureau. You will work closely with staff across the Bureau to ensure that the methods developed are fit for purpose, and to ensure smooth transition to operational systems where appropriate.

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 a ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

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

1. Contribute to and undertake original research and associated analysis, quality control and development of observational data and products. Specifically, contribute to the scientific

development, quality control and maintenance and enhancement of key observational records (climate and surface), modelling and development and improvement of derived gridded climate and/or land surface datasets.

2. Contribute to and undertake the delivery of practical science-based solutions in response to identified customer or organisational needs, including supporting innovation which delivers greater impact and value from Bureau Services. Publication of relevant results in peer-reviewed journals, technical or research reports. Support transitioning research to operational products.

3. Work with clients, sponsors, and stakeholders of the Bureau's Research Program to understand their needs, develop proposal to address scientific and technical gaps, and drive innovation and scientific advancement with measurable impact and value. Provide scientific advice to Bureau leaders and senior scientists and support them in delivering Team and Section plans and priorities.

4. Work effectively and productively as a member of a team under the direction of more senior scientists, and an ability to plan and undertake research and to publish research results. Further, collaborate closely with scientific and technical staff across the Research Program, and with other Bureau employees and external stakeholders.

5. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Selection criteria

The Bureau encourages applications from all suitably qualified candidates. Applications will be considered based on alignment with selection criteria, which have been matched to the APS work level standards and Integrated Leadership System (ILS) for BB3 (Research Scientist) positions.

- Scientific Expertise
- Achieve Results
- Supports productive working relationships
- Displays personal drive and integrity
- Communication with Influence

Eligibility

A degree of Doctor of Philosophy from Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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	Dr Andrew Frost, 0410 528 575
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762617

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Business Solutions
National Security and Space

Job Title	Defence Meteorologist - Military Aviation
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	This is an embedded customer-facing role and as such remote working options cannot be considered.
Classification	APS Level 6
Position Number	60016699
Agency Website	

Job Description

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

Defence Weather Services (DWS) is the primary provider of environmental intelligence to the national security agencies, specifically the Department of Defence and the Australian Defence Force (ADF). Services provided by DWS enhance Australia's national security agenda through the provision of weather, climate and oceanographic forecasts/data, real-time observations, meteorological training and professional advice to assist decision-making and planning for ADF operations and activities.

Defence Meteorologists – Military Aviation provide timely and valuable meteorological information to ADF aviation units, contributing to safe operations and operational advantage for ADF aviators. Defence Meteorologists work in a dynamic and customer focused environment and as such, building and maintaining close working relationships with colleagues and ADF personnel is essential. Working under forecast policy, the Defence Meteorologist will prepare and issue aviation forecasts and warnings specific to ADF requirements, maintain a meteorological watch and amendment service, provide professional advice including regular briefings, and take meteorological observations. Confidence in making independent meteorological decisions will be required, together with the ability to know when and how to reach out for support.

Defence Meteorologist – Military Aviation roles are shift-based and generally contained to weekdays during military flying hours. Occasional weekend work will be required and travel to other Defence Weather Services Offices (DWSO) for leave relief or to support military exercises will be required on occasion. These 2-4 week deployments provide an excellent opportunity for practical professional development.

The successful applicant will be required to work from the DWSO located at RAAF Base Williamtown. As a member of a small office, the successful applicant needs to be able to work

independently while contributing to the overall responsibilities of the DWSO. Excellent communication, problem solving and time management skills will be required, as will a high level of resilience. RAAF Base Williamtown is located 30km north of Newcastle NSW and is the home to the command, operational and support elements of Air Combat Group's (ACG) tactical fighter force. Surveillance and Response Group (SRG) also operate from the base. Supported squadrons operate a range of aircraft including F-35A Joint Strike Fighter, Hawk 127, PC-21 and E-7A Airborne Early Warning and Control aircraft. Newcastle airport also operates from RAAF Base Williamtown.

Living and working in a regional 'defence' location has its advantages. For starters the successful applicants will be afforded all standard 'Defence APS' privileges while on base, such as the use of base facilities (mess hall, gym etc) and free parking near the office. Commute time to work will likely be short and peak hour may consist of the three-car backlog as you pass through the front gates of the base. Relocation will be supported as will a reasonable amount of temporary accommodation, prior to you finding something more permanent. You will get to know the Defence personnel you support and within our team there are many examples of friendships and support networks formed this way.

The successful applicant will need to attain and maintain at least a Negative Vetting 1 (NV1) Security Clearance, an Aerodrome Meteorological Forecaster (AMF) competency and the Aerodrome Meteorological Observer (AMO) certification. These can be obtained once successful.

While this vacancy is located at RAAF Base Williamtown, the merit pool from this recruitment will be used to fill similar APS6 Defence Meteorologist vacancies which may occur over the next 18 months. Applicants interested in other military aviation locations such as Townsville, Amberley, Oakey, East Sale or Pearce should also consider applying.

Duties

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

1. Analyse meteorological information and prepare forecasts and warnings for local and other areas, whilst being consistent with forecast policy, and according to the specific requirements of the Australian Defence Force (ADF). Maintain a meteorological watch and ensure a timely amendment service.

2. Provide meteorological information and operational briefing services to ADF personnel and other agencies as required.

3. Engage with local ADF personnel on all weather-related matters, including for military exercise support and for the development of new services to enhance ADF capability.

4. Assist in the provision of services to ADF units deployed on exercise, if necessary, working from other Bureau or Defence offices, or outposted to the exercise area.

5. Perform other operational duties, including taking meteorological observations, and participate in contingency arrangements with other Bureau offices as required. Perform basic maintenance and troubleshooting of meteorological and office computing and communications equipment, as required.

6. Contribute to Defence Weather Services national operational goals and participate in meteorological related studies and investigations, including those related to air safety incidents and military exercises. Prepare case histories of meteorological events and perform other operational duties as directed.

7. Attain and maintain all security clearance and aviation forecasting/observation training competency requirements in a timely manner.

8. Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.

9. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Commitment to Diversity & Inclusion and actively demonstrate these in the workplace.

10. Comply with all Bureau work, health and safety policies and procedures, report any risks or hazards and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

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.

Proof of attainment of a Basic Instruction Package for Meteorologists (BIP-M), as defined by the World Meteorological Organisation (WMO) guidelines WMO-No. 1083, is required.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Peter Davidson, 0418 151 422
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762635

Bureau of Meteorology

Closing Date:Sunday 14 September 2025

Science & Innovation Group
Research Program

Job Title	Hydrologist
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$94,563 - $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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	
Position Number	60017334
Agency Website	

Job Description

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

The Bureau's Research Program sits within the Science and Innovation Group and is the main driver of science-based innovation in the Bureau of Meteorology. In supporting the Bureau to deliver impactful weather, climate, ocean and water information services, the research contributes to advancing meteorological and earth system sciences in Australia and globally. Research activities cover the broad fields of weather, climate, oceanography, earth systems modelling, data set development, process studies, and application development.

The Hydrological Modelling team of the Bureau's Research Program is seeking a talented and highly-motivated hydrological scientist with land surface modelling experience. The successful candidate will undertake novel research into hydrological and land surface dynamics modelling for Australian conditions in an Earth System Modelling framework within the Hydrological Modelling team. In addition, this role will contribute to the expansion of Earth Observation data in use for the validation/verification of and data assimilation into the land surface scheme.

The Hydrologist is also expected to contribute to discussions on the definition and progression of the research program's main aims and will need to have:

• A very good understanding of land surface modelling and remote sensing across different landscape types with a particular focus on soil hydrology, surface routing, and vegetation dynamics.

• Experience in the evaluation of spatio-temporal data sets originating from models and observations.

• A good knowledge of land-atmosphere exchange processes and experience in running land-atmosphere coupled models.

• Flexibility to work effectively and productively as a member of a team under the direction of more senior scientists, and an ability to plan and undertake research and to publish research results.

• Outstanding communication skills, including the ability to write science papers, work plans, present work orally, and translate science outcomes in ways which can be understood by non-expert audiences.

• Excellent analytical and scientific programming skills, including extensive experience with LINUX (preferably in a high-performance computing environment), and with scientific and visualisation.

The role involves close collaboration with scientific and technical staff across the Research Program, and with other Bureau employees and international stakeholders, requiring experience in liaising effectively with external stakeholders.

The Hydrologist role in research is to support and lead research in select projects, and to interact with scientists and external research projects, working collaboratively with Bureau internal staff to deliver research to operations, and working with customers where required.

Tasks include setting up, parameterising, and evaluating continental-scale hydrological/land surface models, trialling assimilation of various remotely sensed datasets to improve performance of hydrological/land surface models, using scripting and coding languages (e.g. Python) on Bureau Linux systems and understanding customer needs and input into external projects when required.

Openness to collaborate across the Hydrology Sciences section and other teams within Research as well as Research to Operations teams is expected to increase the success of the project deliveries and operationalisation.

Duties

Hydrologists are expected to spend their time engaging in research activities relevant to the Hydrological Modelling team's portfolio of research projects, including but not limited to:

• Undertake original research and associated development in hydrological/land surface modelling in combination with relevant satellite data sets, including surface water routing, land surface-atmosphere fluxes, and hydrological applications, all of which to a standard allowing to publish results in peer-reviewed journals, technical or research reports with demonstrable impact for the Bureau.

• Deliver practical science-based solutions in response to identified customer or organisational needs, including supporting development of a fully coupled Earth System Model with a focus on land-atmosphere coupling, in particular through the use of Earth Observation data, which delivers greater impact and value from Bureau Services.

• Work with clients, sponsors, and stakeholders of the Bureau's Research Program to understand their needs, contribute to the development of proposals to address scientific and technical gaps, and drive innovation and scientific advancement with measurable impact and value.

• Provide scientific advice to Bureau leaders and senior scientists and support them in delivering Team and Section plans and priorities, where required.

• Commitment to the Bureau’s core values and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

• Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

The current role will also support the technical lead in land surface modelling in all aspects relating to EO data integration, vegetation dynamics, and data assimilation and requires:

• Performing scientific investigations that successfully deliver improved Bureau land surface dynamics products and services, creating impact and value for customers.

• Publishing research results in peer-reviewed journals, technical or research reports with demonstrable impact for the Bureau.

• Conduct model development work related to coupled JULES and offline JULES components in collaboration with our partners: CEH,UKMO and ECMWF. This will include modelling work on all land phase components of the terrestrial water cycle, as well as the definition of the intersection between atmospheric modelling and hydrology to make full use of JULES for hydrology and for the NEWP ACCESS modelling systems.

• Support the development of JULES model components with a particular focus on land surface parameterisation and the utilisation of Earth Observation data to eventually support all the applications for hydrological services.

• Contribute to the development of data assimilation implementation relevant for water, energy and carbon balance and the later coupled atmosphere, as well as contributing to the planning of future Earth Observation data acquisitions.

• Support the transition to operationalise research models

• Support more junior staff in expanding their skills, through training and mentoring, where applicable.

• A collaborative style to communicate across all teams in the Hydrology Sciences Section to support of Section and Program-wide objectives.

Eligibility

Qualifications

A degree of Doctor of Philosophy of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties.

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	Richard Laugesen, 0417 661 477
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762645

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Data and Digital Group (DDG)
Observing Systems and Operations (OSO)

Job Title	Asset Management Planner
Job Type	Full-Time, Ongoing
Location	Hobart TAS, Sydney NSW, Melbourne VIC, Brisbane QLD, Cairns QLD, Perth WA, Adelaide SA, Canberra ACT, Darwin NT
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60019353
Agency Website	

Job Description

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

The Bureau's observing network assets portfolio is distributed across 12,500 sites covering all states and territories of Australia and other jurisdictions. Observing network assets include, but are

not limited to, Radars, Automatic Weather Stations, Tsunami Boys, Rain Gauges and other measuring apparatus.

The Asset Management Planner will work with the Asset Management Services Lead to deliver a comprehensive and repeatable strategic planning process that facilitates the collation of ideas and facts into long range and operational plans enabling the broader OSO leadership team to achieve our asset management objectives. Pivotal to this process is a highly tuned collaborative approach, strong analytical capability, an appreciation of engineering concepts and the ability to plan and prioritise programs of work.

Key measures of success will be the practical representation of the annual strategic planning process, including the outcomes reflected in the Strategic Asset Management Plan (SAMP) and individual network Asset Management Plans (AMPs), within the Bureau's Enterprise Asset Management System (EAMS). Over time as the Bureau's asset management capability and culture matures, incremental continuous improvement and optimisation of both service performance and efficiencies will be expected to be delivered through this process.

The position will contribute to an organisation wide understanding and appreciation of asset management as a discipline and its benefits. This will include the streamlining of business processes, involving relevant stakeholders, product ownership of continuous improvement projects, representation on organisation wide transformation and communication forums and provision of expert advice.

Whilst the initial focus of this position will be the Bureau's observing network assets portfolio, the role may be expanded in future to include a diverse and significant asset base, including property and facilities, information technology and software and intangible assets such as data, intellectual property and forecasting models.

Duties

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

1. Work under limited direction against established priorities, practices, and methodologies to manage the representation of the program of service and minor capital projects in EAMS.
2. Under limited direction, manage the relationship with a range of internal stakeholders to identify and anticipate OSO work requirements and translate into work orders:
    1. Work with network managers to re-develop and maintain Program of Service in EAMS
    2. Work with project managers to develop Capital Improvement Projects in EAMS
3. Develop an understanding of Hub workload and pressures and use that understanding to recommend potential delivery mechanisms for planned asset activities
4. Provide accurate and specialised advice including anticipating problems and contributing to issues management in the asset management planning process.
5. Contribute to the identification and implementation of systems improvement initiatives
6. Coordinate asset performance reporting, undertake initial analysis of results and propose recommendations

7. Support the development of strategic and corporate asset management documents, including the Strategic Asset Management Plan, Asset Investment Profiles and Asset Management Plans.
8. Support the OSO Asset Planning relationship with Property Services.
9. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

Successful candidate may be required to obtain, and maintain, a Baseline security clearance from the Australian Government Security Vetting Agency

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Chris McCabe, Asset Management Services Lead, chris.mccabe@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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-0762648

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Community Services
Decision Support Services

Job Title	Manager Hazard Preparedness and Response, National
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD, Adelaide SA, Hobart TAS
Salary	$154,800 - $165,263
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60015900
Agency Website	

Job Description

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

Manager Hazard Preparedness and Response (HPR) National is a role within the Decision Support Services (DSS) Program, under the Community Services Group (CSG), reporting to the General Manager DSS.

DSS supports decision making of the Emergency Management (EM) sector and the Australian community through the interpretation of the Bureaus' climate services, forecasts, warnings and outlooks, and through the analysis of customer needs to inform the future development of our products and services. This is done through the provision of briefings and advice to media and EM sector agencies and through targeted engagement with our customers in the sector.

The Manager HPR National is the Bureau's lead for the EM sector, and manages a section focussed on understanding and meeting EM sector customer needs. Within the section there are three teams:

- A team focused on understanding and articulating the priority needs of the EM sector, through customer intelligence documented by all teams within the Program, and through managing the external committees landscape, including providing secretariat functions for the national Hazard Services Forum (HSF).
- A team focused on understanding EM and community sector user interactions with Bureau products and services, the behaviours prompted by those products and how this should inform product and service design for highest product impact.
- An operational team, providing 7-day a week operational decision support and other services to the National Emergency Management Agency (NEMA) National Situation Room (NSR).

Duties

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

1. Leading customer engagement with national stakeholders, particularly NEMA.
2. The successful functioning of the HSF as an advisory committee for the Bureau, in support of the Intergovernmental Agreement on the Provision of Bureau of Meteorology Hazards Services to the States and Territories.
3. Managing the flow and analysis of EM sector customer intelligence from other teams within the DSS Program and the emergency management committees landscape through to a nationally consolidated position on EM sector priority needs.
4. Lead a hazard portfolio to drive customer centric product and service improvements for the hazard.
5. Ensuring resilient delivery of high quality, customer focussed and tailored decision support operations to support our partners in NEMA with all aspects of Planning, Preparation, Response and Recovery.
6. Leadership and management of the three HPR National teams and ensuring seamless and coherent connections between your team and the other DSS teams within CSG.
7. Performing as a Bureau spokesperson during high end weather events or as otherwise required.
8. Undertaking extended working hours as directed and reasonable, aligned to operational requirements.
9. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

To be successful in this role, you will display:

- Relevant leadership experience in complex and dynamic operating environments, including experience leading geographically distributed, multidisciplinary teams, and matrix leadership.
- A track record in leading both operational and non-operational teams to deliver customer focused services.
- Demonstrated customer engagement and senior relationship management skills, ideally within the EM sector.
- Demonstrated experience in working within formal committees, including governance and the ability to influence decision-making processes within these committees
- The ability to consolidate customer intelligence into a clearly articulated strategic position
- A demonstrated ability to coach, develop and mentor individuals and teams in understanding and articulating the needs of Bureau customers, partners and stakeholders to ensure the Bureau's offerings for the sector are of the highest value.

- Individual flexibility and sophisticated change leadership skills.
- An enduring and systematic bias to action in support of the Bureau’s Workplace Health Safety and Environment (WHSE) and diversity and inclusion initiatives.

Eligibility

Australian Citizenship

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Chantal Donnelly, GM Decision Support Services, Chantal.donnelly@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762659

Bureau of Meteorology

Closing Date:Sunday 14 September 2025

Science and Innovation
Hydrology Science

Job Title	Hydrological Scientist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$94,563 - $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	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60019356
Agency Website	

Job Description

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

The Hydrology Science Section of the Bureau's Research Program is seeking a talented and highly-motivated hydrological scientist with hazard and impact modelling, including hydrodynamic modelling experience, to conduct research to improve our understanding of hazardous events, hydro-climate change, hydrological extremes and water resource assessment. In particular, the role will focus on scientific development and implementation of a hydrodynamic model for Australian conditions in an Earth System Modelling framework, and coupling to an ocean wave model, for flooding and compound flooding applications. You will be part of a team that develops Land Surface + Routing models research with a key focus on ensuring Australians are able to respond to current and future natural hydrological hazards and associated disasters, as part of improving Bureau services. You will conduct research, both independently and under guidance, and be expected to analyse extremely large hydroclimatic data sets, using a variety of sophisticated computational, statistical, and mathematical techniques in a high-performance computing environment, as well as developing products that meet customer requirements.

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 a ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

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

1. Undertake original research and associated product and services development in the area of hazard and impact modelling, including hydrodynamic modelling and compound flooding applications across historical, forecast and projections time periods, including publishing results in scientific literature.

2. Deliver practical science-based hydrological focused solutions in response to identified customer or organisational needs, including supporting development of a fully coupled Earth System Model with a focus on integration of a hydrodynamic model for flooding applications which delivers greater impact and value from Bureau Services.

3. Work effectively with clients, sponsors, and stakeholders of the Bureau's Research Program to understand their needs, develop proposals to address scientific and technical gaps, contribute to projects and drive innovation and scientific advancement with measurable impact and value.

4. Provide scientific advice to Bureau leaders and senior scientists and support them in delivering Team and Section plans and priorities.

5. Demonstrated commitment to the Bureau Way along with the APS Values and Code of Conduct.

6. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A doctoral degree from an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties.

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	Ulrike Bende-Michl, ulrike.bende-michl@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762667

Bureau of Meteorology

Closing Date:Sunday 21 September 2025

Enterprise Services Group
Organisational Resilience Program

Job Title	Freedom of Information & Privacy 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	$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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60004009
Agency Website	

Job Description

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

The Bureau is seeking an enthusiastic Freedom of Information (FOI) and Privacy Lead to lead the Bureau’s management of obligations under the Freedom of Information Act 1982 (Cth) (FOI Act), Privacy Act 1988 (Cth) (Privacy Act) and the Australian Government Agencies Privacy Code.

The role involves providing professional advice to internal decision-makers when responding to requests for information under the FOI Act, managing FOI compliance and administrative activities, leading the implementation of the Bureau’s FOI framework, providing advice to the organisation in relation to privacy matters and privacy compliance, and leading the enhancement of the Bureau's privacy maturity.

The role reports to the Manager, Legal Services and Deputy General Counsel, in the Bureau’s Organisational Resilience Program.

Duties

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

1. Lead and manage a small team to:

• Process FOI applications (including reviews and appeals) in accordance with the Bureau’s legislative obligations and policy framework, including efficiently liaising with internal and external customers as required, coordinating the Bureau’s response, providing advice to decision-makers on the FOI Act and the administrative law framework as required, preparing correspondence and documents, and seeking legal advice as required.

2. Manage FOI compliance and administrative activities, including reporting to relevant internal and external customers, maintaining accurate and up-to-date records and analysing trends to inform strategic planning and program management.

3. Lead the delivery of the Bureau’s FOI framework including developing and maintaining policies, procedures and templates, and identifying and driving internal initiatives (eg develop and deliver internal training tailored to current needs) as required.

4. Monitor privacy enquiries, reports and complaints and work with the FOI and Privacy officers to investigate and respond in line with the Bureau’s obligations.

5. Lead the further development of the Bureau's privacy compliance maturity through action planning, proactive engagement with Bureau stakeholders and developing appropriate tools and processes.

6. Motivate, mentor and lead people in your team to deliver on initiatives and goals whilst maintaining an inclusive, responsive and effective environment.

7. Comply with all Bureau work, health and safety policies and procedures, taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

8. Engage and collaborate with a variety of stakeholders while building and maintaining strong interpersonal relationships.

Eligibility

Qualifications & experience

Privacy management qualifications are not essential but highly regarded. A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties.

A solid understanding of the Commonwealth FOI and Privacy legal frameworks, practice and policy and their application to government agencies is essential.

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	Bridie Andriske, bridie.andriske@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762670

Bureau of Meteorology

Closing Date:Tuesday 23 September 2025

Australian Climate Service

Job Title	Program Manager Knowledge and Insights
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Canberra ACT
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	60018736
Agency Website	

Job Description

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

We are looking for a strategic, dynamic and adaptable leader to fill a Program Manager role with the Australian Climate Service. The Australian Climate Service (ACS) was established in July 2021, as a partnership of the Bureau of Meteorology, CSIRO, Geoscience Australia and the Australian Bureau of Statistics. The Bureau of Meteorology is the accountable authority.

Established as a response to the Royal Commission into National Natural Disaster Arrangements, the ACS is a new virtual agency that will integrate and deliver data, models, platforms and advice to support natural disaster and climate risk management policy and operational decision making. Our work aims to meet the immediate and future data and intelligence needs of the Commonwealth Emergency Management Australia and National Recovery and Resilience Agency (from 1 September this will be one agency the National Emergency Management, Relief and Resilience Agency) who hold the responsibilities for coordination of a national response before, during and after natural disasters, and to better prepare Australian communities and industries against future natural disasters. We are also building climate and hazard capabilities that can be drawn on by other Commonwealth Government and target decision makers.

The ACS has four programs that together deliver services and uplift climate and hazard risk capability:

• Program 1: Climate Risk Assessment and Monitoring (ACS Integration Hub)

• Program 2: Data and Information about Australia (social, economic, built and natural domains)

• Program 3: Climate and Natural Hazard Science and data

• Program 4: Services for targeted decision makers (customised services and engagement to support decision-making for risk and adaptation)

We are seeking a leader for Program 1 in the Australian Climate Service.

The Program Manager Knowledge and Insights will provide strategic leadership, for service delivery, program management, policy and decision-making advice, cross agency co-ordination and ensure best practice is employed. Program Leaders play a crucial role in enabling the ACS to deliver outcomes and continue to build the ACS capability.

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 a ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

Program Manager(s) is to guide the strategic priorities for the program to position ACS to progressively deliver authoritative source of integrated advice and the new step change in integrative capability.

Program Managers will shape and drive the program plans and delivery requirements as well as work with target decision makers to ensure the outputs are valued and used. The Program Managers across the ACS programs ensure the synergies and linkages are managed efficiently and the overall ACS capability is optimised. This will require strong project/program management skills, experience in negotiation and engaging with high level internal and external stakeholders, and the ability to foster collaborations across the ACS partnership. The Program Managers play a crucial role in enabling and supporting ACS partners and other key stakeholders to deliver the desired outcomes.

They will establish internal and external communication and engagement approaches that support building the ACS reputation as a trusted and authoritative source of data and integrated advice.

It is expected that the Program Managers will have advanced experience and capability related to the program subject matter enabling them to design the program and scope of activities drawing on appropriate data, methods and innovations. They also have leadership skills to coordinate and

draw on multidisciplinary teams to deliver outcomes. Advanced experience in climate change adaptation and natural disaster prevention, response, relief, recovery and resilience is highly desirable.

Program 1 the ACS Integration Hub is where new data, analysis and products are developed and delivered to support climate risk decision making. The Hub integrates data and expertise from the Bureau of Meteorology, Geoscience Australia, the CSIRO and the Australian Bureau of Statistics and establishes new methodologies to support climate risk decision making. Building new methods and approaches is crucial to position the ACS as an authoritative, trusted advice and integrative service. The Program Manager will drive integrated analysis and decision support.

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

1. Promote and manage relationships and key strategic alliances with internal and external stakeholders, community groups, business sponsors and service providers.

2. Drive, manage and coordinate cross-agency collaboration initiatives, activities and relationships to deliver innovative problem-solving.

3. Research, plan, implement, monitor and evaluate project or program initiatives within a section or specialist area.

4. Report on program objectives, program outcomes and work area performance for presentation to Executive.

5. Oversee and manage the use of service providers, including contractors and consultants.

6. Manage risk assessment and risk management activities for a project or program.

7. Plan, manage and monitor financial budgets for a business unit.

8. Lead strategic planning in collaboration with partners for longer term project initiatives and programs that may have an agency-wide impact.

9. Manage program inputs to achieve outcomes in an effective and efficient manner.

10. Commitment to APS Values, Employment Principles and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

11. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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	Dr Judith Landsberg, Judith.landsberg@acs.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762685

Bureau of Meteorology

Closing Date:Monday 22 September 2025

Data & Digital
Observing Systems & Operations

Job Title	Field Services Flood Warning Network – Technical Officer Level 4
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA
Salary	$94,563 - $105,910
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 conditions may be considered in line with operational requirements
Classification	APS Level 6
Position Number	60014496
Agency Website	

Job Description

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

Duties

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

- Maintenance & Operations: Undertake routine and detailed operational diagnostics, fault finding, repair and return to service of moderate to complex field equipment. Verify the performance of meteorological instruments against calibrated reference standards. At a medium level of difficulty, take, record and report observations from meteorological systems. Undertake site inspections and document the meteorological exposure and maintain associated records.
- Asset and Service Management: Support a strong asset management culture and consistent usage of enterprise asset management system (Maximo) to accurately record asset information, asset performance and issue stakeholder communication. Adhere to service management processes based on the ITIL framework and work to meet service level targets for maintenance completion and outage restoration response times.
- Documentation & Record Keeping: Prepare operational and technical maintenance reports and associated documentation. Undertake administrative tasks such as finance reconciliations, procurement, inventory records, stores and stock control.
- Travel & Incident Response: Regular travel away from your home base by air, sea and road is an essential part of this role. Field work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances are payable.
- Supervision: Mentor, manage, supervise and develop staff.
- Data Quality: Manage Observation network data quality through remote monitoring. Diagnose and triage faults within the Observations networks as they arise.

- Liaison and Representation: Liaise with various internal and external stakeholders at the appropriate level and represent the Bureau in a professional manner in accordance with Australian Public Service values and Code of Conduct. Respond to queries on observing assets in your area of responsibility and provision of asset information and data.
- Quality Management: Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.
- Other Relevant Duties: Undertake other relevant Hub, station, field and business duties as required.
- Compliance: Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
- Diversity & Inclusion: Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.
- WHSE: Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors and visitors who may be affected by your conduct.

Flood Warning

This lead role is responsible for leading activities associated with the operation of the Flood Warning network within the Hub’s geographic area of responsibility including:

- Planning and execution of annual maintenance program - river height and rainfall monitoring sensor networks
- Collect and verify Hydrometric data
- Incident response, remote diagnostics and repair of monitoring stations, communications and telemetry networks
- Network oversight with a high standard of documentation including drawings, photographs and performance records
- Provide subject matter expert support during flood events
- Site selection and installation of remote field sites

Eligibility

Mandatory qualifications

- A Certificate III (AQF Level 3 or above) in electronics or electrical from an Australian educational institution, OR
- A comparable overseas qualification, which is appropriate to the duties, OR
- Relevant experience and training, which enables the employee to competently perform the duties at this level, OR
- Other comparable qualifications, which are appropriate to the duties.

Successful applicants will be required to:

- Hold a Current Australian Drivers Licence
- Be eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, traversing uneven terrain including steep riverbanks, long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment.

Desirable Competencies

Applicants should have experience working in a technical environment or a maintenance organisation. Experience in Flood monitoring and hydrography would be advantageous.

Applicants should hold or have capability to acquire:

- Electrical Test and Tag
- Working at heights
- Remote First Aid
- 4WD Competency
- Basic swim competency i.e. Bronze medallion

Please include details of your qualifications/competencies with your application.

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	Frank Mangeruca, 0477610783
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762686

Bureau of Meteorology

Closing Date:Monday 22 September 2025

Data & Digital
Observing Systems & Operations

Job Title	Operational Lead
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$94,563 - $105,910
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 subject to operational requirements
Classification	APS Level 6
Position Number	60014490
Agency Website	

Job Description

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

Duties

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

- Workforce Management: Manage recruitment for the maintenance hub (including liaising with OD arrangement of suitability assessments, relocations/travel, allowances), onboarding/offboarding staff, ensure operational requirements are delivered in accordance with National Observing Operations procedures.
- Training and Development: Track staff competencies, analyse training requirement for staff, liaise with training providers, internal and external, to provide appropriate training, coordinate and develop training schedules for new staff.
- Planning and Logistics: Support field technicians and scheduler with trip organisation and logistics
- Compliance: Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
- Team Management: Provide line management by mentoring, managing, supervising and developing staff, review and approve travel requests and expense reports (Concur), manage Performance Development Scheme (PDS) and leave requests for direct reports, timesheets and compliance with Bureau Enterprise Agreement.
- Maintenance & Operations: Undertake occasional site inspections and maintenance of field equipment with training provided.
- Stakeholder Liaison and Engagement: Oversight of information requests queue and coordinate response from subject matter experts in the hub. Liaise with internal and external stakeholders including staff from various Bureau programs, Contractors, Government agencies, Service Providers and project partners, always representing the Bureau in a professional manner in accordance with APS Values and Code of Conduct.
-
- Organisational and Process Management: Support Organisational change, manage documentation, sharepoint site, support Quality Management system (QMS), support a strong asset management culture utilising the Enterprise Asset Management System (Maximo) . Smooth running of hub operations, undertake administrative tasks such as finance reconciliations, invoicing, procurement, inventory records, stores and stock control.
- Travel & Incident Response: Occasional travel away from your home base is a part of this role. Occasional work and incident response support may require working outside of normal business hours including weekends, for which over-time and other allowances may be payable.
- Quality Management: Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 Quality Management Standard.
- WHSE and Risk Management: Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors and visitors who may be affected by your conduct.
- Diversity & Inclusion: Understand and promote an inclusive environment that respects and values diversity and complies with the Diversity and Inclusion Statement of Commitment.
- Other Relevant Duties: Undertake other relevant Hub, station, field and business duties as required.

Eligibility

Qualifications

- A degree or diploma of an Australian educational institution, OR
- A comparable overseas qualification, which is appropriate to the duties; OR
- Relevant experience and training, which enables the employee to competently perform the duties at this level; OR

- Other comparable qualifications and experience, which are appropriate to the duties.

Successful applicants will be required to:

- Hold a Current Australian Drivers Licence
- Undertake and pass a medical assessment.
- Be eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)

A reasonable level of Physical fitness is required as this role entails some heavy lifting, pushing/pulling various weights, kneeling, squatting, climbing ladders and stairs, traversing uneven terrain including steep riverbanks, long distance driving (with breaks) as driver and passenger on dirt and bitumen roads, 4WDing, long flights on small aircraft and working outdoors in the changing environment. A medical assessment will be required prior to your employment.

In addition to field work travel, there may be significant training in the first 18 months which will require extended periods away from home to attend, with costs covered by the Bureau.

Desirable Competencies

Applicants should have experience working in a technical environment or a maintenance organisation. Experience with training organisation, process optimisation and stakeholder management is advantageous.

Please include details of your qualifications/competencies with your application.

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	Frank Mangeruca, 0477610783
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762690

Bureau of Meteorology

Closing Date:Tuesday 30 September 2025

Community Services Group
National Production Services

Job Title	National Production Senior Meteorologist
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC
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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60016792
Agency Website	

Job Description

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

Australia is regularly affected by severe weather events. These events are growing in frequency and severity, leading to increased economic impact, vulnerability and potential magnitude of harm.

To address this, the Bureau of Meteorology is undertaking significant steps to deliver a more customer focussed, integrated and resilient national operation within the Community Services Group (CSG)

CSG is comprised of three programs, National Production Services (NPS), Environmental Prediction Services and Decision Support Services. The advertised role sits within NPS, a Program that operates with a national capability to lead and coordinate national forecast and warning services. It delivers a 24/7 integrated capability across Melbourne and Brisbane as a nationally resilient operation.

The National Production Senior Meteorologist will report into the National Production Operations Leader. This role involves shift work, and primary outputs include leading the provision of national forecasts, warnings and guidance, situational awareness and operational response products and services.

To be successful in this role, you will have a comprehensive understanding of the impacts of the evolving weather, flood, ocean and climate landscapes. You will require a thorough understanding

of meteorology with a complementary foundational knowledge (or capacity to develop) in hydrology, oceanography and climatology.

In this role you will help consolidate the Bureau's NPS capability. A people centred leader, you will provide leadership and technical excellence to a team that continues to evolve the Bureau's national forecast processes, aligning effort towards delivering maximum impact and value for all of Australia.

Duties

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

1. Connecting seamlessly with all parts of the Bureau's national operations, the National Production Senior Meteorologist will work with the NP Operations Lead to manage a high performing team that delivers outstanding products and services.
2. As part of a 24/7 shift working team maintaining an awareness of the national weather, ensuring forecasting products and processes consistently deliver impact and value for our customers, partners and government stakeholders.
3. Particular areas of role focus include but are not limited to, leading routine Public Weather (forecast and warnings) services, Tsunami operations, leading daily grid and text intervention strategies and actively contributing to the National Weather Outlook and required national staffing levels.
4. Confidently leading a geographically distributed team across Melbourne and Brisbane.
5. Providing proactive advice for incident escalation, management and weather event response functions. Demonstrating resilience to excel in high pressure, complex and dynamic operating environments, particularly during significant weather events.
6. Ensuring appropriate meteorological data and guidance material is developed and made available to media platforms and our customers, within agreed timeframes. This extends to participating in direct radio broadcasts, social media posts and media interviews, primarily when the Community Engagement cohort are not on duty.
7. Maintaining and leading consistent collaboration with your peers across EPS, NPS, DSS, Business Solutions Group and the wider Bureau to contribute to the ongoing delivery of the Bureau's strategic direction.
8. Taking responsibility for your ongoing professional development, including actively mentoring colleagues in positively progressing their professional development.
9. Contribute to or lead strategically aligned projects and initiatives, including periods off shift as part of multi-disciplinary delivery teams.
10. Commitment toAPS Values and Code of Conductand understanding of theBureau's diversity and inclusion statement of commitment and the Bureau way.
11. Complying with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

24/7 shiftwork (Both full time and part time will be considered).

Mandatory qualifications & experience:

- Successful completion of the Basic Instruction Package for Meteorologists (BIP-M) as defined in the World Meteorological Organisation Manual on the Implementation of Education and Training Standards in Meteorology and Hydrology: Volume I – Meteorology (WMO-No. 1083).
- Previous experience in operational meteorology.

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	Matthew Bass, Community Service Group Operations Lead, matthew.bass@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762693

Bureau of Meteorology

Closing Date:Monday 22 September 2025

Business Solutions
Energy and Resources

Job Title	Senior Software Engineer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Perth WA, Adelaide SA, Hobart TAS, Canberra ACT, Darwin NT
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	Flexible
Office Arrangement Details	Flexible working arrangements subject to operational requirements
Classification	Executive Level 1
Position Number	60019359 & 60019360
Agency Website	

Job Description

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

Duties

The Energy and Resources Software Engineer will work independently under broad direction from the Solutions Lead to deliver on the Bureau's strategic objectives. You will contribute to achieving team outcomes through delivery of high-quality services. The responsibilities of the role include, but are not limited to:

Develop, Design and Maintain IT Applications

- Design, build, and maintain software systems that support operational meteorologists in producing forecasts.
- Develop customer-facing applications and tools, including visualisations and APIs for weather datasets.
- Ensure systems are scalable, secure, and maintainable using DevSecOps, CI/CD; RPM packaging best practices and containerised deployments (e.g., Docker)..
- Implement full-stack solutions using technologies including Python, Django, FastAPI, HTML, CSS, JavaScript, Bootstrap, jQuery, Redis/RabbitMQ, Postgres, Apache, Linux, Docker, Gitlab, and React.

- Monitor and troubleshoot operational systems to ensure reliability and performance.

Understand Customer Requirements

- Develop a detailed understanding of weather, water, and climate vulnerability and exposure relevant to the sector and our customers.
- Identify new opportunities to deliver impact and value to customers and pursue these with the support of Energy and Resources team members and internal and external partners.
- Engage with our strategic partners and major customers, where technical input is required, such as for case study investigations/research, and issues management.

Integrate new technologies and capabilities

- Contribute to the development and implementation of the Energy and Resources Program Plan, risk management activities and quality management system.
- Implement and adhere to Bureau policies, procedures and APS Values and Code of Conduct.
- Actively work across the enterprise in the ‘Bureau Way’ to foster a workplace that is safe and diverse, building an organisational culture that enhances our customer's trust in the Bureau.

Eligibility

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.

Desirable qualifications:

ITIL and Amazon Web Services certifications

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	Leo Peach, 07 3239 8616
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762722

Bureau of Meteorology

Closing Date:Wednesday 24 September 2025

Australian Climate Service

Job Title	Policy and Government Lead
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
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	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019361
Agency Website	

Job Description

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

The Policy and Government Lead supports strategic engagement across government and contributes to business development by mapping and interpreting relevant policy across all levels of government. Reporting into the Program Manager Services and Engagement, the role helps identify opportunities aligned with government priorities, supports the development of project proposals and strategic initiatives and helps to ensure that ACS knowledge and insights are useful and useable by government.

This ideal candidate has strong analytical and communication skills, a collaborative mindset, and a deep understanding of how government policy and programs influence strategic planning. The successful candidate will help bridge policy insights with climate risk and adaptation insights, contributing to the ACS service delivery, research and impact.

To be successful in this role, you will bring:

• Experience working across or with government agencies, with a strong understanding of public sector structures and policy processes.

• Ability to map, interpret, and communicate government policy and program information to a science-based agency to inform strategic planning and business development.

• Strong analytical and organisational skills, with the ability to manage competing priorities and contribute to the development of project proposals and business cases.

• Effective communication skills, with the ability to engage with stakeholders across government, industry, and community sectors.

• Experience supporting business development activities, including identifying opportunities and assisting in the preparation of funding proposals.

• A collaborative and proactive approach to working in multidisciplinary teams.

• Attention to detail, with a focus on delivering high-quality outputs that align with strategic goals.

• Pro-active, with sound judgment and problem-solving skills, and the ability to work independently and under limited direction. Demonstrated ability to work in a highly dynamic and fast-paced environment.

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 a ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

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

1. Monitor and map relevant government policies, programs, and strategic priorities to inform internal planning.

2. Support the development of project proposals, business cases, and strategic documents to guide the strategic direction of the Australian Climate Service. Translate policy and program information into actionable insights for internal science-based teams and vice versa.

3. Collaborate with internal teams to support integrated service delivery.

4. Maintain project documentation, track deliverables, and support reporting and communication activities.

5. Contribute to stakeholder engagement activities, and ACS service activities, including preparing briefings and coordinating meetings.

6. Apply sound judgment and initiative to resolve issues and contribute to continuous improvement.

7. Commitment to APS Values, Employment Principles and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

8. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or equivalent experience in a broad range of fields, including but not limited to science, social science, public policy or business.

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	Ross Henry, Ross.Henry@acs.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762724

Bureau of Meteorology

Closing Date:Tuesday 23 September 2025

National Flood Warning Infrastructure Network (FWIN)

Job Title	Leasing Administrator – Flood Warning Infrastructure Network (FWIN)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW
Salary	$75,022 - $81,775
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including working from home, are available subject to operational requirements
Classification	APS Level 4
Position Number	60016126
Agency Website	

Job Description

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

The Australian Government is investing around $230 million over the next 10 years in flood warning infrastructure in Australia's highest flood risk areas. This investment will enable the Bureau to simplify ownership and maintenance of high-priority flood warning assets through the acquisition, upgrade and integration of key local government-owned, and some state government-owned rain and river level gauges into its existing flood warning network across Australia.

In support of this investment, the Bureau's Flood Warning Infrastructure Network (FWIN) Program seeks an experienced Leasing Administrator to assist the Leasing Co-Ordinators, Leasing Specialists and Managers with leasing activities and portfolio management.

Duties

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

1. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Supporting the Leasing Co-ordinators and Leasing Specialists with all tasks associated with securing tenure, ensuring an optimal outcome for the Bureau.
3. Assisting team members in preparing agreements and facilitating document execution.
4. Providing Administration support to all members of the team including lodging internal requests and file management of documentation

5. Ensuring compliance with legislative and statutory requirements and lease administration operating procedures.
6. Maintaining accurate records and reports on leasing-related activities
7. Managing the preparation, sending and return of project related correspondence.
8. Assisting and providing support with planning, gathering information, and managing systems.
9. Complying and operating under the responsibilities and limits of authority of the Commonwealth Property Management Framework and the Land Acquisitions Act 1989.
10. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice policies.

Eligibility

Australian Citizenship

The successful applicant may be required to obtain and maintain a security clearance through the Australian Government Security Vetting Agency (AGSVA).

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	Samantha Wall – Leasing Manager, Flood Warning Infrastructure Network Program, 02 6232 3548 / 0430 282 381
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

- 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-0762726

Bureau of Meteorology

Closing Date:Tuesday 23 September 2025

Australian Climate Service

Job Title	Governance Advisor
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
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	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements.
Classification	Executive Level 1
Position Number	60019354
Agency Website	

Job Description

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

The Governance Advisor is a strategic and influential role requiring a highly capable professional with the ability to research, analyse, and translate complex information into clear, actionable

recommendations. Strong written and verbal communication is essential, particularly in preparing high-quality briefs and advice that can influence senior decision-making.

The ideal candidate must show evidence of effective stakeholder engagement, including the ability to build and sustain trusted relationships across government networks. Attributes should include adaptability, sound judgement, cultural competence, and resilience when working with sensitive material. The ability to work independently while contributing to team objectives, mentor

colleagues, and manage governance processes is highly valued. A commitment to continuous learning and maintaining awareness of sector trends and best practice is important, as is the capacity to quickly understand and apply relevant legislative frameworks.

Overall, the role requires both strategic thinking and practical delivery capability in a complex governance environment.

Duties

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

1. Prepare and/or coordinate input and undertake detailed quality control of parliamentary and ministerial matters such as Questions on Notice, inquiry submissions and support hearing appearances.
2. Review and implement ACS risk management framework and assist all levels of staff manage risks and associated controls.
3. Prepare, review or coordinate creation of strategic briefings, meeting papers, and correspondence to support governance and decision-making processes.
4. Assist with the provision of statutory reports such as annual and corporate reporting.
5. Contribute to business improvement initiatives including identifying new and innovative ways to improve ACS governance and operational support.
6. Actively build and maintain productive relationships and inclusive networks through collaboration with stakeholders.
7. Commitment to APS Values, Employment Principles and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.
8. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Heather Thomas, Manager Governance and Government Relations, heather.thomas@acs.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762731

Bureau of Meteorology

Closing Date:Tuesday 23 September 2025

Australian Climate Service

Job Title	Governance Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	$94,563 - $105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60018175
Agency Website	

Job Description

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

The Australian Climate Service (ACS) is seeking to fill a Governance Officer role in the ACS. Under broad direction from the Manager Governance and Government Relations, the Governance Officer will support the effective operation of the governing committees of the ACS and provide general administration support to the ACS team, where required.

They will build key relationships at multiple levels to deliver strong governance, assurance and secretariat processes. They are highly organised, able to prioritise competing demands, including monitoring all incoming and out-going emails and display close attention to detail drawing attention to matters of importance.

The successful candidate will have the skills and experience to work within a dynamic team that provides high-quality output within tight timeframes. Essential to the role are adaptability and strong interpersonal skills, as the position will be required to liaise with managers at all levels and across business areas to fulfill a range of tasks to support the effective operation of the ACS.

Duties

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

1. Providing committee secretariat support for internal and external senior executive committees and groups including:
    1. arranging and co-ordinating meetings
    2. co-ordinating and preparing meeting papers, briefings and records of meetings
    3. managing meeting logistics, including audiovisual arrangements
    4. recording and tracking key actions and issues.
2. Providing quality assurance including proof reading, editing and drafting of documents in accordance with style guidelines.
3. Maintaining accurate records and ensure all governance and reporting artifacts are stored and managed in accordance with information management requirements.
4. Assisting the development and implementation of office processes, including governance, government relations and assurance processes.
5. Providing stakeholder and customer engagement support.
6. Establishing and maintaining effective and productive working relationships within the ACS office and across the ACS partnership.
7. When required, fulfilling office administration activities and supporting senior leaders of the ACS.
8. Commitment to APS Values, Employment Principles and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.
9. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

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

Notes

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

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762732

Bureau of Meteorology

Closing Date:Tuesday 23 September 2025

Australian Climate Service

Job Title	Climate Insights Lead
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Brisbane QLD
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	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019355
Agency Website	

Job Description

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

The Climate Insights Lead supports the development of integrated climate intelligence by contributing to cross-disciplinary analysis and synthesis across diverse knowledge systems,

including Western scientific and Indigenous perspectives. Working under the guidance of senior staff, the role helps translate complex data into accessible insights and supports collaborative forums that facilitate knowledge sharing. The role works closely with technical, policy, and engagement teams to ensure alignment with project priorities and contributes to the delivery of high-quality climate risk outputs.

Operating with a high degree of autonomy, the role requires strategic thinking, agility, and a collaborative mindset to lead fast-paced, high-impact projects. The successful candidate will be capable of navigating diverse disciplines and stakeholder interests to deliver scalable climate risk data and intelligence. They will work closely with internal technical, policy, engagement and communications teams to ensure alignment with priorities and cohesive delivery.

To be successful in this role, you will bring:

• Strong analytical and problem-solving skills with the ability to identify and resolve knowledge integration challenges, coordinating across technical and policy teams.

• A proactive and systems-oriented mindset with a focus on building scalable, inclusive, and impactful knowledge solutions.

• Proven experience leading cross-disciplinary collaboration, including convening experts to co-create integrated climate risk knowledge while maintaining momentum and coherence.

• Ability to navigate complex stakeholder environments, including triaging and responding to competing priorities and knowledge needs in high-pressure contexts.

• Excellent communication and facilitation skills, with the ability to translate technical and cultural knowledge into accessible insights for decision-makers.

• Commitment to continuous learning and cultural competency, particularly in working with Indigenous communities and knowledge holders.

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 a ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

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

1. Contribute to the analysis and synthesis of climate and hazard data, socio-economic data, and Indigenous knowledge into integrated insights for government and community stakeholders.

2. Support the facilitation of expert forums and collaborative workshops across disciplines and knowledge systems.

3. Together with the other programs within the Australian Climate Service, translate stakeholder needs into well-designed analytical outputs.

4. Coordinate project delivery within tight timeframes, prioritising requests based on strategic alignment, feasibility, and relevance ensuring alignment with Australian Climate Service priorities and strategic goals.

5. Promote inclusive knowledge practices, integrating Indigenous knowledge and community perspectives into climate intelligence.

6. Provide input to senior staff on knowledge integration and stakeholder engagement approaches.

7. Commitment to APS Values, Employment Principles and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

8. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or equivalent experience in a broad range of fields, including but not limited to environmental science, social science, Indigenous studies, public policy, geography, urban planning.

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	Eric Lede, Eric.Lede@acs.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762757

Bureau of Meteorology

Closing Date:Wednesday 24 September 2025

Business Solutions
Energy & Resources

Job Title	Service Delivery Manager
Job Type	Full-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	60017335
Agency Website	

Job Description

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

Under the Bureau’s 2022-2027 Strategy, the Energy & Resources (E&R) Program (part of the Business Solutions Group) is responsible for delivering an additional $335m of impact and value to improve the safety, reliability, resilience and productivity of the energy and resources sectors in Australia and the Asia-Pacific Region.

The E&R Service Delivery Manager, under the direction of the General Manager E&R and as part of the broader E&R team, is responsible for overseeing the design, quality, and delivery of operational services. This exciting role will focus on high quality, reliable and value-adding services to the Australian energy and resources sectors and perform a critical role in leading the strategic direction of E&R service delivery.

The primary responsibilities for this role include leading the E&R service delivery team to deliver accurate, timely and effective E&R meteorological services as well as overseeing the strategic direction of E&R service delivery. The role will contribute to the strategic planning of the E&R program and will have accountability for staff development, capability building, scientific development, quality assurance and both operational and customer outcomes. An understanding of the energy and/or resources sectors, science and operational forecasting is essential to the success of this role.

The role will contribute to the Bureau's operational excellence through collaboration with Environmental Prediction, Decision Support Services and National Production teams in the Community Services Group, and other national operations teams who serve the Bureau's focal sectors including Aviation and National Security. This role will also work closely with our Science and Innovation Group to ensure E&R services meet (and exceed) customer requirements.

The successful candidate will be an experienced and motivated people-centered leader and will provide leadership and technical competency to a team working towards an agile E&R operations approach. You will be a strong communicator with excellent interpersonal, technical and customer relationship management skills. You will be energised by the challenge of delivering high quality services in a commercial environment.

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 an ‘800-word pitch’ that considers:

• position overview

• job responsibilities

• selection criteria

• relevant sections of the Integrated Leadership System (ILS) and APS work level standards.

Duties

The E&R Service Delivery Manager will work independently, under broad direction, to deliver on the Bureau's strategic objectives. You will contribute to the delivery of services by planning, leading, and coordinating the E&R Lead Operational Meteorologist group to steer and foster the quality and resilience of the Bureau's national operations.

As the E&R Service Delivery Manager, you will ensure the ongoing professional development of E&R Operational Meteorologists through mentoring, performance management and training. In addition, you will coordinate studies and investigations into weather-related events, and through close liaison with relevant professional and technical staff, seek improvements in forecast process, efficiency, and accuracy.

You will also coordinate and participate in the design, development and implementation of projects aimed at improving procedures, products and services and incorporating research and development into operations. The role will participate in the strategic and quality management of E&R operations, ensuring that services are commercially competitive, delivered in an efficient and effective manner, relevant to customer needs and to a consistently high standard, you will lead identification of process, product and service efficiencies and work across the E&R teams to plan and implement improvements.

The E&R Service Delivery Manager is also responsible for maintaining and promoting close liaison with the E&R customers and the energy and resources sectors, keeping informed of the latest

developments. As part of the E&R Leadership Team, the E&R Service Delivery Manager works closely with the Energy and Resources Sector Leads, the E&R Solutions Lead, the E&R Projects Lead and the E&R Business Manager and provides sound advice to Bureau management.

You will comply with all Bureau work, health and safety policies and procedures and you will have a commitment to diversity and inclusion.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Notes

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	Steve Duggan, 0411 592 960
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762771

Bureau of Meteorology

Closing Date:Thursday 09 October 2025

Business Solutions Group
Aviation, Land & Maritime Transport Program

Job Title	Aviation Meteorologist
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC
Salary	$94,563 - $105,910
Future Merit Locations	Brisbane, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	Multiple
Agency Website	

Job Description

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

Aviation Meteorological Services provides the aviation industry with specialised meteorological services contributing to efficient and effective aviation operations within the Australian Flight Information Region and the Asia-Pacific Region.

We are seeking motivated meteorologists to join the Aviation Operations Delivery Team, based in either the Brisbane or Melbourne Aviation Forecasting Centres (AFC) including the Hazardous Weather Unit (HWU).

Products and services while working in the role will vary over time, depending on the skills and experience. Successful applicants working in Melbourne can also gain further experience while providing services and creating products as part of the Hazardous Weather Unit (HWU).

The role requires the Basic Instruction Package for Meteorologists (BIP-M) qualification as a minimum, and one year's experience in an operational meteorological service delivery environment is desirable. In keeping with current Quality Management requirements, a requirement to maintain an Aeronautical Meteorological Forecaster competency, and additionally for the HWU role, Volcanic Ash Advisory Centre Forecaster competency. Training and certification will be provided to successful applicants if required.

The Aviation Meteorologist is responsible for maintaining a suite of products and services for aviation users and will prepare and issue the following products as required:

• TAF

• GAF

• AIRMET

• SIGMET

• Aerodrome Weather Briefing

• Wind Shear Warnings

• Aerodrome Warnings

• Ditching Reports

• Search and Rescue forecasts

• FIFOR

As part of a team, the Aviation Meteorologist will contribute to the development of forecast policy and collaborate with other meteorologists to ensure the provision of a consistent suite of services.

The Aviation Meteorologist role will involve the production and issuance of forecasts and warnings from either the Brisbane or Melbourne AFC, for low-level aviation clients, including forecasts for international airports. The role may also include the requirement to liaise with customers and service partners and provide briefing services to support decision-making.

Aviation meteorologists based in the AFC Melbourne also have the opportunity to work in the HWU which will involve assisting with the provision of high-level aviation services and products as well as working in the Volcanic Ash Advisory Centre (VAAC). When working in the VAAC, tasks involve monitoring several hundred volcanos for eruptions within one of the most geologically active regions on the planet and issuing advisories and providing briefings to allow aircraft to avoid dangerous volcanic ash plumes. HWU meteorologists will also engage in periodic SIGMET collaboration trials with neighbouring National Meteorological and Hydrological Service agencies and add local expertise with input to the World Area Forecast Centre predictions across the Australian domain.

The list of products prepared by HWU meteorologists includes:

• Volcanic Ash Advisory/ Volcanic Ash Graphic

• VA Graphical Daily Activity Summary

• Medium-level SIGWX charts

• High-level SIGMETs

• SIGMETs in support of Antarctic flights, as required

• Area QNH

The Aviation Meteorologist will commence and commit to continually developing their skills in scientific, technical, professional and personal fields by:

• Attaining and maintaining forecasting competencies

• Learning and developing knowledge of forecasting and customer requirements

• Contributing to aviation projects

• Participation in the performance development scheme

• Depending on experience, mentoring more junior staff by providing guidance and instruction on forecasting and customer requirements.

Shift work is required for this role, as are regular periods off the roster to assist in projects or customer engagement activities to improve the effectiveness of Aviation Meteorological Services.

Duties

As an Aviation Meteorologist, you will be required to:

1. Provide meteorological services to a range of aviation customers within the Australian Flight Information Regions, as part of a 24/7 roster (under supervision, depending on your level of competency, skill and experience.) Prepare, issue and amend forecasts and warnings as required, following the forecast policy as set by the Senior Aviation Meteorologist. Provide briefing services to customers to support decision making.

2. Develop and maintain aviation meteorological forecasting skills through on-the-job, group, face-to-face and online training methods.

3. Contribute to the formulation and maintenance of aviation forecast policy. Liaise with other meteorologists within the Aviation Operations Delivery Team as required to achieve consistent forecasts across the aviation product suite.

4. Assist the Senior Aviation Meteorologist when necessary. Work as a member of the forecasting team and support other Aviation Forecasters within the Aviation Forecasting Centre. Provide guidance and instruction on forecasting and customer requirements to more junior staff.

5. Contribute to projects and initiatives and provide feedback and recommendations relating to the operations and effectiveness of the Aviation Meteorological Services program.

6. Develop and maintain an up-to-date knowledge of techniques and developments in meteorology relevant to the Aviation Meteorological Services program and undertake industry liaison visits.

7. Comply with all Bureau work, health and safety policies and procedures. Take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

8. Commitment to APS Values and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way

Eligibility

Qualifications

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. In addition, a suitable candidate will hold a BIP-M qualification and have at least 1 years' experience in the role of an operational meteorologist (or equivalent).

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	Pauline Vokes, 0417 625 797
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762828

Bureau of Meteorology

Closing Date:Thursday 25 September 2025

Community Services
National Production Services

Job Title	Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD
Salary	$154,800 - $165,263
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60015892
Agency Website	

Job Description

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

Services Development and Integration (SDI) is a multidisciplinary team working across the whole of the Community Services Group (CSG) to achieve smooth and resilient operations, embed continuous improvement, and deliver defined projects – enabling consistent and ever improving delivery of services to our customers, while supporting staff wellbeing.

SDI comprises 4 main functional areas:

- The National Operations Coordination Team (NOCT) – scheduling, operational response coordination, workforce planning, learning and development
- The Operations Support Team (OST) – quality management, verification/performance reporting, lessons management/debriefing, integration with support services across the Bureau
- The Process Improvement and Coordination Team (PICT) – Process Management, Process improvement, Continuous Improvement frameworks
- The CSG Project Portfolio – CSG projects, demand and prioritisation

Reporting the General Manager, National Production Services (NPS) the Manager, SDI is a key leadership position within the NPS Program and works closely with operational teams as well as other leaders across CSG and the Bureau.

Duties

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

- Manage a scheduling capability team including rostering, operational response coordination, workforce planning and learning and development
- Oversee the coordination of internal post-event reviews pertaining to the Bureau's real-time weather and flood forecasting operations
- Drive a culture of continuous improvement across the Group, focusing on highest impact outcomes for Bureau customers
- Coordinate with scientific and technical groups to drive customer requirements for systems development, including integration into operations, to deliver value to Bureau customers
- Coordinate group activities on forecast quality, verification and performance reporting
- Lead the group's project portfolio, new proposal development, and coordinate group involvement in the Bureau's approach to projectisation of all activities
- Product ownership of the Bureau's standard Public weather services
- Comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree from 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.

Previous experience in process design, operational support, or service delivery.

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	Michael Logan, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762847

Climate Change Authority

Closing Date:Thursday 18 September 2025

Corporate Finance

Job Title	Assistant Manager, Finance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$115,442 - $135,219
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements.
Classification	Executive Level 1
Position Number	TBC
Agency Website	https://www.climatechangeauthority.gov.au/about-cca

Job Description

recruitment@climatechangeauthority.gov.au

The Climate Change Authority (the Authority) is an independent statutory body located in the Climate Change, Energy, the Environment and Water portfolio. The Authority provides balanced, expert, evidence-based advice to the Australian Government on climate change, including through conducting regular and specifically commissioned reviews and through undertaking climate change research.

The Corporate Branch works collaboratively as a multidisciplinary team to provide strategic and operational services and advice across the Authority's human resources, financial management, procurement, property and facilities management, governance, risk and audit, protective security, and information management functions.

The Assistant Manager, Finance reports directly to the Finance Manager, supporting the effective leadership of the finance function and the delivery of associated activities and outcomes.

The Finance team collaborates across the Authority to manage internal and external budgetary requirements, deliver current and relevant financial information and advice to stakeholders, and provide products and services including budget management, financial statements, external/internal reporting, accounts processing, and treasury.

Duties

- Overseeing and managing financial processing, operations and treasury.
- Preparing financial statements, reports and analysis for internal and external stakeholders including annual financial statements, monthly internal reports, Committee briefs and Portfolio Budget Statements and estimates.
- Preparing financial policies, procedures, and financial Instruments of Delegation.
- Complying with financial framework and accounting standards.
- Advising senior management on financial risks and performance.
- Ensuring the business meets all required statutory reporting, contractual obligations, auditing and tax requirements, and maintains an exemplary reputation through the management of governance and conformity with the *Public Governance, Performance and Accountability Act 2013*.
- Leading business strategy to improve operational efficiency and productivity and foster a collaborative team environment that shares lessons learned, to ensure a continuous improvement approach is taken to project management and service delivery.
- Supervising, guiding and mentoring more junior staff within the Finance team.

Key attributes for the position include:

- Demonstrated experience in team development, effective communication, financial systems and reporting.
- Ability to adapt and take initiative in dynamic and changing environments.
- Demonstrated planning and organisation skills, with a proven ability to deliver outcomes within time and budget constraints.
- Demonstrated conceptual and analytical skills to research, analyse, develop and implement solutions to complex business processes and systems to deliver results.
- Strong written, verbal and interpersonal skills including proven ability in writing and editing high level documentation and reports.
- Strong stakeholder engagement skills with proven ability to influence, build and maintain working relationships with diverse internal and external stakeholders.
- Well-developed interpersonal skills that foster trust and cooperation, and a proven ability to work effectively and with integrity within a politically sensitive environment.
- Ability to work in a fluid environment, remaining flexible, agile and adaptable in supporting colleagues at short notice.

Suitable qualifications in Business, Commerce or Accounting is desired, but not essential.

Eligibility

- Australian citizenship is required.
- The successful candidate will be required to undergo a pre-employment National Police History check.
- The successful candidate will be required to attain and maintain a Baseline security clearance.

Notes

How to apply

You are required to submit a 500-word pitch explaining how your skills, knowledge and experience will be relevant to the role and why you are the best candidate for the position.

We recommend considering the APS Work Level Standards when preparing your application.

Your application should include your current CV, including the names and contact details for two referees (CVs must be in .doc, .docx, or .pdf format).

Applications close **Thursday 18 September 2025, 11:59pm AEST** and should be submitted to recruitment@climatechangeauthority.gov.au.

Late applications after this closing date will not be accepted.

About the Climate Change Authority

To Apply

Position Contact	Joseph Hardwicke, 0481 181 806
Agency Recruitment Site	recruitment@climatechangeauthority.gov.au

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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-0762591

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

Closing Date:Wednesday 24 September 2025

Parks Australia
Property, Infrastructure & Physical Security Uluru Kata Tjuta Infrastructure Program

Job Title	Senior Project Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - QLD QLD, Various locations - NT NT, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - NSW NSW, Various locations - ACT ACT
Salary	$95,438 - $108,360
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	A mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working remotely.
Classification	APS Level 6
Position Number	2025/2431
Agency Website	https://www.dcceew.gov.au/

Job Description

https://www.dcceew.gov.au/about/jobs/apply

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

The Property and Infrastructure Branch provides accommodation, security and capital works for the Department of Climate Change, Energy, the Environment and Water and delivers infrastructure projects for Parks Australia, with a clear focus on modern and sustainable solutions. The property and security functions lead a strategic approach to emergency management, security, property acquisition, management, maintenance, and disposal to drive sustainable commercial outcomes that contribute to long term asset planning and governance, while ensuring to safety and compliance. The branch is also responsible for the design and delivery of

infrastructure projects, providing economic benefit and enhancement of the natural and cultural values in the terrestrial national parks, working closely with Traditional Owners to deliver successful outcomes on behalf of the Director of National Parks.

The infrastructure sections are responsible for the delivery of capital projects within Commonwealth National Parks on behalf of Parks Australia. Works are carried out across mainland parks in Booderee, Uluru Kata Tjuta and Kakadu, and island parks including Christmas, Cocos/Keeling, Norfolk.

Duties

Our ideal candidates will have experience in client-side project management, capital works project management, contract management and/or contract administration. They will work directly with the project managers and support the delivery of projects within an infrastructure and construction setting, possessing a demonstrated ability to:

- Manage contractors, subcontractors, and stakeholders to maintain program, budget, and project requirements.
- Apply contract, commercial and financial risk management capability in a capital works setting to achieve project outcomes.
- Undertake procurements and negotiations and implement contractual agreements to support productive commercial relationships.
- Manage change in accordance with the contract and commercial protection of the project to ensure value-for-money outcomes.
- Assess claims and ensure compliance with commercial requirements in the contract and ensure project deliverables are in accordance with the contract documentation.
- Plan, budget, report and monitor progress against relevant Cost Plans.
- Maintain appropriate project records and data.
- Ensure compliance with legislative, financial and administrative frameworks Commonwealth decision-making processes and agency guidelines and regulations.
- Ensure contract, commercial and financial risk management activities are undertaken and managed to achieve project positive outcomes.
- Manage commercial issues, minor and major contract disputes and claims, reporting and advising on issues to the Director.

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.
- Be able to hold and maintain a current driver’s licence.

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	Adrian Young, 0482 132 976
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Employment and Workplace Relations

Vacancy VN-0762625

Comcare

Closing Date:Sunday 14 September 2025

Corporate Group
Technology and Information Management Team Technology Service Desk Unit

Job Title	Service Desk Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	$79,552 - $87,004
Future Merit Locations	Melbourne, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 4
Position Number	01327
Agency Website	

Job Description

https://www.comcare.gov.au/careers/current_vacancies

The Technology and Information Management (TAIM) team maintains Comcare's Information, Communication and Technology (ICT) infrastructure and provides strategic leadership, governance, solutions and advice for the effective management of information.

The Technology Service Desk unit within TAIM provides a responsive and respectful frontline function for desktop and end user support within Comcare's ICT environment. This team provides guidance and assistance in the management of service requests, incidents and ICT asset management.

Duties

The Service Desk Analyst will work closely with the Service Desk Team Leader. The Service Desk Analyst will provide responsible, reliable and respectful service desk support to users of Comcare's ICT systems within the service level agreement timeframes and as directed. This role is the first point of contact for all ICT enquiries. The Service Desk Analyst will maintain and promote a strong client focused technology service culture to support Comcare's business operations.

Primary Responsibilities:

1. Provide first point of contact for Comcare regarding IT incidents, requests and enquiries by assisting via phone, email and in person.

2. Resolve incidents and complete service requests within established timeframes in accordance with Service Level Agreements.
3. Monitor and record Service Request and Incident queues via Comcare's service management tool.
4. Escalate Service Request and Incidents to higher tier support teams at directed thresholds.
5. Maintain ICT assets and associated records for desktops, laptops, printers, mobile devices and other peripheral equipment.
6. Deliver consistently high customer service while striving for a high level of first contact resolution.
7. Ensure customers are kept up to date on the status of reported incidents and service requests and ensure all activities are recorded in the service management tool.
8. Actively develop and maintain working relationships with all system users, other ICT support areas and service providers.
9. Other duties as directed.

Desirable qualifications and experience

- Qualification in Information Technology or relevant experience

Eligibility

- Australian citizenship.
- Character clearance (Australian Criminal History Check).
- Employee Health Declaration.
- Six months probationary period for new engagements.
- Ability to obtain and maintain a Baseline Security Clearance.
- Specific conditions:
  - Ability to work flexible hours to support Comcare across Australia.
  - After-hours work may be required.
  - Some domestic travel maybe required, including overnight absences.

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 Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

Position Contact	recruitment@comcare.gov.au, 1300 366 979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Employment and Workplace Relations

Vacancy VN-0762573

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 29 September 2025

Legal and Assurance
Commercial and Information Law Corporate and PALM Commercial

Job Title	Principal Government Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT, Adelaide SA, Canberra ACT, Melbourne VIC, Perth WA, Sydney NSW, Hobart TAS, Alice Springs NT, Bendigo VIC, Mackay QLD, Newcastle NSW, Orange NSW, Rockhampton QLD, Townsville QLD, Brisbane QLD
Salary	$167,502 - $181,300
Future Merit Locations	Darwin, Adelaide, Canberra, Melbourne, Perth, Sydney, Hobart, Alice Springs, Bendigo, Mackay, Newcastle, Orange, Rockhampton, Townsville, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27.
Classification	Principal Government Lawyer
Position Number	25/1080
Agency Website	https://www.dewr.gov.au/

Job Description

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

We are seeking a Principal Government Lawyer with strong commercial law expertise to co-lead and manage, in partnership with another Principal Government Lawyer, a specialist commercial law team within the Commercial and Information Law Branch.

The Branch services all commercial law needs of the department (with the assistance of external legal service providers where relevant) so the work is interesting and varied. You will be joining and experienced management team that is well established and respected for our high quality, solution focused advice across the department.

As an ‘in house’ legal unit, you and your team will have a unique opportunity to gain an in-depth understanding of the core business of your client areas. Your team will primarily service the commercial law needs of the department’s Corporate and Enabling Services Group (including commercial property work, centralised procurement advising, and IT procurement and contracting), the Pacific Labour Operations Division (which administers the Pacific Australia Labour Mobility Scheme through deeds with participating employers) and the Workplace Relations Group.

We aim for a flexible and inclusive work environment where we are invested in each other’s success and development, maintain a ‘can do’ attitude and enjoy some camaraderie and good humour along the way.

Duties

Responsibilities of the APS Level EL2 may include:

- Providing a broad range of legal services to the department’s **Workplace Relations, Pacific Labour Operations Division and** Corporate and Enabling Group, as outlined under ‘The Role’.
- Demonstrating the capabilities listed under the ‘Capabilities’ section of the job description.
- Ensuring compliance with relevant Commonwealth legislation and policies, including:

o Public Service Act 1999

o Legal Services Directions 2017

- Upholding high standards of legal practice and ethical conduct in line with departmental and government expectations.

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a **Baseline** security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

Qualifications and education

- A degree in laws from an Australian tertiary institution, or a comparable overseas qualification, which is appropriate to the duties of the position; and
- Admission as a legal practitioner, however described, of the High Court or the Supreme Court of an Australian State or Territory.

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 Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Luke de Jong, (02) 6121 0909
Agency Recruitment Site	https://dewr.nga.net.au/cp/

- applicants found suitable may be offered similar employment opportunities by other Australian Public Service agencies

Employment and Workplace Relations

Vacancy VN-0762607

Department of Employment and Workplace Relations (DEWR)

Closing Date:Monday 22 September 2025

Workforce Australia Provider Support
WA State Office WA State Office

Job Title	Assistant Director, Western Australia State Office – Identified Position
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	$125,220 - $138,394
Future Merit Locations	Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27.
Classification	Executive Level 1
Position Number	25/1076
Agency Website	https://www.dewr.gov.au/

Job Description

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

Reporting to the Director, the Assistant Director is responsible for leading and managing a flexible delivery team involved in the delivery of the government’s employment and skills agenda, with a focus on appropriate place-based responses.

The role involves leading a team of staff to monitor and manage contract performance, represent the Department and engage with external stakeholders including employers, state government agencies, local councils, nongovernment organisations and contracted employment providers, to collaboratively advance the department's business activities.

The Assistant Director plays a vital role in intelligence gathering regarding the labour market, skills opportunities and future initiatives across Western Australian employment regions and utilising this intelligence will have the opportunity to influence policy development.

The role is a primarily office-based role with the potential requirement to travel.

Duties

Responsibilities of the EL1 level may include:

- Collaborating as a member of the state executive team to create a shared sense of purpose and direction within the division and branch.
- Managing Commonwealth services contracts judiciously. Providing an oversight role for all elements of contract management including relationship management, compliance, assurance, performance, quality and contract administration (either directly or through leadership of responsible staff).
- Working closely with a variety of internal and external stakeholders to contribute to effective local employment and skills service delivery, and program management initiatives and opportunities. This may include co-design of programs and initiatives.
- Develop a strong understanding of the Western Australia employment regions and provide briefings and advice to the Director and State Manager regarding challenges and opportunities within the regions. This may include travel to regional areas.
- Modelling behaviours that demonstrate leadership, resilience, energy, persistence and drive, as well as a “one-division” culture.

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

Qualifications and Education

- Current drivers’ license preferred.
- Ability to obtain or maintain a Baseline Security Clearance.
- Ability to obtain or maintain Working With Children/Vulnerable People Check.

- An understanding (or the ability to acquire) of contemporary labour market challenges will be favourably regarded.

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 Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Danielle Savage, 0488 153 643
Agency Recruitment Site	https://dewr.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Communications and the Arts

Vacancy VN-0762559

Australian Communications and Media Authority

Closing Date:Sunday 05 October 2025

Corporate & Research Division
Digital & Technology Services Branch ICT Platform Services & Support Section

Job Title	Wintel and/or Azure System Engineers (Multiple Roles)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$115,443 - $129,706
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	Flexible working arrangements such as working from home days may be considered.
Classification	Executive Level 1
Position Number	2891-2025-1
Agency Website	http://www.acma.gov.au

Job Description

https://www.acma.gov.au/careers

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Corporate and Research Division**'s primary role is to enable and support the Agency to achieve its strategic priorities, performance targets and operational outcomes through the delivery of high quality, contemporary and innovative corporate services, best practice research and analysis, and targeted capability development.

The **Digital and Technology Services** (DTS) Branch provides digital and technology services to the Australian Communications and Media Authority (ACMA) and its stakeholders. The Branch works in a business partnership model with all ACMA divisions to enable regulation of communications and media to maximise the economic and social benefits for Australia. DTS has four key objectives:

- Manage Information and Cyber Security Risks, to protect, manage, detect, respond, secure information systems and platforms for the ACMA.
- Deliver Digital and Data Services, to provide the ACMA with end-to-end digital services and inform decision making through actionable insights resulting from the analysis of ACMA's data assets.
- Enable greater staff productivity through connection, collaboration, and efficiency.
- Enhance reliability and availability by establishing contemporary technology platforms that delivers modern business capabilities.

The **ICT Platform Services and Support Section** is charged with the development, implementation, and maintenance of ACMA's hybrid cloud infrastructure in accordance with agreed security standards and operating processes.

The section's responsibilities include:

- managing the ACMA's ICT hybrid cloud infrastructure, application platforms and services including maintenance, increasing availability, improving reliability, and ensuing security standards are upheld
- continuing to mature existing support services and design support services for new ICT capabilities
- providing broad support across the branch by taking a lead role in the upskilling and education of staff by on-the-job experience and knowledge capture and sharing
- supporting the Chief Information and Digital Officer in achieving quality outcomes efficiently and in accordance with best practice public sector ICT and digital service delivery, working across the branch

The section role directly supports the Chief Information and Digital Officer in achieving quality outcomes efficiently and in accordance with best practice public sector ICT and digital service delivery, working across the branch.

About the roles

The positions we have available are two **Wintel Systems Engineers** and an **Azure Systems Engineer**.

The **Wintel System Engineer** role is a high performing engineering role within the ICT Platform Services and Support Section. You will work across several areas, predominately focused on developing and maintaining the ACMA's on-premises infrastructure and applications. You will have a strong background in several technologies and can demonstrate an aptitude to develop hybrid cloud infrastructure-based skills into the future.

The **Azure System Engineer** role involves being responsible for designing, deploying and sustaining cloud solutions on the ACMA's Microsoft Azure platform and broader hybrid cloud environment using DevOps practices that are compliant with the ISM.

You will ensure the scalability, integrity and optimal performance of ACMA's cloud infrastructure, have a strong background in Microsoft cloud technologies and have operated in enterprise hybrid cloud environments. You will manage traditional IaaS Windows operating systems, and contemporary PaaS components, applying DevOps management and release constructs for the lifecycle of the services.

Duties

As a **Wintel System Engineer**, you will be expected to:

- Take a lead role in the development and the maintenance of the ACMA's on-premises infrastructure and applications including ensuring support standards are met
- Create and maintain SOP documents for the on-premiss infrastructure and application environments
- Tune monitoring and alerting services within the on-premises infrastructure and applications ecosystem
- Support hybrid cloud adoption, delivering and integrating Microsoft solutions within a hybrid cloud infrastructure-based environment
- Provide technical guidance and expertise during new technologies initiatives
- Provide support alongside other team members for ACMA's ICT platform services

As an **Azure System Engineer**, you will be expected to:

- Design and implementation of cloud solutions that meet business requirements, leveraging Azure IaaS, PaaS, and first- and third-party SaaS
- The operational deployment, maintenance and continual improvement of Azure resources, ensuring they are configured and working as designed
- Monitoring monitor system performance, troubleshoot issues, and optimize cloud environments for efficiency and cost-effectiveness
- Ensuring the security of cloud infrastructure and data, synthesizing and implementing security controls, best practices and ensuring alignment to organisational and Government security policy
- Automation of processes and deployments leveraging infrastructure as code and other programming constructs through DevOps methodologies and platforms
- Collaborate and work closely with DevOps teams, developers, and other stakeholders to ensure seamless integration and support the ongoing development and maintenance of cloud environments
- Work in a team to deliver a critical line of business service, engaging with architecture, operations and external suppliers to coordinate and manage the continual release of the product

Eligibility

To be eligible for employment with ACMA, applicants must be an Australian citizen.

The successful candidate will also be required to obtain and maintain a **Negative Vetting 1 (NV1)** level security clearance. For more information on security clearances please see the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates will be placed in a merit pool from this selection process and may be used to fill similar ongoing roles in other areas of ACMA. Non-ongoing opportunities may be offered as a specified term.

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 Communications and Media Authority

ACMA is Australia's regulator for broadcasting, some online content, radiocommunications and telecommunications. We work with industry and government, locally and internationally, so that Australians can enjoy the best and most innovative media and communications services in a fair, responsible, safe and productive way. The ACMA provides a supportive and respectful work environment that values the diversity of our employees. Our three main offices are in Canberra, Melbourne and Sydney. Visit acma.gov.au for more information on joining our team.

To Apply

Position Contact	Nathan Penhaligon, 02 6219 5144
Agency Recruitment Site	https://www.acma.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Communications and the Arts

Vacancy VN-0762577

Australian Communications and Media Authority

Closing Date:Sunday 21 September 2025

Communications Infrastructure Division
Licensing and Infrastructure Safeguards Branch Infrastructure & Equipment
Safeguards Section

Job Title	Assistant Manager - Infrastructure & Equipment Safeguards
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$115,443 - $129,706
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	Flexible working arrangements such as working from home days may be considered.
Classification	Executive Level 1
Position Number	2029-2025-1
Agency Website	http://www.acma.gov.au

Job Description

https://www.acma.gov.au/careers

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Communications Infrastructure Division** manages the planning and availability of radiofrequency spectrum. It manages the issue and renewal of licences for broadcasting, radiocommunications and telecommunications services, in addition to monitoring the compliance of services with technical standards and licence conditions.

The **Licensing and Infrastructure Safeguards Branch** is responsible for the issue and renewal of licences for broadcasting, radiocommunications and telecommunications services, monitoring and compliance activities for services and devices with technical standards and licence conditions. The Branch also oversees various telecommunications infrastructure matters, including technical regulation, carrier licensing, submarine cable and carrier infrastructure deployment arrangements.

The **Infrastructure and Equipment Safeguards Section** is responsible for equipment regulation of devices under the Telecommunications Act and the Radiocommunications Act. The Section is involved in the licensing of telecommunications carriers, the regulation of telecommunications customer cabling, submarine cables and associated protection zones.

About the role

This is an exciting opportunity to work in a multidisciplinary team engaging directly with industry and end-users of communications services to manage the risks of harms to the Australian community.

Be part of a highly respected and professional organisation that allows you to apply your knowledge while offering flexible working options and opportunities for professional growth.

Working in the **Infrastructure and Equipment Safeguards Section** you will manage legislative processes, regulatory development, enquiries and testing associated with the regulation of devices and transmitters, customer cabling, telecommunications carrier licensing and submarine cables. The Section also has a focus on development of infrastructure and equipment regulation for the communications sector and actively participates in a range of associated government and industry processes.

Duties

As the Assistant Manager, you will work with a considerable degree of independence and under broad direction:

- in interpreting and applying relevant legislation and regulatory frameworks to complex matters requiring consultation, advice or investigation
- to manage responses to enquiries and complaints
- to identify process improvements and recommends solutions based on detailed understanding of relevant legislation and regulatory frameworks
- to manage the development of maintenance of related standards and labelling instruments
- to represent the ACMA in industry standards committees related to equipment regulation and to maintain a range of related internal and external stakeholder relationships and networks
- to research, analyse, and assesses complex regulatory issues and provides high-level written advice to ACMA management on a range of possible risk informed approaches and solutions
- to prepare briefings, submissions and responses to requests ensuring comprehensive, accurate and timely written information
- to manage a small number of staff

Eligibility

To be eligible for employment with ACMA, applicants must be an Australian citizen.

The successful candidate will also be required to obtain and maintain a Baseline level security clearance. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates will be placed in a merit pool from this selection process and may be used to fill similar ongoing roles in other areas of ACMA. Non-ongoing opportunities may be offered as a specified term.

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 Communications and Media Authority

ACMA is Australia's regulator for broadcasting, some online content, radiocommunications and telecommunications. We work with industry and government, locally and internationally, so that Australians can enjoy the best and most innovative media and communications services in a fair, responsible, safe and productive way. The ACMA provides a supportive and respectful work environment that values the diversity of our employees. Our three main offices are in Canberra, Melbourne and Sydney. Visit acma.gov.au for more information on joining our team.

To Apply

Position Contact	Dominic Byrne, 03 9963 6806
Agency Recruitment Site	https://www.acma.gov.au/careers

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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

Communications and the Arts

Vacancy VN-0762629

National Museum of Australia

Closing Date:Sunday 21 September 2025

Collections and Curatorial
Exhibitions

Job Title	Administration Officer, Exhibitions
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$84,228 - $91,809
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	APS Level 5
Position Number	1502
Agency Website	https://www.nma.gov.au/about/employment

Job Description

https://www.nma.gov.au/about/employment

The APS5 Exhibitions Administrative Officer plays an important role in supporting the effective operation of the Exhibitions Business Unit.

This position provides high-quality administrative and operational support, ensuring smooth workflows across the team. It underpins the work of Managers and Coordinators by managing documentation, scheduling, financial processing and team coordination.

While primarily focused on administration, the role supports activities across the exhibition lifecycle, from early planning and scheduling through to logistics, documentation, delivery and project closure. By coordinating these elements and working closely with project managers, the position ensures smooth processes, accurate records, and effective delivery of exhibitions.

The successful candidate will be highly organised, proactive and detail-oriented, with an interest in learning about exhibition development and delivery.

Duties

Key accountabilities

- Provide efficient administrative support to the Exhibitions Business Unit, including coordinating meeting schedules, preparing agendas, taking and distributing minutes, and tracking actions.
- Manage and maintain accurate administrative systems, including filing, document version control, records management and correspondence tracking.
- Assist with procurement processes, including raising purchase orders, monitoring expenditure, processing invoices and maintaining simple budget spreadsheets in line with APS and Museum requirements.
- Support the preparation and maintenance of exhibition schedules, timelines, risk registers and reporting templates, ensuring information is accurate and up to date.
- Coordinate operational tasks that support exhibition delivery, supporting development of gallery schedules, organising contractors and facilitating access for visitors and stakeholders.
- Assist with the logistics of exhibitions and activations by liaising with internal teams, contractors and stakeholders to ensure smooth delivery.
- Contribute to post-exhibition evaluation by assisting with reporting and documentation.
- Provide administrative and logistical support for visiting contractors, artists, community representatives and other stakeholders, including travel arrangements for external stakeholders and NMA staff travelling for exhibition programs.
- Contribute to a positive team culture by providing flexible support to meet shifting Business Unit priorities.

Skills, experience and qualifications

- Demonstrated administrative experience in a fast-paced office environment, preferably within a cultural institution, public sector, or similar setting.
- Strong organisational skills with the ability to manage competing priorities, coordinate schedules, and maintain accurate records.
- Confidence in using administrative systems, financial processing tools, and Microsoft Office applications (Outlook, Excel, Word).
- Attention to detail and a proactive approach to problem-solving, with the ability to identify and escalate issues as needed.
- Strong written and verbal communication skills, including the ability to draft clear meeting notes, correspondence, and reports.
- Ability to work collaboratively as part of a multidisciplinary team, building productive relationships with internal and external stakeholders.
- A commitment to inclusive, respectful, and culturally safe practices, particularly in relation to First Nations engagement and community partnerships.

Desirable

- Experience with government procurement or financial administration processes.
- Familiarity with project coordination in a museum, gallery, or cultural organisation.
- Awareness of the Australian cultural sector or exhibitions environment.

Eligibility

To be eligible to apply for this vacancy, applicants must:

- be an Australian citizen
- undergo a number of pre-employment checks, including a police record check

Notes

The National Museum of Australia is an equal employment opportunity workplace. Aboriginal and Torres Strait Islander people and those from culturally diverse backgrounds are encouraged to apply for roles at the Museum.

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

The Museum is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for, these principles, in theory and practice.

To apply

Applicants must include a one-page pitch addressing their suitability for the role against the essential and desirable Skills, experience and qualifications. Applicants must also provide a current CV and contact details for 2 referees.

Applications close 11:59pm on Sunday 21 September 2025.

Visit https://www.nma.gov.au/about/employment and apply online.

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

About the National Museum of Australia

The National Museum of Australia is recognised at home and around the world as the place where the story of Australia comes alive. The Museum is the only institution equipped to tell the complex and comprehensive story of Australia from 65,000 years ago to the present day. The story of Australia is a remarkable one, from the ancient and enduring histories of the world’s oldest living cultures to the achievements of modern Australia. It is a story that is ever evolving and growing – and it is a story for a nation and for the world. Our vision and mission • The Museum inspires, challenges and empowers people to find their voice and place in the world. • We strive to build a just and equitable society that honours and respects the First Nations peoples of this continent and all who have come after. • We collect, document, research and make accessible heritage collections that represent the diversity of experience in Australia. • We engage with audiences physically and digitally to promote learning, dialogue and debate about our past, present and future. • We promote collaborative work across the breadth of artistic and creative practice to enhance the cultural life of our nation. • We value and respect the commitment and contribution of all who participate in and contribute to the

Museum's community. • The National Museum of Australia brings to life the rich and diverse stories of Australia through compelling objects, ideas and events. For more information, visit the NMA website.

To Apply

Position Contact	Sarah Balzer, 02 6208 5076
Agency Recruitment Site	https://www.nma.gov.au/about/employment

This notice is part of the electronic Public Service Gazette PS36 Weekly Gazette Thursday (Vacancy Notices) - 11 September 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