



Commonwealth of Australia
APSJobs - Vacancies Daily
PS36 Daily Gazette Friday - 12 September 2025.pdf

Australian Government

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APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS37 Weekly Gazette Thursday - 18 September 2025.pdf.

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

These Vacancies Daily will also appear in the Gazette PS37 Weekly Gazette Thursday - 18 September 2025.pdf.

Gazette Lodgement Inquiries

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Vacancies

Vacancy VN-0762881

Australian Children's Education and Care Quality Authority

Closing Date:Tuesday 23 September 2025

Workforce, Engagement and Research
Communications, Digital and Engagement

Job Title	Senior Manager, Communications
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Various locations - SA SA, Various locations - NSW NSW, Various locations - QLD QLD, Canberra ACT, Tasmania TAS, Darwin NT, Perth WA
Salary	\$168,419 - \$197,329
Future Merit Locations	Melbourne, Various locations - SA, Various locations - NSW, Various locations - QLD, Canberra, Tasmania, Darwin, Perth
Office Arrangement	Hybrid
Office Arrangement Details	Applications accepted from all states. Office is based in NSW 2000
Classification	
Position Number	490
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=490

Senior Manager Communications

- Help children have the best start in life through high quality education & care.
- Lead multiple communication channels to deliver regulatory and system information to the early childhood sector and families across Australia.
- 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 Manager, Communications leads the Communications and Engagement team, Digital and Creative team, and the Sector Information Services team. The position is responsible for leading, delivering and promoting internal and large-scale external communications, stakeholder engagement and customer relations on behalf of ACECQA to help educate, engage with and inform the children's education and care sector (via acecqa.gov.au), families (via startingblocks.gov.au) and the community about the National Quality Framework.

This role is full time and ongoing at ACECQA Band 8 (168,419 - \$197,329).

Duties

Key Accountabilities

- Adhere to the spirit and practice of ACECQA's Code of Conduct, build an inclusive performance culture, and role model ACECQA's values and behaviours ensuring collaboration across teams in the delivery of ACECQA priorities.
- Provide strategic leadership in communications and stakeholder engagement and contribute to the overall leadership of the Workforce Engagement and Research Group in line with its core purpose.
- Lead, inspire, motivate and develop staff to deliver ACECQA's business outcomes and support ACECQA's objectives.
- Lead ACECQA's internal and external communication and digital design functions.
- Lead a nationally focused customer enquiries team and build internal relationships to support consistent delivery of public advice on the National Quality Framework.
- Oversee the management of ACECQA's media interaction and social media activities.
- Lead the operation and development of the ACECQA websites, ACECQA.gov.au and Startingblocks.gov.au, and associated communication platforms.
- Lead ACECQA's digital and creative development and online learning platforms.

- Independently lead, plan, and design programs, projects and other work across all teams as required.
- Develop, manage and build on the strategic relationships with state/territory agencies and the Australian Government, via the organisation of stakeholder committees and working groups in face to face, teleconference and online meetings.
- Support the executive team and broader leadership group in developing strategic relationships with peak bodies, industry groups and training providers.
- Lead the development of stakeholder relations and communications strategies, as required, for internal groups and project teams.
- Represent ACECQA at a variety of external forums, as required.

Eligibility

About You

To be successful in this role you will need:

- Knowledge and understanding of trends, issues and requirements for regulatory communications and intergovernmental relations/dynamics in a public sector environment.
- Demonstrated leadership and management experience with strong experience leading multi-disciplinary teams in the delivery of national/state communication functions.
- Significant experience in developing and implementing stakeholder engagement and communications strategies with clear outcomes.
- Experience in media and issues management, particularly within a government context.
- Highly developed interpersonal and communication skills, including people management, negotiation, liaison and presentation abilities.
- Experience in leading teams responsible for providing advice to internal and external stakeholders.
- Significant experience with web content management, eLearning systems and a sound understanding of quality online communication.
- Tertiary qualifications in a relevant discipline.

While not essential, the following attributes will greatly assist you in the role:

- Experience managing and integrating multiple social media platforms for an organisation.

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 Manager Communications 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.

All complete applications will be acknowledged.

More information

If you have any questions about the role 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=490

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Vacancy VN-0762888

Australian Children's Education and Care Quality Authority

Closing Date: Thursday 25 September 2025

Policy and Regulatory Systems
National Educator Register – Project Management Unit

Job Title	Business Analyst
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Adelaide SA, Perth WA, Darwin NT, Tasmania TAS, Melbourne VIC
Salary	\$103,179 - \$140,976
Future Merit Locations	Sydney, Brisbane, Adelaide, Perth, Darwin, Tasmania, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	494
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=494

Business Analyst

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

About ACECQA

We want children in Australia to have the best start in life through quality education and care.

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

- implement changes that benefit children birth to 13 years-of-age and their families
- monitor and promote the consistent application of the Education and Care Services National Law across all states and territories
- support the early childhood education and care sector to improve quality outcomes for children

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

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

The Role

The Business Analyst is primarily responsible for performing National Quality Agenda IT System (NQA ITS) business analysis tasks and will need to provide solution recommendations based on a high-level understanding of existing software systems. The Business Analyst will contribute to the ongoing development and support of the NQA ITS and other ACECQA systems throughout the entire release cycle and will be required to foster and manage mutually beneficial relationships with external and internal stakeholders in state and territory regulatory authorities and the Australian Government.

This role is full time at ACECQA Band 5/6 (\$103,179- \$140,976), Specified Task to 30 June 2026.

Duties

Key Accountabilities

- Creates specification documents that provide clear guidance for technical teams to implement in line with legislation and expectations of stakeholders including subject matter experts.
- Collaborate with stakeholders and end users to identify and build business requirements.
- Analyses operational objectives by studying business functions; gathering information; evaluating output requirements and formats.
- Provides recommendations that will improve systems and controls by analysing current practices, designing solutions and documenting modifications.
- Monitors release progress by tracking activity; resolving problems; publishing progress reports; recommending actions and escalating issues.
- Leads and drives discrete projects where required.
- Tracks and facilitates priority change requests such as action items for governance committees.
- Designs and manages test frameworks and procedures to ensure that all changes are thoroughly tested before deployment.
- Defines team roles and responsibilities, reports and monitors progress during testing phases.
- Ensures agreed changes will not compromise the data integrity, quality or functionality of the existing systems.
- Builds and designs test plans, scripts, and cases for each release cycle ensuring changes are aligned to specifications.

- Participates and conducts operational testing as part of the User Acceptance Testing window.
- Develops and maintains effective and regular communication with key stakeholders to address and clarify business requirements to ensure user confidence.
- Manage stakeholder expectations and strive for consensus to implement solutions.
- Work closely with National Steering Group (NSG) members (with representation from all state and territory regulatory authorities) to progress system changes.
- Contribute to the NSG workshops by providing expert Business Analyst advice, support and through the demonstration of new proposals.
- Investigate and advise on logged Service Desk issues, maintain associated documentation, and escalate issues to system developers where appropriate.
- Assists with the development and update of training material.
- Provide and deliver end-user training in a variety of formats including webinars and other documented resources.
- Mentors internal team in analysis and documentation best practice.

Eligibility

Key Selection Criteria

- Proven experience in business analysis and design of large-scale applications with a complex organisational structure.
- Relevant tertiary qualifications in IT or related discipline including relevant industry certifications, with demonstrated experience in a Business Analyst or Project Management role for a medium size public or private organisation.
- Extensive experience in business process mapping, process re-engineering, and requirements gathering, using relevant business process modelling and testing techniques, including the formal representation of use cases and workflows.
- Strong analytical and logical approach to problem solving, including interpreting and analysing data to produce meaningful information and business insights, and undertaking qualitative and quantitative research to identify trends to assist with determining business priorities.
- Attention to detail and demonstrated experience in preparing high quality project documentation including business and functional requirements, performance reports, project plans, process flows, and business cases.
- Demonstrated experience in developing specification requirements for CRM systems.
- Strong interpersonal, consultation, negotiation, and presentation skills with the ability to verbally communicate clearly and effectively with business stakeholders, external vendor partners, and internal teams.
- Excellent documentation skills, including proven experience in the authoring of specifications and manuals.

- Demonstrated ability to work independently and prioritise work to meet required timelines.

Desirable:

- Experience working in, or with, a regulatory or government environment.
- A working knowledge of Microsoft CRM Dynamics 365.
- o Experience in CRM Dynamics implementation, configuration, system design and/or related business process experience.
- Experience organising user groups and in positively influencing participation and outcomes.

Notes

How to apply

The closing date for applications is **25 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 Business Analyst 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.

All complete applications will be acknowledged.

More information

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

Notice to agencies

ACECQA will not accept applications from any source other than directly from a candidate for this vacancy. Recruitment agencies must have received instructions from ACECQA in relation to a specific vacancy in order to submit applications on behalf of candidates.

ACECQA is collecting the information requested in the advertisement for the purpose of selection, recruitment and engagement of staff. ACECQA is authorised to do so by the Education and Care Services National Law. Please refer to our Privacy Policy which can be accessed at <http://www.acecqa.gov.au/privacy-policy>.

To Apply

Position Contact	Anna Lagana, +61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyDetails.aspx?vdtnumber=494

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Vacancy VN-0762782

Australian Competition and Consumer Commission

Closing Date:Sunday 28 September 2025

Specialist Advice & Services
Data & Intelligence

Job Title	Senior Data Scientist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Hobart TAS, Adelaide SA, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	\$99,562 - \$111,590
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	APS Level 6
Position Number	EA2025/171
Agency Website	https://www.accc.gov.au/

- **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 apply your technical data skills to identity and assess competition and consumer issues?**

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

Senior Data Scientists at the ACCC play a pivotal role in applying advanced analytics and artificial intelligence to support investigations and improve ways of working. They are intellectually curious, thrive on solving novel problems, and focus on delivering insights that directly inform decision-making. These professionals often juggle multiple projects, collaborating with multi-disciplinary teams to translate complex business challenges into data-driven solutions.

You will:

- Collaborate with teams to define business problems and translate them into data questions.
- Clean, merge, and transform data from diverse sources; apply statistical, AI, and machine learning techniques to generate insights or build solutions.
- Create static and interactive visualisations tailored to different audiences; clearly communicate technical findings through reports, presentations, and discussions.
- Build strong relationships across the agency, mentor junior data professionals, and contribute to team-wide capability-building initiatives.

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.
- Proficiency in a broad range of data acquisition, processing, statistical, AI and machine learning techniques, including the ability to review the use of these techniques by others.
- Experience with one or more analytical programming languages (e.g., R, Python).
- Highly developed problem-solving skills. A well-developed ability to define business problems, and to derive accurate and relevant insights from a broad range of data to meet a wide variety of complex use cases.

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	Kim Becker, (08) 8456 3557
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762868

Australian Competition and Consumer Commission

Closing Date: Sunday 28 September 2025

Network Regulation Division
Australian Energy Regulator

Job Title	Director - Regulatory Design
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Canberra ACT, Brisbane QLD, 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	EA2025/172
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to play a pivotal role in shaping Australia's energy future and transition by leading the AER's capability with respect to the development and design of monopoly network regulation.**

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 Director, Regulatory Design:

- Leading the design of energy regulatory frameworks, codes and guidelines that align with national objectives and market evolution.
- Providing expert advice to internal and external stakeholders on regulatory approaches, risks and policy implications.
- Collaborating with industry, governments and consumer bodies to develop and co-design robust, evidence-based regulations.
- Representing the interests of AER; building and managing stakeholder relationships with industry bodies, Government agencies (Commonwealth and State), consumer groups and internal stakeholders.
- Identifying, contributing and leading initiatives to improve AER workflows and processes.

Eligibility

About you

In order to succeed in the role, you will have to perform a range of duties not limited to:

- Providing expert advice to internal and external stakeholders on regulatory approaches, risks and policy implications.
- Leading the design of energy regulatory frameworks, codes and guidelines that align with national objectives and market evolution.
- Representing the interests of AER; building and managing stakeholder relationships with industry bodies, Government agencies (Commonwealth and State), consumer groups and internal stakeholders.
- Tertiary qualifications in economics, corporate finance, law, public policy, engineering or related fields or equivalent experience.

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

Notes

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

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national energy market regulator and has an independent board. The AER shares employees, resources and facilities with the ACCC.

To Apply

Position Contact	David Stanford, 0492070086
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0762883

Australian National Maritime Museum

Closing Date:Sunday 28 September 2025

Audience, Development, Commercial and Operations
Commercial Operations

Job Title	Retail Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Pymont NSW
Salary	\$84,228 - \$105,910
Future Merit Locations	Pymont
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5;APS Level 6
Position Number	0155
Agency Website	https://www.sea.museum/about/about-the-museum/what-we-do

Job Description <https://www.sea.museum/About/About%20the%20museum/Our%20people/Work%20with%20us>

The Australian National Maritime Museum is seeking an experienced and efficient Retail Manager to join the Commercial Operations team in this full-time non-ongoing position for 12-months.

This position may be offered at either the APS5 or APS6 level, depending on the skills and experience of the successful candidate.

About the Australian National Maritime Museum

As one of Sydney's most visited museums, the Australian National Maritime Museum shares our national maritime story across Australia and the world, online, onsite and through research, presentations and travelling exhibitions, and provides must-visit museum experiences that delight and inspire.

We connect our visitors with the oceans and waterways that are the heartbeat of who we are. From deep time to modern Australian and beyond, we explore our past, our present and future as an island nation shaped by sea, offering a sustainable and cohesive vision for the future.

The Museum welcomes over 2.5 million local, interstate and international visitors annually, and is supported by a thriving and passionate staff, membership, volunteer and education base. Find out more at [sea.museum](https://www.sea.museum).

Duties

About the Role

The Retail Manager supports the efficient and dynamic operation of the Museum's retail business across both onsite and online platforms, ensuring consistently high standards of customer service, merchandising, and commercial outcomes. Working under general direction and in close collaboration with the Head of Commercial, this role contributes to the strategic direction of the retail offer, aligning shop performance with the Museum's broader commercial objectives and visitor experience goals.

The Retail Manager manages day-to-day operations, including stock control and stocktake processes, strengthening supplier relationships, and compliance with financial and operational procedures. The role develops and implements creative merchandising displays and retail promotions, maximising opportunities linked to Museum exhibitions, collections, and seasonal programs to ensure the shop remains a dynamic, engaging, and profitable component of the visitor experience. A key focus of the role is motivating and leading the retail team to deliver

outstanding sales results and exceptional customer service and experience. This includes implementing sales structures, providing coaching and performance feedback, and embedding a culture of service excellence that enhances the visitor journey.

The Retail Manager is also responsible for driving the continued expansion of the Museum's online store, leveraging the Shopify platform and omnichannel marketing opportunities to attract a global customer base. This involves identifying new product opportunities, optimising digital marketing strategies, and ensuring seamless integration between in-store and online experiences. Through strong leadership, innovative thinking, and a results-driven approach, the Retail Manager ensures the Museum Shop delivers strong financial performance, enhances the Museum's brand, and provides every visitor with a memorable retail experience.

Please note: This recruitment process is intended to fill both current and future vacancies. While the position on offer is non-ongoing, a merit pool of suitable applicants may be established to fill similar ongoing and non-ongoing positions within the next 18 months.

Key Accountabilities

Under limited direction, this position is responsible for delivering the following functions:

- Oversee the day-to-day operations of the Museum's retail and online store, ensuring high standards in sales, customer service, merchandise presentation, and financial procedures.
- Manage a broad range of customer enquiries and complaints with professionalism, tact, and diplomacy, ensuring a consistently positive visitor experience.
- Provide direction, training, and performance feedback to retail staff, building capability through coaching in sales techniques, customer service, product knowledge, and POS/SOP compliance.
- Develop and implement strategies to increase in-store and online sales, including digital promotions, bundling offers, and targeted customer engagement initiatives.
- Oversee inventory control, reorders, and product availability, ensuring bestsellers are maintained, slow-moving stock is effectively managed, and product development supports retail growth.
- Ensure accurate end-of-day cash handling, reconciliation of daily and weekly takings, and preparation of monthly financial and retail performance reports to support decision-making.
- Develop engaging displays and promotional initiatives that reflect the Museum's identity and enhance the visitor retail experience.
- Link retail offerings to the Museum's vision and operational plan, aligning retail activities with broader organisational goals and sustainability priorities.
- Identify and implement initiatives that improve retail operations, enhance efficiency, and support innovation, sustainability, and profitability.
- Manage performance in line with Museum policy, and ensure all retail operations comply with relevant standards, procedures, and frameworks.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Demonstrated experience in delivering high-quality customer service and sales outcomes in a cultural, tourism, or retail environment, with proven success in enhancing visitor experience and driving retail performance.
2. Proven ability to lead, supervise, and develop a customer-facing sales team, including performance management, training, and motivating staff to achieve revenue and customer satisfaction KPIs.
3. Strong commercial and operational acumen, including experience in cash handling, reconciliation, stock management, and the use of computerised retail and POS systems to support efficient and compliant operations.
4. Highly developed communication, interpersonal, and stakeholder engagement skills, with the ability to represent the Museum professionally to visitors, contractors, and internal stakeholders, and resolve issues with tact and diplomacy.
5. Analytical and reporting capability, including proficiency in database management and MS Excel, with the ability to interpret financial and operational data, prepare reports, and provide insights to support strategic decision-making.

Qualifications and/or relevant experience required

Mandatory:

- Significant retail management experience with demonstrated success in a customer-facing environment.
- Knowledge of e-commerce platforms and digital retail marketing.
- Ability to work weekends and public holidays.

Desirable:

- Experience in the tourism, cultural and/or hospitality sector.
- Previous experience working within the public sector.
- Advanced Microsoft office, mainly excel and POS online platforms i.e. Shopify and various database skills.
- Knowledge and understanding of APS Values and Code of Conduct and commitment to workplace diversity and working in a team environment.

Eligibility

This position is open to all eligible members of the community, and we encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. To be an eligible member of the community, you must be an Australian citizen. Applications may be accepted from Australian permanent residents who are in the process of acquiring Australian citizenship.

All employees will be required to satisfactorily complete an Australian Federal Police National Police Check and obtain and maintain a Working with Children Check registration.

Notes

Applications Close: 11:30pm AEST, Sunday 28 September 2025. No Applications will be accepted by mail or email.

When applying via our online e-recruitment system, please provide a written application addressing each Selection Criteria. Your current resume is also to be included in your application.

In addition to an application and your resume, the assessment process for this position may also include an interview and referee reports.

Selection for this position will be made on the basis of relative merit which will be assessed against each item of the selection criteria. Applications that do not address the selection criteria will not be considered for shortlisting by the Selection Panel. As part of the selection process the Selection Panel may invite candidates to undertake online testing, skills-based assessment and provide samples of written work at interview.

What We Offer You

Working at the Museum offers a stunning office location plus access to a range of benefits including:

- A competitive salary, plus 15.4% superannuation
- Generous leave and flexible working arrangements
- Great training and development opportunities
- Rewards and recognition initiatives
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- Wellbeing initiatives including free flu shots and reimbursement for optical
- Staff Regatta – Sailing on the Harbour.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful 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 National Maritime Museum

To Apply

Position Contact	Ruby Chronis, 02 9298 3765
Agency Recruitment Site	https://www.sea.museum/About/About%20the%20museum/Our%20people/Work%20with%20us

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Vacancy VN-0762770

Cancer Australia

Closing Date: Sunday 28 September 2025

Corporate Operations Governance and Reporting

Job Title	Assistant Director, Governance and Reporting
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Surry Hills NSW, Canberra ACT
Salary	\$118,230 - \$134,845
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work is a flexible working arrangement where an employee may be able to work partly in the physical office and partly remotely.
Classification	Executive Level 1
Position Number	CA2526-005
Agency Website	

Job Description

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

The Assistant Director, Governance and Reporting lead a small, dedicated team in planning, coordinating and delivering key outcomes for the agency. This includes the coordination of parliamentary services for the agency, strategic management of the agency's business planning processes, preparation of corporate documents, and liaison with the Department & Minister's Office.

Duties

The Assistant Director, Governance and Reporting will be responsible for undertaking the following duties:

- Manage Cancer Australia's business planning processes
- Manage secretariat support to Cancer Australia's Advisory Council and other key advisory groups
- Manage Cancer Australia's reporting responsibilities under the PGPA Act, including preparation of Portfolio Budget Statements, Corporate Plan and Annual Report, and the ongoing monitoring of deliverables and performance
- Manage input/responses to parliamentary requests, including Question Time Briefs, Questions on Notice, Ministerial correspondence and Senate Estimates briefing papers
- Oversee Ministerial briefings
- Liaise with key contacts in relevant Departmental and Ministerial offices
- Manage other tasks as required, such as procurement support and advice and Freedom of Information requests.

Eligibility

- Must be an Australian Citizen.
- The successful candidate will be required to undergo pre-employment checks and may be required to obtain/maintain a Baseline security clearance (minimum requirement depending on role)

Notes

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

About the Cancer Australia

To Apply

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

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Vacancy VN-0762880

Indigenous Land and Sea Corporation

Closing Date:Thursday 25 September 2025

People & Capability
Payroll Program Delivery

Job Title	Payroll Officer
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	\$103,842 - \$115,130
Future Merit Locations	Adelaide
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	0000
Agency Website	

Job Description

<https://www.ilsc.gov.au/about/careers/payroll-officer/>

We're excited to offer a fantastic opportunity for a Payroll Officer to join our dedicated People & Capability Team in Adelaide on a 2-year contract.

Are you passionate about delivering high quality payroll services and making a real difference behind the scenes?

Under the guidance of the Payroll & HR Reporting Lead, you'll play a vital role in ensuring accurate, timely, and compliant payroll services for the Indigenous Land and Sea Corporation (ILSC) and its subsidiaries, including ILSC Employment.

In this role, you'll do more than just process payroll - you'll help shape the employee experience. Working closely with both HR and Finance teams, you'll contribute to efficient operations, accurate data, and valuable workforce insights that support strategic decision making across the organisation.

You'll also have the opportunity to build your skills in workforce reporting and analytics and act as a trusted backup to the Payroll & HR Reporting Lead during times of leave, making you a key contributor to our team's success.

If you're detail oriented, proactive, and enjoy working in a collaborative environment where your work has real impact, we'd love to hear from you.

Who are we?

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the *Aboriginal and Torres Strait Islander 2005 Act (Cth)* ('the Act') and subject to the *Public Governance, Performance and Accountability Act 2013*. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and fresh water country.

Section/Division:

The People & Capability team plays a pivotal role in empowering the ILSC by actively shaping the organisation's workforce strategies, fostering continuous growth, and providing guidance and resources for executives and managers in all facets of workforce relations. The team coordinates and manages the Payroll, Human Resources (HR), Work Health and Safety (WHS), Indigenous Employment and Engagement and Learning and Development functions across the ILSC Group to ensure the Group can effectively perform its functions and exercises its powers under the ATSI Act.

Duties

Reporting to the Payroll & HR Reporting Lead, you will:

- Manage end-to-end payroll for the ILSC and its subsidiaries, ensuring accurate and timely payments.
- Identify and resolve payroll discrepancies and issues promptly, escalating complex matters as necessary.
- Ensure compliance with all relevant legislation, awards, and enterprise agreements.
- Handle complex payroll matters including terminations, redundancies, and specialised entitlements.

- Use your HRIS and reporting skills (CHRIS21 experience highly regarded) to analyse data and support improvements.
- Ensure compliance with legislative requirements by preparing and submitting statutory payroll reports, including Single Touch Payroll (STP), payroll tax, superannuation contributions, and compliance audits.
- Back up the Payroll Manager and HR Reporting Lead when needed to keep operations running smoothly.
- Support HR reporting, payroll projects, and process improvements.
- Share knowledge and collaborate with your team to deliver high quality payroll services.

Eligibility

At the ILSC we offer:

More than just a job, we offer you the opportunity to make a real, positive difference to the lives of First Nations peoples. When we return land and water Country to Indigenous ownership, or fund a new Indigenous enterprise or management project, we strengthen and deepen Indigenous connection to Country and advance progress towards self-determination.

Generous leave entitlements and work conditions, including:

- 15.4% superannuation on top of your salary
- Flexible hybrid work environment (2 days WFH)
- Not-For-Profit salary packaging
- Paid leave over the Christmas and New Year's period
- Access to generous parental leave
- Training and development opportunities
- Generous Studies Assistance program

Health and wellbeing programs:

- Healthy Employment Scheme (HES) – An annual allowance towards your wellbeing
- Screen Based Equipment Scheme – Includes eye testing and an allowance towards spectacles
- Free Skin Checks

If you have a passion to drive change and want your work to align with your values to make a real difference, we invite you to apply now and start the conversation.

The preferred applicant will be engaged under the provisions of the ILSC Enterprise Agreement.

TARGETED VACANCY – *This role is open to all applicants, however those who identify as Aboriginal and/or Torres Strait Islander and meet the requirements and are ranked suitable for the role will be given priority consideration in this recruitment process.*

Applications are to include a current CV and covering letter (covering letter to be maximum 2 pages detailing how your skills and experience align with the position profile). Further information may be requested if you are selected for interview. You must be an Australian resident to apply for this role.

If you'd like to find out more, please contact **Jordan Ley – Payroll & HR Reporting Lead on (08) 8100 7147.**

For the position profile and to apply please visit the ILSC Careers page at:
<https://www.ilsc.gov.au/careers/>

Applications close Thursday 25 September 2025.

At the ILSC we're committed to building a diverse and inclusive workplace to ensure our workforce is representative of the communities we support.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply

Notes

About the Indigenous Land and Sea Corporation

The Indigenous Land and Sea Corporation (ILSC) is a corporate Commonwealth entity established under the ATSI Act and subject to the PGPA Act. The ILSC assists Aboriginal and Torres Strait Islander people to realise economic, social, cultural and environmental benefits that the ownership and management of land, water and water related rights can bring. The ILSC provides this assistance through the acquisition and management of rights and interests in land, salt water and freshwater country.

To Apply

Position Contact	Jordan Ley, 08 8100 7147
Agency Recruitment Site	https://www.ilsc.gov.au/about/careers/payroll-officer/

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Vacancy VN-0762845

National Portrait Gallery of Australia

Closing Date:Monday 22 September 2025

Access & Learning

Job Title	Program Coordinator
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$96,236 - \$112,919
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	APS Level 6
Position Number	7354
Agency Website	https://www.portrait.gov.au/

Job Description

<https://www.portrait.gov.au/content/employment/>

The Position

The Gallery seeks a skilled and motivated professional to lead the development and delivery of innovative learning and public engagement programs that reflect the Gallery's commitment to creativity, inclusivity, and audience connection.

Reporting to the Head, Education and Creative Engagement, this role sits within the Access and Learning section and works collaboratively across the Gallery to enhance visitor experience through dynamic, high-quality programming. The Education & Engagement Coordinator plays a pivotal role in shaping audience engagement with the National Collection and temporary exhibitions.

This position is responsible for the strategic coordination and hands-on delivery of education and public engagement programs, resources, and associated administrative functions. It supports a broad range of audience segments, including schools, families, young people, adult learners, and communities with specific access needs. The role requires active involvement in on-ground program delivery, including professional learning for educators and public-facing engagement. The successful candidate will demonstrate strong leadership, project management, and stakeholder engagement skills to deliver impactful and memorable experiences for all visitors.

Duties

Specific Tasks

1. Design, coordinate, and deliver innovative public engagement programs, including associated resources and administrative processes, that enrich exhibitions and position the Gallery as a leader in audience engagement.
2. Contribute to the development and delivery of engaging education programs that strengthen school engagement with the Gallery, including leading targeted professional learning initiatives for educators.
3. Coordinate the delivery team by setting priorities, managing workflow, and allocating resources to ensure high-quality outputs aligned with section objectives.
4. Collaborate across Gallery sections and with external stakeholders to plan and deliver large scale programs, including preparing schedules, budgets, briefs, ideating concepts, identifying talent, managing logistics and co-ordinate risk assessments.
5. Monitor and evaluate program outcomes using audience data and analytics to inform continuous improvement and strategic planning.
6. Provide line management for delivery staff, including supervision, performance management, and professional development to ensure consistent, high-quality program delivery.

Eligibility

Selection Criteria

1. Demonstrated experience in developing, delivering, and evaluating education and public programs for diverse audiences, including adults, children and family groups, students and teachers and communities with specific access needs.
2. Strong understanding of audience engagement methodologies, audience segmentation, and sector trends in public and educational engagement within cultural settings
3. Demonstrated ability to manage multiple projects concurrently, ensuring delivery on time and within budget. This includes effectively coordinating resources, staff, schedules, and priorities to meet program objectives. Highly developed interpersonal and communication skills, including the ability to build and sustain productive relationships, negotiate effectively with stakeholders and applies sound judgement in decision-making
4. Demonstrated commitment to maintain a child safe and child friendly environment, with skills that enhance children's positive engagement in the Gallery.
5. Demonstrated stewardship of the Gallery's and the Australian Public Service Values, Code of Conduct and Work Health and Safety principles and practices.

Industry specific:

- Qualifications or experience in either the visual arts, Australian history, museum studies and/or education are desirable.
- Knowledge and/or experience working in a cultural agency with an understanding of portraiture is desirable.

Notes

Applicant information

In no more than two A4 pages, please tell us how your skills, knowledge, experience and qualifications make you the best person for this job.

Email your application, a current CV and the [application coversheet](#) to hrservices@npg.gov.au by the deadline listed below.

Applications close midnight Monday 22 September 2025.

If you need more information, please get in touch with Alana Sivell on 02 6102 7073 or by email at alana.sivell@npg.gov.au

About the National Portrait Gallery of Australia

We acknowledge the Ngunnawal and Ngambri peoples, the Traditional Custodians of the Canberra region, upon whose lands the National Portrait Gallery stands. The National Portrait Gallery reflects the face of Australia and increases understanding and appreciation of Australian people and their stories through the art of portraiture. Guided by our values of creativity, innovation, inclusivity and integrity, our purpose is to develop a national portrait collection and provide the broadest possible access to all Australians. We do this through presenting engaging exhibitions and live and educational programs onsite in our award-winning building in Canberra, offsite across Australia, and on demand. The Gallery is a dynamic and inclusive workplace and recognises the great contribution of our team. We're committed to the health, safety and wellbeing of our team and our visitors, and to sustaining a safe workplace and inclusive culture. We support flexible working practices, including working from home, and respect family and caring responsibilities. The Gallery is committed to equal opportunity and diversity. We welcome applications from First Nations people, LGBTQIA+ people, people with a disability, and people from culturally and linguistically diverse backgrounds.

To Apply

Position Contact	Alana Sivell, 02 6102 7073
Agency Recruitment Site	https://www.portrait.gov.au/content/employment/

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Agriculture, Water and the Environment

Vacancy VN-0762760

Department of Agriculture, Fisheries and Forestry

Closing Date: Wednesday 24 September 2025

Biosecurity Strategy & Reform
Risk, Intelligence & Strategy Biosecurity System Modelling

Job Title	Data Analyst
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Mickleham VIC, Perth WA, Sydney NSW, Hobart TAS
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, Hobart
Office Arrangement	Flexible
Office Arrangement Details	subject to negotiation
Classification	APS Level 6
Position Number	2025/2908
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Biosecurity Strategy and Reform Division**'s focus is on protecting Australia from increasing biosecurity risks to agriculture, the environment and our way of life by continuously improving the national biosecurity system, providing quality, evidence-based policy advice and reform agendas to the department executive, Minister and Australian Government and working closely with our internal and external stakeholders. The division supports the operation and improvement of the biosecurity system by providing innovation, data, reporting, policy reform, coordination, intelligence, risk modelling and strategic advice.

The **Risk, Intelligence and Strategy Branch** is responsible for supporting and enhancing strategic decision-making through intelligence analysis, risk modelling and analysis, governance

practices and modern biosecurity legislation. This branch is responsible for supporting the Biosecurity and Compliance Group to identify the next horizon of risks, threats and disruptions. It is also developing frameworks to enable strategic thinking to be embedded within line areas.

The **Biosecurity System Modelling Section** works at the interface of analytics, modelling, and biosecurity policy. We develop solutions to model how biosecurity in Australia is performing at a whole-of-system level. We collaborate broadly, both with internal policy areas and external experts in biosecurity modelling.

Duties

The Job

You will lead data-driven analysis and engage with experts and stakeholders across the department to strengthen risk modelling and resource planning within the biosecurity system. In this role you will:

- Develop and enhance a model of biosecurity expenditure using R/RStudio
- Source, integrate, and prepare data from departmental databases and external sources to support risk modelling.
- Build and maintain strong relationships with policy teams, technical experts, senior leaders, and other stakeholders to improve data quality, refine models, and align outputs with end-user needs.
- Communicate insights through data visualisation and clear written and verbal explanations of data sources, methods and results.
- Apply robust version control and documentation practices.
- Collaborate on cross-functional modelling projects led by the section.

Eligibility

What we are looking for

Knowledge and experience

- Experience analysing financial data.
- Experience dealing with incomplete and uncertain datasets, including large administrative datasets.
- An interest in working at the interface of modelling and policy.
- Familiarity with Australia's biosecurity system.
- Knowledge of best practices for handling and storing confidential and sensitive data.
- Experience in geospatial data analysis, statistics and/or data science would be desirable, but not essential.

Mandatory qualifications

A tertiary level qualification in computer science, statistics, social or natural science, or equivalent experience.

Notes

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

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	Mitchell Porter, 0403 075 813
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0762814

Department of Agriculture, Fisheries and Forestry

Closing Date:Friday 03 October 2025

Plant Protection and Environmental Biosecurity
Plant Health Policy Diagnostics and Research

Job Title	National Protocols Coordinator
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Brisbane 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	2025/3121
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Plant Health Policy Branch** provides a national focal point for plant biosecurity issues within Australia and has responsibility for the national leadership in managing Australia's plant health. The work of the branch underpins biosecurity and helps to open new, and maintain existing, domestic and international markets for Australian plant industries. This is achieved by; providing focus for national and international plant biosecurity activities; preparing for and coordinating national responses to plant pests and exotic weeds; promoting reform of the plant biosecurity system; improving plant health capacity and capabilities in near-neighbour countries and trading partners; domestically improving national surveillance and diagnostic capability and capacity; and assisting the department to meet national and international obligations and influencing plant health policies.

The **Diagnostics and Research Section** covers both departmental and national diagnostic-related policy and project work, as well as scientific support and research coordination. The Section's focus is on building, maintaining and advancing plant health diagnostics capability and capacity to support management of nationally significant pests and diseases; as well as coordination of international scientific and technical collaboration in plant biosecurity, and facilitating the identification and sharing of expertise, tools and technologies.

Duties

The Job

The National Protocols Coordinator has primary responsibility for coordinating the development, review and verification of national diagnostic and surveillance protocols under the direction of Plant Health Committee's Subcommittee on Plant Health Diagnostics (SPHD) and Subcommittee on National Plant Health Surveillance (SNPHS).

A National Diagnostic Protocol is the nationally agreed diagnostic standard that contains detailed information about a specific plant pest or group of plant pests relevant to its diagnosis. A National Surveillance Protocol is a technical reference guide for conducting surveillance on a specific plant pest or group of plant pests.

This is a critical national position that will work across governments and industry stakeholders to deliver technical standards that support national biosecurity. The position is funded by the Australian and state and territory governments and works closely with the National Networks Coordinator to drive activities that support the National Plant Biosecurity Diagnostic Network (NPBDN) and the Plant Surveillance Network Australasia-Pacific (PSNAP).

The key duties of this position include, but not limited to:

- coordinating the delivery, review and endorsement of national diagnostic and surveillance protocols
- working with national committees and other stakeholders to identify priorities for protocol development and technical experts that could be contracted to develop/review these protocols and reporting to stakeholders on these activities
- ensuring continued alignment of Australia's processes for developing protocols to minimum of international standards and/or international best practice
- developing communication materials to support the development, use and promotion of national protocols, including drafting of news articles and presentations to national forums as appropriate
- providing advice on national capability development activities and/or training needs to ensure appropriate use and adoption of the protocols
- managing procurement arrangements associated with diagnostic and surveillance protocol development, review and verification activities in accordance with departmental and whole of government policies.

Please note:

- The successful applicant must be able to travel interstate as part of the job role.
- This recruitment process will initially be used to fill **one vacancy on an ongoing basis**, and the role may be able to be performed from any of the DAFF office locations.
- 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:

- Knowledge and experience in plant health diagnostics and/or plant health surveillance.
- Experience presenting technical materials to scientific audiences and interpreting and clearly explaining complex technical information.

Mandatory qualifications

- Tertiary qualifications in Agricultural Science, Plant Science or other relevant discipline.

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	Kath De Boer, 02 5156 5658
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0762819

Department of Agriculture, Fisheries and Forestry

Closing Date: Friday 03 October 2025

Plant Protection and Environmental Biosecurity
Plant Health Policy Diagnostics and Research

Job Title	National Networks Coordinator
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, 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	2025/3122
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **Plant Health Policy Branch** provides a national focal point for plant biosecurity issues within Australia and has responsibility for the national leadership in managing Australia's plant health. The work of the branch underpins biosecurity and helps to open new, and maintain existing, domestic and international markets for Australian plant industries. This is achieved by; providing focus for national and international plant biosecurity activities; preparing for and coordinating national responses to plant pests and exotic weeds; promoting reform of the plant biosecurity system; improving plant health capacity and capabilities in near-neighbour countries and trading partners; domestically improving national surveillance and diagnostic capability and capacity; and assisting the department to meet national and international obligations and influencing plant health policies.

The **Diagnostics and Research Section** covers both departmental and national diagnostic-related policy and project work, as well as scientific support and research coordination. The Section's focus is on building, maintaining and advancing plant health diagnostics capability and capacity to support management of nationally significant pests and diseases; as well as coordination of international scientific and technical collaboration in plant biosecurity, and facilitating the identification and sharing of expertise, tools and technologies.

Duties

The Job

The National Networks Coordinator is the key contact point for the National Plant Biosecurity Diagnostic Network (NPBDN) and the Plant Surveillance Network Australasia-Pacific (PSNAP) and works under the direction of Plant Health Committee's Subcommittee on Plant Health Diagnostics (SPHD) and Subcommittee on National Plant Health Surveillance (SNPHS).

This role was established to foster and facilitate NPBDN and PSNAP as well as additional activities, such as national capability building initiatives and annual network workshops. These networks are critical to maintain and enhance our national plant health diagnostic and surveillance people capability.

This national position is funded by the Australian and state and territory governments to ensure continuity and delivery of key plant health biosecurity system functions.

The key duties of this position include, but not limited to:

- coordinating and supporting the activities of the National Plant Biosecurity Diagnostics Network (NPBDN) and the Plant Surveillance Network Australasia-Pacific (PSNAP)
- supporting the planning and delivery of technical workshops and initiatives that build national capability in plant pest diagnostics and surveillance
- actively promoting the networks and fostering expansion of membership, including international and domestic connections
- developing and facilitating implementation of national capability plans for diagnostics and surveillance
- identifying opportunities to maximise benefit and value for money from national capability activities such as residential programs and training courses
- developing appropriate communication materials to support the objectives of the networks.
- administering, maintaining, and improving the NPBDN and PSNAP websites and managing procurement arrangements associated with the websites
- developing and sustaining linkages to the national surveillance and diagnostic committees and working groups and regularly reporting to these groups (as cost sharing partners).

Please note:

- The successful applicant must be able to travel interstate as part of the job role.
- This recruitment process will initially be used to fill **one vacancy on an ongoing basis**, and the role may be able to be performed from any of the DAFF office locations.
- 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:

- strong understanding of Australia's national biosecurity system
- experience in event planning and management
- proven experience in managing projects, including planning, delivery, monitoring and the evaluation of outcomes
- experience coordinating activities across multiple teams or stakeholders to support national priorities.

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	Annelies McGaw, 0482 129 260
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0762822

Department of Agriculture, Fisheries and Forestry

Closing Date: Friday 26 September 2025

Biosecurity Operations
Cargo Operations South & Detector Dogs Detector Dog Operations

Job Title	Detector Dog Technical Supervisor
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Perth WA, Melbourne VIC
Salary	\$84,794 - \$93,020
Future Merit Locations	Various locations - NSW, Various locations - WA, Various locations - QLD
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	2025/3136
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Biosecurity Operations Division and the departments' goal.

Detector Dog Operations provides detector dogs and their handlers with the capability to screen imported goods for biosecurity risk material. These services are delivered nationwide, with technical supervisors leading teams to ensure the proficiency of both handlers and dogs is consistently maintained and deployment across multiple pathways is in alignment with the department's business objectives.

We deliver biosecurity and imported food regulatory activities to ensure goods, conveyances, travellers and mail meet Australia's import requirements. We are responsible for operational policy and front-line regulatory control settings to manage biosecurity and imported food risk, through the delivery of screening, assessment and inspection activities, and stakeholder engagement and client contact services.

Cargo Operations South and Detector Dogs Branch delivers regulatory assessment and inspections of goods, across the biosecurity continuum (offshore, at the border and onshore) to verify compliance with Australia's biosecurity and imported food requirements and has a presence in Victoria and Tasmania. The branch is also responsible for national delivery of client contact services, along with biosecurity detector dog program policy, training, and operations

Duties

This is where you play an important role.

The Detector Dog Technical Supervisor is a pivotal leadership role within the Detector Dog Operations, responsible for managing and providing technical support to detector dog handlers who safeguard Australia's biosecurity through the detection of risk items in international travellers, mail and cargo.

As a member of the leadership team, the supervisor contributes to business planning, operational decision-making, and continuous improvement initiatives. They play a key role in aligning frontline operations with broader departmental objectives and strengthening national capability.

Key responsibilities of a Detector Dog Technical Supervisor include but are not limited to:

- Lead and manage the day-to-day operations of a detector dog team in a dynamic regulatory environment, ensuring operational effectiveness and alignment with departmental requirements.
- Supervise and develop handlers and dogs, providing guidance, feedback and oversight to maintain welfare, proficiency, and deployment readiness.
- Apply relevant legislation, policy and biosecurity frameworks while continually developing and maintaining your own skills as both a handler and supervisor.
- Foster a positive team culture that promotes engagement, safety, inclusiveness, respect and continuous professional growth.
- Maintain contemporary expertise in detector dog training principles and their application within a regulatory context, applying this knowledge to guide operational practice.
- Oversee and coordinate training schedules to strengthen workforce capability and ensure readiness to respond to emerging biosecurity risks.

- Communicate and collaborate effectively with internal and external stakeholders, negotiating and resolving operational issues in a professional manner
- Exercise sound judgement and delegations in managing day to day operations, escalating complex or sensitive matters as required.
- Provide accurate and timely advice on matters relating to detector dog care, management and deployment.
- Undertake quality assurance of records and data, ensuring accuracy, accountability and compliance with departmental standards.
- Contribute to national leadership priorities, working closely with Detector Dog Operations leadership, capability programs and operational areas to deliver initiatives, and projects.
- Prepare high-quality reports, briefs and documentation to support strategic planning.
- Model APS Values and Code of Conduct, actively promoting a safe and respectful workplace and Work Health and Safety principles and practices.

Click [here](#) to see what it's like to work as one of our Detector Dog handlers and to find out more about Biosecurity.

Please note that this recruitment process will initially be used to fill five (5) vacancies in the section and that the role may be able to be performed from either of the locations listed above. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

Eligibility

Our ideal candidate will have:

- Experience or demonstratable knowledge in animal husbandry, handling, or training. This includes an understanding of animal behaviour, welfare and care.
- Operational biosecurity awareness - knowledge of or the ability to quickly acquire knowledge of the department's role in delivering national biosecurity operations.
- Regulatory and compliance orientation – an understanding of risk management principles and the importance of regulatory compliance in protecting Australia from biosecurity threats.
- Proven ability to apply specialised knowledge and technical expertise to deliver high quality outcomes and strengthen operational effectiveness.
- Demonstrated ability to lead, develop and manage individual and team performance.
- Skilled in managing competing priorities, adapting to change, and optimising individual and team capability to meet service delivery standards.
- Strong written and verbal communication skills, with the ability to tailor style and approach to engage effectively with diverse stakeholders in a regulatory environment.
- Proficient in gathering and analysing information, identifying issues and applying sound judgement in relation to regulations and guidelines.
- Capable of assessing and interpreting data, to draw meaningful conclusions that inform regulatory decisions, operational strategies and continuous improvement.
- Ability to maintain and apply a comprehensive understanding of relevant legislation, policy frameworks and their operational implications.
- Strong ability to foster a cooperative and supportive working environment, building effective relationships across teams and stakeholders.
- Strong digital literacy skills, with the ability to effectively use the department's systems, tools and devices.

- Demonstrated capability to contribute to, promote, and successfully implement business change initiatives while encouraging a culture of professionalism and continuous improvement.

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	DDO Recruitment, N/A
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0762825

Job Title	Detector Dog Handler
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Adelaide SA, Brisbane QLD, Darwin NT, Melbourne VIC, Perth WA
Salary	\$77,728 - \$84,619
Future Merit Locations	Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	2025/3135
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Biosecurity Operations Division and the departments' goal.

Detector Dog Operations provides detector dogs and their handlers with the capability to screen imported goods for biosecurity risk material. These services are delivered nationwide, with technical supervisors leading teams to ensure the proficiency of both handlers and dogs is consistently maintained and deployment across multiple pathways in alignment with the department's business objectives.

We deliver biosecurity and imported food regulatory activities to ensure goods, conveyances, travellers and mail meet Australia's import requirements. We are responsible for operational policy and front-line regulatory control settings to manage biosecurity and imported food risk, through the delivery of screening, assessment and inspection activities, and stakeholder engagement and client contact services.

Cargo Operations South and Detector Dogs Branch delivers regulatory assessment and inspections of goods, across the biosecurity continuum (offshore, at the border and onshore) to

verify compliance with Australia's biosecurity and imported food requirements and has a presence in Victoria and Tasmania. The branch is also responsible for national delivery of client contact services, along with biosecurity detector dog program policy, training, and operations

Duties

This is where you play an important role.

Our detector dog handlers play a critical role in protecting Australia's biosecurity by working in partnership with an assigned detector dog(s) to screen international travellers, mail and cargo for potential biosecurity risks.

The role combines specialist dog handling and training responsibilities with broader biosecurity officer duties.

Key responsibilities of a Detector Dog Handler include but are not limited to:

- Handle, train and care for your assigned detector dog(s), ensuring their health, welfare, and operational proficiency in screening international travellers, mail, and cargo.
- Conduct regular training exercises to maintain and enhance detector dog performance.
- Develop and maintain your own skills as a handler and biosecurity officer.
- Maintain accurate operational and administrative records to support compliance, accountability, and effective decision making.
- Contribute to strategic planning and operational decision-making, ensuring detector dog capability support departmental objectives.
- Apply relevant legislation, policy and biosecurity frameworks while continually developing and maintaining your own skills as both a handler and biosecurity officer.
- Perform a range of biosecurity officer duties when not engaged in detector dog activities, including inspections, screening and stakeholder engagement,
- Model APS Values and Code of Conduct, actively promoting a safe and respectful workplace and Work Health and Safety principles and practices. Detector Dog handlers are Biosecurity Officers.
- Conducting screening, inspection and assurance activities across cargo, conveyances and people entering Australia to safeguard against biosecurity risks
- Assessing documentation and declarations to verify compliance with Australia's biosecurity laws and requirements
- Managing non-compliant goods and capturing evidence to support regulatory decisions and enforcement actions.
- Delivering timely and accurate biosecurity advice to stakeholders, clients and colleagues to enable effective risk management.
- Identifying, analysing, and escalating trends in biosecurity risks to contribute to intelligence-led compliance and operational strategies.
- Providing on-the-job coaching and mentoring, supporting the capability development of colleagues fostering a culture of continuous improvement in biosecurity practices.

Click [here](#) to see what it's like to work as one of our Detector Dog handlers and to find out more about Biosecurity.

Please note that this recruitment process will initially be used to fill thirteen (13) vacancies in the section and that the role may be able to be performed from either of the locations listed above. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

Eligibility

Our ideal candidate will have:

- Experience or demonstrated strong interest in animal husbandry, handling, or training, with a sound understanding of animal behaviour, welfare and care.
- Operational biosecurity awareness - knowledge of or the ability to quickly acquire knowledge of the department's role in delivering national biosecurity operations.
- Regulatory and compliance orientation – an understanding of risk management principles and the importance of regulatory compliance in protecting Australia from biosecurity threats.
- Demonstrated ability to interpret and apply legislation, policy, and procedures to make consistent, justifiable and lawful regulatory decisions.
- Strong analytical skills to assess information, form evidence-based views and provide clear well-reasoned advice.
- Excellent written and verbal communication skills with the ability to build professional relationships and liaise with clients, colleagues, management and external stakeholders.
- Strong observational and record-keeping skills, ensuring accuracy, accountability and compliance in operational activities
- Ability to reflect on feedback, adapt quickly to change, and continuously improve personal performance and the effectiveness of assigned detector dog(s).
- Skilled in identifying issues, applying sound judgement, and escalating matters appropriately and in a timely manner.
- Confident digital literacy skills, with the ability to quickly learn and effectively utilise the department's systems, tools and devices.
- Proven ability to work effectively, safely and collaboratively in a dynamic and challenging operational environment to achieve positive outcomes

Notes

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

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	DDO Recruitment, N/A
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0762815

Attorney-General's Department

Closing Date: Sunday 28 September 2025

Corporate Services
Property and Security

Job Title	Senior Security Advisor (Physical Security)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$98,329 - \$109,684
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 6
Position Number	0279/25_ES/CSD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

<https://agcareers.nga.net.au/?jati=97C53D3C-F695-684E-61A9-E43390192369>

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

Duties

Employment Opportunity

The Departmental Security Unit (DSU) is responsible for managing the protective security function for the Attorney-General's Department. We define security as an enabling service; enabling growth, improvement and innovation to support implementation of the department's transformation strategy and future ways of working.

As a Senior Security Advisor in DSU, you will play an important role in continuously improving our security capability and supporting a positive security culture, empowering staff to engage with all aspects of security.

The key duties of these roles will focus on the Physical Security domain and include:

- managing the department's security guarding contract, including managing the on site guard force
- coordination and oversight of the department's security systems preventative maintenance contract nationally
- assisting with certification and accreditation of security zones across our offices
- coordination and oversight of the department's security systems preventative maintenance contract nationally
- administration and support for the department's Electronic Access Control and CCTV systems
- assisting with managing physical security incidents
- providing advice to a broad range of stakeholders on security policies and procedures in line with the PSPF, including Senior Executives, portfolio agencies and individual line areas
- Identifying and reporting on emerging security issues, incidents and trends, providing suggested solutions where applicable and undertaking risk assessments, including documenting and communicating the outcomes
- other security tasks across all protective security domains.

How you can help us make a difference

This is a great opportunity to further your career in protective security at the Attorney General's Department.

We are seeking people who bring external ideas, diverse experiences, and are willing to explore innovative ways of working. We are looking for people with substantial experience in the physical security domain and knowledge of the PSPF.

A merit pool will be created to fill future opportunities.

Our ideal candidate will:

- collaborate with various business areas, co-workers, and stakeholders to build partnerships and create solutions
- have experience working in the physical security domain and familiarity with the PSPF
- be a leader in the team and demonstrate a commitment to continuously improving culture at the department
- have attention to detail and strong time-management skills, and
- have strong written and verbal communication skills.

Eligibility

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

Applicants offered employment will be required to successfully undergo a police record check and be able to obtain and maintain a security clearance at the Negative Vetting 1 level. The successful applicant must be willing to disclose all relevant and required information.

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

Notes

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful 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 Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into five groups: • Australian Government Solicitor • Justice and Communities • National Security and Criminal Justice • Integrity and International • Enabling Services The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department. The department is committed to having a flexible and inclusive workplace and recognises and values the diversity of the wider Australia community. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.

To Apply

Position Contact	Aimee Rick, (02) 6141 3782
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=97C53D3C-F695-684E-61A9-E43390192369

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Defence

Vacancy VN-0762565

Department of Defence

Closing Date: Sunday 28 September 2025

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Project Scheduler
Job Type	Full-Time, Ongoing
Location	Southbank VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Southbank
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/06950/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E93EBBAE-C125-4A22-D8D3-E431EDA7BC14>

Duties

The Role

Land Systems Division is seeking experienced and passionate Project Schedulers looking for a new challenge and to be part of an energetic team.

As an APS 6 Project Scheduler, you will have a unique opportunity to contribute to a multi-disciplinary team, delivering Australian Defence Force systems that are at the leading edge of Defence capability. You will apply your project scheduling skills to support some of the largest, most complex programs in Australia.

You will be working in a diverse workplace that supports work-life balance and offers flexible working arrangements, with generous employment benefits including professional learning opportunities to help grow your career.

Your responsibilities will require you to apply your project scheduling skills and experience across a wide range of activities to deliver and sustain Australian Defence Force capability. These activities may vary from tracking multi-million dollar budgets, assisting with tender evaluation and providing input to submissions to Government, and collaborating with specialist engineering and logistic services.

About our Team

Land Systems Division's (LSD) mission is to acquire and support capability that enables the ADF to generate and sustain deployable Land power for an integrated force, in peace and war. We aim to be agile, innovative and outcomes-focused as we collaborate closely with the Services and industry to deliver the latest equipment to maximise ADF performance.

Our teams work in a dynamic, fast-paced and supportive environment that delivers complex projects. We provide professional and timely support to senior leadership and capability delivery teams. We have insight into a broad range of LSD activities and strategic initiatives, providing an ideal foundation for future career progression within Defence.

LSD is dedicated to providing staff with an inclusive and healthy work-life environment, and we will invest in your ongoing professional development to ensure your work with us is deeply rewarding.

Our Ideal Candidate

You will be an experienced and committed project scheduling professional able to collaborate effectively within a project management team, as well as with external stakeholders, in order to develop and maintain a detailed project schedule to support the delivery of the required Defence capability.

You will be adaptable and agile and apply your initiative to make informed decisions and proactively resolve problems. As a dynamic team member, you will use your strong interpersonal and communications skills to build collaborative stakeholder relationships, influence change and drive continuous improvement.

You would benefit from experience using scheduling software packages, and have demonstrated knowledge of schedule risk practices such as Earned Value Management and Monte Carlo Analysis. You are able to interpret data and make sound decisions, apply good judgement to support your team to achieve organisational objectives, and supervise and develop project scheduling staff, while continuing to pursue your own self-development goals.

Eligibility

Security Clearance:

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

Notes

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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	James Ruffell-Hazel, 03 9282 3738
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E93EBBAE-C125-4A22-D8D3-E431EDA7BC14

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Defence

Vacancy VN-0762646

Department of Defence

Closing Date: Sunday 28 September 2025

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Platform Manager
Job Type	Full-Time, Ongoing
Location	Cairns QLD
Salary	\$95,187 - \$108,734
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 6
Position Number	NSSG/07415/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8E8BDBFE-D8C6-8362-CC99-E4322A1B084A>

Duties

The Role

Act as a Maintenance Activity Governance Role and vessel maintenance subject matter expert within the RMC-NE accountable for key milestones through the vessel maintenance activity.

Be expected to develop and maintain effective working relationships with all relevant internal and external stakeholders.

Provide governance and assurance of the RMC-NE Technical Support Network to ensure vessel compliance with relevant classification and safety requirements and assist in ensuring the delivery of high quality services and maritime products to the Products being supported.

Be accountable for the accurate completion of work within agreed schedules and requirements of product management plans to ensure that product management requirements are fully considered, costed and documented.

About our Team

In response to the Australian Government, developing a nationwide naval shipbuilding enterprise the MSM is being implemented to realise Plan Galileo; Maritime System Division's national, long term approach to sustainment of the naval fleet. The RMC-NE is located in Tropical North Queensland, Cairns and will provide capability support to the Royal Australian Navy from the Cairns maritime precinct.

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.

You will also have access to generous and attractive working conditions as an Australian Public Servant in Defence. 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 are not always nine to five.

Our Ideal Candidate

Analysis: You will be adept in reviewing and analysing maritime technical information, consulting resources and documentation for clarity, make judgements and have the ability to think objectively and systematically.

Communication and Stakeholder Engagement: Your ability to effectively communicate, build and sustain relationships and manage stakeholder engagement will be a key strength and critical to your success in the role.

Writing and reporting: You will be someone who can write clearly, succinctly and correctly, structuring information and convincing through writing. Your strong ability in analysing, synthesising and presenting technical information and data in a clear and concise manner, will aid key decision-making.

Risk Management: Investigate and identify product management risks and issues and take the initiative to provide solutions.

Apply expertise and technology: We are looking for people who can apply, develop & share their specialist and detailed maritime technical expertise, whilst also understanding other associated disciplines and how they relate to one another in the context of maritime sustainment and maintenance.

Learning and Research: Ability to learn rapidly, gather and understand information quickly, and ensure an organisational learning approach.

Following Instructions and procedures: Working within the Defence environment, you will be someone who can follow procedures and instructions, showing a commitment to compliance with safety, policy and legislative requirements. You will have high attention to detail, along with a strong sense of self-management, the ability to manage tasks and prioritise appropriately.

Contract Management: Translate, apply and implement the administrative, operational, contract management, technical and resource requirements for complex product management activities.

Supervision and Mentoring: Supervise a small team and be accountable to set work priorities and manage workflows.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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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	Peter Thurstans, 0438 551 888
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8E8BDBFE-D8C6-8362-CC99-E4322A1B084A

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Defence

Vacancy VN-0762678

Department of Defence

Closing Date:Sunday 28 September 2025

Inspector-General of the Australian Defence Force
Office of the Inspector-General of the Australian Defence Force

Job Title	Team Leader Reporting & Monitoring Data Analyst
Job Type	Full-Time, Ongoing
Location	Brindabella NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Brindabella
Office Arrangement	On Site
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	IGADF/07484/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=46B87C68-C6A1-759C-0897-E43267CA3056>

Duties

The Role

In the Directorate of Military Justice Performance and Review within the Office of the Inspector-General of the ADF, Team Leader Reporting and Monitoring will be responsible to:

- Support the Assistant Director Systems & Data with implementing recommendation 54 (b) of the Royal Commission into Defence and Veteran Suicide. Longitudinal study team to determine trends, themes and issues of concern identified in the final Audit Reports.
- Drafting and preparing detailed audit reports, minutes, strategic briefs and providing OIGADF statistics data.
- Identify and undertake analysis to structure, solve and provide advice on complex data problems, including gathering and exploring from a variety data sources.
- Identify, analyse and report on trends, patterns and insights from Military Justice Performance Audit Reports, including military justice survey results and corrective actions.
- Support the development and implementation of data analysis methodologies, tools, techniques and dashboards that aid users to understand the significance of the data.
- Attend internal and external meetings to observe Defence Military Justice performance, programs and tools.
- Work closely with the Audit Operations and Assurance teams to synchronise systems and data effects through pre-audit, audit and post-audit phases to enhance current Audit tools, spreadsheets, workflows, systems and resources.
- Lead a small team and be able to work independently.

The Team Leader Reporting & Monitoring will also provide support to other staff functions within Office of the IGADF as needed with the following tasks:

- Office of the IGADF: Provide support to other areas of the Office of the IGADF as directed by Director of MJPR & ADSA.
- DMJPR: Provide support to planning and conduct of Military Justice Audits on an ad-hoc basis.
- Operations Team: Pre-audit planning data tools to support longitudinal study, these tools include DECMS, MARS, Audit projections and audit cycle planning spreadsheets. Also, support with collation of final audit reports.
- Assurance Team: Input data sources /programs to support with overdue reports, corrective actions and audit checklists.

About our Team

The Office supports the Inspector-General of the Australian Defence Force in their statutory functions of overseeing the effectiveness of the military justice system. Directorate of Military Justice Performance Review is responsible for improving the frequency of Military Justice Performance Audits and conducting longitudinal studies of all Audit Reports every two years to determine trends, themes and issues of concern, and provide the outcomes of this analysis to the Chief of the Defence Force, the Minister for Defence and the Minister for Defence Personnel.

Our Ideal Candidate

You will demonstrate:

- Exceptional communication and writing skills, In-depth knowledge and understanding of data analytics, including data mining, statistical analysis, predictive modelling and data visualization.
- Highly developed written and verbal communication skills.
- Report writing experience that requires analysis, data interpretation, and evaluation.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Leigh Gilbert, 02 6132 7282
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=46B87C68-C6A1-759C-0897-E43267CA3056

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Defence

Vacancy VN-0762682

Department of Defence

Closing Date: Sunday 21 September 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	Cyber Operations Coordinator
Job Type	Full-Time, Ongoing
Location	Harman ACT
Salary	\$86,687 - \$93,066
Future Merit Locations	Harman
Office Arrangement	On Site
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 5
Position Number	JCG/07340/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B542CD6D-82AE-7139-239D-E43268016AFB>

Duties

The Role

The APS 5 Cyber Operation Coordinator role is responsible to the Operations Warrant Officer, for the directorate's work take on, coordination of tasking and oversight of whole of directorate personnel structure.

Duties include:

- Contributing to the effective operation of the Defence Security Operation Centre (DSOC);
- Managing, coordinating and uplifting work take-on and task tracking for DSOC;
- Managing recruitment activities and human resource administration throughout the directorate;
- Coordinating training and upskilling of the directorate according to relevant roles and responsibilities;
- Coordinating personnel to support cyber task support requests through Cyber Forces Group;
- Understanding roles and responsibilities within the directorate to ensure effective coordination responses from the directorate;
- Supporting DSOC external engagements, forums and working groups;
- Responsible for Information Management as the Directorate's Objective Workgroup Coordinator.

About our Team

DSOC is the strategic centre for Cyber Security Operations within Defence. DSOC provides mission focused services across the Defence enterprise through a range of Cyber Security Operations functions. The team have access to contemporary tools, training, and support to enable high quality achievement, responsive, and dynamic outcomes in support of Defence and its mission.

DSOC is a collaborative and agile team, committed to providing opportunity for professional development whilst also contributing to key strategic outcomes. DSOC consists of a diverse workforce of complementary skillsets, inclusive of APS, ADF, and contractors. We routinely engages with a wide range of stakeholders across the Department, Whole-of-Government, and Defence Industry, to identify new opportunities for improvement and collaboration.

Our Ideal Candidate

Team orientated collaborator with a strong passion for Cyber Security Operations with the ability to understand and collaborate with Cyber operations teams. Our ideal candidate will have:

- Experience in Cyber Security Operation and/or Information Communication Technology coordination;
- Excellent oral and written communication skills demonstrating the ability to tailor and adapt communication to suit a variety of stakeholder requirements;
- Experience in working within a high tempo environment, while managing competing priorities to a high standard of accuracy;
- Possess a well-rounded ability to think critically, and be inquisitive, while diligently and pragmatically driving at results;
- Demonstrates self-awareness and a commitment to share learning opportunities and support others.

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.

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To Apply

Position Contact	Yevanne HO, 02 5131 0960
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B542CD6D-82AE-7139-239D-E43268016AFB

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Defence

Vacancy VN-0762694

Department of Defence

Closing Date: Sunday 28 September 2025

Associate Secretary Group
Defence Legal

Job Title	Ministerial Coordinator
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	ASG/06513/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6B9CAB7D-96CD-A417-8EAF-E432687A6865>

Duties

The Role

Manage Defence Legal's ministerial and media workload and provide support to Divisional subject matter experts.

The Ministerial and Media Coordination Officer will have considerable level of stakeholder engagement and will liaise with stakeholders in relation to complex issues.

The position coordinates Defence Legal's input to a range of internal business and Ministerial and Parliamentary tasking and workflow (including Ministerial submissions and correspondence, Question Time Briefs, Questions on Notice, media enquiries, cabinet taskings and other products tasked through the Parliamentary Document Management System).

The role also involves providing support to the Chief Counsel and Defence Legal Division to deliver administrative and executive support, assist managing Divisional business and corporate related activities and additional work as required.

About our Team

The position is part of a small team within the Office of the Chief Counsel and reports to the Executive Officer.

As part of Defence Legal, you will have the opportunity to have direct exposure to the Senior Leadership and the breadth of Departmental services, programs, policy and regulation. You will gain valuable experience in enabling services to enhance your career and the opportunity to use your skills to support the team to deliver high quality services to the division.

While the focus of your work is within the division, you will have an outward view, and establish networks across services, other Defence Groups and corporate areas.

We are looking for emerging leaders with a blend of strategic facilitation, co-ordination and administration skills. Experience in executive, ministerial support and enabling services would be highly regarded.

Our Ideal Candidate

The candidate will have considerable level of stakeholder engagement and liaise with stakeholders in relation to complex issues. They will be required to identify, anticipate and respond to stakeholders needs and expectations to achieve work unit and Defence outcomes.

Our ideal candidate will:

- Communicate and influence in a clear, concise and articulate manner, both in writing and orally.
- Engage and work collaboratively with stakeholders and negotiate in a persuasive manner to achieve business outcomes.
- Have strong interpersonal, team-building and stakeholder engagement skills.
- Have highly developed communication skills and be able to demonstrate excellent attention to detail.
- Work effectively as part of a team or autonomously as required.
- Exhibit Department of Defence values, respect diversity and foster a culture of ingenuity and agility.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Sergio Avellaneda, 02 6246 7295
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6B9CAB7D-96CD-A417-8EAF-E432687A6865

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Defence

Vacancy VN-0762705

Department of Defence

Closing Date: Sunday 05 October 2025

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Amberley QLD, Brindabella Business Park ACT, Penrith NSW
Salary	\$86,887 - \$93,066
Future Merit Locations	Amberley, Brindabella Business Park, Penrith
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/07276/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=DD8D6976-7E50-741D-231C-E4326770D9E6>

Duties

The Role

Solve problems, build resilience, and be part of something bigger.

Become a part of the GWEO Systems Division in the Department of Defence as an APS 5 Logistics Officer and dive into the exciting field of guided weapons and explosive ordnance.

In this important position, your responsibilities will include:

- Helping with complicated logistics inventory and asset management tasks.
- Implementing integrated logistics support techniques.
- Using risk management to enhance operations.
- Assisting with financial documents and budgets.
- Draft responses to briefs and reports on logistics management.
- Participate in the review and development of policies, procedures and processes.

As a member of our team, you will:

- Collaborate with different Defence teams.
- Determine task priorities.
- Provide knowledgeable guidance on logistics management activities.
- Assist with managing programs and projects.

If you are passionate about delivering impactful solutions in a dynamic environment, this is your chance to make a meaningful difference, join us and be part of something extraordinary!

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

About our Team

GWEO is the newest Group in Defence and we are growing a team of dedicated employees performing activities such as requirements setting; contracting; procurement; international logistics; domestic manufacturing; item management and maintenance, and co-ordination of disposal.

GWEO Systems Division is responsible for the GWEO capability life cycle. This includes the acquisition, sustainment and disposal of all guided weapons and explosive ordnance for Defence.

The division is also responsible for:

- Maintenance of explosive ordnance
- Developing the Australian Defence Force Weapons Capability Roadmap
- Overseeing the remediation of GWEO preparedness
- Enabling capability elements.

Our team is made up of various disciplines (including engineering, project management, commercial, logistics, and business enabling services). We are located in several locations across ACT, NSW, VIC and QLD and our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO has a strong focus on providing our staff with a diverse and manageable 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 actively maintain a Group Culture Plan and 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

Our Ideal candidate will possess the following skills and capabilities:

- Strong commitment to meeting legal and regulatory requirements for Explosive Ordnance;
- Support the sustainment and acquisition aspects of materiel logistics;
- Work effectively under broad direction with established priorities and methodologies;
- Understand, interpret and implement policy compliance, processes and procedures that support the acquisition and sustainment of equipment in accordance with Defence requirements.
- Work effectively under broad direction with established priorities and methodologies;
- Be analytical with an innovative mindset to challenge traditional business methods;
- Exemplary written and oral communication skills for engaging diverse stakeholders.
- Creative, pragmatic and solutions-focused approach.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Tina Jovanovska, 02 5133 3057
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DD8D6976-7E50-741D-231C-E4326770D9E6

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Defence

Vacancy VN-0762712

Department of Defence

Closing Date: Sunday 28 September 2025

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	ILS Manager - Acquisition
Job Type	Full-Time, Ongoing
Location	Osborne SA
Salary	\$120,303 - \$135,701
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	Executive Level 1
Position Number	NSSG/07483/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=137A5E99-176C-E97F-FD89-E43317D26A18>

Duties

The Role

An Integrated Logistic Support (ILS) opportunity exists at the EL 1 level within the Collins Class Submarine Life of Type Extension Project (LOTE). You will be part of a specialised team responsible for ensuring Australia's submarine capability remains operational beyond their initial life of type. As the manager of the ILS section, you will be providing governance and assurance of the ILS program, responsible for guidance, planning and conducting materiel and logistics related acquisition tasks to ensure the Collins Class Submarines are supportable for their extended life of type.

The ILS Section supports the LOTE Project through:

- Developing and maintaining project ILS plans - aligned to Defence policy and best practice - to ensure the updates to the Collins Class Submarines are accompanied by updates to: training, sparing, maintenance and other facets of the Support System.
- Engaging and communicating with stakeholders (Navy, NSSG and Contractors) to identify, respond and provide advice.

About our Team

The Collins Submarine Program within the Naval Shipbuilding & Sustainment Group (NSSG) is responsible for the maintenance and programmed upgrade of Australia's Collins Class Submarines. The Program works in partnership with the Royal Australian Navy and Industry to deliver the strategic submarine capability to the nation.

You will have access to generous and attractive working conditions as an Australian Public Servant in Defence. Working for Defence will support you in balancing work life with family and other priorities. You can access a variety of flexible working arrangements, including part-time work, occasionally working from home and working hours that are not always nine to five. Information on Defence employees' working conditions, including an attractive remuneration package that may respond to industry variations and a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement. If you require further information, please email nssg.submarines.workforcemgt@defence.gov.au.

Our Ideal Candidate

Our ideal candidate will be accountable for the below:

- Managing and leading a team, providing clear and consistent communication, setting clear performance and behavioural standards, managing performance and delegating responsibilities.
- Develop, implement and maintain policy, processes and systems to support the acquisition and sustainment of equipment in accordance with Defence requirements.
- Understand and apply organisational processes and procedures.
- Build and sustain relationships with key stakeholders at the strategic and operational level.
- Evaluate material logistics activities, understand critical factors for success and initiate activities to ensure alignment with project objectives.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	NSSG Submarine Workforce Management, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=137A5E99-176C-E97F-FD89-E43317D26A18

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Defence

Vacancy VN-0762717

Job Title	Explosive Ordnance Armaments Technician
Job Type	Full-Time, Ongoing
Location	Amberley QLD
Salary	\$69,898 - \$108,734
Future Merit Locations	Amberley
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	GWEO/06910/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=22399D5C-C2FB-2AD8-2C00-E43318CF83CE>

Duties

The Role

Are you looking to use your technical skills in an exciting, cutting-edge environment where you can solve problems, learn new skills and obtain further qualifications?

We are currently recruiting for an Explosive Ordnance Armaments Technician with the Department of Defence in GWEO's Explosive Ordnance Maintenance Directorate (EOMD) at RAAF Base Amberley. This position plays a critical role in ensuring the safety, functionality, and readiness of Australian Defence Force guided weapon systems and explosive ordnance through technical maintenance, inspection and certification activities.

Key responsibilities:

- Undertake electronic/mechanical technical maintenance to maintain and certify Guided Weapons and associated support equipment. This end-to-end process includes maintenance, breakdown, repair, assembly, alignment, calibration, test, inspection and technical certification.
- Apply current technical data and approved maintenance documentation to perform these technical activities within an explosive ordnance field.

- Operate within a high-compliance technically regulated environment, adhering strictly to all safety, quality assurance, and regulatory requirements.
- Accurately record maintenance activities in documentation and digital maintenance management systems.
- Work collaboratively in a team environment and communicate effectively with supervisors, engineers, technical staff, and other stakeholders.
- Maintain and develop your technical skills through a range of in-house and external training pathways.

Conditions of Employment:

- Must be eligible to hold an Australian Government Security Clearance.
- Must be willing and available to work to shift patterns, including nights and weekends, when operationally required.
- Will be required to wear personal protective equipment (PPE) and undergo regular safety and medical assessments.
- Must be able to work at location to a standard working week, no work from home available.
- Must be willing and available to travel for work and training purposes at other locations throughout Australia and overseas on an intermittent basis.

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

About our Team

EOMD is an integral part of GWEO Maritime & Maintenance Branch, which is part of the Guided Weapons Guided Weapons & Explosive Ordnance (GWEO) System Division. Our team consists of various disciplines (including engineering, maintenance & technical inspection, project management, commercial, logistics, and corporate enabling services).

We are located in Canberra, Penrith, Amberley, Melbourne and HMAS Stirling in Perth. Our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO Maritime & Maintenance Branch is dedicated to providing our staff with a diverse, manageable, and favorable work-life balance, with flexible working arrangements where practicable. 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 that directly reflects the needs and scope of Defence's varied operational requirements.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration.

In GWEO Maritime Branch, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organisation.

Other benefits include:

- 15.4% superannuation;
- Access to personalised professional development pathways, including opportunities for Defence-funded post-graduate study;
- Additional leave days between Christmas and New Year;
- Focus on work/life balance; and
- Salary sacrifice opportunities.

Our Ideal Candidate

Our ideal candidate will:

- Have personal drive by committing to action and the ability to prioritise competing demands to meet deadlines.
- Think creatively about complex problems and then propose sound and researched technical approaches to solve them.
- Work both independently and as a member of the team, to build and maintain effective relationships.
- Have the ability to confidently influence and engage with stakeholders, using a range of demonstrated communication skills.
- Be passionate about ongoing self-improvement and professional development.

If you are someone who:

- Enjoys supporting challenging and highly complex activities,
- Is creative, pragmatic and solutions focused, and
- Is not afraid to challenge the traditional ways of doing business.

Then this is the role for you!

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 have 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.

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To Apply

Position Contact	Paul Dowdle, 07 5362 5469
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=22399D5C-C2FB-2AD8-2C00-E43318CF83CE

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Defence

Vacancy VN-0762735

Department of Defence

Closing Date: Sunday 28 September 2025

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Human Factors (HF) Specialist
Job Type	Full-Time, Ongoing
Location	Southbank VIC
Salary	\$120,303 - \$135,701
Future Merit Locations	Southbank
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	CASG/07431/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6A2E52B1-B8D1-375D-514A-E4331A46C2BA>

Duties

The Role

As an EL 1 Human Factors (HF) Specialist in the Directorate of Specialist Engineering within Land Engineering Agency (LEA), you will ensure that Human Factors are effectively integrated into the design and acquisition of Land systems. This role requires expertise in understanding human capabilities, limitations, and behaviours to optimise human-system performance and minimise risk.

You will ensure the user and their capabilities are fully considered across all phases of the capability life cycle. This will include;

- Identification, management and mitigation of human-systems risks
- Incorporation of HF in project documents and activities (user requirements, functional and performance specifications, contractual documents, test and evaluation, etc.)
- Provision of specialist advice to a range of stakeholders
- Production of Human Systems Integration (HSI) policy and guidance
- Working in partnership with key domestic and international stakeholders, within and outside Defence
- You will be responsible for advocacy, education, and coaching of HSI across LEA and Defence stakeholders.

About our Team

Land Systems Division's (LSD) mission is to acquire and support capability that enables the ADF to generate and sustain deployable Land power for an integrated force, in peace and war. We aim to be agile, innovative and outcomes-focussed as we collaborate closely with the Services and industry to deliver the latest equipment to maximise ADF performance.

LEA, as part of CASG, supports various Projects and Systems Program Offices (SPO) to ensure successful technical outcomes of Defence acquisition and in-service support of land materiel. LEA provides services in engineering, testing, design and development, technical data and configuration management across the Defence Capability Life Cycle.

LSD is dedicated to providing staff with an inclusive and healthy work-life environment, and we will invest in your ongoing professional development to ensure your work with us is deeply rewarding.

Our Ideal Candidate

Our ideal candidate will be an experienced scientist/engineering professional with a tertiary qualification in HF or related discipline. You will have a deep technical knowledge and experience in the application of HF and HSI to design, development, acquisition and sustainment of systems. Experience in Defence is preferable but not essential.

You will have strong knowledge and experience of different areas of HF/HSI such as:

- Anthropometry
- Workload analysis
- Early Human Factors Analysis
- Risk identification
- Requirements definition
- HSI plans
- Human machine interface analysis
- System safety and human error analyses
- User data collection including test & evaluation and statistical analysis
- HSI assurance activities.

Strong analytical, problem-solving, and communication skills are required. You will be able to work with a degree of autonomy but also work well as part of a team and actively foster a supportive, collaborative team environment. You will be responsible for planning HSI support, mentoring, and reviewing deliverables.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Sheena Davis, 03 8534 1657
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6A2E52B1-B8D1-375D-514A-E4331A46C2BA

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Defence

Vacancy VN-0762753

Department of Defence

Closing Date:Sunday 28 September 2025

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Explosive Ordnance Armament Technician & Electronics Technician
Job Type	Full-Time, Ongoing
Location	Rockingham WA
Salary	\$69,898 - \$108,734
Future Merit Locations	Rockingham
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	GWEO/07406/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=42A17562-E3DC-60CB-35D2-E4331997E4E7>

Duties

The Role

Are you looking for a meaningful role to apply your skills?

An opportunity exists to join our dynamic and vibrant Defence team as an Explosive Ordnance Armaments Technician or Electronic Technician within our Explosive Ordnance Maintenance Directorate. If you are searching for new career opportunities with an agile, empowering, positive and open organisation, this role could be for you!

We are currently recruiting for Explosive Ordnance Armaments Technicians and Electronics Technicians in Explosive Ordnance Maintenance Directorate (EOMD) at the Torpedo Maintenance Facility (TMF) HMAS Stirling, WA in the Department of Defence. This position plays a critical role in ensuring the safety, functionality, and readiness of the Australian Defence Force's guided weapon systems and explosive ordnance through technical maintenance, inspection and certification activities. This is a broadband position, offering an excellent opportunity for career growth. The successful candidate will be expected to actively work towards progression within the broadband, demonstrating increased capability, performance, and responsibilities over time to obtain and maintain the maintenance level authorities and requirements for advancement.

There are 3 levels of maintenance authorities:

- Maintainer to Quality Verifier – APS4 Level and all new starters
- Independent Inspector to Weapon Coordinator- APS 5 Level
- Lead – APS6 Level (Supervisor) Advancement through a broadband position requires ongoing training such as online modules, on the job training and specialised training, obtaining and maintaining various maintenance authority for materiel maintenance tasks and sitting Assessment Boards for progression.

The formal assessment of an employee's skills and proficiencies will determine their eligibility for advancement this may include the employee having to:

- Obtain formal qualifications ;
- Attend nominated training courses; or
- Participate in a merit selection process.

Employees may enter the broadband at any level within the broadband subject to:

- Work value of duties to be performed consistent with their current proficiency and authorisations;
- Assessment of proficiencies and authorisations will be done as part of the selection process;
- Previous experience within Defence and/or a highly regulated similar work environments such as trade qualified people; and
- Conducting and certifying the maintenance, breakdown, repair, assembly, alignment, calibration, test, inspection, technical certification, and safety of guided weapon technical maintenance task in accordance with strict regulations.
- Using technical data, publications or documentation to perform technical activities within an explosive ordnance field.
- Follow defined policy, processes and procedures in a highly regulated environment including participating in regular audits and quality assurance activities.
- Carry out all workplace activities in accordance with WH&S and technical regulatory requirements.
- Operate hand and power tools and overhead crane in varying work conditions.
- Build and sustain positive relationships as an effective team member.
- Control and completion of various types of paperwork with strict documentation and control requirements.
- Compile maintenance reports, as required.
- Provide on the job training and mentoring of maintenance tasks to other maintenance staff, applicable to APS 5 level and above only
- Continuous personal progression of the broadband.
- There will be work involved with hazardous substances requiring the use of specialised PPE for the conduct of maintenance including working in hot environments.
- Must be able to work at location to a standard working week of 37.5 hours, current hours are 0630-1430 daily, no work from home available.
- Must maintain Maintenance Authority for continued employment, as Maintenance Authority is considered an essential qualification for maintenance positions.

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

About our Team

EOMD is an integral part of GWEO Maritime & Maintenance Branch, which is part of the Guided Weapons Guided Weapons & Explosive Ordnance (GWEO) System Division. Our team consists of various disciplines (including engineering, maintenance & technical inspection, project management, commercial, logistics, and corporate enabling services). We are located in Canberra, Penrith, Amberley, Melbourne and Stirling, and our focus is to acquire and sustain guided weapons and munitions for the Australian Defence Force.

GWEO Maritime & Maintenance Branch is dedicated to providing our staff with a diverse, manageable, and favorable work-life balance. 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 that directly reflects the needs and scope of Defence's varied operational requirements.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration.

In GWEO Maritime Branch, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organisation.

Other benefits include:

- 15.4% superannuation;
- Access to personalised professional development pathways, including opportunities for Defence-funded post-graduate study;
- Additional leave days between Christmas and New Year;
- Focus on work/life balance; and
- Salary sacrifice opportunities.

Our Ideal Candidate

Our ideal candidate will be someone seeking to commence a career in the Australian Public Service commencing at the APS 4 level and is able satisfy the highly desirable qualifications stipulated and/or work towards progressing through the broadband via on the job training:

- Have the technical aptitude and drive to allow them to successfully complete necessary Explosive Ordnance (EO) and maintenance training to satisfy their positional KPI's as well as support their career advancement to the APS 6 level. Only existing qualified people or those with suitable experience may qualify for a higher APS starting level;
- Have personal drive and have the ability to prioritise competing demands to meet deadlines and display initiative;
- Think creatively about complex problems and then propose sound options utilising research and technical approaches to solve them;
- Be an individual who is able to demonstrate adaptability and flexibility required to respond to the needs of their stakeholders in order to meet Defence outcomes. They will be required to work independently with limited direction, and as a member of the team, to build and maintain effective relationships.
- Have the ability to confidently engage with stakeholders, using a range of demonstrated communication skills;
- Strong verbal and written communication skills;
- Will be able to exercise both initiative and judgement in the interpretation of policy and demonstrate 100% procedural compliance during the conduct of maintenance; and
- Required to demonstrate knowledge and ability by sitting maintenance authority boards to progress to the next APS level and/or maintenance authority level.
- Is willing to travel to conduct maintenance activities as required, Australia wide.

Then this is the role for you!

Eligibility

Security Clearance:

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

Mandatory Qualifications:

For the EO Armament Technician position:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 3 - 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.

For the EO Electronic Technician position:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 4 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.

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To Apply

Position Contact	Recruitment Officer, 02 5109 6007
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=42A17562-E3DC-60CB-35D2-E4331997E4E7

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Defence

Vacancy VN-0762755

Department of Defence

Closing Date:Sunday 21 September 2025

ARMY
Forces Command

Job Title	Recruit Administration Supervisor - 1 RTB
Job Type	Full-Time, Ongoing
Location	Kapooka NSW
Salary	\$86,887 - \$93,066
Future Merit Locations	Kapooka, Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ARMY/07522/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=148F0C89-4F9E-9993-FFC4-E433523AF055>

Duties

The Role

The APS 5 Recruit Administration Supervisor is responsible for the administration of Army's newest soldiers at the 1st Recruit Training Battalion. Some administrative support is also provided to the military and APS staff of the unit.

The role requires the supervision of a number of teams and individuals who collectively:

- Ensure initial administration for all Army recruits is completed including pay and personnel records.
- Administer recruits during training including personnel tracking, leave, travel, trade transfer requests, and the updating of corporate records.
- Conduct exit administration for trainees leaving Army.
- Ensure recruits and staff comply with requirements to achieve security clearances.
- Monitor and manage unit security documentation and briefings.
- Coordinate the flow of information into and out of the unit via the operation of unit registry functions.

The successful applicant will undertake a number of duties including, but not limited to:

- Managing subordinate teams, including the allocation and monitoring of tasks and the management and development of staff.
- Conducting on boarding and training of new administrative staff.
- Providing technical oversight of clerical staff within subordinate elements.
- Building and sustaining relationships with team members and stakeholders within and external to the unit.
- Monitoring changes in higher-level policy and developing changes to unit practice to ensure compliance.
- Providing advice to the Commanding Officer and other staff on recruit administration and security matters.

About our Team

The 1st Recruit Training Battalion (1 RTB) plays a crucial role in the Army, overseeing the training and administration of new recruits and their staff. Comprising a diverse team of military personnel, APS members, and contractors, the battalion collaborates effectively to support and enhance the capabilities of the Australian Defence Force.

Our Ideal Candidate

We are seeking motivated, adaptable individuals with strong organisational and interpersonal skills to join a fast-paced and challenging environment. The ideal candidate should be able to follow established policies and procedures to resolve a range of predictable and unpredictable scenarios. Experience in small team leadership would be a distinct advantage. The candidate will hold or have the ability to obtain a Negative Vetting 1 security clearance.

Our ideal candidate will be able to:

- Lead teams with inclusivity, supporting growth, clear communication and accountability.
- Manage workloads and achieve results within defined time frames.
- Cultivate productive, respectful and collaborative relationships within and external to their team.
- Provide personnel administration guidance, develop local procedures, and respond positively and flexibly to change.
- Under broad direction, ensure the successful conduct of complex personnel administration work.
- Demonstrate the ability to manage the collection, maintenance and interrogation of a wide variety of data using Microsoft products.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Paul Summers, 02 8340 5631
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=148F0C89-4F9E-9993-FFC4-E433523AF055

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Defence

Vacancy VN-0762759

Department of Defence

Closing Date: Sunday 28 September 2025

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	Engineer Practitioner - Systems
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/07521/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=775CBDF4-4A5D-645B-A858-E43352BF16DE>

Duties

The Role

This is a unique opportunity to join the Life of Type Extension (LOTE) within Submarines Division. This position will suit someone who thrives in a team dynamic, with an eye for detail and who can effectively communicate. The Collins Class Submarine Life of Type Extension (LOTE) project is seeking a person with good judgement, adaptability and enthusiasm to work as an engineering team member.

Your role will include:

- Develop technical knowledge of the Collins Class platform and application of systems engineering principles in the Defence Capability Lifecycle.
- Participate in LOTE Working Groups as required by the LOTE Engineering Manager.
- Work independently with the opportunity for reasonable autonomy and accountability for the achievement of outcomes of work. Exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.
- Provide detailed systems engineering technical and professional advice in relation to complex work and contribute to strategic planning, program and project management and policy development.

- Engage with stakeholders, investigate systems engineering concepts, deliver and manage systems engineering specifications and resources in support of the Defence materiel capability lifecycle.
- Investigate, analyse and report on the systems engineering defects and requirements, develop and implement recommendations and advice to address issues.

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 Collins Submarine Program within the Naval Shipbuilding & Sustainment Group (NSSG) is responsible for the maintenance and programmed upgrade of Australia's Collins Class Submarines. The Program works in partnership with the Royal Australian Navy and Industry to deliver the strategic submarine capability to the nation.

You will have access to generous and attractive working conditions as an Australian Public Servant in Defence. Working for Defence will support you in balancing work life with family and other priorities. You can access a variety of flexible working arrangements, including part-time work, occasionally working from home and working hours that are not always nine to five. Information on Defence employees' working conditions, including an attractive remuneration package that may respond to industry variations and a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement. If you require further information, please email nssg.submarines.workforcemgt@defence.gov.au.

Our Ideal Candidate

Our ideal candidate will:

- Be a clear and concise communicator (written and verbal).
- Perform complex engineering activities and tasks and provide support in the field of systems engineering under limited direction.
- Be highly proactive, organised with self-drive and initiative.
- Have effective communication with internal and external stakeholders.
- Build and sustain positive relationships with team members and be a strong team player.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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

Notes

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

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To Apply

Position Contact	NSSG Submarines Workforce Management, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=775CBDF4-4A5D-645B-A858-E43352BF16DE

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Defence

Vacancy VN-0762773

Job Title	Defence Social Worker
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$95,187 - \$108,734
Future Merit Locations	Darwin
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/07344/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8BBCDB7D-091B-2642-6162-E43354858C66>

Duties

The Role

Defence Social Workers deliver a broad range of support services and programs to Defence Command, members and families, plus undertake critical assessments to assist Commanders in making decisions that impact Defence families and Defence capability.

- 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; psychosocial programs to Defence families;
- Assist Defence families engage with their communities and local services;
- Deliver DMFS's suite of national programs - partner employment, education and critical incidents to Defence families;
- Operate within the boundaries of organisational processes and policies providing brief interventions, critical incident management, psychosocial assessments, social work reports, and works across the multidisciplinary team supporting community capacity building.

About our Team

Bring your skills and ambition to our 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.

Defence Social Workers provide support to all three services - Navy, Army and Air Force. The role requires working both autonomously and collaboratively within a dynamic multi-disciplinary environment with Military Support Officers, Defence Social Workers, Family Liaison Officers, an Educational Liaison Officer and a Business Support Officer.

You will have a Social Worker peer network across Australia. You will directly assist members and their families adapt to the requirements of a mobile military lifestyle.

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
- Possesses an ability to work independently, manage competing priorities and meet deadlines
- Be able to participate in some after hours and weekend work, including travel to Tindal and remain overnight.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Dianne Elson, 0414 019 082
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8BBCDB7D-091B-2642-6162-E43354858C66

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Defence

Vacancy VN-0762798

Department of Defence

Closing Date: Sunday 05 October 2025

Associate Secretary Group
Defence Legal

Job Title	Branch Manager – General Counsel – Defence
Job Type	Full-Time, Ongoing
Location	Campbell 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	ASG/07564/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E1721BBD-5946-E1B9-69AE-E43391DA2B54>

Duties

The Role

Defence Legal is seeking an APS 6 Branch Manager to coordinate and manage the corporate and administrative activities of the General Counsel – Defence branch. As an APS 6 Branch Manager, you will assist the General Counsel – Defence Branch in managing the operations, business obligations, HR, financial and other knowledge management tasks of the Branch. You will lead a small team to support teams of multi-skilled legal professionals as part of a complex and dynamic joint integrated legal practice. You will have exceptional organisational and time management skills, as well as well-developed interpersonal skills.

About our Team

Defence Legal is a diverse and inclusive organisation. It is a critical enabler, that provides legal services to Defence, including the Australian Defence Force. The legal services provided by Defence Legal cut across broad ranging issues that contribute to the capability of Defence achieving its mission to defend Australia and its national interests in order to advance Australia's security and prosperity. The General Counsel – Defence branch advises on a broad range of legal issues that arise across the Defence portfolio, and is an integrated team of APS lawyers, paralegals, contracted lawyers and administrative staff.

Our Ideal Candidate

You will be a proactive, agile and professional individual who possesses the ability to work in a fast-paced environment. You will have an eye for detail and accuracy and have good technology skills. You will be able to work well in a team-based environment, but will also be able to work independently when the need arises. You will possess the ability to adapt to various tasks and adopt a resourceful and innovative approach to solution-based outcomes. You will be able to demonstrate that you are a key contributor to the achievement of legal service delivery excellence within Defence. You will be able to exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

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	Rebecca Gu, 02 6192 7702
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E1721BBD-5946-E1B9-69AE-E43391DA2B54

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Defence

Vacancy VN-0762802

Department of Defence

Closing Date:Sunday 28 September 2025

Defence Science and Technology Group
Sensors and Effectors

Job Title	Senior Sensor Systems Technologist
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$120,303 - \$135,701
Future Merit Locations	Edinburgh
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/07555/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=FBEF5147-A51E-8E7F-1BB3-E4338F67AD3C>

Duties

The Role

You will work as part of a multidisciplinary team in the Sonar Processing Systems STC conducting research and development to advance Australian Defence Force (ADF) undersea warfare capabilities. You will have, or develop knowledge of in-service Navy and Air Force sonar systems, sensors and tools and analyse and report on their undersea warfare performance.

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

- Work as part of a multidisciplinary team to provide advice to Defence on current and emerging sonar sensor and system technologies.
- Build and sustain collaborative relationships with Defence clients, industry and international partners relating to current and future sonar systems.
- If willing and suitable: contribute to the MSTC's field trials capability and participate in at-sea data collection activities, including the analysis of experimental data.

About our Team

The Undersea Systems MSTC of Sensors and Effectors Division works closely with the ADF to provide support to in-service and future sonar systems and weapons, and conducts world leading research and development of undersea sensors and sensing systems for Undersea Warfare.

The Sonar Processing Systems STC, within the Undersea Systems MSTC, includes scientists, engineers, mathematicians, technologists and technicians working on the development and analysis of sonar sensing and processing technologies and concepts to enhance the Anti-Submarine Warfare capability of Navy and Air Force.

This includes undertaking timely analysis and developing technical tools to support current and future sonar systems; investigating novel processing, classification, planning and display techniques and systems, and conducting experimentation at sea to demonstrate concepts, collect, and analyse scientific data.

Our Ideal Candidate

The ideal candidate will have:

- Demonstrated experience in the practical application of engineering principles to investigate, analyse and solve complex problems particularly related to sensing systems.
- Skills in signal processing, with an interest in further developing knowledge and experience relevant to sonar systems.
- Experience coding in languages such as Matlab/Octave, Python, and/or C++ and the development of software for both scientific analysis and technical applications.
- Strong verbal and written communication skills and ability to engage effectively with a diverse range of people, from Defence stakeholders to international collaborators to senior managers.
- The ability to gain approval to access US Export Controlled Technology (ITAR) is required for the role.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

The S&T5/EL1 Senior Technologist/Technician - Sensor Systems position requires:

Academic qualifications in one or more of the following related fields of research; or

- Relevant vocational qualifications; or
- Relevant skills and work experience.

Division 40 – Engineering

4008 Electrical Engineering

4009 Electronics, Sensors & Digital Hardware

4013 Geomatic Engineering

4099 Other Engineering

Division 46 – Information & Computing Sciences

4602 Artificial Intelligence

4605 Data Management & Data Science

4606 Distributed Computing & Systems Software

4609 Information Systems

Division 51 – Physical Sciences5108 Quantum Physics

5108 Quantum Physics

Notes

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

About the Department of Defence

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To Apply

Position Contact	James Gourley, 08 8393 2019
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=FBEF5147-A51E-8E7F-1BB3-E4338F67AD3C

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Education

Vacancy VN-0762896

Department of Education

Closing Date: Sunday 28 September 2025

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$82,039 - \$87,737
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 4
Position Number	25/0485
Agency Website	https://www.education.gov.au/about-department/work-us

The Executive Assistant (APS Level 4) is a critical part of the branch, providing administrative support and ensuring the effective and efficient operation of the branch on a day-to-day basis. The Executive Assistant is the first point of contact for enquiries and will use customer service skills to interact positively and professionally with a range of internal and external stakeholders.

The Schools Assessment, Measurement and Research Branch (SAMRB) is comprised of four teams: National Assessments and Reporting; Research and Analysis; International Assessments and Reporting; and Agency Governance. The main purposes of the Branch are to inform policy decisions through data, analysis and evidence, provide strategic advice on assessment policy, manage the Australian Government's assessment role, to improve the measurement of school outcomes and meet our reporting commitments.

The Intergovernmental, Strategy and Governance Branch (ISGB) is comprised of three teams: Schools Group Governance and Support, Intergovernmental and National School Resourcing Board Secretariat. The branch contributes to exciting education agendas focused on high level administrative support and driving outcomes to support the Schools Group in the Department.

ISGB and SAMRB offer a supportive collaborative culture and a variety of interesting and challenging work.

Duties

The Executive Assistant (APS4) will:

- Manage and organise the diary and emails for your senior executive including scheduling meetings and flagging urgent or sensitive emails.
- Answer the phone and take messages/actions where appropriate as well as updating telephone and email contact lists.
- Coordinate logistical requirements for meetings, including organising agendas, meeting rooms and briefing materials, for the Senior Executive.
- Prepare minor correspondence, minutes and other written material as directed.
- Support Branch coordination activities and work with staff in the Branch to ensure tasks, correspondence and briefings are completed and deadlines are met.
- Provide additional support for the Branch as required, including accommodation/property needs, support for Committees and coordination of Branch events.
- Organise and book travel where required and undertake relevant financial approval processes under direction.
- Manage record keeping processes using departmental systems such as PDMS and in accordance with departmental processes.

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	Raffaela Santosuosso, (02) 6240 0351
Agency Recruitment Site	https://www.education.gov.au/about-department/work-us

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Environment and Energy

Vacancy VN-0762887

Clean Energy Regulator

Closing Date: Sunday 05 October 2025

Scheme Operations
Vegetation, Nature Repair & Analytics Nature Repair Market

Job Title	Senior Regulatory Officer – Nature Repair Market
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$98,905 - \$112,596
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	The agency supports and promotes flexible working, including remote options on negotiation
Classification	APS Level 6
Position Number	CER 081/25
Agency Website	https://cer.gov.au/about-us/who-we-are

Job Description

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

About the Branch

The ACCU Scheme (Vegetation), Nature Repair, and Analytics Branch supports the administration of projects that sequester carbon through the restoration, regeneration and protection of native forest and activities in the plantation forest sector.

The branch also manages the Nature Repair Market - a voluntary national initiative which opened in March 2025 that enables people to take action to restore and protect the environment.

In addition, the branch also undertakes a broad range of activities aimed at improving engagement, participation and effective administration of both the ACCU Scheme and Nature Repair Market, ensuring the integrity of these schemes.

About the Section

The Nature Repair Market Section is responsible administering the Nature Repair Market scheme. The section:

- Establish systems and processes required for assessing and approving applications under the Nature Repair Act 2023, and subordinate legislation. The applications relate to project registration and issuing biodiversity certificates.
- Ongoing review and design of our ICT systems (CRM and Online Services) to support the administration of the Nature Repair Market.
- Managing the Biodiversity Market Register where project and certificate information is published.
- Providing support to scheme participants in understanding the new Nature Repair Market scheme. This includes developing web content, guidance documents, stakeholder engagement and managing enquiries.
- Advises and assists in the development of the biodiversity certificate market, including supporting participation in the market for biodiversity certificates.
- Looking for opportunities for alignment between the Nature Repair Market and the ACCU Scheme.
- Liaison with the Department of Climate Change, Energy, the Environment and Water on legislative instruments made under the Nature Repair Act 2023.

Duties

Under limited direction, the duties of an **APS Level 6 Senior Regulatory Officer** will include, but not limited to:

- Assess and review applications (e.g. project registration and biodiversity certificates) to ensure compliance with Nature Repair Market legislative.
- Educate and support scheme participants to develop understanding of how to participate in the scheme and compliance with legislative requirements.
- Develop and manage relationships with a broad range of internal and external stakeholders to promote the Agency business objectives, manage change and resolve conflicts.
- Contribute positively to risk management, planning and decision-making processes.
- Develop operational policy, procedures, guidelines and technical improvements to support the consistent administration of the Nature Repair Market.
- Build staff capability by sharing knowledge and experience.
- Contribute to development of guidance and training materials for internal and external use.
- Apply professional judgement to perform and communicate robust regulatory decisions, evaluating ambiguous and incomplete information, factoring in risks and being sensitive to context and seek advice and escalate when necessary.

Qualifications/Experience

A wide range of skills and experience to complement a multidisciplinary team.

- Qualifications and/or work experience in environmental science, agricultural, forestry and ecology are highly desirable, but not essential.
- Prior experience assessing applications and decision making under a complex legislative framework would be an advantage.

Eligibility

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

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

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful 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 Clean Energy Regulator

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

To Apply

Position Contact	Amy O'Hehir, 02 6159 3775
Agency Recruitment Site	https://cleanenergyregulatorcareers.nga.net.au/cp/index.cfm

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Digital Transformation Agency (DTA)

Closing Date: Sunday 21 September 2025

NA
Corporate Business Services

Job Title	Assistant Director, IT Infrastructure
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Sydney NSW
Salary	\$124,015 - \$137,475
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	177_09/25
Agency Website	https://www.dta.gov.au/

Job Description

<https://www.dta.gov.au/join-our-team>

Do you want to help drive a digital government? Do you want to work towards something bigger and make a lasting impact? Embark on a journey of continuous learning and advancement with opportunities at all levels.

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

This position sits within the Business Services Team, part of the Corporate Branch of the Digital Transformation Agency (DTA). Operating under limited direction from the CIO and in collaboration with the Deputy CIO, the Assistant Director, IT Infrastructure leads a small team of ICT staff and is accountable for monitoring, planning, and managing the physical, human, and financial resources required to support the development and maintenance of the agency's ICT environment.

This role also functions as the IT Manager for the DTA's Sydney office, with shared responsibilities in office and property management. It involves coordinating IT and property related matters, including vendor engagement to deliver effective solutions.

Please note: This role may require interstate travel from time to time.

Key duties:

- Lead and manage a team delivering Level 2 Help Desk support, hardware provisioning, network configuration, mobile device management, and mobile office solutions within a Microsoft 365 operating environment.
- Oversee vendor relationships for outsourced Level 3 support, ensuring service quality and alignment with agency needs.
- Coordinate ICT-related procurement, finance, and system integration activities across multiple internal teams to support timely project delivery.
- Administer and maintain the agency's Exchange environment in partnership with the Secure Email provider.
- Support infrastructure development for pilots and proof-of-concept initiatives using Azure and Microsoft tools.
- Collaborate with vendors to enhance the agency's standard operating environment, including desktop, network, internet, and printing infrastructure.
- Manage and maintain the agency's Azure cloud environment in conjunction with other team members.
- Implement and maintain IT systems that safeguard agency assets against internal and external cybersecurity threats.
- Provide high-level analysis and strategic advice on infrastructure platforms to ensure high availability and resilience.
- Ensure endpoint configurations align with the Australian Signals Directorate (ASD) blueprint and Essential Eight maturity model.
- Provide leadership, support, and training to infrastructure team members and broader DTA staff.
- Manage ICT projects and procurement activities as required.
- Engage effectively with key stakeholders, applying knowledge of Australian Government cybersecurity policies and standards and a focus on Essential 8 maturity.

- Act as a senior member of the Cyber Infrastructure team, contributing to the enhancement of DTA's operational infrastructure under the general guidance of the Deputy CIO.

Eligibility

Security Clearance level required: NEGATIVE VETTING 1 (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	Andy Tripathi, 02 6120 8408
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0762873

Job Title	Architecture Specialists
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$171,497 - \$202,365
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 2
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

Strategy and Architecture brings our technology teams together to achieve more as a whole than we can individually. Our aim is to provide strategic enterprise vision through principles, guidance and collaboration with technology delivery teams. We expect the selected candidate to have a developed understanding of a broad range of architecture disciplines (in one or more: application, data, integration, security, and infrastructure), strong business skills and critical thinking to assist the Technology Services Division to develop and maintain the ASIS's enterprise architecture.

If you are a innovative, passionate and wanting to work with a high-performance team of experts in architecture discipline, then this role is for you. We are looking to fill vacancies in the following areas:

- Enterprise Architect
- Lead Business Architect
- Lead Solution Architect

The role(s) exercises a considerable degree of independence and must practice sound decision making and judgment to engage in complex problem solving and issues management. For role-specific information, please see below.

Duties

Role: Architecture Specialist - Enterprise Architect (EL2)

The Enterprise Architect acts as a critical link between ASIS business strategy, policy, service design, and technology delivery. The candidate expects to influence senior stakeholders across technology delivery division and national intelligence community to drive consistency, efficiency, and innovation in ASIS digital initiatives and to be well-adept to responding to a rapidly changing global environment.

Successful applicants will have extensive experience (10+ years) and must possess significant depth and expertise in following responsible areas:

Key Responsibilities and Tasks:

- Strategically align the ASIS's future ICT architecture to leverage contemporary and emerging technologies (products and services) with efficiency and effectiveness.
- Ensure ICT architecture supports the ASIS's mission and aligns with business strategies and requirements.
- Provide technical guidance and support to ICT delivery teams and program managers in the development and implementation of new business solutions and initiatives.
- Maintain up-to-date knowledge of industry trends and best practices in ICT architecture, and promote the adoption of new technologies and methodologies.
- Analyse and problem-solve, with the ability to develop and present complex technical solutions to non-technical stakeholders.
- Maintain effective relationships with subject matter experts across the ASIS Technology Service Delivery, including senior leadership, business units, IT teams and vendors.
- Represent strategy and architecture in architecture governance assurance process to ensure all Technology Service Division solution designs are in alignment with ASIS Enterprise Architecture, consensus and agreed.
- Foster effective collaboration across the National Intelligence Community.

Role: Architecture Specialist - Lead Business Architect (EL2)

The Lead Business Architect plays a strategic leadership role within ASIS, responsible for translating strategic policy objectives into business capabilities, operating models, and transformation roadmaps. Operating at **SFIA Level 6**, this role shapes ASIS transformation through business architecture, ensuring programs and services are aligned with ASIS needs, legislative mandates, and government digital and service delivery strategies.

Applicants successful will have extensive experience (10+ years) and must possess significant depth and expertise in following responsible areas:

Key Responsibilities and Tasks:

- Lead the development of business architecture models that reflect ASIS and whole-of-government strategies, future-state visions, and policy intent.
- Translate strategic objectives into business and technology capability, value streams, operating models, and transformation roadmap.
- Provide expert advice on business architecture alignment in policy development, service design, and digital transformation.
- Align business architecture with enterprise, data, application, and technology architectures.
- Ensure business architecture informs investment planning, prioritisation, and governance.
- Champion the use of business capability modelling as a foundation for technology portfolio planning and cross-agency collaboration
- Facilitate workshops and working groups to co-design future-state business capabilities and product/services offerings.
- Represent strategy and architecture in architecture governance assurance process to ensure all TSD technology solution designs are in alignment with TSD Enterprise Architecture, consensus and agreed.
- Foster effective collaboration across the National Intelligence Community.

Role: Architecture Specialist - Lead Solution Architect (EL2)

The Lead Solution Architect operating at **SFIA Level 6** is a strategic leader responsible for the definition, implementation, and governance of ASIS-wide technology solutions. This role provides high-level architectural leadership and thought partnership to executives and stakeholders across the ASIS. The architect ensures that business strategy is enabled through innovative, robust, and scalable enterprise solutions, balancing agility, risk, cost, and long-term maintainability.

Applicants successful will have extensive experience (10+ years) and must possess significant depth and expertise in following responsible areas:

Key Responsibilities and Tasks:

- Own partnerships with cross-functional technology and design teams to ensure consistent, beneficial client interaction and solution delivery.
- Provide architectural leadership and guidance for sound decision-making by providing expert advice that considers business processes to achieve ASIS objectives.

- Provide solution recommendations that are fit for purpose, adhere to enterprise architecture principles, standards and patterns, leverage reusable components, and are coherent with wider technology domains.
- Collaborate with Enterprise Architecture in developing and maintaining technology strategy, pattern and reference, business process and planning.
- Support the division strategic technology program and related activities that translate into clear architectural direction and guidance on reducing technical debt.
- Participate in architecture governance assurance process to ensure all TSD technology solution designs are in alignment with TSD Enterprise Architecture, consensus and agreed.
- Foster effective collaboration across the National Intelligence Community.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

REASONABLE ADJUSTMENTS

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

About the Australian Secret Intelligence Service

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762874

Australian Secret Intelligence Service

Closing Date:Monday 29 September 2025

Job Title	Applications Tester
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$145,137 - \$169,572
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

The role requires a dynamic team player who enjoys working with stakeholders, team members and individually on projects. You will be able to meet tight deadlines and work to support ASIS priorities.

The Applications Tester EL1 level plays a crucial role in leading the quality assurance and testing of software applications. This role involves ensuring that software applications meet high-quality standards, are free of defects, and function effectively, which is essential for the successful delivery of essential services and programs. The Applications Tester EL1 works closely with development teams, SCRUM teams, Product Owners and stakeholders to shape work planning, identify and rectify issues and improve the overall user experience.

Duties

Key Responsibilities and Tasks

The following is an overview of key responsibilities and tasks:

- **Test Planning:** Develop and execute comprehensive test plans and strategies for software applications, considering the specific requirements and objectives of each project.
- **Test Case Design:** Create detailed test cases, scripts, and scenarios to thoroughly assess the functionality, performance, and security of applications.
- **Test Execution:** Perform systematic and rigorous testing of software applications, including functional, integration, regression, and performance testing.
- **Defect Identification and Reporting:** Lead identifying, documenting, and prioritising defects and issues discovered during testing, providing clear and actionable information to developers for resolution.
- **Test Automation:** Lead development and maintain test automation scripts to streamline testing processes and increase test coverage.
- **User Acceptance Testing (UAT):** Collaborate with end-users and stakeholders to conduct UAT, ensuring that the application meets the needs and expectations of its intended users.
- **Continuous Improvement:** Lead the improvement of testing processes, methodologies, and tools to enhance the efficiency and effectiveness of software testing activities.
- **Documentation:** Supervise and maintain comprehensive and accurate records of test plans, test cases, test results, and other testing-related documentation.
- **Communication:** Effectively communicate test progress, test results, and testing issues to project managers, developers, and other stakeholders.
- **Collaboration:** Work closely with cross-functional teams, including developers, business analysts, and project managers, to ensure alignment and understanding of testing goals and objectives.
- **Compliance:** Ensure that software testing activities comply with relevant standards, regulations, and security requirements.
- **Collaborate with cross-functional teams to integrate Agile methodologies, such as Scrum, into testing processes.**

Core Skills

The following is an overview of skills required to succeed in the role:

- Strong analytical and problem-solving skills.
- Attention to detail and a commitment to delivering high-quality results.
- Excellent communication and interpersonal skills.
- Proven ability to work collaboratively in a team environment.
- Familiarity with various testing methodologies, tools, and frameworks.
- Proficiency in using Agile management tools to manage tasks and track progress.
- Extensive knowledge of test automation tools and scripting languages.

Education, qualification and experience requirements

The following education, qualifications and/or experience will be highly regarded:

- A degree in computer science, information technology, or a related field is preferred.
- Proven experience in software testing and quality assurance would be beneficial.
- Relevant certifications in software testing are advantageous.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

REASONABLE ADJUSTMENTS

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762875

Australian Secret Intelligence Service

Closing Date:Monday 29 September 2025

Job Title	Applications Tester
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$97,148 - \$133,968
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4;APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

The role requires a dynamic team player who enjoys working with stakeholders, team members and individually on projects. You will be able to meet tight deadlines and work to support ASIS priorities.

The Applications Tester plays a crucial role in the quality assurance and testing of software applications. This role involves ensuring that software applications meet high-quality standards, are free of defects, and function effectively, which is essential for the successful delivery of essential services and programs. The Applications Tester works closely with development teams, SCRUM teams, Product Owners and stakeholders to identify and rectify issues and improve the overall user experience.

Duties

Key Responsibilities and Tasks

The following is an overview of key responsibilities and tasks:

- **Test Planning:** Ensure proper time management of testing tasks based on the priority of projects and tasking.
- **Test Case Design:** Create detailed test cases, scripts, and scenarios to thoroughly assess the functionality, performance, and security of applications.
- **Test Execution:** Perform systematic and rigorous testing of software applications, including functional, integration, regression, and performance testing.
- **Defect Identification and Reporting:** Identify, document, and prioritize defects and issues discovered during testing, providing clear and actionable information to developers for resolution.
- **Test Automation:** Develop and maintain test automation scripts to streamline testing processes and increase test coverage.
- **User Acceptance Testing (UAT):** Collaborate with end-users and stakeholders to conduct UAT, ensuring that the application meets the needs and expectations of its intended users.
- **Continuous Improvement:** Contribute to the improvement of testing processes, methodologies, and tools to enhance the efficiency and effectiveness of software testing activities.
- **Documentation:** Maintain comprehensive and accurate records of test plans, test cases, test results, and other testing-related documentation.
- **Communication:** Effectively communicate test progress, test results, and testing issues to project managers, developers, and other stakeholders.
- **Collaboration:** Work closely with cross-functional teams, including developers, business analysts, and project managers, to ensure alignment and understanding of testing goals and objectives.
- **Compliance:** Ensure that software testing activities comply with relevant standards, regulations, and security requirements.
- **Collaborate with cross-functional teams to integrate Agile methodologies, such as Scrum, into testing processes.**

Core Skills

The following is an overview of skills required to succeed in the role:

- Strong analytical and problem-solving skills.
- Attention to detail and a commitment to delivering high-quality results.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively in a team environment.
- Familiarity with various testing methodologies, tools, and frameworks.
- Proficiency in using Agile management tools to manage tasks and track progress.
- Knowledge of test automation tools and scripting languages (desirable).

Education, qualification and experience requirements

The following education, qualifications and/or experience will be highly regarded:

- A degree in computer science, information technology, or a related field is preferred.
- Proven experience in software testing and quality assurance would be beneficial.
- Relevant certifications in software testing are advantageous.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762876

Job Title	ICT Infrastructure Systems Specialist
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$105,013 - \$133,968
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

ASIS are seeking multiple Technical Specialists with the requisite skills and experience who are excited about applying their skills in an operational technology area that is a fast-paced and complex global environment. These roles will see you providing essential services to ASIS as you work within highly experienced teams.

These roles require dynamic people who enjoy working with a diverse range of stakeholders, delivery teams and types of ICT projects. ASIS is looking for technologists who will be able to deliver and sustain outcomes in demanding and stressful environments to support ASIS priorities. Successful candidates will have the relevant technology skills, excellent coordination and administration skills, strong verbal and written communication skills with stakeholder/customer engagement and influencing.

You will be provided with training, support and mentorship required to develop and grow your skills to further your career.

Duties

Key Responsibilities and Tasks

ASIS employs people in a wide range of operational technology roles, including:

- Providing operational support and improvements to ICT Infrastructure, which may include:
 - Research, analysis, planning, monitoring and maintenance of ICT systems
 - Potential to undertake installation work, both in Australia and Overseas
 - Sustainment and support activities (Troubleshooting issues and outages)
- Contribute to design, planning and implementation of technical infrastructure
- Provide relevant expertise to team members and advice to management and other staff in the development of new capabilities

Core Skills / Education, qualification and experience requirements

Demonstrated skills, exposure or experience associated with **one or more** of the following:

- Knowledge of networking, telecommunications infrastructure and associated security standards and considerations
- Experience supporting and designing network systems using hardware such as Cisco/Juniper routers, switches and firewalls
- Exposure / skills / experience in supporting internet and cloud-based technologies, principles and environments
- Experience deploying IaaS, PaaS and SaaS platforms (Google, Amazon, Microsoft)
- Server management experience of physical data centre infrastructure
- Server virtualisation technologies such as VMWare, HyperV or OpenStack
- Environment patching, firmware upgrades, monitoring systems for capacity consumption and planning, and environment trending
- Support of Windows Server and desktop platforms including AD administration
- Support of other Operating systems (including Linux) and management of other open-source virtualisation platform (Ovirt)
- Automation of server or application deployments using technologies such as SCCM, Ansible, or Puppet
- Automation and scripting using tools such as; Java Scripting, HTML, PowerShell, Unix, Bash, CSS, AJAX or similar
- Linux administration
- Configuration and management of SIEM tools such as Splunk for threat management and detection and
- Developing web, desktop and mobile applications.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762878

Job Title	Operational ICT Infrastructure Technical Specialist
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$145,137 - \$169,572
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

We are seeking experienced Technical Specialists with the requisite skills and experience who are excited about applying their skills in an operational technology area that is a fast-paced and complex global environment. These roles will see you providing essential services to ASIS as you work within highly experienced teams.

You will be provided with training, support and mentorship required to develop and grow your skills to further your career. This role will include the opportunity for domestic and overseas travel.

Duties

Key Responsibilities and Tasks

Outlined below are the key areas of responsibility for EL1 Technical Specialist:

- Providing operational support and improvements to bespoke ICT Infrastructure, which may include:
 - o Conduct research, analysis, planning, design and development, monitoring and maintenance of ICT systems
 - o Undertake installation work, both in Australia and Overseas
- Lead development activities within a team environment

- Review, design, update and build documentation
- Support and manage organisation priorities and effort
- Support Senior Infrastructure Engineers with complex technical design planning, development and implementation
- Use monitoring and management tools to support performance, availability and capacity planning
- Provide subject matter expertise to team members and advice to senior management and other staff in the development of new capabilities

Core Skills / Education, qualification and experience requirements

We are looking for knowledgeable IT professionals with a background/experience in a range of ICT disciplines with **one or more** of the following:

- Installation and configuration of complex infrastructure solutions and application of security controls;
- System monitoring, performance optimisation and process improvements;
- Server virtualisation technologies such as VMWare, HyperV or OpenStack;
- Support of Operating systems (including Window and Linux) and management of other open source virtualisation platforms (Ovirt);
- Automation of server or application deployments using technologies such as SCCM, Ansible, or Puppet;
- Experience in Automation and scripting using tools such as; Java Scripting, HTML, PowerShell, Unix, Bash, CSS, AJAX or similar;
- IaaS, PaaS and SaaS cloud technologies (Google, Amazon, Microsoft or other);
- Configuration and management of SIEM tools such as Splunk for threat management and detection; and
- Developing web, desktop and mobile applications.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762879

Job Title	Operational Technology Capability Specialists
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$116,245 - \$133,968
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

An Operational Technology Capability Specialist is responsible for leading and being part of a team for the management, maintenance and sustainment of ASIS's operational technology systems. These include but not limited to Communication systems, Technical Surveillance, and Signal Exploitation capabilities and tactical support for operational taskings.

Duties

Key Responsibilities and Tasks

These roles support ASIS's operational technology teams to deliver outcomes across the globe. To achieve this the Operational Technology Capability Specialists will:

- Be a leading capability expert who can provide effective advice and problem solving in relation to operational technology systems operated by ASIS
- Provide key advice to operational & capability managers and teams on the effective use of and risks associated with the deployment of operational technology
- Lead and be part of a team of technical experts to identify, procure, maintain and sustain operational technology in support of ASIS operational technology operations
- Be a part of enduring arrangements under the guidance of broader ASIS governance and financial controls with vendors to support operational technology capabilities
- Working with ASIS financial management teams manage budgets to ensure effective support arrangements and procurement of new capability

- Having input to capability management roadmaps in consultation with leadership, broader ASIS customers and Regional Technical Officers
- Working across ASIS operational teams, engineering teams and industry partners to manage the full capability lifecycle for operational technology
- Working with international partners, being part of the capability team will collaborate on technology development and advancement
- Be a complimentary team player who can assist the wider capability cohort in factors regarding operational taskings, development, sustainment and governance
- Facilitating access to vendors to support OTO and liaison-based training activities for specific technologies

Core Skills

The following is an overview of skills required to succeed in the role:

Have or able to attain in a relatively short window, expertise in:

- Advanced communications technologies;
- Radio Frequency technologies;
- Offensive and defensive cyber technologies; or,
- Offensive and defensive Technical Surveillance

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762891

Australian Secret Intelligence Service

Closing Date:Monday 29 September 2025

Job Title	Firmware Engineer
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	\$145,137 - \$169,572
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

ROLE: Firmware Engineer (EL1)

ASIS is looking for firmware engineers with varying levels of experience who are driven and motivated by our unique problem set. These roles require dynamic team players who enjoy working with a diverse range of stakeholders and delivery teams as well as individually on a range of operational technology projects. ASIS technologists will be able to deliver outcomes and meet tight deadlines in demanding environments. Successful candidates will have the relevant technology skills, are strong verbal and written communicators and are comfortable with stakeholder engagement. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS develops cutting edge embedded systems for use in diverse environments to the highest levels of reliability and security. As a core part of a team developing full stack solutions to a variety of problems, firmware engineers contribute their knowledge of designing and implementing software to be executed on microcontrollers. Firmware provides managed access to low-level hardware peripherals, fine grained power control and interfaces to higher level components. Familiarity with industry best practice tools, techniques and technologies for current and emerging embedded systems and an understanding of engineering analysis to determine the optimal solution are critical to the role of a firmware engineer. Opportunities for engagement with partners across Australia and the world, and ongoing professional development will enable currency and continuous evolution in the role.

Duties

Key Responsibilities and Tasks

The following is an overview of key responsibilities and tasks:

- Contribute to systems level design by analysing the impacts of firmware on system design.
- Analyse and develop build environments for controlled firmware builds.
- Prototype and demonstrate firmware designs on reference design hardware.
- Apply best practice configuration management and continuous integration processes.
- Engage with hardware design practitioners to develop hardware/firmware systems.
- Engage with higher level software practitioners to develop firmware/higher level software systems.
- Evaluate new tools and methodologies for improved firmware development.
- Understand current and emerging Instruction Set Architectures.
- Contribute to a development team.
- Contribute to engineering analysis from a firmware perspective.
- Design, implement and test firmware systems leading a development team.
- An EL1 candidate would be expected to be a specialist in their field and lead a group of firmware engineers.

Core Skills

The following is an overview of skills required to succeed in the role (not all are needed):

- Experience with the ARM instruction set architecture including Thumb extensions.
- Experience with the C programming language including pointer usage.
- Familiarity with software development tools and their roles (editor, compiler, linker, debugger).
- Experience with bare-metal bring-up of embedded systems including memory management.
- Experience with RTOS or Real Time Executives and Inter Process Communication.
- Experience developing with register level hardware peripherals.
- Understanding of low power design techniques including power gating.
- Familiarity with the typical busses and interfaces used in embedded systems, including FPGA based interconnects.
- Experience with the use of debuggers to understand program flow and architecture.
- Experience with hardware test equipment test equipment to verify firmware operation.

Education, qualification and experience requirements

The following education, qualifications and/or experience will be highly regarded (not all are needed):

- Bachelors degree in computer science/computer engineering/electronic engineering, or equivalent practical experience.
- Linux based GCC development toolchains for ARM targets
- Linux kernel development and cross compilation
- Understanding of advanced debugging techniques such as instruction level trace
- Integration with FPGA based peripherals
- Reverse engineering of ARM and MIPS based low level executable code
- An interest in continuing development, opportunities for Rust/RISC-V/MIPS

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

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To Apply

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

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Foreign Affairs and Trade

Vacancy VN-0762892

Australian Secret Intelligence Service

Closing Date: Monday 29 September 2025

Job Title	Firmware Engineer
Job Type	Full-Time, Ongoing
Location	Barton ACT
Salary	-
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

<https://www.asis.gov.au/Careers/Current-Vacancies/>

ROLE: Firmware Engineer (Level 5-6)

ASIS is looking for firmware engineers with varying levels of experience who are driven and motivated by our unique problemset. These roles require dynamic team players who enjoy working with a diverse range of stakeholders and delivery teams as well as individually on a range of operational technology projects. ASIS technologists will be able to deliver outcomes and meet tight deadlines in demanding environments. Successful candidates will have the relevant technology skills, are strong verbal and written communicators and are comfortable with stakeholder engagement. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS develops cutting edge embedded systems for use in diverse environments to the highest levels of reliability and security. As a core part of a team developing full stack solutions to a variety of problems, firmware engineers contribute their knowledge of designing and implementing software to be executed on microcontrollers. Firmware provides managed access to low-level hardware peripherals, fine grained power control and interfaces to higher level components. Familiarity with industry best practise tools, techniques and technologies for current and emerging embedded systems and an understanding of engineering analysis to determine the optimal solution are critical to the role of a firmware engineer. Opportunities for engagement with partners across Australia and the world, and ongoing professional development will enable currency and continuous evolution in the role.

We have positions open at APS Level 5 and Level 6. A candidate at Level 5 would be expected to have one to two years real-world experience and will be working under supervision. A Level 6 candidate would be expected to have more experience and operate with limited or no supervision within a core group of developers.

Duties

Key Responsibilities and Tasks

The following is an overview of key responsibilities and tasks:

- Contribute to systems level design by analysing the impacts of firmware on system design.
- Analyse and develop build environments for controlled firmware builds.
- Prototype and demonstrate firmware designs on reference design hardware.
- Apply best practice configuration management and continuous integration processes.
- Engage with hardware design practitioners to develop hardware/firmware systems.
- Engage with higher level software practitioners to develop firmware/higher level software systems.
- Evaluate new tools and methodologies for improved firmware development.
- Understand current and emerging Instruction Set Architectures.
- Contribute to a development team.
- Contribute to engineering analysis from a firmware perspective.
- APS 5 - Design, implement and test firmware systems as part of a development team, under supervision.
- APS 6 - Design, implement and test firmware systems as part of a development team, under limited or no supervision.

Core Skills

The following is an overview of skills required to succeed in the role (not all are needed):

- Experience with the ARM instruction set architecture including Thumb extensions.
- Experience with the C programming language including pointer usage.
- Familiarity with software development tools and their roles (editor, compiler, linker, debugger).
- Experience with bare-metal bring-up of embedded systems including memory management.
- Experience with RTOS or Real Time Executives and Inter Process Communication.
- Experience developing with register level hardware peripherals.
- Understanding of low power design techniques including power gating.

- Familiarity with the typical busses and interfaces used in embedded systems, including FPGA based interconnects.
- Experience with the use of debuggers to understand program flow and architecture.
- Experience with hardware test equipment to verify firmware operation.

Eligibility

ELIGIBILITY

Candidates must be Australian citizens.

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

Notes

REASONABLE ADJUSTMENTS

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To Apply

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

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Health

Vacancy VN-0762764

Aged Care Quality and Safety Commission

Closing Date:Sunday 28 September 2025

Regulatory Operations Division
Compliance Case Management

Job Title	Assistant Director, Compliance Case Management
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD, Darwin NT, Perth WA, Adelaide SA, Hobart TAS
Salary	\$118,588 - \$135,251
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements can be negotiated
Classification	Executive Level 1
Position Number	20041875; 20035383
Agency Website	

Job Description

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

About the Team:

The Compliance Case Management section is part of the Commission’s Regulatory Operations Division and responds to non-compliance of providers with their obligations and conditions on registration under the Aged Care Act 1997/Aged Care Act 2024.

The section takes regulatory action proportionate to risk and uses statutory powers based on the capability and willingness of providers to take action to manage risk of harm to aged care consumers. Where providers are unable to demonstrate ability or willingness to mitigate the

identified risks in a sustained way, the section will closely case manage the provider, often working with other internal and external stakeholders. The section encourages and promotes compliance through education, information and engagement with providers as part of monitoring activities.

About the Role:

Working with the Director of Compliance Case Management, the position will manage a geographically dispersed team of compliance officers who engage with providers that pose risk to aged care consumers or are non-compliant with their legislated aged care responsibilities. The position provides direct support and leadership across the team.

Duties

- Lead and manage a geographically dispersed team by identifying gaps and implementing solutions to uplift individual and team capabilities, providing performance feedback, resolving conflicts, and promoting both personal and professional growth.
- Apply in-depth specialist knowledge to make independent, informed decisions and provide technical advice, ensuring compliance with legislative, financial and regulatory frameworks including the Aged Care Act 1997, Aged Care Act 2024, Aged Care Quality and Safety Commission Act 2018, and Regulatory Powers (Standard Provisions) Act 2014 while leading or supporting staff to lead highly complex and/or sensitive regulatory engagements with providers.
- Focus on quality assurance to ensure consistent and defensible decision-making that aligns with the Commission's Compliance and Enforcement policy, Regulatory strategy and Decision- Making framework.
- Support and develop the team in drafting regulatory notices and case management that is consistent with set Key Performance Indicators.
- Provide leadership and build the capacity of staff to undertake their roles efficiently and professionally by leading complex engagements, reviewing documents and providing technical expertise.
- Engage independently and collaborate with stakeholders, provide subject matter inputs to promote regulatory compliance and achieve improved consumer outcomes.
- Provide oversight and strategic leadership for providers under supervision, support the Commission's business and vision, contribute to the compliance group strategic direction, and positively influence outcomes.
- Represent the section and contribute to complex and sensitive discussions and the broader compliance group at internal and external working groups, provider meetings and forums as required.
- Under broad direction, develop extensive project, program, and engagement plans to define focus areas, regulatory approaches, and compliance work programs.
- Contribute independently to budgets, team plans, operational reports, briefings and group policy.
- Support the section and the Director appropriately, including leading staff through change and escalating significant risks and/or critical team needs.

Eligibility

To be successful in this role you will need to demonstrate the following:

- Demonstrated strong track record of successfully leading, coaching and developing high performing geographically dispersed teams, and building capability in complex environments.
- In-depth understanding, or the ability to quickly acquire knowledge, of aged care legislation, policy, and regulatory frameworks such as Aged Care Act 1997/Aged Care Act 2024, Aged Care Quality and Safety Commission Act 2018, and Regulatory Powers (Standard Provisions) Act 2014.
- Highly developed communication skills with demonstrated experience in preparing high quality reports, documents, and briefs.
- Demonstrated experience and knowledge in undertaking compliance activities and case management in a risk based regulatory environment.
- Demonstrated ability to make defensible decisions that are supported by evidence and deliver strategic outcomes under broad direction.
- Strong record of leading continuous improvement and guide teams through change positively.
- A record of effective stakeholder management with demonstrated interpersonal skills and ability to collaborate, negotiate, and communicate with influence internally and externally.
- Demonstrated experience leading quality assurance frameworks and continuous improvement initiatives while evaluating regulatory outcomes in complex environments.

Desirable Qualification/s:

- Qualifications in Leadership, Government, Risk, Regulatory, Program or Project Management or equivalent.

Notes

- Salary offered will be between \$118,588 - \$135,251 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 www.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 with the option to extend to a total of 24 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 800 words, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **Sunday, 28 September 2025, 11:30pm (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 roles can be directed to Jennifer Morser by emailing jennifer.morser@agedcarequality.gov.au with 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.

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. For more information, visit <https://www.apsc.gov.au/recruitability>.

We provide reasonable adjustments such as access, equipment or other practical support at relevant stages of the recruitment process. Please email recruitment@agedcarequality.gov.au if you need any adjustments made.

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 APSC Cracking the code Factsheet and <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	Jennifer Morser, Jennifer.Morser@agedcarequality.gov.au
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62/

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Health

Vacancy VN-0762877

Australian Institute of Health and Welfare

Closing Date:Friday 26 September 2025

Data Governance and Integration Group Linkage Client Services Unit

Job Title	APS5 Linkage Client Service Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$87,110 - \$93,303
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 5
Position Number	117_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, LGBTIQ+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the [Benefits of working for the AIHW](#) page of our website.

Duties

The Data Governance and Integration Group (DGIG) core functions include leading the development of the Institute's strategies for acquiring, managing and integrating major data linkage systems, and carrying out record linkage of data sets relating to health and community services.

DGIG is responsible for delivering AIHW's integration activities covering the National Health Data Hub integrated system, the AIHW bespoke linkage program and supporting the National Disability Data Asset (NDDA).

The Linkage Client Services Unit (LCSU) supports research and policy development by providing secure access to linked data, informing health and welfare policies and improving public health outcomes.

LCSU is the front door for all work involving AIHW's National Health Data Hub (NHDH, The Hub), as well as setting up so-called 'bespoke linkages': tailored linking of two or more government (S/T and / or Commonwealth) and / or academic, administrative or otherwise mostly external datasets.

The Unit supports the end-to-end process through liaison with the clients, including (where applicable to the respective project) feasibility assessment, ethics and data custodian clearance, data transfer to AIHW's linkers, return of data to clients, alongside advice and guidance, or, in case of the Hub training.

LCSU is currently looking for a client Services Officer who will, under general direction:

- Lead and support client engagement and support - Assisting researchers, other government agencies, and other clients in accessing and utilising linked data through AIHW's Data Integration functions.
- Lead and support data access and governance – Ensuring client compliance with legislative, operational, and data-sharing protocols while facilitating secure health data access.
- Lead and support project coordination – Managing requests for data linkage, overseeing approvals, ensuring efficient processing of applications and facilitating seamless and efficient information management.
- Lead and support the provision of technical and analytical Guidance – Communicating expert advice on data availability, project timelines, costings and all relevant internal and external processes to maintain effective and efficient use of linked data assets.
- Lead and support policy and compliance oversight of projects – Ensuring adherence to data security, ethical standards, and regulatory frameworks.

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.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful 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	Christian Jung, 02 6244 1270
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0762890

Australian Institute of Health and Welfare

Closing Date: Friday 26 September 2025

Data Governance and Integration Group Linkage Client Services Unit

Job Title	APS3 Linkage Client Service Support Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$69,710 - \$76,272
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 3
Position Number	117_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, LGBTIQ+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

The AIHW has offices in Canberra and Sydney and offers remote work opportunities for many roles.

For more information, visit the [Benefits of working for the AIHW](#) page of our website.

Duties

The Data Governance and Integration Group (DGIG) core functions include leading the development of the Institute's strategies for acquiring, managing and integrating major data linkage systems, and carrying out record linkage of data sets relating to health and community services.

DGIG is responsible for delivering AIHW's integration activities covering the National Health Data Hub integrated system, the AIHW bespoke linkage program and supporting the National Disability Data Asset (NDDA).

The Linkage Client Services Unit (LCSU) supports research and policy development by providing secure access to linked data, informing health and welfare policies and improving public health outcomes.

LCSU is the front door for all work involving AIHW's National Health Data Hub (NHDH, The Hub), as well as setting up so-called 'bespoke linkages': tailored linking of two or more government (S/T and / or Commonwealth) and / or academic, administrative or otherwise mostly external datasets.

The Unit supports the end-to-end process through liaison with the clients, including (where applicable to the respective project) feasibility assessment, ethics and data custodian clearance, data transfer to AIHW's linkers, return of data to clients, alongside advice and guidance, or, in case of the Hub training.

LCSU is currently looking for a Client Services Support Officer who will, under general direction:

- Support clients by
- Assisting researchers, other government agencies, and other clients in accessing and utilising linked data provided through the Hub.
- Maintaining regular and as-needed contact with external stakeholders and clients and work with internal teams to support NHDH governance and strategic direction.
- Contribute to the management of data access and governance – supporting clients' compliance with NHDH's operational guidelines and data-sharing protocols while facilitating secure access to health data.
- Support project coordination – assisting with the management of requests for data linkage, contributing to the approval process and to efficient processing of applications, and facilitating seamless and efficient information management.
- Support policy and compliance oversight – ensuring adherence to data security, ethical standards, and regulatory frameworks.

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.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful 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	Christian Jung, 02 6244 1270
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0762479

Department of Health, Disability and Ageing

Closing Date: Sunday 28 September 2025

Financial Management Division
Corporate Financial Strategy and Services Branch Contact Centre Section

Job Title	APS Level 2 - Contact Centre - Customer Service Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	\$62,595 - \$68,307
Future Merit Locations	Woden
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 2
Position Number	25-FMDIV-29857
Agency Website	

Job Description

<https://www.health.gov.au/about-us/work-with-us/current-vacancies>

Duties

As a Customer Service Officer, you'll be the first point of contact for the community, health providers, and internal staff—playing a vital role in delivering timely, accurate, and compassionate support. This dynamic position offers the opportunity to:

- Make a difference every day by resolving enquiries and supporting stakeholders through phone and email.
- Grow professionally with hands-on experience across multiple systems, process improvement initiatives, and mentoring new team members.
- Thrive in a collaborative environment where your communication skills, adaptability, and problem-solving abilities are valued and developed.
- Be part of a supportive team that values autonomy, flexibility, and continuous learning.

If you're passionate about service excellence and want to contribute to a team that's committed to helping others, this role offers a rewarding and engaging career path.

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-29857 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	Charlie Town, (02) 5132 5464
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Prime Minister and Cabinet

Vacancy VN-0762830

Department of the Prime Minister and Cabinet

Closing Date:Sunday 28 September 2025

Ministerial Support Division
Communications Content, Strategy and Production

Job Title	Internal & Change Communications Advisers, Communications Branch
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	\$98,314 - \$110,483
Future Merit Locations	Canberra, Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements will be considered
Classification	APS Level 6
Position Number	PMC/2025/106
Agency Website	

Job Description

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

Who we are

The Content, Strategy and Production team is at the forefront of the department's, internal, corporate and strategic communications, delivering on the priorities of the department and government. We are a highly-skilled multidisciplinary team comprising of internal and external communications strategists, social media experts and multimedia professionals. We work together and with the wider branch to develop and deliver considered and strategic communications strategies and content plans that achieve the objectives of our clients.

Communications Branch provides media and communications support to the Prime Minister, portfolio ministers, the department, portfolio agencies and taskforces. Life in the branch is dynamic, fast-paced and varied.

What you will do

In this important and highly valued role, you will help reform organisational culture and make sure staff have access to information that is critical for them to succeed. You will work with people from across the department at all levels, from your fellow APS colleagues, to Senior Executives and the Secretary's Office. You will have an opportunity to have impact and influence across PM&C.

You will draft and implement internal communication strategies and campaigns, manage content across our digital channels, and collaborate across the branch to ensure consistent internal messaging. This includes creating and coordinating content for staff newsletters, the intranet, internal events and change projects.

Our internal and corporate communication is varied and interesting. If you like variety, where no day is the same, PM&C is for you.

Duties

We are looking for people who are comfortable with uncertainty and complexity, have excellent judgement and good people skills, and who can liaise comfortably with client areas and stakeholders at all levels to deliver communication advice and support on time and to a high standard.

Our ideal candidates will have a strong work ethic, and stakeholder and project management skills, as well as experience in strategic and/or internal communications, change communications or community engagement through intranet and web content.

We welcome candidates with backgrounds in government and non-government (including private and not-for-profit) who are interested in applying their skills to a diverse range of subject matters.

Positions are available now and we are looking to fill ongoing and non-going roles. A merit pool will also be established to fill future vacancies over the next 12 months.

The specific skills and capabilities we are looking for are:

- Exceptional writing and communication skills. Knowledge and implementation of the Australian Government Style guide is a bonus.
- Experience in developing and implementing multi-channel communications strategies and/or change communication strategies, demonstrating you know how to target audiences with the right message at the right time through the right channels.
- Great client liaison skills. You will work with other areas of the department to understand their communication requirements and provide strategic communications advice and guidance.
- Sound project management skills – you use your time wisely and can respond flexibly to meet ever changing priorities in a fast-paced environment.
- You are a team player who is not afraid to step-up and accept a challenge or pitch-in and help the team when necessary.
- The ability to collaborate, exercise good judgement and pay particular attention to detail.
- A minimum of 3 years' experience working in a communications, internal change management or public relations role is preferred.
- A minimum Baseline security clearance or ability to obtain a clearance is required.

Eligibility

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

Notes

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

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

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

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

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	Helene Banks, (02) 6271 5171
Agency Recruitment Site	https://dpmc.nga.net.au/cp/?AudienceTypeCode=EXT

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Prime Minister and Cabinet

Vacancy VN-0762860

Northern Land Council

Closing Date: Wednesday 24 September 2025

Job Title	Compliance and Risk Lead
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$135,500 - \$135,500
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	on site
Classification	
Position Number	GC10
Agency Website	www.nlc.org.au

Job Description <https://jobs.nlc.org.au/job-details/query/Compliance+and+Risk+Lead/in/Australia/9611511/>

- **Location:** Darwin
- **Status:** Full-time
- **Salary Package:** \$135,500 (Including District Allowance and Super)

The Northern Land Council (NLC) is seeking an experienced Compliance and Risk professional to strengthen corporate governance and embed best-practice compliance across the organisation. This is a unique opportunity to influence positive organisational culture, improve risk management systems, and ensure compliance with legislative and governance obligations while supporting the rights and interests of Traditional Owners across the Top End.

Duties

About the Role

Reporting to the Governance Compliance and Risk Manager this position is responsible for the effective monitoring, reporting, and continuous improvement of compliance and risk outcomes across the NLC. You will lead the implementation of the NLC's Enterprise Risk Management Framework and Compliance Management Framework, ensuring alignment with legislative obligations, corporate planning, and reporting requirements. The role also oversees internal audit workplans, complaints management, gifts and benefits registers, and compliance health checks,

while developing strategies to address non-compliance and high-risk matters. This position works collaboratively across the organisation, providing advice, training, and coaching to managers and staff. It is central to embedding a culture of governance excellence and accountability in support of the NLC's strategic objectives.

Eligibility

What you will Bring

You're a confident and strategic governance professional with the skills to lead compliance, manage risks, and influence organisational outcomes. You are solutions-focused, culturally aware, and committed to fostering strong governance frameworks that build trust and accountability.

In addition to this, you will have: -

- Bachelor degree in Commerce, Law, Business, Risk Management, Governance or related discipline.
- Minimum of five (5) years' relevant experience in governance, compliance, risk, fraud or complaints management.
- Minimum of five (5) year leadership experience.
- Demonstrated ability to interpret legislation and policies in complex compliance roles.
- Strong judgement and decision-making skills, with experience working in politically sensitive environments.

Notes

What's in it for you?

This is an opportunity to make a significant impact by strengthening compliance and risk systems that protect Aboriginal land rights and support Traditional Owner decision-making. You'll work in a collaborative and culturally rich environment where governance, accountability and continuous improvement are valued.

We offer:

- **Competitive Base Salary**
- **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.
 - Generous leave provisions **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 expertise you will bring to this role?

This is an Aboriginal prioritised position.

Under the Anti-Discrimination Act 1992 (NT), eligible Aboriginal applicants will be given priority consideration. All other applicants will be considered only where no suitable Aboriginal applicant is identified.

If you have any further queries please contact - Sarah Arblaster mobile – 0456 99 11 35

Applications Close: Wednesday 24 September

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 (Northern Territory) Act 1976* (Cth) and its purpose is to serve its constituents who are Traditional Owners 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.

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 Northern Land Council

To Apply

Position Contact	Sarah Arblaster, 0456 991 135
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Compliance+and+Risk+Lead/in/Australia/9611511/

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Prime Minister and Cabinet

Vacancy VN-0762861

Torres Strait Regional Authority

Closing Date: Sunday 28 September 2025

Administration
Administration Economic Development Program

Job Title	Project Manager
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Thursday Island QLD
Salary	\$115,443 - \$140,283
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	Executive Level 1
Position Number	T01917
Agency Website	http://www.tsra.gov.au/opportunities/work-for-us

Job Description

<https://tsra.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2D9273%2D4A11%2D>

As a Project Manager you will have responsibility for leading a small team to achieve the effective implementation of projects and activities within the Economic Development Program. You will work collaboratively with other Project Managers to ensure integration between projects and Programs across the organisation to deliver outcomes for the Torres Strait Development Plan.

Duties

Project Managers need to be flexible and respond to a rapidly changing context and environment.

Program Delivery

- Support and assist clients to access the Program's suite of services.

- Manage and monitor delivery of program outcomes, including identifying opportunities to improve program outcomes and make recommendations on program changes.
- Ensure that program activities recognise and respect the unique Ailan Kastom of the Torres Strait.
- Provide high level support and advice to the Program Manager and assist in the management of the Economic Development Program as required
- Contribute to strategic planning, policy development, managing and implementing projects related to economic development.
- Preparing briefing papers, reports, project schedules, correspondence and other written documents for both internal and external audit

Resource and Risk Management

- Contribute and assist with the program budget and resources in order to achieve outcomes in the most cost effective manner. This includes coordinating with other Project Manager's to maximise organisational resources.
- Manage program issues and risks, escalating any risks of a strategic nature to the Program Manager.

Relationships with Clients and Stakeholders

- Identify and develop linkages between programs and policies and working collaboratively across the TSRA and the wider government and non-government sectors;
- Develop and maintain strong relationships with clients to facilitate open communication in the identification and resolution of program related issues.
- Represent the organisation at executive level and multi-agency / cross-government forums to report on progress of programs, identify opportunities for integrated service delivery and promote the organisation's capabilities.

Learning, People and Culture

- Foster a collaborative team environment that shares lessons learned to ensure a continuous improvement approach is taken to project management and service delivery.
- Foster strong relationships within and across the organisation to facilitate delivery of projects and share learning in growing project delivery capacity.
- Develop and support staff to achieve the vision and objectives of the TSRA and to realise their own potential.

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 Torres Strait Regional Authority

The Torres Strait Regional Authority (TSRA) is a Corporate entity engaged in a wide range of programmes and service delivery functions for the benefit of Torres Strait Islander and Aboriginal people living in the region.

To Apply

Position Contact	Tania Hirakawa, 0740690700
Agency Recruitment Site	https://tsra.nga.net.au/cpl/index.cfm?event=jobs.home&CurATC=EXT&CurBID=62AFB35D%2D9273%

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Treasury

Vacancy VN-0762858

Royal Australian Mint

Closing Date: Sunday 28 September 2025

Museum Education and Visitor Services

Job Title	Museum Weekend Supervisor
Job Type	Part-Time, Ongoing
Location	Deakin ACT
Salary	\$77,848 - \$82,403
Future Merit Locations	Deakin
Office Arrangement	On Site
Office Arrangement Details	On site work is required.
Classification	APS Level 4
Position Number	1444
Agency Website	https://www.ramint.gov.au

Job Description

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

About the Mint

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

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

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

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

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

About the Branch

This position sits within the Museum Education & Visitor Services Branch, whose work aims to build awareness of the Mint and the National Coin Collection among everyday Australians, to educate the community on the importance of currency to our society, and to encourage people to engage with the Mint's collector coins and the stories they tell.

The Museum Education & Visitor Services Branch oversees the Mint Shop and the Museum, and manages the contract of the Mint Café tenant. These are 7-day operations, open along with the building opening hours - The Royal Australian Mint is open 7 days, and our Museum operating hours are 8:30am to 5:00pm weekdays and 10:00am to 4:00pm weekends and public holidays. MEVS also oversees public programs, with large engagement activities like our 'Last Coin' (Dec 31) and 'First Coin' (Jan 1) and an annual 'Family Fun Day' that for 2026 will be aligned to the upcoming 60th anniversary of Decimal Currency. MEVS is the team responsible for the stewardship of the National Coin Collection, and the Curators and Collections Officer team not only care for and build that collection, but draw from it for the curation of our Museum exhibitions and digital programs. Works are planned for a new collection storage facility within the Royal Australian Mint footprint to ensure the National Coin Collection is well managed for future generations.

The Royal Australian Mint features a recently upgraded exhibition space detailing the history of the Australian coin-making and currency journey. Our refreshed visitor experience showcases industrial design, Australian social history a Special Exhibition Gallery, as well as the Mint Shop and Café and our visitor-favourite Factory Viewing Gallery. The Museum at the Mint sees an annual visitation of around 350,000 people including visiting school groups of around 120,000.

About the Role

A rare and exciting job opportunity to supervise the busy weekend tourism-focussed activity at the Royal Australian Mint. The Mint features recently upgraded its Museum, Café and Retail spaces, and this new role seeks to add a Museum Weekend Supervisor to the team to ensure that we're giving our visitors and staff as much care and attention equally across the week and weekend. The Royal Australian Mint visitor experience (of Museum, Mint Shop and Café) are open 7 days a week, 8.30am to 5pm weekdays and 10am to 4pm weekends and public holidays. The Museum at the Mint sees an annual visitation of around 350,000 people including visiting school groups of around 120,000. Our future Museum Weekend Supervisor to might have a background in retail, hospitality, cultural institutions, but will definitely love leading teams and working with the public.

This part-time role will be Friday to Monday.

Duties

The duties of this position include:

1. Providing onsite supervision of the Museum Host and Mint Shop teams ensuring adequate staffing or, providing coverage where staffing resources are limited.
2. Assisting with the day-to-day activities of the Mint Shop, including delivering Museum and Education tours and completing counter sales of all numismatic and non-numismatic products.
3. Responding to visitor enquiries and managing those escalated by Sales Representatives, striving for positive outcomes.
4. Working with the week day leadership of both Museum and Shop teams, to ensure you are briefed on relevant changes and are prepared for upcoming weekend activities; and reciprocating on past weekend activities.
5. Providing peer-based training and mentoring to team members to improve the quality of the customer service experience.
6. Providing start-of-day and end-of-day planning, including roster coverage, group booking advice, shop inventory control, accuracy of receipting, accounting of daily takings and verifying the reconciliation of discrepancies.
7. Addressing time-sensitive weekend inbox correspondence, including phone and in-person requests and issues. Making sure that they are escalated to the weekday team where necessary.
8. Understanding workplace health and safety responsibilities and creating a safe visitor and staff working environment.
9. Undertaking the duties of Emergency Warden and First Aid Officer.

Eligibility

Security clearance

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

Requirement

Holds, or has the ability to obtain a current ACT Working with Vulnerable People Card.

Notes

How to apply

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

Please submit your application by **11:30pm** on **Sunday 28 September 2025**. You will need to upload:

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

Information on applying for a job in the Australian Public Service is available at the Employment page of our website.

About the Royal Australian Mint

To Apply

Position Contact	Brooke Edwards, 02 6202 3464
Agency Recruitment Site	https://www.ramint.gov.au/about-us/work-us

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762779

Australian War Memorial

Closing Date: Sunday 28 September 2025

Public Programs
Public Programs Exhibitions

Job Title	Manager, Exhibitions
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	\$116,859 - \$126,287
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	Executive Level 1
Position Number	25-111
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

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

Working to the Head, Exhibitions, the Manager, Exhibitions takes a lead role on exhibitions and projects and is responsible for maintaining the high standard of presentation within the galleries and exhibitions on tour. The role requires a project manager experienced in the delivery of exhibition design projects within the museum or cultural sector; an understanding of museum practice; the ability to lead several projects simultaneously and at various stages; experience in the development and management of a touring exhibitions program; mentoring staff members, collaboration and liaison with Memorial staff, stakeholders and external contractors.

The non-ongoing positions will initially be filled for 12 months, with the possibility of extension and/or permanency.

Duties

Working with the Head of Exhibitions, the EL1 Manager, Exhibitions, will provide project management and administrative support in the planning, implementation and maintenance of permanent, temporary and touring exhibitions. and support the delivery of transition projects that integrate the Development Project with existing Memorial exhibitions and displays. Works include:

- Manage all aspects in the planning, integration and delivery of transition exhibition projects, touring and general exhibitions and displays as required;
- Development and preparation of exhibition documentation for curatorial, collections, design, production, fabrication, construction, through all exhibition development phases;
- Establish and maintain productive working relationships with the Development Project team, Memorial staff, contractors and stakeholders as required;
- Collaborate with the Exhibitions team to deliver exhibitions projects and other works against the agreed business plan;
- Develop and implement exhibition policies and practices and advocate for the highest standard exhibition display, design and interpretation;
- Contribute to the preparation of reports, grants, sponsorship proposals and acquittals as required;
- Develop, manage and report against exhibition development and maintenance budgets;
- Coordinate the planning of exhibition tours, crating, installation and demount of identified exhibitions;
- Manage procurement of goods and services as they relate to the exhibition program including the development and management of contracts;
- Provide leadership and supervision to a small team of exhibition staff including monitoring and prioritising the work of the team against the agreed business plan while fostering team development and identifying opportunities for improved working practices to reflect the changing environment of museums and cultural collections.
- Manage and coordinate meetings and prepare and distribute minutes as required;
- Other administrative tasks 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.

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 War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia's wartime experience.

To Apply

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

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0762893

Australian War Memorial

Closing Date: Sunday 28 September 2025

Public Programs
Public Programs Exhibitions

Job Title	Exhibitions Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	\$84,228 - \$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 5
Position Number	25-112
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

The Exhibitions Officer will work as part of multidisciplinary exhibition project teams that may include external consultants and contractors such as designers and trade contractors; as well as cross-branch disciplines including but not limited to, historical, curatorial, registration, conservation, audiovisual, buildings, web and marketing.

The position requires experience in the delivery of interpretative exhibition design projects within the museum or art gallery sector; a thorough understanding and appreciation of contemporary museum practices; the ability to contribute to several projects simultaneously at various phases; as well as high level communication and liaison skills.

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

The position requires experience and skills in the development and maintenance of interpretative exhibitions for permanent galleries and touring exhibitions. Experience with design projects in the museum or cultural sector; a thorough understanding and appreciation of contemporary museum practice; the ability to contribute to several projects simultaneously; as well as high level communication and liaison skills.

This position involves manual handling.

Duties

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

- Coordinate exhibition documentation, including curatorial, collection, design, production, fabrication, and construction documentation through all exhibition development phases;
- Prepare and coordinate exhibition tour documentation, including but not limited to, crating lists; venue confirmations; loan agreements; marketing packs; and briefing material;
- Coordinate meetings and prepare and distribute minutes;
- Establish and monitor exhibition lists;
- Assist in the implementation of exhibition policies and practices;
- Raise and track purchase orders using the Memorial's finance management system;
- Raise and track image orders using the Memorial's digital media system;
- Coordinate host venue visitor statistics, reports and surveys; and
- Establish and maintain productive working relationships with Memorial staff, exhibition designers and external contractors; and staff at State, metropolitan and regional cultural institutions across Australia
- Coordinate and contribute to the installation and demount of exhibitions at the Memorial and on tour;

- Contribute to the preparation or reports, grants, sponsorship proposals and acquittals;
- Manual handling and movement of a wide range of collection material, exhibition infrastructure, including graphic material, showcasing and exhibition furniture.

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

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Climate Change, Energy, the Environment and Water

Vacancy VN-0762795

Bureau of Meteorology

Closing Date:Thursday 25 September 2025

Data & Digital
Service & Infrastructure Management

Job Title	Senior Service Management Specialist
Job Type	Full-Time, Ongoing
Location	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	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019363
Agency Website	

Within the Data and Digital Group, the Service Delivery & Performance Team is responsible for leading the Service Management Capability and maturing of the ITIL based processes that support Enterprise Service Management across the Bureau.

It is also responsible for the development, support, and maintenance of the Bureau's Enterprise Service Management (ESM) system- currently Cherwell provided by Ivanti.

This is utilised across the Bureau of Meteorology for management of all technology incidents and requests, and other ITIL aligned processes required to manage the technology environment within the Bureau. The team takes an end-to-end view of user support and adheres to ITIL best practice for service management.

Based at the Bureau's Melbourne Office, this role with other team members is crucial in leading the Service management capability uplift work currently underway and managing the Bureau's New ESM (Enterprise Service Management) system Neurons.

The Senior Service Management Specialists are expected to lead the maturing and uplift of key ITIL process capability areas including but not limited to Service catalogue, Configuration management, Knowledge management, and Service level management. You will have excellent experience in dealing with internal colleagues and senior leaders, providing expertise, guidance, and practical process knowledge in the ITIL based service management capability uplift.

The appointee will be expected to participate in the development, implementation and continuous improvement of the Bureau's service management capability. A strong record of service management experience in developing ITIL processes and their successful implementation along with excellent communication and organisational skills of a high order are required. The appointee will need to have excellent written and verbal communication skills to liaise with internal colleagues, support teams, vendors and management. The ability to produce and then present ITIL Service management artefacts is also greatly desired.

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 '500-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:

Service Management

- Contributing to the development and implementation of plans, policies, and procedures to increase the value and impact of service management and related activities, including collaboration and integration with other Bureau Programs.
- Provide high-level expertise and technical knowledge to develop and improve service management solutions and articulate the benefits realised by this capability to the Data & Digital Group and the broader Bureau groups.
- Maintaining an understanding of the operational environment, within which the Service Management Program functions, and actively contribute to routine reporting on key performance metrics.
- Engaging and collaborating with key stakeholders on the Service Management Program to identify service improvement opportunities, achieve stated Program and team outcomes and facilitate cooperation across the Program.
- Participating in the development and coordination of team-level and Bureau-wide training requirements and artefacts. Supporting the development of key ESM artefacts and their adoption across the Bureau

Capability Leadership

- Drive and continually improve the ITIL based Service management capability
- Support the organisational change management teams regarding Service management processes
- Take responsibility for the achievements of one's own and team outcomes, monitoring progress and follow through on activities to deliver quality outcomes with a focus on competency, culture, and cohesion.
- Comply 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.
- Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy.

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.

ITIL v3 certification or relevant experience in ITIL process management. ITIL 4 Certification is highly regarded.

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	Madappuli A L N Fernando, madappuli.fernando@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0762826

Bureau of Meteorology

Closing Date: Thursday 25 September 2025

Business Solutions
Energy & Resources

Job Title	Energy & Resources Project Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Adelaide SA, 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	Hybrid
Office Arrangement Details	Both full time and part time will be considered. Flexible working available.
Classification	Executive Level 1
Position Number	60018869 & 60018382
Agency Website	

Job Description

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

The Energy & Resources (E&R) Program is responsible for delivering \$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.

We are seeking an experienced project manager to plan, manage and deliver key project outcomes within the E&R Program in accordance with the Bureau Delivery Model.

The Project Manager, E&R, will work under the direction of the Projects Team Lead to deliver projects delivering impact and value to the energy and resources sectors. The projects will involve working with colleagues across several Programs of the Bureau including managing technical input from areas such as the Data and Digital Group, Research and operational forecasting. The Project Manager will tailor project management methodologies and approaches under the guidance of the Bureau's Enterprise Portfolio Management Office.

The ideal candidate is a person who thrives in a team-based workplace, is dedicated to achieving outcomes using effective and efficient methods, is able to communicate clearly with a range of people, has advanced project management skills and understands how to tailor process based on each project's characteristics to ensure the right level of control.

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. Plan and drive the delivery of projects, managing all delivery aspects including financial and resource forecasts, supporting and encouraging team performance.
2. Liaise with relevant internal and external stakeholders to manage risks and issues and deliver project outcomes.
3. Maintain project artefacts following prescribed standards and contribute to the improvement of project management governance standards, processes and templates.
4. Ensure the various elements of the Bureau's Commitment to Diversity & Inclusion are applied in the work area.
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.

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.

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To Apply

Position Contact	Steve Duggan, stephen.duggan@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0762872

Job Title	Senior Business Analyst
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC, Brisbane QLD, 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	60019367
Agency Website	

Job Description

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

The Senior Business Analyst provides business analysis services to the Australian Climate Service. The focus of this position is to work closely with the business to gain in-depth understanding of the business strategy, processes, services, roadmap, information systems, processes, services and the context in which the business operates. This role will be key to understanding business processes from end-to-end to identify and address operational, financial, and technological risks.

The successful candidate will be skilled in delivering business analysis in a complex and dynamic environment with a focus on ITC platforms and associated products and services. The role reports to the Project Manager, Digital Platforms.

Duties

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

1. Responsible for the investigative work to determine requirements and specify effective business processes, through improvements in information systems, information management, practices, procedures, and organisation change.
2. Collaborate with stakeholders at all levels, across the lifecycle of a project ensuring the business needs are delivered etc.

3. Identify, create and facilitate process design changes by conducting business and systems process analysis and design at a complex level; focusing on quality improvement and data management; ensuring data is reliable and valid; developing process improvements or re-engineering and recommending elimination; integrating new systems and processes with existing ones; and partnering with internal and external customers to ensure systems provided meet the long-term business strategies.
4. Provide and support the implementation of business solutions by building relationships and partnerships with key stakeholders; identifying business needs; determining and carrying out necessary processes and practices; monitoring progress and results; recognising and capitalising on improvement opportunities; and adapting to competing demands, organisational changes and new responsibilities.
5. Support the development of business cases, defining business need and potential benefits, options for achieving these benefits, associated business risks, and ensuring subsequent project delivery traces back to the original business case.
6. Facilitating collaboration with peers across the organisation; articulating ideas and viewpoints to senior management, peers and others; supporting project delivery to the project portfolio pipeline; and holding self and team accountable for results.
7. Adherence and quality assurance for the business analysis framework across the project delivery lifecycle, championing the value of requirements management principles and driving adoption of and adherence to policies and standards.
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 will be required to hold or obtain and maintain a Baseline security clearance.

Knowledge and Skills Required

Mandatory

- Proven experience in business analysis and demonstrated ability to manage multiple tasks, prioritise activities, and meet tight project deadlines.
- Experience and in-depth knowledge in using standard project management tools and software, including MS Project, Jira, Confluence and MS Office365 suite.
- Strong interpersonal and communication skills to engage and collaborate with diverse stakeholders, including scientists, policymakers, and community representatives. Experience in facilitating meetings, workshops, and stakeholder consultations.
- Ability to work in a fast-paced and evolving field, adapting to changing priorities and requirements. Resilience to handle project setbacks, challenges, and uncertainties. Capacity to work effectively under pressure.

- Problem solving and critical thinking skills, particularly in a complex, research-based organisation requiring product delivery via technical tools and pathways.

Desirable

- Understanding and/or experience of Australian Public Service operations, at the Federal government level.
- Familiarity with the Australian climate environment and knowledge of relevant Australian climate policies, such as the National Climate Resilience and Adaptation Strategy.

Notes

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

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To Apply

Position Contact	Stuart Milne, Program Manager Information Enablement, stuart.milne@acs.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0762886

Bureau of Meteorology

Closing Date: Friday 19 September 2025

Science and Innovation
Research

Job Title	Senior Research Scientist (Aviation Meteorology)
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$135,402 - \$159,165
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	60019126
Agency Website	

Job Description

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

As part of the Bureau's Research Program, the Forecast Innovation Team (FIT) undertakes research and development applicable to the weather forecast process, in particular the use of ensemble model output to underpin probabilistic forecasts, leveraging guidance from large-scale and convection-allowing modelling systems including processed Numerical Weather Prediction (NWP) model output such as IMPROVER. The team also leads the development of improvements to forecast production tools with a focus on severe and high-impact weather, including hazardous conditions for aviation. Overall, FIT is facilitating a more efficient forecast process and the production of more reliable and accurate NWP-based guidance products with a strong operational focus.

The team's research delivery and support capability is expanding to include the support of the Volcanic Ash Advisory Centre (VAAC). The VAAC is tasked with volcanic ash monitoring / detection and the dissemination of short-term predictions of hazardous plumes of volcanic ash following a volcanic eruption for the benefit of safe and economical air travel. This function involves the accurate diagnosis of volcanic eruption details based on remote sensing data and the use of numerical dispersion modelling to predict the time evolution of a diagnosed ash plume. A state-of-the-art dispersion modelling system for volcanic ash has been implemented at the Bureau's VACC to support this function: the Dispersion Ensemble Prediction System version 2 (DEPS-2). Gaining a deep understanding of the operational system with its strengths and weaknesses and the ability to initialise the systems with accurate initial conditions will form an essential component of the VAAC support role.

The Bureau is now seeking an able and highly motivated person to become the scientific focal point for the ash advisory service and its underpinning research and development. The successful applicant will need to engage closely with (1) operational staff in order to ensure their current and future requirements are met; (2) other staff in the Research Program with expertise in NWP and/or observations science; and (3) software engineers who support the DEPS-2 system.

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 a resume, contact details for two referees and a statement against the selection criteria (maximum of 300 words per criterion).

Duties

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

1. Under limited supervision, perform scientific research into the generation of volcanic ash plumes and their dispersion through the atmosphere with the goal of improving automated volcanic ash guidance (satellite-based ash retrievals and ash dispersion modelling). Such research benefits from originality, creativity and innovation and the application of knowledge and skills gained from a demonstrated compatible research background.
2. Lead the development and transition to operations of volcanic ash systems, and/or the generation of uplifted or new products. Provide scientific expertise and advice to the Bureau-operated Volcanic Ash Advisory Centre, the Aviation, Land and Maritime Transport program, and the Research program leadership.

3. Liaise with other teams in the Science and Innovation Group (SIG) to provide science advice for improving satellite-based volcanic ash retrievals and for the implementation of volcanic ash guidance system upgrades into an operational production environment.

4. Publish research results in peer-reviewed journals, technical or research reports. Present results at internal meetings and seminars, and at external fora.

5. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy and a demonstrated commitment to the APS Values and Code of Conduct.

Immediate Supervisor: Forecast Innovation Team Leader (Position ref: 6001 5510)

Eligibility

A degree or Doctor of Philosophy 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.

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To Apply

Position Contact	Harald Richter, 0425 826 526
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0762898

Bureau of Meteorology

Closing Date: Sunday 28 September 2025

Australian Climate Service

Job Title	Senior Geospatial Analyst
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, 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	60018871
Agency Website	

Job Description

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

Reporting to an ACS Senior Delivery Lead, the Senior Geospatial Analyst will have an important role in delivering practical and valued services for decision-makers, working closely with the four

Australian Climate Service delivery partners, other key climate and natural disaster stakeholders and external service providers.

The Australian Climate Service is a virtual agency with a complex and dynamic operating environment. The Senior Geospatial Analyst will connect the Commonwealth and State Governments' extensive data, information, and capabilities to drive a better understanding of climate and natural disaster risks. The ability to work collaboratively with staff across all ACS partners and to communicate complex concepts effectively are key for this role.

Duties

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

1. Work with the Program Managers to manage the day-to-day activities of key projects, engaging with key stakeholders and collaborating with delivery partners to develop, deliver and report on project plans.
2. Prepare comprehensive reports, summaries, and presentations that effectively communicate status and findings to diverse audiences. Ensure the information is easily understandable, actionable, and supports evidence-based decision-making.
3. Apply program relevant expertise, such as: knowledge of natural hazards (e.g., Meteorological, Geotechnical), specific data domains (i.e. social, economic, built and environmental), data analysis and management, and geospatial analytical and technical skills, or understanding of the relevant policy environment.
4. Develop, maintain, and continuously improve the data, methods and tools needed to deliver information and analysis across the four domains – natural, social, economic and built. Experience with data management, sharing and standards is desirable.
5. 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.
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

Australian Citizenship

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

Mandatory Knowledge & Experience

- A degree or diploma of an Australian educational institution, or a comparable qualification, which is appropriate to the duties, or 3 years of experience which are relevant to the duties.
- Geospatial expertise is required.
- Experience of writing scientific content for the public would be beneficial.
- In-depth knowledge of climate change science, adaptation strategies, emergency management frameworks is desirable.

Notes

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To Apply

Position Contact	Anne Goldsack Senior Delivery Lead – Australian Climate Service, anne.goldsack@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0762649

Comcare

Closing Date: Sunday 28 September 2025

Corporate Group
Technology and Information Management Team

Job Title	Test Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$89,709 - \$96,239
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and can be negotiated with the business area.
Classification	APS Level 5
Position Number	01008
Agency Website	

Job Description

https://www.comcare.gov.au/careers/current_vacancies

Team Overview

The Technology and Information Management team maintain Comcare's Information, Communication and Technology (ICT) infrastructure and provide strategic leadership, governance, solutions and advice for the effective management of information.

The Test and Release unit is one part of this team and is primarily responsible for planning, executing, reporting and defect management for all Comcare software testing activities. The unit also performs release management activities such as assisting the Test and Release Manager in coordinating deployment of software through the testing and staging environments, through to production.

Duties

The Test Analyst role will be involved in all aspects of the software development lifecycle resulting in proactive and continuous engagement of various stakeholders which may include, but not limited to, business representatives, subject matter experts, application developers, business analysts, application support and operations team.

The Test Analyst will participate and assist the Test and Release Manager through various testing activities and phases including coordination and promotion of software builds through test environments and production.

This role will contribute to the team's strong client-focused culture in support of Comcare's business operations, by:

1. Participating in software quality assurance activities prior to deployment within both traditional and agile delivery environments.
2. Implementing technology test management, processes and controls.
3. Assisting and contributing to the planning, development and implementation of test documentation to ensure adequate coverage and communication of activities.
4. Contributing to the preparation of test environments including user and test account setup and verification.
5. Providing support to business during user acceptance testing.
6. Reviewing requirement and design documentation for completeness and accuracy.
7. Designing, developing and executing appropriate and reusable test cases applying test techniques relevant to the product/application under test.
8. Participating in the defect management process which involves identification, reporting, tracking and retesting.
9. Contributing to the maintenance of knowledge artefacts and test assets relating to both the product/application and testing.
10. Working in collaboration with technology teams to understand the software solution/s and support the prompt resolution of defects found during testing.
11. Supporting the education of stakeholders in the use of software testing methodology and tools.
12. Willingness to learn and grow in technical testing and automation.
13. Support the development and maintenance of automated test scripts using tools like Katalon Studio.
14. Execute automated test suites and report results.

Desirable experience

- Minimum 3 years' software testing experience preferred.

Eligibility

1. Australian citizenship.
2. Ability to obtain and maintain a Baseline Security Clearance.
3. Specific conditions:
 1. May be required to work outside of normal business hours to support planned releases.

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, 1300366979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

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Employment and Workplace Relations

Vacancy VN-0762840

Department of Employment and Workplace Relations (DEWR)

Closing Date: Friday 26 September 2025

Workforce Australia Provider Support Division
Western Australia State Office Western Australia State Office

Job Title	Australian Government Job Coordinator – Geraldton Employment Region – Identified Position
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Geraldton WA
Salary	\$125,220 - \$138,394
Future Merit Locations	Geraldton
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	25/1111
Agency Website	https://www.dewr.gov.au/

Job Description

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

Do you like building relationships and solving problems to make a difference to people's lives? Got great networks in your community? Interested in working for the department but not wanting to move to Canberra? Then this may be the role you have been looking for. This is not a standard 'desk' job. The position is based in the Geraldton Employment Region, with a focus on making sure local needs are addressed, and local voices inform government policy and programs.

Reporting to the Western Australia State Office, your role as an Australian Government Job Coordinator will be to support local workforce needs in the Geraldton Employment Region, in partnership with business and communities. You will do this in a practical and on-the-ground way that involves talking to people, identifying and solving problems. You will develop a Local Jobs Plan and work with a Local Jobs and Skills Taskforce to initiate projects and activities that are based on local needs, and which support regional employment opportunities. You will make a difference to the lives of local people.

Each day will be different, and you will often be out on the road, talking to people throughout the region. You'll need a high level of self-sufficiency and initiative as well as a passion for helping people to collaborate and deliver outcomes for your community. The successful candidate will be provided with the tools of the trade to work remotely which include a mobile phone, laptop and access to a car.

The position requires a physical presence in the region as you are expected to be available for face-to-face meetings and community engagements with stakeholders, at least four days a week. Not all meetings will be in office hours and the role is likely to require some out of hours work within the region.

Duties

Your role will operate within the existing Local Jobs Program. As an Australian Government Job Coordinator (formerly an Employment Facilitator), you will bring together key stakeholders including employers, employment services providers, and education and training organisations to collaboratively address the challenges and opportunities in the region.

Working collaboratively with Departmental colleagues, you will establish and work with a local taskforce to identify regional jobs and skills priorities and work to achieve them.

You will need to understand and help the community access the supports and opportunities that different levels of government provide to help people build skills and move into employment. You may need to bring these supports together, identify any gaps and collaborate to find solutions to them. You will play a key role in helping the community access funding to address national and local priorities.

As an Australian Government Job Coordinator, you will:

- Support the employment priorities of the region by building and sustaining productive and collaborative working relationships with employment service providers, training and industry providers, peak body organisations, employers, community organisations and education providers to maximise support for all job seekers.
- Drive engagement and discussion between Australian Government agencies, state government, councils and community-based organisations to understand what the community needs to deliver effective employment and skills initiatives.
- Collate and share relevant information and evidence with the Department to support employment services reform.
- Based on your understanding of community needs, drive initiatives, provide advice and inform policy development so that government initiatives work for and make a practical difference to those who need it.
- Work with local stakeholders, to design and develop community driven employment and training projects that create opportunities for job seekers with local employers that result in employment outcomes.
- Respond to retrenchment and structural adjustment events that impacts jobs as part of the Transition Support Network.

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 driver's licence and home internet is essential for this role.
- A Working with Vulnerable People check (or ability to attain one) is essential for this role.

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 (08) 9464 4215, (08) 9464 4215
Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Employment and Workplace Relations

Vacancy VN-0762870

Department of Employment and Workplace Relations (DEWR)

Closing Date: Friday 26 September 2025

Workforce Australia Provider Support Division
Western Australia State Office Western Australia State Office

Job Title	Australian Government Job Coordinator – Broome Employment Region – Identified Position
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Broome WA
Salary	\$125,220 - \$138,394
Future Merit Locations	Broome
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	25/1109
Agency Website	https://www.dewr.gov.au/

Job Description

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

Do you like building relationships and solving problems to make a difference to people's lives? Got great networks in your community? Interested in working for the department but not wanting to move to Canberra? Then this may be the role you have been looking for. This is not a standard 'desk' job. The position is based in the Broome Employment Region, with a focus on making sure local needs are addressed, and local voices inform government policy and programs.

Reporting to the Western Australia State Office, your role as an Australian Government Job Coordinator will be to support local workforce needs in the Broome Employment Region, in partnership with business and communities. You will do this in a practical and on-the-ground way that involves talking to people, identifying and solving problems. You will develop a Local Jobs

Plan and work with a Local Jobs and Skills Taskforce to initiate projects and activities that are based on local needs, and which support regional employment opportunities. You will make a difference to the lives of local people.

Each day will be different, and you will often be out on the road, talking to people throughout the region. You'll need a high level of self-sufficiency and initiative as well as a passion for helping people to collaborate and deliver outcomes for your community. The successful candidate will be provided with the tools of the trade to work remotely which include a mobile phone, laptop and access to a car.

The position requires a physical presence in the region as you are expected to be available for face-to-face meetings and community engagements with stakeholders, at least four days a week. Not all meetings will be in office hours and the role is likely to require some out of hours work within the region.

Duties

Your role will operate within the existing Local Jobs Program. As an Australian Government Job Coordinator (formerly an Employment Facilitator), you will bring together key stakeholders including employers, employment services providers, and education and training organisations to collaboratively address the challenges and opportunities in the region.

Working collaboratively with Departmental colleagues, you will establish and work with a local taskforce to identify regional jobs and skills priorities and work to achieve them.

You will need to understand and help the community access the supports and opportunities that different levels of government provide to help people build skills and move into employment. You may need to bring these supports together, identify any gaps and collaborate to find solutions to them. You will play a key role in helping the community access funding to address national and local priorities.

As an Australian Government Job Coordinator, you will:

- Support the employment priorities of the region by building and sustaining productive and collaborative working relationships with employment service providers, training and industry providers, peak body organisations, employers, community organisations and education providers to maximise support for all job seekers.
- Drive engagement and discussion between Australian Government agencies, state government, councils and community-based organisations to understand what the community needs to deliver effective employment and skills initiatives.
- Collate and share relevant information and evidence with the Department to support employment services reform.

- Based on your understanding of community needs, drive initiatives, provide advice and inform policy development so that government initiatives work for and make a practical difference to those who need it.
- Work with local stakeholders, to design and develop community driven employment and training projects that create opportunities for job seekers with local employers that result in employment outcomes.
- Respond to retrenchment and structural adjustment events that impacts jobs as part of the Transition Support Network.

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 driver's licence and home internet is essential for this role.
- A Working with Vulnerable People check (or ability to attain one) is essential for this role.

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.

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To Apply

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Agency Recruitment Site	https://dewr.nga.net.au/cp/

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Communications and the Arts

Vacancy VN-0762820

National Museum of Australia

Closing Date:Sunday 28 September 2025

Growth and Engagement
Digital

Job Title	Front End Developer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$94,563 - \$105,910
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	APS Level 6
Position Number	150537
Agency Website	https://www.nma.gov.au/about/employment

We have an exciting opportunity for the right candidate to join our growing Digital team in the Growth and Engagement Division at the National Museum of Australia. This is a unique chance to play a pivotal role in shaping the future of the Museum and enhancing its digital experiences as we embark on an exciting digital transformation journey.

The Front End Developer plays a crucial role in creating engaging and user-friendly web applications that enhance the overall digital experience for our users.

In this role, you will leverage your expertise in HTML, CSS, and JavaScript, along with modern frameworks and tools, to build responsive and performant web applications. You will be an advocate for best practices in front-end development, focusing on code quality, performance optimization, and cross-browser compatibility. By staying current with industry trends and emerging technologies, you will contribute to the continuous improvement of our digital products and help shape the future of our online presence.

Ultimately, the Front End Developer is essential in bridging the gap between design and technology, ensuring that our digital experiences are seamless, engaging, and aligned with the Museum strategy.

Duties

- Develop and maintain responsive and visually appealing user interfaces for web applications.
- Ensure that all front-end components are functional, user-friendly, and aligned with design specifications.
- Adhere to coding standards and best practices to produce clean, maintainable and well-documented code.
- Work closely with UX/UI designers to translate design mock-ups and wireframes into high-quality code.
- Collaborate with back-end developers to integrate APIs and ensure seamless data flow between front-end and back-end system.
- Engage in agile methodologies, including sprint planning, daily stand-ups, and retrospectives, to contribute to project planning and execution.
- Collaborate with team members to prioritize tasks and deliver high-quality features on time.
- Continuously research and implement new front-end technologies, frameworks, and best practices to enhance development processes.
- Share knowledge and insights with team members to foster a culture of learning and improvement.

Eligibility

To be eligible to apply for this vacancy, applicants must:

- be an Australian citizen
- undergo pre-employment checks, including a police record check
- hold or be eligible to hold a security clearance at the level specified in the position description.

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 2-page pitch addressing their suitability for the role against the essential and desirable Skills, experience and qualifications. Applicants must also provide a resume and contact details for 2 referees.

Applications close 11:59pm on Sunday 28 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	Andy Duncan, 0431 480 902
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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Communications and the Arts

Vacancy VN-0762854

National Museum of Australia

Closing Date: Sunday 28 September 2025

Growth and Engagement
Digital

Job Title	Business Analyst
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$94,563 - \$105,910
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	APS Level 6
Position Number	150557
Agency Website	https://www.nma.gov.au/about/employment

Job Description

<https://www.nma.gov.au/about/employment>

We have an exciting opportunity for the right candidate to join our growing Digital team in the Growth and Engagement Division at the National Museum of Australia. This is a unique chance to play a pivotal role in shaping the future of the Museum and enhancing its digital experiences as we embark on an exciting digital transformation journey.

The Business Analyst will primarily work on the Customer Relationship Management system. The ideal candidate will be responsible for identifying business needs, analysing processes, and providing solutions to enhance efficiency and effectiveness. This role will also involve collaborating with stakeholders to gather requirements and ensure that project objectives align with business goals. The Business Analyst will also be expected to take on the Product Owner role of the platform and manage and deliver the backlog.

In addition, as part of our dynamic Digital team, the Business Analyst will actively contribute to the enhancement of existing digital services and support the execution of various projects and programs. They will be responsible for designing, testing, and evaluating solutions to ensure that both stakeholder and agency requirements are met.

Duties

- Working closely with business stakeholders, understanding, discovering, defining, validating, prioritising and continuously managing business and customer requirements.
- Translating business needs into clear and comprehensive technical specifications.
- Synthesising business and technical requirements and concepts and presenting them in clear and straightforward terms.
- Providing input during the design phase, ensuring that technical solutions align with business goals.
- Facilitating workshops and perform business analysis activities including business process modelling, business and solution requirements lifecycle management, and data modelling.
- Produce clear and structured artefacts including business process maps, user stories, functional specifications, and current/future state documentation.
- Working with an outcome focus, demonstrating an ability to effectively challenge the business while retaining a customer focus.
- Continuously monitor system performance and user feedback to identify areas for improvement.
- Assist business units in understanding change impacts and support end-user readiness activities.
- Create, prioritize, and maintain the product backlog, ensuring it reflects the most valuable features and requirements.
- Participate in sprint planning, UAT preparation and execution, change impact assessments, and training coordination.

Eligibility

To be eligible to apply for this vacancy, applicants must:

- be an Australian citizen
- undergo pre-employment checks, including a police record check

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Notes

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Visit <https://www.nma.gov.au/about/employment> and apply online.

Reasonable adjustments are available throughout the recruitment process. If you require, or would like to discuss reasonable adjustments, please contact the Contact Officer for this position.

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