



Australian Government

**Commonwealth of Australia
APSJobs - Vacancies Daily
PS39 Daily Gazette Monday - 29 September
2025.pdf**

Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS39 Weekly Gazette Thursday - 02 October 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>

The date of publication of this Gazette is PS39 Daily Gazette Monday - 29 September 2025.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

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Vacancies

Vacancy VN-0763447

Australian Fisheries Management Authority

Closing Date: Monday 13 October 2025

Corporate Services Branch People, Capability and Engagement

Job Title	Senior Communications Officer
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	\$100,690 - \$111,345
Future Merit Locations	Majura
Office Arrangement	Hybrid
Office Arrangement Details	Work 3 days in the office per week
Classification	APS Level 6
Position Number	10015
Agency Website	

Job Description

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

Duties

We are looking for an experienced communications professional who can manage AFMA's websites, SharePoint site and social media channels. In addition, we're looking for someone who can develop content governance processes, documentation and resources and train the AFMA staff in their use.

About the team

The People, Capability and Engagement Section is responsible for AFMA's operational and strategic human resources and communications functions. We provide high quality client service,

and strong an effective advice, guidance and support to AFMA staff and the Executive across a range of HR areas including workforce planning, workplace relations, performance, conduct, work, health and safety, learning and development and recruitment.

The Communications and Media team is responsible for the development and implementation of both short-term and long-term projects including, but not limited to, AFMA's social media channels, media management and engagement, stakeholder engagement, communications strategies, website and intranet.

In this section you will have exposure to work with staff at all levels across AFMA's three branches and four offices in Canberra, Lakes Entrance, Darwin and Thursday Island.

The position

The Senior Communications Officer is a client-focused role that delivers communication products for both internal and external audiences using multiple channels including web, media, social media, and events. The Senior Communications Officer will lead content strategy approach for AFMA's digital presence both internally and externally.

You will foster and maintain effective relationships with stakeholders across the organisation and our external clients and partners, including industry associations and digital and design agencies.

Demonstrating great communication skills, the Senior Communications Officer is a communications all-rounder, able to write, create and review a range of communication material for different channels, with a clear understanding of how the messages will be received by target audiences and internal stakeholders.

Capabilities

We are looking for someone who has:

- Excellent verbal and written communication skills
- Ability to forward plan, schedule and manage priorities
- Effective interpersonal communications skills to work well with a broad spectrum of stakeholders (internal and external)
- Demonstrated experience in preparing and managing media release and news articles
- Demonstrated experience in preparing and managing social media content
- Demonstrated experience using digital platforms and content management systems such as Drupal on govCMS, SharePoint and Wordpress
- Proficiency in design programs and editing software like Adobe Creative Suite including photoshop

Eligibility

Qualifications in communications/media, or progress towards such a qualification, and/or relevant experience in a related field.

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Claire Baker, 02 6225 5412
Agency Recruitment Site	https://www.afma.gov.au/careers

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Vacancy VN-0763453

Australian Sports Commission

Closing Date:Friday 17 October 2025

AIS Operations
AIS Aquatic Centre Pool Operations

Job Title	Senior Pool Operator
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$57,373 - \$71,095
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On-site (AIS Pool)
Classification	APS Level 3
Position Number	EXT/25-237
Agency Website	https://www.sportaus.gov.au/

Job Description

<https://ausport.nga.net.au/?jati=991EB194-649B-9B63-61E7-E4374A646AD3>

Duties

Applications close at **11:30 pm AEST 17 October 2025** (late applications will not be accepted).

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

Are you up for the challenge?

About the team –

The AIS Aquatic Centre operates a diverse range of state-of-the-art facilities over a 7-day operating environment, including: 50m and 25m indoor heated pools, testing and training pool and Recovery Centre. These facilities are utilised by both High Performance and commercial programs, and the Centre is open to the public for individual use, with both pools also being available for hire for group use by schools, sporting clubs and other organisations.

About the role –

An opportunity exists for 1 suitably qualified individual to assist the Pool Operations manager in coordinating day-to-day operations. In this position, under direction from the Pool Operations manager, you will be required to:

- Co-ordinate and supervise Pool Operators in the provision of lifeguarding and equipment and facility set-up/pack-down
- Keep abreast of developments and trends in the aquatic and leisure industry to maintain the leading-edge profile of the Centre
- Possess technical knowledge with regard to electronic timing systems and water quality
- Guide, mentor and inspire employees to ensure a motivated, productive, and inclusive team environment.

To be successful in the role, you will need:

- Current Royal Life Saving Pool Lifeguard certificate
- Senior First Aid qualification
- Ability to work on a rotating roster (4 on / 4 off) which includes weekends.
- Demonstrated experience in operations of an aquatic, sporting, and/or recreational facility.
- Pool and Spa Operators certificate or willingness to obtain.

This position is offered as an **ONGOING** position.

Why work with us?

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

- Options for flexible working arrangements.
- Annual allowances towards training based on individualised career goals.

- Access to a customised ASC L&D calendar for ongoing professional and career development.
- Generous superannuation scheme with up to 15.4% employer contributions.
- Corporate discount on AIS Shop merchandise.
- Access to Clearinghouse for Sport, an information sharing platform for Sporting professionals.

Additionally, our Canberra campus offers:

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

Eligibility

- To be eligible for employment with the Australian Sports Commission, it is preferred that applicants are Australian citizens or permanent residents of Australia.
- As part of the Commonwealth Child Safety Framework the ASC is committed to being a Child Safe Organisation and leading the way in Child Safety across the sports sector. This position requires a Working with Vulnerable/Children People check to obtain employment.

Notes

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

About the Australian Sports Commission

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

To Apply

Position Contact	Shannon Salvestro, Pool Operations Manager, 02 6124 1460
Agency Recruitment Site	https://ausport.nga.net.au/?jati=991EB194-649B-9B63-61E7-E4374A646AD3

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Vacancy VN-0763463

Australian Sports Commission

Closing Date:Friday 10 October 2025

Office of the CEO
Communications and Media

Job Title	Assistant Director, Communications and Media
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Melbourne VIC
Salary	\$124,728 - \$147,177
Future Merit Locations	Sydney, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	EXT/25-253
Agency Website	https://www.sportaus.gov.au/

Job Description

<https://ausport.nga.net.au/?jati=A8224E80-1EA2-27EE-C19C-E4374BA4B08C>

Duties

Applications close at **11:30pm AEST Friday, 10 October** (late applications will not be accepted).

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

Are you up for the challenge?

About the team –

The Communications and Media team leads external and internal communications as well as social media for the ASC to maintain our reputation and position as the leading national voice for sport in Australia. We aim to lead, advocate and support stakeholders to inspire an active Australia.

About the role –

As a senior member of the Communications and Media team, the Assistant Director will have an outward facing role that leads the engagement and delivery of strategic communication support to a range of stakeholders. This includes overseeing media relations, digital content, capability building, and issues management.

This role has a particular focus on **crisis communications preparedness and response**, as well as **developing and delivering media training** to build the capability athletes, senior leads and communications staff across the sector.

In consultation with the Director, Communications and Media, you'll be asked to drive and implement the organisations' strategic agenda to help achieve key outcomes.

Key responsibilities include:

- Drive and implement the organisational communication and engagement strategy across traditional and digital platforms.
- Lead the development and delivery of proactive and responsive media strategies, including crisis and issues management protocols.

- Build and maintain strong relationships with media, government, sports organisations, athletes, coaches, and administrators.
- Provide strategic advice and support to executives and program leaders on reputational issues, messaging, and communication risks.
- Deliver media training workshops to enhance internal and sector-wide communication capability.
- Oversee content planning and development for digital and internal communication channels.
- Analyse digital performance and media coverage, and provide actionable insights to senior leadership.
- Manage external contracts and services such as media monitoring and distribution.
- Promote an audience-centred approach to communications and champion high-quality digital engagement.
- Foster collaboration across business units and lead cross-functional projects to meet strategic goals.
- Uphold and model the ASC values and contribute to a high-performing, inclusive team culture.

About you –

We are looking for a motivated individual with excellent attention to detail and the ability to work within a creative communications team. The successful candidate will have:

- **Extensive industry experience** with demonstrated exposure to the media industry from multiple perspectives (e.g., journalism, public relations, broadcast, sport communications).
- **Strong sector relationships** with athletes, administrators, coaches, media and key sporting stakeholders — highly desirable.
- **Demonstrated expertise** in crisis communications, media relations, and reputation management in complex or high-pressure environments.
- Experience developing and delivering **media training workshops** to a range of audiences.
- Tertiary qualifications in communications, journalism, media, or a related field, with senior-level experience.
- Strong writing and verbal communication skills across platforms and audiences.
- Proven ability to lead, influence, and collaborate with internal and external stakeholders.
- Ability to manage high workloads, competing deadlines, and complex issues with sound judgment and strategic foresight.

This position is offered as an **ONGOING** position.

Why work with us?

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

- Options for flexible working arrangements.

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

Additionally, our Canberra campus offers:

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

Eligibility

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

Notes

- As part of this position, the role occupant may have access to sensitive, and potentially distressing information in the areas of sexual misconduct and child safeguarding.
- The ASC is committed to protecting children from harm. We require all applicants that will work with children to undergo screening processes prior to appointment.
- Should a merit pool be established for this position, it may be used to fill ongoing or fixed term opportunities as they arise within 18 months from the date advertised.
- The ASC operates under the [Australian Sports Commission Act 1989](#) and is separate to the Public Service Act 1999. The ASC accepts most leave liability and recognition of prior service if you are currently employed at a Commonwealth agency.
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and innovation. We manage high performance operations at the AIS Campus in Canberra, supporting seven National Training Centres of Excellence, and a European Training Centre in Italy. Further, we individually support thousands of athletes and dozens of Australian sports through guidance and collaboration.

To Apply

Position Contact	Leigh Meyrick, Director, Communications and Media, 0407 407 830
Agency Recruitment Site	https://ausport.nga.net.au/?jati=A8224E80-1EA2-27EE-C19C-E4374BA4B08C

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Vacancy VN-0763438

Department of Home Affairs

Closing Date: Sunday 12 October 2025

Executive Coordination
Media & Communication Content Management and Optimisation

Job Title	Assistant Director, Content Management and Optimisation
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - QLD QLD, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - SA SA
Salary	\$115,443 - \$134,865
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	Executive Level 1
Position Number	139800
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139800/>

The Media and Communication Branch is responsible for centrally coordinating media enquiries and strategic communications for the Department of Home Affairs. The Branch is comprised of several teams that each deliver important influence and enabling services for Minister's offices, Senior Public Servants, departmental business areas and client service delivery channels.

Content management positions in the Content Management and Optimisation section develop and manage content for online (including websites, Virtual Assistant and Knowledge Management) and phone channels, to enhance the cross-channel user experience. They manage and optimise content using data analysis and engagement with business areas. The position requires staff management, including setting and coordinating tasking; managing performance and team administration.

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

Our ideal candidate

Candidates must be forward thinking and motivated people who enjoy working in a dynamic and innovative environment. They will be self-driven, collaborative, strategic and have experience leading teams. They will have excellent writing and editing abilities, an interest in improving user experience, the ability to decipher and translate complicated information into a more easily understandable form and well-developed communication and stakeholder engagement skills. They should possess the ability to quickly assimilate and analyse information, adapt to changes and contribute towards innovation and continuous improvement.

Our ideal candidate will also have:

- Excellent communication and writing skills.
- Strong stakeholder engagement skills.
- Interest and experience in the development of content for client service delivery.
- Interest and experience in call centre operations.

Duties

- Lead a team to develop, coordinate and optimise content for Home Affairs online and phone channels.
- Providing leadership to the team, including setting and coordinating tasking, providing feedback and managing performance.
- Ensure the team's work optimises the cross-channel user experience and reflects the priorities of the Branch, Division and Department.
- Contribute to the strategic direction of the Section and Branch.
- Provide strategic oversight and governance of content processes.
- Develop and foster key stakeholder relationships at senior levels.
- Engage with relevant business areas on content improvement and performance analysis, and implement projects where required.
- Review and action complex and high priority jobs.
- Develop and maintain content management processes and strategy documents.

Eligibility

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

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

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

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

Notes

The Department of Home Affairs offers an attractive remuneration package, including salary, superannuation benefits and flexible working conditions appropriate to the level of the position. The Australian Public Service (APS) Employee Value Proposition (EVP) highlights the top reasons our employees enjoy working in the APS.

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

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

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

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

About the Department of Home Affairs

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

To Apply

Position Contact	Geetha Krishnakumar, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139800/

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Vacancy VN-0763333

Independent Health and Aged Care Pricing Authority

Closing Date:Sunday 12 October 2025

Independent Health Aged Care Pricing Authority
Hospital Policy and Classification Branch Classifications Section

Job Title	Executive Level 1 - Manager Classifications
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Surry Hills NSW
Salary	\$120,842 - \$137,823
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible work arrangements may be negotiated with your manager
Classification	Executive Level 1
Position Number	25-IHACPADIV-29934
Agency Website	

The Classification Manager's role is to support the Director, Classifications with regards to the delivery of IHACPA's classification development work program and all other matters as they arise, including developing and refining the activity based funding classifications and managing procurements and contracts.

Duties

- Support the Director, Classifications with regards to the delivery of IHACPA's classification development work program and all other matters as they arise, including developing and refining the activity based funding classifications and managing procurements and contracts.
- Develop jurisdictional, Pricing Authority, advisory committee and working group papers and correspondence within the timeframes determined by the Chief Executive Officer and the Executive Director, Hospital Policy and Classification.
- Establish and manage relationships with internal and external stakeholders.

Eligibility

To be eligible for employment with the Department of Health and Aged Care applicants must be an Australian citizen at the time an offer of employment is made.

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

- Satisfactory completion of an Australian Federal Police 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.

Notes

Applications close 11:30pm AEDT.

Applicants are asked to quote reference number 25-IHACPADIV-29934 to assist when making an enquiry.

Employees perform their duties at one of the Department of Health and Aged Care (DoHAC) offices, in the locations specified in this advertisement. Remote working is possible and is negotiated with your manager on commencement. Flexibility can be negotiated with your manager to balance your personal and professional needs with the needs of your role and business area.

This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

About the Independent Health and Aged Care Pricing Authority

The Independent Hospital Pricing Authority (IHPA) was established under the National Health Reform Act 2011 (NHR Act) (Cwlth) to improve health outcomes for all Australians. Its primary responsibility has been to enable the implementation of national activity based funding of public hospital services through the annual determination of the national efficient price and national efficient cost. These determinations play a crucial role in calculating the Commonwealth funding contribution to Australian public hospital services, and offer a benchmark for the efficient cost of providing those services as outlined in the National Health Reform Agreement. On 12 August 2022 amendments to the NHR Act came into effect changing IHPA's name to the Independent Health and Aged Care Pricing Authority (IHACPA) and expanding its role to include the provision of costing and pricing advice on aged care to the Commonwealth Government.

To Apply

Position Contact	Renee Giannopoulos, 0423 291 264
Agency Recruitment Site	https://www.ihacpa.gov.au/careers

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Vacancy VN-0763465

National Portrait Gallery of Australia

Closing Date: Thursday 16 October 2025

Access & Learning

Job Title	Bookings and Schools Experience Coordinator
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$86,305 - \$92,991
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On-site;
Classification	APS Level 5
Position Number	7413
Agency Website	https://www.portrait.gov.au/

Job Description

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

As the Bookings and Schools Experience Coordinator, you will work collaboratively as part of the Access and Learning team. You will work with the team to deliver high quality customer service for our stakeholders, visitors, staff and supporters. The Bookings and Schools Experience Coordinator is responsible for managing, maintaining and optimising critical business systems including the Book Canberra Excursions Portal (BCE), Artifax venue management software system and the Gallery's Customer Relationship Management database – Tessitura. This position also provides administrative support for the Access and Learning section and drives best practice and sustainability by collaborating across the Gallery and with external partners to promote group visitation and educational programs. This position reports to the Manager, Commercial, Events & Tourism.

This position requires a significant on-site presence due to the operational requirements of the role. Occasional after-hours work will be required.

Duties

Specific Tasks

1. Promote services and programs offered by Gallery to a diverse range of clients including travel, coach and bus companies, teacher groups and other stakeholders.

2. Is the Gallery Administrator for Tessitura CRM databaset, the Book Canberra Excursion Portal and Artifax venue management system.
3. Contributes to the development of the group visitation and educational excursion programs and bring new products and experiences to the market.
4. Contribute to the development of strategies focused on retaining clients and increasing, attracting and engaging new audiences.
5. Providing support in administrative and business support activities for the section, identify risks and determine appropriate course of action to meet stakeholder needs.
6. Generate statistical reports for – Boards reports, Fairfax reports, Monthly school reports, ticketing and other reports as required.
7. Represent the Gallery in the broader BCE, educational tourism and Tessitura community and maintain relationships across these networks.
8. Provide high-level support to the Manager, Commercial, Events and Tourism in delivering and refining the strategic direction of the National Portrait Gallery's commercial, tourism, and event management functions to enhance visitor experience and revenue outcomes.

Eligibility

Selection Criteria

1. Demonstrated experience in administrative support, CRM and booking systems, and broader business operations, with a proven ability to identify and implement opportunities for process improvement.
2. Demonstrates strong organisational and project management skills with the ability to prioritise and respond positively to change.
3. Communicates clearly through highly developed listening, written and verbal communication skills.
4. Builds and sustains positive relationships with team members, stakeholders and clients, is audience focused with a proven track record in great customer service.
5. Takes responsibility for managing work projects to achieve results and makes a positive impact on workplace culture.
6. Knowledge and understanding of the principles and practices of Workplace Diversity and Equity, Workplace Relations and Work Health and Safety and the ability to apply them to work practices.

Notes

Applicant information

In no more than one A4 page, 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

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	Paul McKay, 02 6102 7059
Agency Recruitment Site	https://www.portrait.gov.au/content/employment/

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Attorney-General's

Vacancy VN-0762497

Australian Federal Police

Closing Date: Monday 20 October 2025

Job Title	Team Leader - Employment and Dispute Resolution
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$127,101 - \$138,349
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Onsite in Canberra, ACT
Classification	Executive Level 1
Position Number	15177
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15177/>

Did you know?

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

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

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

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

Duties

Chief Counsel Portfolio

The AFP's Chief Counsel Portfolio (CCP) is a dynamic, professional, diverse and interesting legal practice, underpinned by our commitment to AFP values and desire to foster a positive and inclusive workplace culture.

The CCP is comprised of:

- The Chief Counsel Office;
- AFP Legal (which is AFP Legal Operations Team and AFP Legal Corporate Team); and
- Criminal Assets Litigation (CAL) (which is CAL North Team and CAL South Team).

The portfolio is geographically dispersed across six capital cities. The Portfolio is managed by the Chief Counsel and each legal team is managed by a General Counsel.

AFP Legal Corporate

The AFP Legal Corporate team is responsible for the provision of legal advice and litigation services that directly support the operational law enforcement activities of the AFP.

AFP Legal provides high quality, cost effective in-house professional legal services in administrative, operational, commercial and employment law to the AFP.

Applications are sought from suitably qualified applicants wishing to be considered for the role of Legal Team Leader - AFP Legal Corporate – Employment and Dispute Resolution Law Team.

As a Team Leader you also play a pivotal role in developing people, managing change and influencing behaviours that lead to a supportive culture that respects the perspectives, talents and value of each individual. Consistent with the AFP values, AFP leadership philosophy, organisational reform agendas, AFP corporate business plans and your Performance Development Agreement, the expectation is that you will deliver on the core responsibilities and meet any requirements of the position as outlined below.

What will you do?

The role of Legal Team Leader in AFP Legal requires strong management and leadership skills. Coupled with this, the role requires substantial technical expertise, including the ability to provide timely, well-written and accurate legal advice across employment and litigation matters including the management of claims, civil litigation, coronial inquests and industrial disputes against the AFP and providing advice on all aspects of employment law and industrial relations including enterprise agreements, entitlements, disciplinary matters and termination of employment.

The Legal Team Leader Corporate – Employment and Dispute Resolution is expected to:

- Supervise a diverse team (including geographically diverse teams where appropriate) including lawyers with different levels of experience;
- Manage the team's workflow and priorities to align with Chief Counsel Portfolio (CCP), AFP Legal and AFP priorities;
- Conduct, and/or manage/supervise complex matters with minimal supervision;
- Represent the AFP in high level discussions and negotiations with external stakeholders;
- Actively progress legislative, governance and policy development;
- Actively contribute to, encourage and influence the team's contribution to, knowledge and information management initiatives; and
- Collaborate with Coordinators, General Counsels and Chief Counsel to achieve CCP objectives and support the broader organisation strategic direction

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- All applicants must hold a current practising certificate.
- Demonstrated experience in employment law.
- Demonstrated ability to lead a team.

Desirable Requirements

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

- Minimum AFP Band level 7 (equivalent to APS EL1).
- Minimum of 5 years post admission experience

Notes

- This position is an AFP Band 8 Level.
- This role attracts additional remuneration of \$14,000 per annum.
- This role is located in Canberra and applicants are expected to be based in Canberra. Interstate applicants must be willing to relocate at their own cost.

About the Australian Federal Police

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

To Apply

Position Contact	Patrick Myrtle, 02 5126 7801
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15177/

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Attorney-General’s

Vacancy VN-0762500

Job Title	Team Leader - Commercial and Governance Law Team
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$127,101 - \$138,349
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This role is located in Canberra and applicants are expected to be based in Canberra.
Classification	Executive Level 2
Position Number	15176
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15176/>

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

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

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

Duties

Chief Counsel Portfolio

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What will you do?

The role of Legal Team Leader in AFP Legal requires strong management and leadership skills. Coupled with this, the role requires substantial technical expertise, including the ability to provide timely, well-written and accurate legal advice across commercial and governance matters including in relation to procurement and contracts, intellectual property, leasing and operational and financial governance.

The Legal Team Leader Corporate – Commercial and Governance is expected to:

- Supervise a diverse team (including geographically diverse teams where appropriate) including lawyers with different levels of experience;
- Manage the team's workflow and priorities to align with Chief Counsel Portfolio (CCP), AFP Legal and AFP priorities;
- Conduct, and/or manage/supervise complex matters with minimal supervision;
- Represent the AFP in high level discussions and negotiations with external stakeholders;
- Actively progress legislative, governance and policy development;
- Actively contribute to, encourage and influence the team's contribution to, knowledge and information management initiatives; and
- Collaborate with Coordinators, General Counsels and Chief Counsel to achieve CCP objectives and support the broader organisation strategic direction.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- All applicants must hold a current practising certificate.
- Demonstrated experience in commercial and governance law.
- Demonstrated ability to lead a team.

Desirable Requirements

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

- Minimum AFP Band level 7 (equivalent to APS EL1).
- Minimum of 5 years post admission experience

Notes

- This position is an AFP Band 8 level.
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To Apply

Position Contact	Alison Macdonald, 02 5127 4136
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15176/

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Attorney-General's

Vacancy VN-0763444

Australian Federal Police

Closing Date: Friday 30 January 2026

Job Title	Register of Interest - Data Engineer / Platform Administrator
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Perth WA, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	\$127,565 - \$145,389
Future Merit Locations	Canberra, Sydney, Perth, Brisbane, Adelaide, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	IT Specialist
Position Number	14960
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/14960/>

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- 4 extra days of mandatory rest leave per year
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
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- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Sitting within the Technology, Strategy and Data branch the Data Analytics Team is responsible for developing and enhancing the AFP's Business Intelligence capability (SAS Firefly). We have broad and exciting remit, working with stakeholders at all levels of the AFP to provide them with business intelligence reporting to assist in make better informed data driven decisions. Work is often driven by executive needs and outcome reporting for major operations, the breadth and visibility provided exposes the team to amazing opportunities to see what many areas of the AFP do and how they do it.

Maintaining the BI capability has three main streams, platform administration, Data engineering (ETL) and Visual analytics (Report and dashboard development). The team has a range of platform administration, data analyst and data engineering skills to manage these elements and uses an agile methodology to assist in prioritisation. We are a mid-sized team (6-8 members) which is geographically spread and utilises technology to support a strong and effective flexible working culture. This role has been created specifically to lead the platform administration aspect of our work and to support our data engineering process.

What will you do?

The successful candidate will be required to:

- Maintenance of the SAS Platform through first level Platform administration, and continuing to build these skills to perform patching, testing, monitoring and fault checking.
- Complex system administration including troubleshooting and leading SAS Firefly problem resolution.
- Deriving security requirements from business teams and understand complex technical landscapes to implement appropriate security models.
- Documentation of technical SOPs.
- Raise and present technical changes in appropriate forums.
- Ability to build and maintain complex data pipelines using SAS toolsets.
- Validating SAS ETL and analytical outputs of team members to ensure appropriate quality control.

- Business Analysis including developing business requirements in sensitive business areas.
- Work collaboratively and communicate well within a self-sufficient scrum team.
- Establishing and maintaining strong stakeholder relationships.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Relevant qualification or extensive experience and knowledge in area of expertise..
- Demonstrated experience (5+ years) in the Platform Administration/Data Engineering domains.
- Experience with SAS administration.
- Strong communication and documentation skills.
- Ability to work with senior stakeholders.
- Demonstrated experience with modern data analytics, data engineering tools.
- Demonstrated ability and eagerness to take the initiative to learn new technologies quickly.

Desirable Requirements

We're interested in hearing from people who:

- Have the ability to ask the right questions and find the right solutions, to act with integrity and place the customer at the centre of everything you do.
- Can bring your passion for service excellence and, whilst being comfortable working independently, you will also be able to refer our customers to other specialist team members in order to better serve their needs.
- Have relevant SAS, Platform and Data Engineering experience.

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

- Demonstrated experience Linux Platform Administration
- Demonstrated experience in Visual Analytics and application of User Experience concepts.
- Demonstrated experience in ETL development.
- Data Manipulation / Wrangling skills in technologies such as SAS Enterprise Guide, SAS BASE, Python or R.
- Strong demonstrated ability to troubleshoot and resolve technical issues.
- Formal qualifications from a recognised tertiary institution or demonstrated equivalent skills and experience in Information and Data Management.

- Proven history of knowledge sharing, mentoring and upskilling of team members' SAS technical capabilities.

Notes

- This role is an AFP Technical Specialist - Band 1.

Commitment to Diversity and Inclusion

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

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To Apply

Position Contact	Kevin Raine, N/A
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/14960/

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Attorney-General's

Vacancy VN-0763459

Job Title	Register of Interest - Talent Acquisition Officer (Band 4 & Band 5)
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$84,458 - \$107,559
Future Merit Locations	Canberra, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4;APS Level 5
Position Number	15313
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15313/>

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- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Do you have excellent organisational, customer service and interpersonal skills and want to work for an Agency that makes a big community impact? Do you thrive in a mission-driven environment where your efforts will contribute to Australia's public safety?

At the AFP our workforce is our greatest asset, and we are seeking experienced and dynamic individuals to join us in building and delivering a skilled and committed law enforcement workforce.

The Recruitment Team sits as part of the broader People Command. We provide expert recruitment advice and services to our internal clients, represent the AFP brand as the first point of customer service for candidates, and ultimately support the strategic intent of the AFP by recruiting the people we need, both now and for the future.

As the AFP continues to expand, we anticipate upcoming vacancies in our Recruitment Branch at the Band 4 and Band 5 levels within the below teams:

- **Talent Acquisition Services Team** - Responsible for the recruitment of support (corporate services) and specialist roles into the AFP, as well as any internal recruitment. The team works closely with our internal clients to understand their talent needs, develop attraction strategies, and guide them through the recruitment process with advice and processing support.
- **Sworn Recruitment Team** - Responsible for bulk recruitment for new police and protective service officer recruits. The team administers bulk recruitment and assessment centres year round, supporting candidates through their journey towards becoming police officers and protective service officers.

- **Emerging Talent Team** - Responsible for bulk recruitment programs including the AFP's Graduate and First Nations Pathway Program, the team's work involves managing annual bulk recruitment processes and providing program management support to program participants within the business, as well as our internal clients who supervise participants.

What will you do?

Generally day to day responsibilities may include:

- Processing recruitment actions and selection outcomes using the in-house recruitment system (SAP Success Factors).
- Providing candidate care via email and phone as applicants move through various recruitment gateways, including a high level of customer service in response to queries through the AFP Recruitment hotline and via our central mailbox.
- Being a positive and informative brand ambassador for the AFP in interactions with candidates and any attendance at Career Fairs
- If required, participate in recruitment and selection assessment centres
- Generating letters of offer, and relevant documentation to ensure a positive and timely onboarding experience.
- Liaising with a variety of internal stakeholders in response to their recruitment requirements to ensure operational and business needs are met.
- Contributing to the review and evaluation of recruitment policies and processes to enhance the delivery of recruitment to the AFP.
- Producing reports and updates on recruitment processes and other relevant statistics.

In addition to the above responsibilities, the Band 5 will:

- Advertise vacancies internally or on external job boards including Seek, APSJobs, LinkedIn etc (Band 5).
- Think creatively and strategically in the way we market, target and attract critical and required skill sets.
- Assist with the ongoing improvements and maintenance of policies and procedures relating to recruitment and talent processes.
- Assist with reform work and driving continuous improvement initiatives across the recruitment function.

Eligibility

Essential Requirements

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

- Demonstrated experience in administrative/customer service roles or related fields is essential for the Band 4.
- 2-3 years demonstrated experience in recruitment is essential if you are applying for the Band 5.

Desirable Requirements

- Experience using SAP Success Factors.
- Relevant HR qualifications or progress towards achieving this.

Notes

- This role is an AFP Band 4 and 5 level.
- This role is located in Canberra and Melbourne and applicants are expected to be based in these areas.

Commitment to Diversity & Inclusion

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To Apply

Position Contact	Carla Babic, N/A
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15313/

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Attorney-General's

Vacancy VN-0763395

Commonwealth Ombudsman

Closing Date: Sunday 12 October 2025

Policy & Assurance
OPCAT and Detention Monitoring

Job Title	Director OPCAT and Detention Monitoring
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Canberra ACT, Sydney NSW, Brisbane QLD, Perth WA, Adelaide SA
Salary	\$137,289 - \$155,611
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work can be requested in line with operational requirements
Classification	Executive Level 2
Position Number	041_09/25
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

We are looking to fill the role of Director to lead the OPCAT and Detention Monitoring team.

The Optional Protocol to the Convention Against Torture and other Cruel, Inhuman or Degrading Treatment or Punishment (OPCAT) is an international human rights treaty designed to support the protection of individuals in places of detention from torture and other ill treatment.

The OPCAT and Detention Monitoring team includes the:

- Commonwealth National Preventive Mechanism (NPM) team which oversees places under the control of the Commonwealth where people are deprived of their liberty. These places include, but are not limited to, places of immigration detention, Australian Federal Police, and Australian Defence Force facilities. The team monitors the treatment of people and the conditions of their detention and makes recommendations for improvement, with a focus on addressing systemic issues to reduce the risk of torture and ill-treatment in detention.
- NPM Coordinator team which coordinates and supports a collective of NPMs across the Commonwealth, States and Territories which together form the Australian NPM.
- Detention Monitoring team which prepares assessments of the circumstances of individuals in long term immigration detention under s 486O of the Migration Act 1958. Their assessments and recommendations can have a direct impact on the quality of life of people who have been in immigration detention for more than 2 years.

Duties

Duties are to be performed under broad direction of the Senior Assistant Ombudsman (SESB1) of the Policy and Assurance Branch and in accordance with the APS Code of Conduct. The Director will demonstrate and uphold the office values of independence, impartiality, integrity, accessibility, and professionalism.

You will:

- promote a positive and collaborative team culture committed to continuous improvement and the strategic goals of the Office
- monitor overall team performance and wellbeing and identify and implement strategies to continually improve team capability, performance and wellbeing
- communicate with influence and professionally represent the office
- develop and manage effective external relationships including with other NPMs, government agencies, civil society groups and international organisations, to promote the objectives of the team and the Office generally
- navigate complex challenges and demonstrate excellent judgement and appropriate consideration of risk
- develop a reputation as a trusted advisor to executives and senior leaders.
- prepare executive and whole of Office briefings, strategies and plans, including contributing to the development and implementation of branch and corporate plans
- collaborate across the Office and contribute to whole of Office leadership, strategy and initiatives
- travel interstate.

Eligibility

The successful candidate must:

- be an Australian citizen.
- undergo a National Criminal History records check.
- be able to obtain and maintain a Baseline security clearance.
- Be willing to undergo a pre-employment psychological assessment. The position can involve exposure to potentially distressing information and materials. It is important we are confident you will be able to engage with this work without experiencing harm to your wellbeing.

Notes

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

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

About the Commonwealth Ombudsman

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

To Apply

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

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Attorney-General's

Vacancy VN-0763397

Commonwealth Ombudsman

Closing Date: Sunday 12 October 2025

Complaints
Complaints Assessment

Job Title	Director Complaints Assessment
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD, Adelaide SA, Perth WA
Salary	\$137,289 - \$155,611
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work can be requested in line with operational requirements
Classification	Executive Level 2
Position Number	042_09/25
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

The Office of the Commonwealth Ombudsman (the Office) is looking to fill a vacancy at the EL2 level. This role is responsible for delivering operational and strategic outcomes for the Office and the Australian community. EL2 Directors are a valued part of the Office's executive and will work collaboratively across the Office to achieve outcomes.

We are seeking strong leaders and highly capable managers who are passionate about serving the Australian Community and influencing change. The successful candidate will have experience in service and program delivery, change and program management, continuous improvement, integrity functions or similar.

The Complaints Branch delivers effective and impartial complaint handling services by assisting people who contact the Office to resolve their issue as efficiently as possible. As the core entry point for complainants to contact the Office, the Branch manages the intake, triage, assessment and early resolution of complaints received through various contact channels including online, telephony, in person, email and mail.

Duties

Duties are to be performed under broad direction of the Senior Assistant Ombudsman (SESB1) and in accordance with the APS Code of Conduct. The Directors will demonstrate and uphold the office values of independence, impartiality, integrity, accessibility, and professionalism.

In this role you will:

- Oversee delivery of a high-quality complaint assessment and triage service according to legislation, policy, procedures, quality and service standards.
- Lead and manage a team responsible for delivering complaint handling functions of the Office. In doing so, you will work collegiately as part of a small agency, fostering a culture of performance, innovation and continuous improvement.
- Adopt a strategic approach to identifying emerging trends and systemic issues arising from complaints and develop and implement solutions.
- Provide timely, evidence-based, and well researched technical or specialist advice to the Executive and other officers on matters that may arise.
- Build and maintain effective relationships with internal and external stakeholders to promote the objectives of the team and the Office generally.
- Lead projects and functions including producing reports incorporating recommendations for change and improvement.
- Lead and contribute to the Office's objectives and to continuous improvement and performance within the workplace.

Eligibility

The successful candidate must:

- be an Australian citizen,
- undergo a National Criminal History records check and
- be able to obtain and maintain a security clearance at a level appropriate to the position offered. The level of the security clearance will be dependent upon the requirements of the position.
- Be willing to undergo a pre-employment psychological assessment. Some areas of the Office's work involve exposure to potentially distressing information and materials. It is important we are confident you will be able to engage with this work without experiencing harm to your wellbeing.

Notes

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

About the Commonwealth Ombudsman

About the Office The purpose of the Office of the Commonwealth Ombudsman (the Office) is to: • provide assurance that the Australia Government entities and prescribed private sector organisations that the Office oversees, act with integrity and treat people fairly, and • influence enduring systematic improvement in public administration in Australia and the Pacific region. The Office does this through handling complaints, conducting investigations, performing audits and inspections and encouraging good administration. The Office also influences improvement in public administration in the Pacific region through collaboration with

partner entities. The Office is statutorily independent within the Attorney-General's portfolio with the following separate titles that describe some of our specific powers and functions: • Defence Force Ombudsman • Postal Industry Ombudsman • Overseas Students Ombudsman • Private Health Insurance Ombudsman • Immigration Ombudsman • Law Enforcement Ombudsman • VET Students Loans Ombudsman. The Commonwealth Ombudsman is also the ACT Ombudsman. Further information about the Office is available at the Commonwealth Ombudsman website.

To Apply

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

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Attorney-General's

Vacancy VN-0763464

Commonwealth Ombudsman

Closing Date: Sunday 12 October 2025

Defence, Investigations, ACT and Legal Branch
Strategic Investigations 2

Job Title	Director Strategic Investigations 2
Job Type	Full-Time, Ongoing
Location	Perth WA, Canberra ACT, Sydney NSW, Brisbane QLD, Melbourne VIC, Adelaide SA
Salary	\$137,289 - \$155,611
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work can be requested in line with operational requirements
Classification	Executive Level 2
Position Number	044_09/25
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

We are looking to fill the role of Director of the Strategic Investigations 2 team.

The team is one of two Strategic Investigations teams within the Office that conduct own motion investigations and inquiries on behalf of the Ombudsman under the *Ombudsman Act 1976*. The team draft reports with recommendations, suggestions and comments to agencies with the aim of influencing systemic improvement in public administration across all the agencies we oversee. These reports or statements about these reports are often published. The Strategic Investigations teams also monitor and assess agency implementation of recommendations and suggestions made by our Office and draft reports for publication.

Directors are a valued part of the Office's executive and will work collaboratively across the Office to achieve outcomes. We are seeking strong leaders and highly capable managers who are passionate about serving the Australian Community and influencing change.

Duties

Duties are to be performed under broad direction of the Senior Assistant Ombudsman (SESB1) of the Defence, Investigations, ACT and Legal Branch and in accordance with the APS Code of Conduct. The Directors will demonstrate and uphold the office values of independence, impartiality, integrity, accessibility, and professionalism.

In this role you will:

- lead and manage a small team to
 - conduct own motion investigations and inquiries on behalf of the Ombudsman, including drafting reports with recommendations, suggestions and comments for change and improvement
 - monitor and assess agency implementation of recommendations and suggestions and comments
 - prepare reports and other materials for publication.
- provide timely, evidence-based advice to the Executive on matters that may arise.
- build and maintain effective relationships with internal and external stakeholders to promote the objectives of the team and the Office generally.
- lead and contribute to the Office's objectives, fostering a culture of continuous improvement and building staff capability.

Eligibility

The successful candidate must:

- be an Australian citizen,
- undergo a National Criminal History records check and
- be able to obtain and maintain a security clearance at a level appropriate to the position offered. The level of the security clearance will be dependent upon the requirements of the position.

Notes

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To Apply

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

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Attorney-General’s

Vacancy VN-0763405

Office of the Inspector-General of Intelligence and Security

Closing Date: Sunday 26 October 2025

Job Title	Assistant Director, Legal Advising
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$121,089 - \$134,987
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	Canberra Based
Classification	Executive Level 1
Position Number	0304/25_OIGIS-EXT
Agency Website	https://www.igis.gov.au/

Job Description

<https://agcareers.nga.net.au/?jati=4BA153EB-25EE-A162-E8DA-E4370E5D6291>

Who are we

The Office of the Inspector-General of Intelligence and Security (IGIS) is central to the independent oversight of the Australian intelligence and security agencies. The Inspector-General is an independent statutory office holder with oversight of the activities of Australia's intelligence and security agencies to ensure they act legally and with propriety, comply with ministerial guidelines and directives, and respect human rights. The work of the Inspector-General and his staff provide assurance to ministers, the parliament and the public that these agencies are using their powers as intended.

We are a small portfolio agency, proud of our contribution to the national interest. We recognise that our people are our greatest asset – we recruit and retain highly capable, motivated professionals with high levels of integrity and personal drive; and we invest in, and value, their development. Further, we offer a rewarding, positive, and inclusive environment, empowering staff to work flexibly in their contribution to the achievement of agency goals.

It is an exciting time for our office, as we undergo a period of change and growth. As a result of an expected expansion in our jurisdiction and new powers granted to intelligence agencies in recent years, the office is expected to grow to strengthen our capabilities.

Duties

The Opportunity

The Legal team within the Legal and Assurance Branch of the Inspector-General of Intelligence and Security (IGIS) is a dedicated team of legal officers and legal policy officers responsible for the provision and facilitation of legal advice, services, training and support in fulfilment of the IGIS' functions.

The Assistant Director, Legal Advising is a diverse role that includes providing legal advice, conducting legal education and training, and preparing submissions for parliamentary committees. The Assistant Director Legal will be expected to provide clear and practical legal advice to senior management and internal stakeholders on a range of different legal matters.

Key responsibilities of Assistant Director, Legal Advising include:

- The functions of the IGIS, including in relation to oversight, complaints and public interest disclosures
- Issues relating to procurement processes, including contract formation and tendering procedures
- Office policies and procedures to ensure compliance with all relevant laws and obligations
- Employment related matters
- Ad hoc issues including relating to privacy, confidentiality and work, health and safety

- Prepare and conduct internal and external legal training and development for both the Legal team and the office
- Prepare decision briefs relating to requests from the Freedom of Information Commissioner for the Inspector-General to give evidence under the Freedom of Information Act 1982 (Cth) or Archives Act 1983 (Cth)
- Where required, work effectively with policy departments on the development of legislation relevant to the functioning of the IGIS and oversight of intelligence and security matters
- Build effective and solutions driven relationships with a variety of stakeholders, including policy agencies and other oversight bodies
- Provide advice, draft submissions and support the appearance of the Inspector-General before the Parliamentary Joint Committee on Intelligence and Security and other parliamentary committees
- Contribute to the effective functioning of the Agency Oversight, Enterprise Management, and Legal and Assurance Branches, and the IGIS more broadly
- Undertake other duties relating to the work of the section, which may include acting in the role of Director, Legal, as required.

To be successful in this role you will have:

- experience in providing legal advice, especially in the context of statutory interpretation and/or administrative law
- a demonstrated ability to exercise sound judgment, show initiative and work effectively in a small team
- a demonstrated ability to guide, mentor and develop junior team members
- a desire to work in a productive, values-driven organisation and to achieve results
- a positive attitude, energy and commitment to the objectives of the IGIS
- a collaborative and respectful approach to all aspects of your work
- The ability to conduct your work in an organised and flexible manner
- a demonstrated ability to work in a highly sensitive workplace and to resolve complex problems
- An aptitude for relationship building, and the ability to influence and build relationships with senior executives and a network of stakeholders
- Strong interpersonal skills, including excellent written and verbal communication.

Essential requirements

- a degree in law from an Australian university, or a comparable overseas degree which is recognised in Australia for admission to practice
- a practicing certificate, or eligibility to hold a practicing certificate, in the ACT
- Admission on the roll of an Australian State or Territory Supreme Court, or of the High Court of Australia
- a minimum of five years Post Admission Experience

Desirable skills

- Experience drafting high quality legal advice, especially in the context of statutory interpretation and/or administrative law
- Relevant experience in legal policy and legislation review
- a developed understanding of national security and intelligence legislative frameworks

Eligibility

Security, suitability and integrity requirements

Citizenship - you must be an Australian citizen

Employment Suitability Assessment (ESA)– appointment to our Office depends on the outcome of an ESA.

Security Clearance – appointment and ongoing employment at the Office are subject to a Positive Vetting clearance being granted and maintained. You must be willing to undergo a security clearance vetting process at the Top-Secret Positive Vetting clearance level and must be willing to fully cooperate in the assessment process, including the timely provision of information and documentary evidence. Security vetting may take many months to complete and requires candidates to provide significant personal information to the vetting authority.

Positions at IGIS are positions of trust. In addition to the above, all IGIS staff are required to make annual conflict of interest declarations to support the independence and integrity of the Office.

The successful candidate must be in Canberra or willing to relocate. The IGIS offers relocation assistance to new employees relocating to Canberra from interstate.

Notes

How to apply

Applicants must be submitted through [IGIS Recruitment Portal](#) on our website by 11:30pm AEST on the closing date.

NOTE: All applications must be provided at the OFFICIAL level. Classified applications will not be accepted.

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

- Your current resume.
- Contact details of two referees (one of these must be your current supervisor/manager)
- a written statement explaining why you are interested in IGIS and how your education, skills, knowledge and experience make you suitable for the position (maximum 750 words)

When framing your response, you should also refer to the Integrated Leadership System (ILS) and the capabilities required to be successful at the Executive Level 1. Information about the ILS is available on the [Australian Public Service Commission website](#).

Contact

If you would like more information about the position, please contact **OIGIS Recruitment Team** on **02 6141 4490** or by email at oigis-recruitment@igis.gov.au

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

About the Office of the Inspector-General of Intelligence and Security

The Inspector-General of Intelligence and Security is an independent statutory office holder who reviews the activities of six intelligence agencies within IGIS jurisdiction: • Australian Security Intelligence Organisation - ASIO • Australian Secret Intelligence Service - ASIS • Australian Signals Directorate - ASD • Australian Geospatial-Intelligence Organisation – AGO • Defence Intelligence Organisation - DIO • Office of National Intelligence - ONI The purpose of this review is to ensure that these agencies act legally and with propriety, comply with ministerial guidelines and directives and respect human rights. The functions of the

Inspector-General are prescribed under sections 8, 9 and 9A of the Inspector-General of Intelligence and Security Act 1986 (Comlaw). The Inspector-General can undertake a formal inquiry into the activities of an agency in response to a complaint or a reference from a minister. The Inspector-General can also act independently to initiate inquiries and conducts regular inspections and monitoring of agency activities. In conducting an inquiry, the Inspector-General has significant powers which include requiring the attendance of witnesses, taking sworn evidence, copying and retention of documents and entry into the premises of an agency within jurisdiction. The Inspector-General can also conduct preliminary inquiries into matters in order to decide whether to initiate a full inquiry.

To Apply

Position Contact	OIGIS Recruitment, (02) 6141 4490
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=4BA153EB-25EE-A162-E8DA-E4370E5D6291

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Defence

Vacancy VN-0763228

Department of Defence

Closing Date:Monday 13 October 2025

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Commercial Officer
Job Type	Full-Time, Ongoing
Location	Amberley QLD, Brindabella Business Park ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Amberley, Brindabella Business Park
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	CASG/07288/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=1FAD2B8D-916B-D3EB-06D7-E4365B54E074>

Duties

The Role

As an APS 6 Commercial Officer within the Department of Defence, you will play a key role in supporting the delivery of commercial and procurement outcomes aligned with departmental and government policy. Working closely with the Commercial Manager, you will contribute to the development, negotiation, and management of contracts, ensuring compliance with legislative frameworks and providing sound commercial advice to decision-makers.

Your responsibilities will include:

- Drafting and reviewing contract documentation
- Supporting procurement planning and risk management activities
- Ensuring probity, transparency, and alignment with the Commonwealth Procurement Rules

You will also assist in financial management tasks such as tracking contract deliverables, preparing financial reports, and identifying efficiencies to support sustainable project outcomes. This role requires strong engagement with internal stakeholders and industry partners to achieve value for money outcomes that support Defence capability objectives.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDGP). 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

This position is part of the Commercial team within the Collaborative and Autonomous Systems Project Office (CASPO). The team provides critical contracting, procurement, and probity support to enable the successful delivery of CASPO's objectives.

You will collaborate with professionals across project management, engineering, testing, operations, and corporate functions in a multidisciplinary environment. The team fosters a supportive and knowledge-sharing culture, ensuring holistic delivery of outcomes.

As a member of this team, you will be exposed to commercial activities involving cutting-edge developmental technologies, including the integration of new Collaborative Combat Aircraft capabilities into the Royal Australian Air Force (RAAF).

Our Ideal Candidate

We are seeking a motivated and experienced professional with a strong background in government procurement and contracting, ideally within a Defence project environment. You thrive under pressure, meet tight deadlines, and bring strategic thinking and problem solving skills to complex commercial challenges.

Key attributes include:

- Excellent communication and stakeholder engagement skills
- Strong attention to detail and analytical capability
- Demonstrated experience in procurement, contracting, and probity
- Sound understanding of public sector financial and procurement processes

A relevant tertiary qualification or practical experience in law, business, procurement, or a related field is highly desirable. Prior experience as a Commercial Officer and familiarity with Defence’s unique operating environment will be highly regarded.

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	Megan Herron, 07 5362 5068
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1FAD2B8D-916B-D3EB-06D7-E4365B54E074

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Defence

Vacancy VN-0763254

Department of Defence

Closing Date:Monday 13 October 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	ICT Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Laverton VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra, Laverton
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	JCG/07651/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=66DBBE1C-E518-C3AA-6311-E436955A87B9>

Duties

The Role

The ICT Manager will work in a cross functional team to support the delivery, operate, and continuous improvement of ICT services. You will oversee service performance, support changes and integration upgrades, and ensure services are delivered in line with organisational requirements and governance frameworks.

You will support directorate governance activities through administration, roadmaps, delivery reporting and reviews, while contributing to portfolio and project management methods to deliver predictable and reliable outcomes.

As an APS6 ICT Manager you will:

- Oversee ICT delivery and performance, ensuring compliance with Service level agreement (SLA) policies, and governance.
- Support changes and integration upgrades, applying Information Technology Infrastructure Library (ITIL) practices to enable effective service operations.
- Support directorate governance activities through administrations, finance, procurement, roadmaps, delivery reporting, and reviews.

- Engage with Defence users, partners, and vendors to balance priorities and achieve agreed outcomes.
- Provide advice, documentation, and guidance on service processes, reviews, and improvement initiatives.

About our Team

Joint Capabilities Group (JCG) was formed in July 2017 and has continued to evolve since its inception. We are a fully integrated civilian-military-contractor workforce, drawing on high-quality and motivated people from diverse backgrounds and academic disciplines who embody Defence and Australian Public Service values.

JCG is a multi-domain Group comprising of Space, Cyber and the Defence Networks, and delivering Military Strategic Effects and Logistics for the Defence Enterprise Cyber Operations Division (COD), responsible for the integration, operation, management and security of Defence's global strategic communications capability that enable military operations and support Defence business.

COD is also responsible at the strategic level to the Chief of Defence Force and Chief of Joint Operations for advice and technical control for the Command, Control, and Communications and Cyber security in support of ADF Operations.

COD consists of four branches:

- Service Management Branch (SMB)
- Enterprise Technology Operations Branch (ETOB)
- Defence Strategic Communications Branch (DSCB)
- J6 Operations Support (J6OS)

SMB promotes and manages the integration of cyber providers and monitors services to ensure a positive and seamless user experience. SMB also supports users globally through various communication channels including digital self-help, Service Centres and desk-side support.

ETOB works with Defence business owners to improve the security, performance and stability of the application and platform services that enable military capability and support Defence enabling services. ETOB manages applications across finance, human resources, logistics, information management, whole of government and security domains. ETOB is also responsible for Defence enterprise cloud services, End User Computing, application hosting services and data centre management for Defence.

The DSCB provisions strategic communications to support the ADF worldwide, lead incident and fault management for deployed and enterprise ICT systems, manage the sustainment of Defence's deployed networks, operate the Defence Communications Master Station and tactical interface stations across Australia, and is the authority for cryptographic equipment.

DSCB is also responsible for a Multi-Disciplinary Team (MDT) which has responsibility for Defence mobility. Lastly, DSCB is responsible for the vital certificate management, data synchronisation and directory services essential for the authentication of all our personal identities that govern so much of how we operate online.

The J6OS Branch provides specific staff support to the Head of Cyber Operations in his capacity as the Strategic J6 and his accountabilities to the Chief of Joint Capabilities. The J6OS Branch is responsible for the management and oversight of specified military and High Frequency capabilities, interoperability with allied and other coalition partners and management of the Electromagnetic Spectrum Defence Spectrum Office.

Our Ideal Candidate

We are seeking applications from candidates who are innovative, practical and solutions focused. The role involves engaging stakeholders across Defence, suppliers, and delivery partners to ensure ICT services and systems are effectively governed, operated, and continuously improved.

They will demonstrate sound judgement and initiative in resolving complex issues, support changes and integration upgrades, and apply management practices in complex ICT environments. The role requires strong governance and analytical skills, with the ability to interpret policy, apply frameworks, and provide authoritative advice to support Defence outcomes.

The ideal candidate will bring experience in ICT processes and an understanding of the frameworks ITIL or equivalent. They will demonstrate strong communication and negotiation skills, enabling them to influence outcomes and balance competing priorities across diverse stakeholders.

An APS6 ICT Manager may coach others or lead small teams and be accountable for the outcomes of their work area. They will contribute to capability uplift through mentoring and feedback while maintaining a commitment to professional development.

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	Catherine Kruss, 03 8326 0053
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=66DBBE1C-E518-C3AA-6311-E436955A87B9

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Defence

Vacancy VN-0763274

Department of Defence

Closing Date:Monday 13 October 2025

NAVY
Deputy Chief of Navy

Job Title	Policy Author
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NAVY/07824/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=32A2842E-CD77-4BA0-3639-E43696EA3E03>

Duties

The Role

The Directorate of Navy Governance is seeking 2 x EL 1 Policy Authors who are required to manage and implement the Navy Library's (N Library) authoring program on behalf of SO1 N Library. Policy Authors will also undertake editorial, research and analysis tasks to support development of publications across a broad range of Navy areas. The N Library is Navy's knowledge repository containing Navy's policy, doctrine, frameworks, systems of management, orders, processes, instructions and procedures that facilitate the achievement of the Navy Mission. In partnership with Navy subject matter experts, Policy Authors will be required to draft new Navy policy, frameworks and management systems. They will also assist the N Library business analysts with the authoring of Australian Navy Publications based on Navy's business process diagrams to ensure the processes are accessible at sea.

You will exercise both initiative and judgement in the development of Navy policies, frameworks and management systems, and display exceptional attention to detail when proofreading and editing publications on behalf of Navy's subject matter experts.

Applicants need to demonstrate skills and abilities in relation to some/all of the key duties being:

- Manage and implement the Navy Library's authoring program on behalf of SO1 N Library.
- Work collaboratively with Navy's subject matter experts to develop new publications covering policies, governance frameworks, systems of management, processes and procedures for inclusion in the N Library.
- Undertaking research, analysis and stakeholder engagement activities to collect and collate publication content, and the subsequent drafting, formatting and editing of that content into an N Library publication.
- Review, revise, format and edit complex documents including Navy's policy publications, governance frameworks, management systems and processes.
- Partner with N Library's business analysts to transition business process diagrams into publication content, ensuring consistency between the two.
- Develop an extensive understanding of Navy's governance framework and how it interacts with the One Defence model.
- Be/Become an expert in Defence writing with an ability to structure disparate content into a concise, readable format aligned to N Library structure and format.
- Assist stakeholders in understanding the N Library authoring process and their obligations with respect to achieving authoring outcomes.

About our Team

Working to the Director Navy Governance, you are part of a team that is embedded in a dynamic environment, and consisting of a blended workforce of ADF and APS supporting Navy Outcome 5. The N Library team is responsible for development and maintenance of the N Library which is Navy's online knowledge repository for policy, governance frameworks, doctrine, process and other documentation used by Navy to achieve its mission.

Our Ideal Candidate

The ideal candidate will have a demonstrated ability to author and edit complex documents, be highly motivated, have high levels of administrative and organisational abilities, excellent time management skills, and preferably a background in Defence (or similar) policy development or publication/doctrine development.

To succeed in this role, applicants will be required to demonstrate:

- The ability to lead a team to achieve directed outcomes.
- Excellent stakeholder engagement and verbal communication skills.
- Excellent judgement, problem solving skills and initiative
- Excellent writing skills, with an ability to author complex policy, governance, systems of management and process publications in accordance with the Defence writing guidelines.
- Ability to work independently and as part of a small, high performing team.
- Ability to handle highly sensitive information in accordance with government security requirements.

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	Fiona Henderson, 02 6132 7013
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=32A2842E-CD77-4BA0-3639-E43696EA3E03

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Defence

Vacancy VN-0763290

Department of Defence

Closing Date:Monday 13 October 2025

Defence People Group
Joint Support Services

Job Title	DECMS Knowledge Manager
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DPG/07812/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=9CB75676-D97E-A987-285A-E436981DBE7A>

Duties

The Role

The EL 1 Defence ERP Case Management Solution (DECMS) Manager is responsible for the quality assurance and quality control of information and data entered into the DECMS by Joint Military Police Unit personnel.

Your role will include:

- Producing reports on DECMS information to inform the Joint Military Police Unit and Senior Executives.
- Providing high level support to Joint Military Police Unit personnel (approx. 500 staff nationwide and overseas) navigating and entering data into the DECMS.
- Assisting the Role Steward in the allocation, review and removal of DECMS roles to personnel within the Joint Military Police Unit.
- Exercising both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

About our Team

The Joint Military Police Unit (JMPU) conducts specialist military policing from 26 Defence base locations, nationwide and overseas. The JMPU also offers support to the civilian police and the general community in Defence related matters. This position will give the successful applicant the opportunity to work in the JMPU headquarters, which is an integrated workforce within the Military Police environment.

Within JMPU, the Knowledge and Intelligence (K&I) Directorate is responsible for providing intelligence products and information management support to the policing aspects of JMPU. Within K&I, the Systems team manages the use of the Defence ERP Case Management Solution (DECMS), provides support and produces reports to support informed decision-making for Military Police and a range of stakeholders for a variety of purposes.

Our Ideal Candidate

To be successful in this role, the ideal candidate will:

- Be capable of working in and leading a diverse team and work in a collaborative and supportive manner to achieve outcomes for the Joint Military Police Unit and Defence.
- Understand and manage competing priorities, possess highly developed communication and organisational skills and thrive working in a fast-paced complex environment.
- Be required to identify, anticipate and respond to stakeholder's needs and expectations to achieve Joint Military Police Unit and Defence outcomes.
- Work under limited direction to perform and achieve complex research and analysis work within an integrated workforce.
- Have knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements.
- Contribute towards ongoing self-improvement and professional development.
- Have demonstrated experience with ICT and in particular SAP and S/4Hana and/or similar related systems with transferable skills.
- Have demonstrated experience with data reporting and analysis.

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	Tamara Telley, 02 6246 8142
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9CB75676-D97E-A987-285A-E436981DBE7A

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Defence

Vacancy VN-0763308

Department of Defence

Closing Date:Monday 13 October 2025

Security and Estate Group
Service Delivery Division

Job Title	Printing Officer
Job Type	Full-Time, Ongoing
Location	Laverton VIC
Salary	\$69,898 - \$77,016
Future Merit Locations	Laverton
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 3
Position Number	SEG/07835/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=94F49BC8-9B7C-4148-D442-E4369B419191>

Duties

The Role

As a Printing Officer you will perform straightforward printing, finishing, and distribution activities within an agile and multi-skilled workforce. Your responsibilities will include operating a range of printing and finishing equipment, managing printing software, and scheduling production requests. A keen eye for detail is essential, as you will manipulate and prepare documents to ensure they are accurate, fit-for-purpose, and aligned with customer needs.

You will work within a small team but have the opportunity to work autonomously where you will exercise your initiative and sound judgement to manage your workflow, interpret policy, and utilise your problem-solving skills. You may be required to provide some on-the-job training to colleagues, and contribute to team discussions and continuous improvement. Strong customer service and communication skills are essential, as you will liaise with clients both verbally and via email to provide support, understand their needs to deliver high-quality products and services that meet diverse needs.

About our Team

The Directorate of Defence Print and Travel Services (DPTS) is the national service provider of print products for Defence. We provide both in-house and outsourced printing for the Australian Defence Organisation, including the APS, Army, Navy and RAAF. We provide a large variety of products including training manuals, banners, pamphlets, magazines, journals, maps, charts, doctrine and technical manuals. We offer a flexible working environment, free secure parking, and are located close to public transport. You will work in a small agile team accountable for the delivery of a range of print products to internal stakeholders. As part of this team, you will be working to enhance the customer experience ensuring print task requests are fit-for-purpose and provide the most suitable outcome. As part of this team, you will be agile in your thinking, proactive in engaging with you peer network and stakeholders, as well as have the ability to actively identify opportunities for improvements to service delivery.

Our Ideal Candidate

- Has ability to perform pre-production, printing, finishing and binding, distribution and procurement tasks.
- Demonstrates knowledge on the production of publishing related products and services.
- Has ability to operate print management and administrative systems to maintain workload requirements, including print management software (i.e. AccurioPro Flux or similar) and Adobe Acrobat, Microsoft Office products, and record-keeping applications.
- Exhibits a flexible attitude and willingness to work collaboratively with colleagues to ensure work is completed and dispatched in accordance with clients' requirements.
- Good interpersonal skills with the ability to communicate messages clearly and concisely.
- Takes the initiative to learn and comply with procedures, and legislative, policy and regulatory frameworks.
- Demonstrated administrative and record management skills and attention to detail.
- Seeks feedback from supervisor to gauge satisfaction and seek assistance when required.
- Has a commitment to continuous improvement, displays a positive attitude to change and is committed to continuing professional development.

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	Matthew Poulton, 03 9200 0931
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=94F49BC8-9B7C-4148-D442-E4369B419191

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Defence

Vacancy VN-0763320

Department of Defence

Closing Date:Monday 13 October 2025

NAVY
Fleet Command

Job Title	Executive Assistant to Commander of Surface Force
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	\$79,176 - \$86,438
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	NAVY/07734/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=24254654-C7B4-7EED-8556-E436D16D138A>

Duties

The Role

An employment opportunity exists for an EA to COMSURF to provide high-level administrative and executive support in a dynamic and operationally focused environment. The role requires discretion, initiative, and a strong understanding of organisational protocols to ensure smooth functioning of the COMSURF office and support to the Surface Force command team.

You are responsible to Deputy COMSURF for the management and oversight of preparedness and compliance requirements of Surface Force, including:

- Provide proactive diary management, scheduling, and coordination of meetings, briefings, and travel for COMSURF.
- Screen and manage correspondence, including postal requirements, email management, tasking, and official communications, ensuring timely responses and appropriate prioritisation.
- Maintain records and filing systems in accordance with Defence policies and procedures.
- Support the coordination of official visits, events, and ceremonial activities.
- Assist with task tracking, workflow management, and administrative support to the broader COMSURF team as required.

About our Team

Surface Force provides a working environment that offers you a diverse range of work in a highly specialised and high operational tempo environment. You will be supported by a close knit team and be encouraged to be innovative and adaptive to changing priorities and events. You will be provided with the training and support necessary to allow you to succeed in this vitally important area of Navy function and operation. Our people are expertly trained and leaders in their field.

Our APS workforce plays an integral role in Navy's vision of excellence in service to the nation, and we are looking for dynamic and innovative people to join the team. As we build a Navy for the demands of tomorrow, we want people who are committed to Australia's future, thrive on breaking new ground, and are driven to achieve outstanding results.

Our Ideal Candidate

The ideal candidate will have demonstrated experience in providing executive support within a fast-paced environment. You possess strong written and verbal communication skills, with the ability to prepare clear and logical documentation. You are proactive, detail-oriented, and committed to maintaining high standards of governance. Your interpersonal skills enable you to build and maintain effective stakeholder relationships. Experience contributing to team coordination and supporting operational outcomes is highly regarded.

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	LCDR Daniel King, 02 8966 2689
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=24254654-C7B4-7EED-8556-E436D16D138A

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Defence

Vacancy VN-0763330

Department of Defence

Closing Date: Monday 13 October 2025

Naval Shipbuilding and Sustainment Group
Submarines

Job Title	Project Support Officer
Job Type	Full-Time, Ongoing
Location	Garden Island WA
Salary	\$86,887 - \$93,066
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	NSSG/07838/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=5F790DD3-5811-3283-8E7E-E436D21DAB52>

Duties

The Role

This is a unique opportunity to join the Naval Representative team within Submarines Division. This position will suite someone who thrives in a team dynamic, with an eye for detail who can communicate effectively. The Collins Class Submarine Naval Representative Team is seeking a person with good judgement, adaptability and enthusiasm to work as a project support officer.

You will work in a small team in an integrated workforce, providing a range of administrative and business support tasks. You will also support field operations as a Naval Representative understudy. You will be accountable under limited direction to coordinate resources, support the conduct of activities, manage risks and facilitate effective communications within the team and with external partners.

Note: The ideal candidate will be able to maintain the corporate knowledge for this permanent position in order to provide continuity for the counterpart RAN position between personnel postings.

The successful candidate may be required to undertake work on and be provided with technical information pertaining to defence articles of United States of America (US) origin. In accordance with the US International Traffic in Arms Regulations (ITAR), any applicant who holds, or has previously held, citizenship or permanent residency of a country other than Australia will be required to declare and indicate the country or countries of citizenship or permanent residency. Restrictions on access to defence articles and associated technical data subject to the ITAR by dual national employees may apply.

About our Team

The Collins Submarine Program within the Naval Shipbuilding & Sustainment Group (NSSG) is responsible for the maintenance and programmed upgrades 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 occasionally working from home and with flexible 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

The ideal candidate will be able to:

- Engage with relevant stakeholders and understand their expectations and concerns
- Work collaboratively and operate as an effective team member
- Organise their workflow and make independent decisions relating to their area of responsibility
- Maintain a well-developed understanding of and compliance to relevant legislative framework, government decision-making and Defence's mission and policy requirements
- Contribute towards ongoing self-improvement and professional development
- Be keen to learn new skills relating to submarine maintenance and administration

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	NSSG Submarines Workforce Management, nssg.submarines.workforcemgt@defence.gov
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5F790DD3-5811-3283-8E7E-E436D21DAB52

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Defence

Vacancy VN-0763410

Department of Defence

Closing Date:Sunday 12 October 2025

Defence Science and Technology Group
Research Technology Operations

Job Title	2026 DSTG Industry Experience Placement Program
Job Type	Full-Time, Non-Ongoing
Location	Edinburgh SA, Fishermans Bend VIC
Salary	\$61,363 - \$86,438
Future Merit Locations	Edinburgh, Fishermans Bend
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/03463/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=42CF009A-9A33-A6EE-6D8E-E4370F4CF13D>

Duties

The Role

The Industry Experience Placement (IEP) program provides undergraduate and postgraduate students currently enrolled in a relevant Science, Technology, Engineering and Mathematics (STEM) degree the opportunity to complete an industry placement component as part of their degree. **The IEP program is a specialist program designed for placements of 12 months, or the full academic year. If you have a lesser requirement, the [Summer Vacation Placement](#) program is recommended.**

The IEP provides successful applicants with the opportunity to gain industry experience in a large research organisation. Successful applicants are supervised by DSTG staff, who work closely with the university to ensure that academic requirements are met.

Placements will commence in March 2026, however alternate start dates may be able to be negotiated.

If you require further information, please contact the contact officer on the front of this Information Pack.

About our Team

DSTG is the Australian Government's lead agency responsible for applying science and technology to safeguard Australia and its national interests.

As one of Australia's largest employers of scientists and engineers, we deliver expert, impartial advice and innovative solutions for Defence and national security.

We are a workplace that is respectful and adaptive, where all people feel valued and supported to thrive. DSTG is committed to being an organisation that values diversity, equity and active inclusion. DSTG is proud to be recognised with the Bronze Science in Australia Gender Equity, Athena Swan Award. DSTG is also a member of the STEM Male Champions of Change group and a STEM Decadal Plan Champion. DSTG's ally network serves to provide awareness of and support for all individuals regardless of background, culture, gender, sexuality, ability and neurodiversity.

Our Ideal Candidate

- Are you excited about the future?
- Do you have passion for STEM based research?
- Do you want to work on exciting problems with real applications?
- Are you able to complete an industry placement as part of your course?

If you answered yes to these questions, you could have what it takes to excel in a DSTG Industry Experience Placement program.

Successful applicants will enjoy working in a diverse team environment and using their initiative to solve problems. They will be able to utilise this opportunity to transform studied theoretical knowledge into a solid foundation of skills on which they can use to build their career.

Find your STEM pathway with a Defence placement.

More information on the DSTG Industry Experience Placement program can be found here:

[Industry Experience Placement Program | DST](#)

Eligibility

Security Clearance:

Negative Vetting 1 (NV1): Applicants must be able to obtain and maintain a security clearance at "Negative Vetting Level 1

Mandatory Qualifications:

Applicants must:

- be enrolled at an Australian tertiary institution;
- have a degree requirement to undertake a six or 12-month practical placement with industry;
- be an Australian citizen;

and

- be eligible to obtain a Negative Vetting 1 security clearance.
- The IEP program is targeted at placement requirements over 500 hours. If you have a requirement below 500 hours, please consider the Summer Vacation Placement program. Applicants without a clear requirement for 6 or 12 month placements will not be considered for this program.

Notes

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To Apply

Position Contact	David Broderick, dstg.studentpathways@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=42CF009A-9A33-A6EE-6D8E-E4370F4CF13D

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Defence

Vacancy VN-0763436

Department of Defence

Closing Date: Monday 13 October 2025

Air Force
Air Command Australia

Job Title	Cyber Security Program Manager
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	Executive Level 1
Position Number	AF/07840/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D98CA21E-6CB6-6F90-3A6E-E43710C71266>

Duties

The Role

The Air Warfare Centre (AWC) Cyber Security Program Manager will be responsible for providing guidance on, and assuring AWC's compliance with, legislative and policy frameworks as pertain to Cyber Security in Defence. They will be accountable for the development and management of AWC's Cyber Security Program, inclusive of people, processes and systems, to ensure a cohesive approach to the management of Air Force Information Systems (AFIS) owned by AWC.

This approach will include continuous monitoring of AWC AFIS, including assurance of incident reporting processes, configuration management and patch management. The role requires a considerable degree of independence and ability to demonstrate subject matter expertise and sound judgement required to provide cybersecurity guidance at a senior executive level.

The Cyber Security Program Manager will lead a team and assure the outputs of associated Cyber compliance teams within subordinate work units. They will be accountable for the outcomes of their direct team and the appropriate uses of resources to produce and achieve these outcomes. As an ICT Security Specialist, the Cyber Security Program Manager is to perform and achieve very complex work in the realm of information security assurance.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDGP). 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

Air Warfare Centre is the place that Air Force and the broader ADF come to understand and solve their most difficult warfighting problems. AWC leads and coordinates the thinking and planning that guides Air Command, to maximise our readiness and operational effectiveness, and ensure the integrated force is ready to fight.

Communication and Information Systems are vital enablers for Air Force to conduct activities. This role in AWC involves understanding the required capability outputs and managing delivery through your talented team and other stakeholders.

Our Ideal Candidate

The ideal candidate should possess the following skills:

- The qualifications, knowledge and experience to deliver effective Cyber Security Program outputs for the AWC.
- The ability to lead a multidisciplinary team focused on collaboration and uplifting Cyber Security behaviours across organisational bounds.

- Experience in risk management with an understanding of information technology legislation, policy and principles.
- Strong interpersonal skills and the ability to communicate risks of a very complex nature to managers and other peers.
- Demonstrated command of the written word, in support of decisional artefacts at senior-executive level.

Eligibility

Security clearance:

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	James Findlay, 08 7374 5929
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D98CA21E-6CB6-6F90-3A6E-E43710C71266

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Digital Transformation Agency (DTA)

Closing Date: Monday 13 October 2025

NA
Corporate People and Culture

Job Title	Senior HR Advisor
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Various locations - WA WA, Canberra ACT, Sydney NSW, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - SA SA, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - NT NT
Salary	\$95,804 - \$112,517
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	181_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 is within the People and Culture team and is part of the Corporate Branch. The Senior HR Advisor provides expert guidance and support to DTA employees on a range of human resource matters, including Work Health and Safety (WHS), rehabilitation, performance management, and employee conduct.

This role offers the opportunity to work across diverse areas of HR, helping you build broad expertise while exploring what truly interests you. You'll be supported to learn, grow, and contribute to meaningful initiatives that shape the employee experience at DTA.

The Senior HR Advisor will be a human-centered and collaborative professional, with proven experience in managing relationships with internal and external stakeholders at all levels.

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

Key duties:

- Collaborate across the HR team to support a broad range of HR functions, including case management, WHS, performance management, and generalist HR activities.
- Manage sensitive and complex cases related to rehabilitation, performance, probation, and conduct within the APS context, providing clear, impartial advice to employees and managers while maintaining accurate case records.
- Develop and apply early intervention strategies, interpret and apply relevant policies and legislation, and support both employees and managers through case-related matters.
- Deliver timely, accurate, and professional advice to employees regarding employment conditions.
- Contribute to the enhancement of policies and guidance materials to promote best practice approaches in case management, WHS, and performance management.
- Support DTA's WHS obligations by assisting with incident management and investigations, identifying risks and controls, contributing to WHS reporting, and helping manage the Employee Assistance Program.
- Lead and implement new health, safety, and wellbeing initiatives, programs, and systems.
- Identify and assess opportunities to improve the efficiency and effectiveness of HR services for employees, managers, and external stakeholders.
- Lead and support HR projects using agile and user-focused methodologies to deliver impactful outcomes.

- Prepare high-level briefings and correspondence on HR matters, including cross-functional initiatives.
- Develop communication strategies and educational campaigns to promote HR projects and initiatives across the agency.
- Contribute to regular reporting and briefing activities as required.

Eligibility

Security Clearance level required: Baseline (or ability to obtain and maintain).

To be eligible for employment with the DTA applicants must be an Australian citizen.

An applicant's suitability for employment with the DTA will be assessed through a pre-employment screening process. This process includes an Australian Police check.

The DTA is an inclusive employer where capabilities, skills and backgrounds are valued and relied upon. The DTA seek applications from all candidates and are committed to providing a working environment that values diversity and inclusion and supports employees to reach their full potential.

Notes

The DTA may leverage a mix of assessment methods for this position, which may or may not involve an interview.

A merit pool may be established and used to fill future ongoing and non-ongoing vacancies within the next 18 months consistent with Section 25 of the Australian Public Service Commissioner's Directions 2022.

For all DTA positions you are required to apply directly via the DTA website. Applications referred or submitted through recruitment agencies, or third parties will not be accepted.

This role may require the individual to work or be contacted outside of their usual working hours where reasonable, for example, to deal with high priority or urgent matters or in an emergency. The DTA Enterprise Agreement 2024-2027 takes this into account and provides compensation for an individual when they are required to work, or be contactable, outside of usual working hours. This includes access to overtime, restriction allowance, flextime, time off in lieu (TOIL) and other benefits.

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

About the Digital Transformation Agency (DTA)

Help drive a digital government. At the DTA, we work towards something bigger and make a lasting impact. We're the Australian Government's trusted advisor on digital and ICT transformation. We provide strategic and policy leadership and expert investment advice and oversight to drive government digital transformation that delivers benefits to all Australians.

To Apply

Position Contact	Shannon Denley, 0476 113 709
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Finance

Vacancy VN-0763407

Digital Transformation Agency (DTA)

Closing Date:Monday 13 October 2025

Strategy, Planning and Performance
Strategy and Prioritisation Secretariat

Job Title	Assistant Director, Secretariat
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, 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	173_08/25
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 Secretariat section and is part of the Strategi and Prioritisation Branch. The Assistant Director, Secretariat is responsible for providing strategic advisory and secretariat services across a range of internal and external governance committees. This includes establishing new governance frameworks and approaches to support the DTA to achieve its mission and objectives, as well as support its strategic engagements with key stakeholders.

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

Key duties:

- Develop policies and procedures to strengthen the DTA's governance.
- Develop a secretariat function to support the DTA's strategic engagement priorities.
- Manage the provision of secretariat support for various internal / external fora, including:
 - o Secretaries Digital and Data Committee
 - o Digital Leadership Committee
 - o AI-related forums
 - o DTA Executive Board
- Manage coordination activities as required to support the DTA's contribution to portfolio wide and strategic consultation, including the preparation of briefings for the ChiefExecutive Officer.
- Review existing policies and procedures with a view to strengthening the work of the Secretariat
- Supervise and develop staff through training and coaching, performance feedback and career development.
- Contribute to the overall work of the Division by working flexibly, including performing duties associated with other EL1 positions as required.

Eligibility

Security Clearance level required: Baseline (or ability to obtain and maintain).

To be eligible for employment with the DTA applicants must be an Australian citizen.

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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.

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Help drive a digital government. At the DTA, we work towards something bigger and make a lasting impact. We're the Australian Government's trusted advisor on digital and ICT transformation. We provide strategic and policy leadership and expert investment advice and oversight to drive government digital transformation that delivers benefits to all Australians.

To Apply

Position Contact	Jesse Emery, 0476 989 502
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0763458

Australian Secret Intelligence Service

Closing Date: Monday 13 October 2025

not specified
not specified not specified

Job Title	FMIS –Financial Management Information systems - Systems Accountants
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$101,169 - \$133,968
Future Merit Locations	Canberra
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 - Level 5 to Level 6 FMIS – Systems Accountants

As the Systems Accountant in ASIS you will be responsible for delivering high quality and effective support through the management of ASIS's Financial Management Information System (FMIS). Your contribution will go towards ensuring the financial integrity of ASIS and its business groups. This will involve effective collaboration with team members and stakeholders, as well as ensuring compliance with all aspects of Australian legislative and regulatory requirements.

Duties

Key Responsibilities and Tasks

The following is an overview of key responsibilities and tasks:

Manage one or more of the following areas of responsibility:

- Management of TechnologyOne modules with a focus on:
 - o Financial Management and Reporting
 - o Business Process Automation including Workflows, DocOne and ETLs
 - o Supply Chain Management with a focus on Contract Management
 - o Travel & Expenses
- Assist in providing regular system support to a wide and geographically dispersed user base; Build strong relationships with internal clients, including the provision of targeted training where required;
- Identify, analyse and develop solutions to new requirements;
- Identify, analyse and develop improvements to existing business processes;
- Supervise external consultants where required;
- Coordinate and manage TechnologyOne's CiAnywhere offering on deployment of new patches and version upgrades for enhanced functionality.

Eligibility

Skills and Experience Required

- Demonstrated experience in administering financial systems and associated tools (Technology One experience preferred);
- Demonstrated experience in financial accounting practices including financial processing and/or reporting;
- Demonstrated experience in reporting and Analytics with a focus on ETLs, XLOne, DocOne and Enterprise Budgeting.
- Well developed communication and liaison skills;
- Qualifications in Information Technology, Commerce, Accounting, Finance or related disciplines highly regarded.

Notes

Capabilities

Candidates are not required to provide a separate written response to the ILS capabilities (below), however, candidates are encouraged to consider the capabilities in preparing their application, as each

candidate will be assessed on their ability to demonstrate behaviours aligned to the capabilities for the position.

For more information on the ILS, tips on applying for jobs in the Public Service, go to the APSC website found at www.apsc.gov.au.

Shapes strategic direction

- Inspires a sense of purpose and direction;
- Focuses strategically;
- Harnesses information and opportunities; and
- Shows judgment, intelligence and commonsense

Achieves Results:

- Builds organisational capability and responsiveness;
- Marshals professional expertise;
- Steers and implements change and deals with uncertainty; and
- Ensures closure and delivers on intended results.

Cultivates Productive Working Relationships

- Nurtures internal and external relationships;
- Facilitates co-operation and partnerships;
- Values individual differences and diversity; and
- Guides, mentors and develops people.

Exemplifies Personal Drive and Integrity

- Demonstrates public service professionalism and probity;
- Engages with risk and shows personal courage;
- Commits to action;
- Displays resilience; and
- Demonstrates self-awareness and a commitment to personal development.

Communicates with Influence

- Communicates clearly;
- Listens, understands and adapts to audience; and
- Negotiates persuasively.

Job Specific Requirements

- Demonstrated experience and education relevant to the role

Applicant Instructions:

To APPLY, please submit an application ONLINE via the website.

Candidates are required to provide a one page pitch (**maximum 750 words**) outlining your skills and experience relevant to the role along with a detailed resume.

APPLICATIONS CLOSE: 13 October 2025 11:59 (AEDT)

What Happens Next?

Please do not tell anyone about your application with our organisation at this stage of the process as doing so may harm your suitability for employment with us.

You may be contacted via SMS regarding the next stage of the process.

A merit list will be established for candidates who are suitable and will remain valid for a period of 12 months.

We thank you for the time and effort you have put into your application; however we are unfortunately unable to provide feedback to unsuccessful candidates.

About the Australian Secret Intelligence Service

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

To Apply

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

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Health

Vacancy VN-0763440

Australian Commission on Safety and Quality in Health Care (ACSQHC)

Closing Date: Sunday 12 October 2025

ACSQHC
ASCQHC National Standards

Job Title	EL2 Manager, Acute Care Standards
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	\$144,162 - \$170,679
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Position will be offered in a hybrid model of office based and WFH, where operationally feasible. A regular weekly presence in the office is required.
Classification	Executive Level 2
Position Number	20036369
Agency Website	https://www.safetyandquality.gov.au/careers

Job Description

<https://www.safetyandquality.gov.au/about-us/working-us>

The National Standards Program develops and maintains a suite of national safety and quality standards developed by the Commission, including the National Safety and Quality Health Service (NSQHS) Standards, Primary Health Care Standards, Cosmetic Surgery Standards, Digital Mental Health Standard. This includes the maintenance, review and improvement of these standards and the development of future editions.

In addition, the program develops and maintains the Australian Health Service Safety and Quality Accreditation Scheme, the National General Practice Accreditation Scheme and the National Diagnostic Imaging and Pathology Accreditation Schemes. This includes ongoing support and resource development of implementation resources, support for standards users, and coordination of accreditation assessment processes and data collection and reporting.

This position will lead a small team and work in collaboration with the Program Director to manage the delivery on standards and accreditation for the acute sector as part of the National Standards team's commitments to:

- Develop strategies, standards and tools to improve safety and quality in the acute sector
- Develop implementation resources for the national safety and quality standards and communication strategies to generate engagement.

The position will also support the Director and assist with managing accreditation schemes and projects to support the implementation of the National Safety and Quality Health Service (NSQHS) Standards.

The primary focus of the next four years will be the development and support for implementation of the third edition of the National Safety and Quality Health Service Standards.

Duties

Duties of the Manager will include, but are not limited to, the following:

1. Manage, and be accountable for, national safety and quality Standards, including for clinical trials, and developing program and project plans, timelines; production of project deliverables; monitoring and reporting; and providing recommendations about managing risk, identifying problems and proposing solutions.
2. Support the Director, National Standards to manage the NSQHS Standards work program and to coordinate the Commission's development of a multi-year safety and quality program for national standards, including taking day-to-day lead on the development of safety and quality standards for healthcare providers.
3. Establish and maintain networks of key stakeholders to facilitate the work of the Commission in national safety and quality Standards development and maintenance.
4. Manage a small team to achieve the deliverables for this program.
5. Work collaboratively with healthcare organisations and providers, national agencies, expert groups, associations and professional bodies in the development of safety and quality standards and strategies.
6. Establish and manage project reference groups, and undertake project management activities including:
 1. planning and documenting projects;
 2. implementing, monitoring and reporting on progress;
 3. providing recommendations about managing risk, identifying problems and proposing possible solutions;
 4. reporting on project progress and outcomes; and
 5. managing project deliverables to completion.
7. Work effectively with the National Standards teams, other Commission program areas and national expert groups and agencies on projects relating to the acute sector.
8. Support the Commission's National Standards Program work streams, managing risks, and identifying and resolving issues.
9. Provide secretariat support and participate in the work of expert working groups or workshops convened for the development of national arrangements for national standards projects, including the preparation of background papers, presentation and briefing papers.
10. Manage, as required, the commissioning of literature reviews, research and consultancies in support of these programs.
11. Prepare briefings and background papers on specific issues and project progress.

12. Collaborate with other teams across the Commission to ensure alignment with other work programs and strategic priorities.

Eligibility

The successful candidate will have:

- Extensive experience in policy development or complex project management at a national or state/territory level.
- In-depth understanding of the Australian healthcare system, including understanding of development and implementation of standards, accreditation schemes and other regulatory frameworks.
- Strong analytical skills and conceptual ability, with the demonstrated capacity for strategic judgement.
- Highly developed writing skills and secretariat skills including the preparation of policy papers, agenda and minutes.
- Well-developed ability to communicate with influence and cultivate productive working relationships with stakeholders.
- Demonstrated skills in leading and managing a team.

Notes

To apply for this position, please complete and submit an application form through <https://www.safetyandquality.gov.au/careers> and upload:

- A CV summarising your relevant experience and qualifications
- A two-page cover letter broadly addressing your suitability against both the position description and selection criteria.

Candidates must be Australian citizens to be eligible to apply.

Please note: This position will be offered in a hybrid model of office based (Sydney) and working from home, where operationally feasible. A regular weekly presence in the office is required.

Questions about the role can be directed to Margaret Banks (02) 7232 5098.

Closing date for applications is **11.59pm Australian Eastern Daylight Time (AEDT) 12 October 2025.**

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

The Australian Commission on Safety and Quality in Health Care's (the Commission) role is to lead and coordinate national improvements in the safety and quality of health care. The Commission works in partnership with the Australian Government, state and territory governments and the private sector to achieve a safe, high-quality and sustainable health system. In doing so, the Commission also works closely with patients, carers, clinicians, managers, policymakers and healthcare organisations. Key functions of the Commission include developing national safety and quality standards, developing clinical care standards to improve the implementation of evidence-based health care, coordinating work in specific areas to improve outcomes for patients, and providing information, publications and resources about safety and quality. The Commission works in four priority areas: 1. Patient safety 2. Partnering with patients, consumers and communities 3. Quality, cost and value 4. Supporting health professionals to provide care that is informed, supported and organised to deliver safe and high-quality health care. For more information please visit the Commission's website.

To Apply

Position Contact	Margaret Banks, (02) 7232 5098
Agency Recruitment Site	https://www.safetyandquality.gov.au/about-us/working-us

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Health

Vacancy VN-0763416

Australian Institute of Health and Welfare

Closing Date:Monday 13 October 2025

Business & Technology Group Information Technology Operations and
Platforms Unit

Job Title	APS6 ICT Network Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$97,702 - \$108,007
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 6
Position Number	123_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 Business & Technology Group (BTG) delivers the business infrastructure that supports AIHW Business in the discharge of their statistics and information responsibilities. Within the BTG, the Information Technology Operations and Platforms Unit provide the ICT infrastructure necessary to support the AIHW's evolving and expanding business requirements as well as supporting ICT security and project initiatives.

AIHW's rich mix of technologies, coupled with the Institutes' dynamic and nationally significant work program, makes for a challenging and exciting work environment. The Information Technology Operations and Platforms Unit work closely together to exploit their diverse range of talents and skill sets to find new and innovative approaches to meet these challenges.

The AIHW currently has a number of exciting projects and work underway to enhance its ICT environment and capabilities and are seeking an APS6 Network Engineer to join the team. As the Network Engineer you will assist with the management and administration of the AIHW ICT voice and data networks including the Wide Area Network, Local Area Network, Cloud based networking, audio and video related networks. You will also provide support by troubleshooting, planning and designing for network changes while adhering to change management practices. You will be able to learn new technologies quickly and work in a collaborative way.

To succeed in this role, you will be a motivated go-getter who is able to work in a fast-paced environment, effectively manage their priorities and communicate with a wide range of stakeholders.

Under general direction you will:

- Work as part of a small team to provide and maintain a high quality, client focused ICT environment and networks.
- Provide the provision of level 2 and 3 support for the AIHW networks and ICT systems (at the administrator level).
- Maintain the corporate network and infrastructure, including daily monitoring, troubleshooting and performance analysis.
- Support and maintain corporate network infrastructure, including associated software, hardware, back-up and recovery services.
- Maintain clear and up-to-date network diagrams and ICT system, documentation, and procedures.
- Assist with ICT projects and the implementation of Strategic initiatives as required.
- Work with the Security Team and maintain Security Networking posture.

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	Miranda Laws, 02 6244 1115
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0763435

Australian Institute of Health and Welfare

Closing Date: Monday 13 October 2025

Housing and Specialised Services Various

Job Title	APS 5 Executive Assistant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
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	112_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 Housing and Specialised Services Group is seeking a highly experienced and exceptionally organised Executive Assistant to provide support to the Group Head (GH). This role is responsible for ensuring the smooth operation of the GH's office by managing day-to-day administrative functions, coordinating communications, and facilitating the efficient execution of strategic priorities.

The Executive Assistant will act as a trusted liaison between the GH and internal/external stakeholders, demonstrating discretion, initiative, and sound judgment in a dynamic environment.

In addition to executive support duties, the role will also undertake secretariat responsibilities for the Child Welfare committees, including scheduling meetings, preparing agendas and minutes, and ensuring timely follow-up on action items.

The successful candidate will bring strong governance awareness, excellent written and verbal communication skills, and a commitment to confidentiality and professionalism.

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	Anne-Marie Rushby, 02 6249 5131
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0763413

Australian Transaction Reports and Analysis Centre
(AUSTRAC)

Closing Date: Sunday 12 October 2025

Regulation
Education & Industry Engagement

Job Title	Director, Industry Engagement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT, Docklands VIC, Haymarket NSW
Salary	\$144,299 - \$170,488
Future Merit Locations	Barton, Docklands, Haymarket
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	Executive Level 2
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

The Director, Industry Engagement leads the Industry Engagement team within the Education & Industry Engagement branch (EIE) of AUSTRAC. This role provides across all key functions of the team, with a primary focus on supporting and leading, under general direction, the delivery of AUSTRAC's industry engagement initiatives.

The Industry Engagement team was created to coordinate and drive effective and impactful engagement with stakeholders to support the implementation of the recently amended Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act) which simplifies and modernises Australia's AML/CTF regime and expands it to a range of new sectors.

EIE brings together the Industry Education and Outreach, Contact Centre, External Communications and Industry Engagement teams, and seeks to empower reporting entities to understand and comply with their AML/CTF obligations through impactful education, engagement and communication.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody AUSTRAC's culture and values to apply.

- Professional Experience - Demonstrated experience in developing and implementing change initiatives and stakeholder relationship management.
- Qualifications - Relevant qualifications in compliance, audit, legal, communications or related disciplines, and/or demonstrated equivalent experience, are desirable.
- Communicates Effectively - Communicates complex information clearly and persuasively and presents information with a high level of proficiency and for maximum effect.
- Relate and Network - Seeks opportunities to develop and maintain relationships within AUSTRAC and Home Affairs, across the APS, with Government, and with stakeholders and business partners in pursuit of strategic outcomes.

Duties

The Director, Industry Engagement, under broad direction from the National Manager, is responsible for the following:

- Developing and delivering a range of engagement mechanisms including industry working groups, forums, roundtables and town hall meetings to enable the sharing of information on a variety of topics
- Proactively monitoring industry issues and trends to understand where guidance and support is required
- Developing staff and leading a team in a way that maintains AUSTRAC's supportive and safe working environment
- Developing clear written communications that are able to be understood by a broad range of businesses that have obligations under the AML/CTF Act
- Developing and maintaining stakeholder relationships that contribute to AUSTRAC's collaborative regulatory approach to encourage compliance with the AML/CTF Act
- Leading and coordinating engagement with relevant industry associations to ensure that the AML/CTF reforms are developed and implemented using a co-design model
- Ensuring AUSTRAC delivers a whole of agency strategic approach to industry engagement
- Co-ordinating external speaking engagements and presentations
- Leading budget and resource management and planning for Industry Engagement.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 1 Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

We are committed to providing flexibility in working arrangements to recognise the importance of balancing work commitments with family, caring and other personal commitments of employees outside of work. AUSTRAC operates within a hybrid work arrangement.

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

AUSTRAC is the Australian Government's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator. With government and industry partners, we use financial intelligence and regulation to:

- prevent criminal abuse of the financial sector
- help business, government and law enforcement partners detect, deter and disrupt money laundering, terrorism financing and other serious crimes
- build and maintain trust and integrity in Australia's financial system.

Every day our people use their intellect, skills, initiative and the latest technologies to protect our country, economy and community. With supportive benefits and culture, we offer a challenging and rewarding career where you can make a real impact.

To Apply

Position Contact	Rochelle Hurst, Please contact the listed email
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0763414

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 12 October 2025

Regulation
Education & Industry Engagement

Job Title	Director, Contact Centre
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Haymarket NSW, Brisbane QLD
Salary	\$144,299 - \$170,488
Future Merit Locations	Haymarket, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	Executive Level 2
Position Number	TBC
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC is implementing reforms to Australia's anti-money laundering and counter-terrorism funding (AML/CTF) laws. These reforms will make the financial system stronger and protect the Australian community from financially enabled crime by expanding regulatory obligations to a wider range of industries and businesses.

To meet the needs of a growing and diverse population of regulated entities, AUSTRAC is undertaking a strategic transformation of its Contact Centre. This transformation will deliver a modern digital contact centre that will deliver trusted, responsive, and scalable services.

AUSTRAC is looking for a high-performing EL2 Director to lead the Contact Centre through this change and manage the daily operations of its Contact Centre. This role reports to the National Manager Education & Industry Engagement (EIE).

EIE brings together the Industry Education and Outreach, Contact Centre, External Communications and Industry Engagement teams, and seeks to empower reporting entities to understand and comply with their AML/CTF obligations through impactful education, engagement and communication.

What are we looking for

While we are looking for these capabilities, we consider transferrable skills and encourage applicants who embody AUSTRAC's culture and values to apply.

- Professional Experience - Experienced in managing the operations of modern contact centres and proven abilities in aligning contact centre operations with broader business strategies.
- Lead and Supervise - Takes responsibility for managing business unit including assigning workloads, monitoring resources, work flows and standards and ensuring workplace and AUSTRAC's goals/ objectives are delivered within deadlines.
- Deliver Client Focussed Results - Actively manages client expectations and anticipates the impact of changing environments on client requirements and promotes a strong client service focus and a commitment among others to providing quality client service.
- Formulates Strategies and Concepts - Works with employees to translate strategic direction into operational goals and build a shared understanding of organisational priorities, core business processes and outcomes and outputs.

Duties

The Director, Contact Centre, will be responsible for executing AUSTRAC's vision for a modern contact centre while leading its day-to-day operations. Responsibilities include:

- Ensuring the Contact Centre is responsive, accessible and a trusted support channel when complexity, sensitivity, or regulatory importance arise
- Strengthening the capability and confidence of staff to enable the transition to a knowledge advisor model supported by robust knowledge management and digital tools
- Leading, coaching and developing team leaders to deliver effective, efficient and quality customer outcomes, whilst upholding AUSTRAC's supportive and safe working environment
- Supporting implementation of the next phase of initiatives laid out in the Contact Centre Strategy and transformation roadmap
- Overseeing team performance against set metrics and standards to ensure the achievement of business objectives and KPIs focused on resolution quality, compliance support, and user experience
- Facilitating learning and development focused on enhancing customer experience to develop professional expertise and ensure succession planning and continuity of service delivery
- Monitoring the operating systems, policies and procedures and information flows to ensure the work produced meets service standards, quality standards and business requirements
- Leading budget and resource management and planning for the Contact Centre.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.

- Will need to undertake AUSTRAC's pre-engagement checks.
- Will need to obtain and maintain an ongoing Negative Vetting 1 Clearance

Notes

AUSTRAC is an inclusive employer, and we actively encourage applications from Indigenous Australians, people with disabilities, LGBTI+ people and people with diverse linguistic and cultural backgrounds and those of mature age. We are committed to creating a working environment that values and uses the contributions and experiences of employees from a diversity of backgrounds.

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About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

AUSTRAC is the Australian Government's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator. With government and industry partners, we use financial intelligence and regulation to: • prevent criminal abuse of the financial sector • help business, government and law enforcement partners detect, deter and disrupt money laundering, terrorism financing and other serious crimes • build and maintain trust and integrity in Australia's financial system. Every day our people use their intellect, skills, initiative and the latest technologies to protect our country, economy and community. With supportive benefits and culture, we offer a challenging and rewarding career where you can make a real impact.

To Apply

Position Contact	Rochelle Hurst, Please contact the listed email
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Industry, Science, Energy and Resources

Vacancy VN-0763419

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

Closing Date: Monday 20 October 2025

Anti-Dumping Commission

Job Title	Principal Legal Counsel
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - VIC VIC
Salary	\$153,302 - \$164,019
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 2
Position Number	1793_09/25
Agency Website	https://www.industry.gov.au/

Job Description

<https://careers.industry.gov.au/en/job/>

About the department

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

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

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

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

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

About the team

We are Australia's international trade remedies authority - the Anti-Dumping Commission. The commission is responsible for undertaking investigations into allegations of unfair trade practices involving goods entering Australia and administering Australia's anti-dumping legislation. These investigations seek to deliver a level playing field for industry. Professionalism, excellence and independence underpins the commission's world-class reputation.

The commission is led by the Anti-Dumping Commissioner (Commissioner), who is an independent statutory office holder. The commission is staffed by employees from the department made available to the Commissioner, including lawyers to provide specialist legal services. There are three branches in the commission: Investigations, Strategy and Operations and Legal.

The Legal Branch, led by the Executive Director, Legal (EDL) who reports directly to the Commissioner, is a small specialist legal service team with expertise in administrative and trade remedies law. Each Principal Legal Counsel has three to four direct reports for management purposes. Legal staff work across the Legal Branch as required and determined by the EDL and Principal Legal Counsels and reports directly to Executive Director, Legal.

The opportunity

PLCs prepare legal advice and supervise team members delivering legal advice to the Investigations Branch and the Strategic and Operations Branch team to support good decision making by the Commissioner and promote best-practice regulation. PLCs participate in regular meetings with investigation case teams and the policy section and contribute to commission meetings. PLCs also manage ongoing case work arising from the Commission's input into judicial and merits reviews.

Day to day work involves operational oversight of compliance with the Commissioner's legislative obligations under the Customs Act and other Acts. PLCs take the lead in building the team's legal skills in administrative and trade remedies law, expanding the team's knowledge of trade remedy settings in other jurisdictions, and training commission staff on learnings from reviews and World Trade Organization disputes.

You will work closely with the department's legal area, external legal providers, the Department of Foreign Affairs and Trade and the Anti-Dumping Review Panel (ADRP).

Our ideal candidate

We are looking for motivated and skilled legal professionals who have:

- 5 years post-admission experience,
- Effective verbal communication skills and a strong client focus,
- Strong understanding of administrative law and statutory interpretation principles,
- Experience providing well-reasoned, evidence-based, written legal advice in a regulatory environment. This includes identifying legal risk and developing legally compliant options for managing those risks consistent with legal obligations,
- Experience drafting submissions for merits review and judicial review proceedings,
- Well-developed planning and organisational skills for building capability and meeting deadlines,
- Experience mentoring and second counselling the work of junior lawyers,
- Highly developed collaboration skills to engage with staff at all levels,
- High standards of professional and personal integrity,
- The ability to quickly learn and apply Australia's anti-dumping legislation (Part XVB of the Customs Act 1901),
- Ability to learn Australia's obligations under the World Trade Organization (WTO) Anti-Dumping Agreement and the Agreement on Subsidies and Countervailing Measure.

If you have the skills, experience and motivation to succeed in this role, we welcome your application.

Duties

This role requires you to:

- Manage case work including by providing effective legal advice, verbally and in writing, to investigators,
- Supervise lawyers providing client focused legal services to case teams,
- Build a positive, productive and mutually supportive team environment to provide a valued legal support function,
- Work with the Executive Director, Legal, to identify and act on opportunities for continuous business improvement, aligned to the Commission's priorities,
- Evaluate and advise on developments arising from judicial or merits review, and WTO cases identifying the need for consequential legislative, policy or practice changes.

Eligibility

Must have at least a Bachelor of Laws degree (or equivalent) from a recognised Australian tertiary education provider and hold an unrestricted practicing certificate.

Admission as a legal practitioner of the High Court or the Supreme Court of a State or Territory of Australia.

Substantial contemporary, relevant knowledge and experience in administrative law and statutory interpretation.

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

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

Notes

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

The department does currently offer flexible work opportunities for many roles. This vacancy is primarily based in Melbourne (preferred), with Canberra also being considered. Flexible or remote work arrangements may be negotiated depending on the successful candidate. Please reach out to the contact officer to discuss this further.

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

About the Department of Industry, Science and Resources (DISR)

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

To Apply

Position Contact	Katrina Gunn, 03 9268 7502
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763466

Civil Aviation Safety Authority Australia

Closing Date:Monday 13 October 2025

National Operations and Standards
Flight Standards Personnel Licensing, Aerodromes and Air Navigation
Standards

Job Title	Standards Officer/ Senior Standards Officer Flight Crew Licensing - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD
Salary	\$150,381 - \$187,972
Future Merit Locations	Melbourne, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4378
Agency Website	https://www.casa.gov.au/about-us/careers-casa

About the opportunity

This is an exciting position that covers the formulation, development and maintenance of policies, safety regulations and associated guidance material in relation to all operational aspects of Flight Crew Licensing and Training, including Flight Simulators.

The open position could be attained at either the FO 1 Standards Officer or FO 2 Senior Standards Officer level depending on the qualifications and level of experience held by the successful candidate. While both FO 1 & FO 2 need a deep technical knowledge of Flight Crew Licensing and training, including Flight Simulation a candidate opting to commence the role in the FO 2 capacity must already have a significant amount of regulatory experience.

The Standards Officer (SO) (Flight Crew Licensing) is a professional role and operates under direct guidance from more experienced colleagues and a Section Manager and National Manager. Key duties of the role include, but are not limited to:

- Conducting detailed research, undertaking risk assessments, collecting and analysing safety data, and developing safety policies and guidelines that supports the preparation of policy proposals.
- Developing policy proposals relating to flight operations standards and regulatory change matters.
- Developing consultation advisory documents and post-consultation decision documents that include analysis of consultation responses.
- Developing guidance documents with the support of the CASA Legal Division that support stakeholders to interpret the intent of legal instruments.
- Providing technical interpretation, advice and guidance on Australian and international aviation rules and policy within their areas of responsibility.
- Conducting assessments of regulated entity applications specific to the requirements of Part 60, Part 61 and Part 141.
- Conducting routine operational standards tasks relating to recurrent qualification and surveillance of flight simulation training devices under Part 60.
- Assisting in identifying opportunities for continuous improvement, including developing pathways for assessing new technologies in training and flight simulation.
- Establish and maintain professional and effective relationships with other aviation stakeholders, as pertinent to the technical safety standards relating to Flight Crew Licensing and Training, including Flight Simulators.

The Senior Standards Officer (SSO) (Flight Crew Licensing) is a professional and senior role and operates under general direction and guidance and whose key duties include, but are not limited to:

- Conducting detailed research, undertaking risk assessments, collecting and analysing safety data, and developing safety policies and guidelines that supports the preparation of policy proposals.
- Developing policy proposals relating to flight operations standards and regulatory change matters.

- Developing consultation advisory documents and post-consultation decision documents that include analysis of consultation responses.
- Developing guidance documents that support stakeholders to interpret the intent of legal instruments with the support of the CASA Legal staff.
- Providing technical interpretation, advice and guidance on Australian and international aviation rules and policy within their areas of responsibility.
- Conducting assessments of regulated entity applications for approvals or exemptions specific to the requirements of Part 60, Part 61 and Part 141.
- Conducting complex to highly complex operational standards tasks relating to initial and recurrent qualification and surveillance of flight simulation training devices under Part 60
- Identifying opportunities for continuous improvement, including developing pathways for assessing new technologies in training and flight simulation.
- Provide ongoing support and guidance to less experienced employees on standards development and other technical matters relating to flight crew training and licensing, including flight simulation.
- Establish and maintain professional and effective relationships with other aviation regulatory authorities, foreign government agencies, the International Civil Aviation Organization (ICAO) and other international representative organisations as necessary on the technical safety standards relating to Flight Operations.
- Represent CASA in national forums when required.

Duties

Ideal Candidate

Our ideal candidate for the **SO** role must demonstrate the following:

- Demonstrated ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge and expertise on routine matters and/or unusual matters, anticipating
- future consequences or outcomes and develop long-term plans that maximise opportunities and minimise risk.
- Ability to work under direct guidance from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to engage in stakeholder management, including with regulated entities, on sensitive and complex issues requiring conflict resolution within constrained time limits.
- Foundational working knowledge of Australian aviation safety legislation and guidance materials.
- Operational experience in Flight Training and Flight Simulator Evaluations or national aviation authority management experience.

Our ideal candidate for the **SSO** role must demonstrate the following:

- Experience in the leading of regulatory and standards development activities or demonstrated experience leading projects with multiple stakeholders, including an understanding of government policies, funding arrangements, and economic impacts.
- Demonstrated ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge and expertise on complex matters and/or unusual matters, anticipating future consequences or outcomes, and to develop long-term plans that maximise opportunities and minimise risk.
- Ability to work under guidance and direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.

- Ability to engage in effective stakeholder management, including with regulated entities, on sensitive and complex issues requiring conflict resolution within constrained time limits.
- Comprehensive working knowledge of Australian aviation safety legislation and guidance materials, and other aviation regulatory bodies such as the Federal Aviation Administration (FAA), International Civil Aviation Organization (ICAO), and the European Aviation Safety Agency (EASA).
- Comprehensive working knowledge of Australia's ICAO compliance requirements relevant to Flight Training and Licensing, including Flight Simulation.
- Operational management experience in Flight Training, Flight Simulator Evaluations or national aviation authority management experience.

Eligibility

Eligibility Requirements

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

Must:

- The position's occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

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

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

Melbourne and Brisbane preferred other CASA locations considered.

(Note: this salary is reflected from a 3.4% increase applicable from 17 November 2025)

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

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

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

To Apply

Position Contact	Andrew Tiede, 07 31447362
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763467

Civil Aviation Safety Authority Australia

Closing Date:Sunday 19 October 2025

Corporate Services
Information Technology

Job Title	Information Technology Branch Business Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$139,171 - \$168,315
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	Executive Level 2
Position Number	3053
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

About the opportunity

The Information Technology Branch (ITB) Business Manager reports to the Chief Information Officer (CIO) and forms a key part of CASA's ICT environment, conducting the oversight and delivery of financial management, procurement and governance reporting for the Branch. The role is key to ensuring timely project, financial, governance and compliance reporting.

The role is responsible for the development and maintenance of ITB annual operational budgets and project budgets funded through the Capital Management Plan. It performs an essential communication role with all ITB Section Managers on activities and priorities external to ITB.

The role is also responsible for the program oversight and coordination of ITB related capital projects ensuring that all elements are working effectively across the Branch to deliver outcomes. This includes reporting to relevant governance committees and stakeholders.

The role will work collaboratively with all other ITB sections and is responsible for the following deliverables:

- Developing the IT Branch operational and project budgets.
- Maintaining a single view of ICT program and projects budgets, risks and issues.
- Managing the procurement of contractors, consultants, project teams ensuring the quality and timeliness of procurements.
- Oversighting the program/project lifecycle of ITB related projects including development of project bids, business cases, project to project closure.
- Leading the implementation and management of portfolio, program and project governance frameworks to ensure timely transparency to all stakeholders.
- Maintaining ICT and organisation wide project reporting with a focus on value added advice and early identification and resolution of risks and issues.
- Managing the flow of operational and strategic reporting to relevant governance committees and stakeholders.
- Managing the performance of section staff to ensure timely delivery of agreed targets that align with section, branch and corporate objectives.
- Developing and communicating plans to remedy any delivery issues with projects or approved work streams.

Duties

Our ideal candidate

- Demonstrated experience in managing and leading a team in a client focused, service delivery and technical environment.
- Demonstrated financial management, procurement, strategic planning and risk management experience.
- Demonstrated high level of stakeholder management skills, including excellent negotiation skills and demonstrated ability to establish and influence productive working relationships with business stakeholders.
- Highly developed written and oral communication skills, including demonstrated ability writing executive level reports.
- Demonstrated experience working in contemporary ICT environments and a proven skillset establishing and maintaining standard practices, processes, and templates for managing programs and projects consistently and efficiently to reduce risk and costs.
- Experience in a similar role with demonstrated success.
- Experience in the development of and/or participation in the execution of an IT strategic plan.
- Proven experience in the creation of business cases with the ability to present them to senior stakeholders.
- Demonstrated experience in providing governance and oversight of large-scale ICT programs and projects.

Eligibility

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

- Must be an Australian citizen.
- The prospective CASA employee must undergo pre-employment screening. You must be willing to provide the required information to successfully undergo a police record check.
- Current NV1 security clearance.

Notes

About the Civil Aviation Safety Authority Australia

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

To Apply

Position Contact	Anthony Warnock, 02 62171801
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763468

Civil Aviation Safety Authority Australia

Closing Date:Sunday 19 October 2025

Corporate Services
Information Technology

Job Title	Information Technology Branch Business Manager - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$139,171 - \$168,315
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	Executive Level 2
Position Number	3053
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

About the opportunity

The Information Technology Branch (ITB) Business Manager reports to the Chief Information Officer (CIO) and forms a key part of CASA's ICT environment, conducting the oversight and delivery of financial management, procurement and governance reporting for the Branch. The role is key to ensuring timely project, financial, governance and compliance reporting.

The role is responsible for the development and maintenance of ITB annual operational budgets and project budgets funded through the Capital Management Plan. It performs an essential communication role with all ITB Section Managers on activities and priorities external to ITB.

The role is also responsible for the program oversight and coordination of ITB related capital projects ensuring that all elements are working effectively across the Branch to deliver outcomes. This includes reporting to relevant governance committees and stakeholders.

The role will work collaboratively with all other ITB sections and is responsible for the following deliverables:

- Developing the IT Branch operational and project budgets.
- Maintaining a single view of ICT program and projects budgets, risks and issues.
- Managing the procurement of contractors, consultants, project teams ensuring the quality and timeliness of procurements.
- Oversighting the program/project lifecycle of ITB related projects including development of project bids, business cases, project to project closure.
- Leading the implementation and management of portfolio, program and project governance frameworks to ensure timely transparency to all stakeholders.
- Maintaining ICT and organisation wide project reporting with a focus on value added advice and early identification and resolution of risks and issues.
- Managing the flow of operational and strategic reporting to relevant governance committees and stakeholders.
- Managing the performance of section staff to ensure timely delivery of agreed targets that align with section, branch and corporate objectives.
- Developing and communicating plans to remedy any delivery issues with projects or approved work streams.

Duties

Our ideal candidate

- Demonstrated experience in managing and leading a team in a client focused, service delivery and technical environment.
- Demonstrated financial management, procurement, strategic planning and risk management experience.
- Demonstrated high level of stakeholder management skills, including excellent negotiation skills and demonstrated ability to establish and influence productive working relationships with business stakeholders.
- Highly developed written and oral communication skills, including demonstrated ability writing executive level reports.
- Demonstrated experience working in contemporary ICT environments and a proven skillset establishing and maintaining standard practices, processes, and templates for managing programs and projects consistently and efficiently to reduce risk and costs.
- Experience in a similar role with demonstrated success.
- Experience in the development of and/or participation in the execution of an IT strategic plan.
- Proven experience in the creation of business cases with the ability to present them to senior stakeholders.
- Demonstrated experience in providing governance and oversight of large-scale ICT programs and projects.

Eligibility

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

- Must be an Australian citizen.
- The prospective CASA employee must undergo pre-employment screening. You must be willing to provide the required information to successfully undergo a police record check.
- Current NV1 security clearance.

Notes

About the Civil Aviation Safety Authority Australia

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To Apply

Position Contact	Anthony Warnock, 02 6217 1801
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Services Australia (part of the Social
Services Portfolio)

Vacancy VN-0763271

Services Australia

Closing Date:Monday 20 October 2025

Various

Job Title	Aurora Neuroinclusion Program - Affirmative Measures (Disability – autism spectrum disorder/condition or attention deficit/hyperactivity disorder)
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$85,559 - \$92,324
Future Merit Locations	Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements will be negotiated with the successful candidate.
Classification	APS Level 5
Position Number	Aurora Neuroinclusion Program
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description <https://www.servicesaustralia.gov.au/aurora-neuroinclusion-program?context=22>

Services Australia will be using the Aurora Neuroinclusion Program to attract, assess and place work ready candidates with autism spectrum disorder/condition or attention deficit/hyperactivity disorder (ADHD) into specialised roles across the agency.

Aurora recognises the unique skills and talents neurodivergent people can bring to work. It seeks to improve career outcomes and provides professional development and work experience by providing a gateway to the Australian Public Service.

About the program

The Aurora Neuroinclusion Program design uses non-traditional recruitment methods to help to find talented neurodivergent jobseekers/candidates looking for a career.

The assessment process is tailored specifically to neurodivergent people to accurately identify and match candidates with specific skillsets needed by our business areas. There are no interviews or psychometric tests. The Program uses practical training exercises and an assessment centre environment to identify and match candidate skills to roles. Each candidate is assessed and evaluated against activities in a range of scenarios and competency-based assessments.

Aurora offers:

- An inclusive recruitment process that allows candidates to demonstrate their skills and abilities.
- Ongoing employment with a competitive salary and working conditions.
- Formal learning and development and on the job training.
- A dedicated neurodiversity coach and agency relationship manager.

Duties

Positions are located in Brisbane, QLD.

Available roles

- Data Analyst (APS5)
- Tactical Intelligence Analyst (APS5)

Eligibility

To participate in the program applicants must be:

- Aged 18 years or older.
- Have a diagnosis of autism spectrum disorder/condition including autistic disorder, Asperger's syndrome, childhood disintegrative disorder, pervasive development disorder - not otherwise specified (PDD-NOS), or attention deficit/hyperactivity disorder (ADHD).
- Have proof of Australian Citizenship.
- Be able to participate in a 2-week assessment phase.
- Applicants must be able to pass an Australian Government Security Clearance.

Successful Applicants will undergo a pre-employment screening process. This will include a police history check, a past employment and referee check and disclosure of medical information.

Notes

These vacancies are open only to people with a specific type of disability - autism spectrum disorder/condition or ADHD.

Successful applicants will be required to provide evidence of autism spectrum disorder/condition or ADHD diagnosis, with consideration of the DSM-5 autism diagnostic criteria. For example, it can be the full diagnostic report, or a redacted section of the report that states autism spectrum disorder/condition or ADHD as a diagnosis, or a letter from a Psychologist, Psychiatrist or GP confirming a diagnosis of autism spectrum disorder/condition, or ADHD. It could also be information confirming your diagnosis from a supporting agency such as the NDIS or a Disability Employment Services Provider.

A merit pool will be established and used to fill similar ongoing vacancies at these levels in this location. This merit pool will be valid for 18 months from the date these roles were advertised.

The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Direction 2022. This vacancy is open only to people with disability.

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

About the Services Australia

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

To Apply

Position Contact	Employ for Ability, For further information click Apply Now
Agency Recruitment Site	https://www.servicesaustralia.gov.au/aurora-neuroinclusion-program?context=22

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Social Services

Vacancy VN-0763471

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date:Sunday 12 October 2025

Complaints and Engagement
Complaints and Incidents Provider Registration

Job Title	Senior Regulatory Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Parramatta NSW, Perth WA
Salary	\$96,558 - \$108,532
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	APS Level 6
Position Number	188_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

The NDIS Commission is undergoing a period of exciting transformation. If you are forward thinking, self-motivated, resilient, and adept at building relationships in a complex and fast paced environment, we welcome you to explore the NDIS Commission as your next challenge. This process may be used to fill positions across the Complaints and Incidents Branch.

Regulatory professionals undertake an assessment of matters in line with agreed processes. They also use decision making capability and work within a defined regulatory framework aligned to the Enterprise Prioritisation Model (EPM).

As a Regulatory Officer you will undertake assessment of matters applying the NDIS Commission's risk prioritisation criteria, setting out how the NDIS Commission assesses and applies a risk proportionate regulatory response.

Duties

Duties may include, but are not limited to, the following:

- Supporting the assessment and management of matters aligned to the Enterprise Prioritisation Model (EMP). Complex matters are received through multiple external facing channels including phone, email and web-based.
- Conducting assessments and supporting teams to determine the appropriate regulatory action required, in-line with EPM. This may include assessing risk, consolidation of matters and managing a caseload of complex complaints and/or incidents relating to the provision of services by NDIS providers.
- Safeguarding of NDIS participants through timely identification of risks/s and undertaking referral and negotiating outcomes. The role may also assist and support teams to safeguard and understand safeguarding practices, and procedures.
- Initiate and develop productive working relationships with a diverse range of internal and external stakeholders to facilitate and support the work of the NDIS Commission.
- Maintaining accurate and contemporaneous records by keeping systems and registers updated to reflect the status of work.
- Contributing to team outcomes with technical expertise and sound subject matter knowledge, providing guidance and quality assurance within a team environment.
- Supervise and support the team to achieve objectives with a focus on safety, staff wellbeing and high performance.
- Applying legislative, policy knowledge and actions whilst maintaining a well-developed understanding of relevant frameworks and regulatory priorities.

Please view candidate information package for full position description.

Eligibility Notes

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

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website [Definition of Disability](#).

To Apply

Position Contact	Tanya Ellis, 0432 979 028
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0763472

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 12 October 2025

Data and Regulatory Transformation (DART) and Enabling Services Division
Enabling Services Branch Security and Workplace Services

Job Title	Corporate Support Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD
Salary	\$80,270 - \$86,280
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	Required to work from office 4 days a week with the possibility of flexible arrangements on the 5th day.
Classification	APS Level 4
Position Number	189_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

The Security and Workplace Services team is responsible for enhancing the NDIS Commission's business, security and resilience capability through strategically and operationally managing the national property and accommodation portfolio.

The Corporate Support team is made up of Corporate Support Officers (CSO) who are responsible for face-to-face support in nine of the NDIS Commission's offices nationwide. The CSOs work as a team and in collaboration with other corporate teams to ensure consistency of processes across the offices.

Duties

Day to day activities in the Corporate Support team will be across a wide range of duties and would suit a highly motivated individual with strong attention to detail, who enjoys working with people.

The advertised role requires the successful candidate to work from the office 4 days a week with the possibility of flexible working arrangements on the 5th day.

The Corporate Support Officer is primarily responsible for:

- maintaining the office and identifying needs to provide relevant support;
- providing general assistance to staff, including Senior Executive Service (SES) staff;
- working with corporate teams to on-board and off-board new starters;
- facilitating office induction for new starters;
- providing corporate services for the office, including;
 - managing office supplies;
 - mail distribution;
 - coordinating logistics associated with on-boarding and off-boarding staff;
 - escorting visitors and contractors (sometimes done out of hours on a very rare basis);
- providing general advice on processes and use of templates across all Enabling Services functions; and
- working collaboratively to support the Enabling Services functions; Property, Security, HR, Finance, Procurement, ICT, Internal audit and Information Management;
- there may be times where there is a requirement to complete corporate division duties to support in office activities specific to a certain geographical office.

Please view candidate information package for full position description.

Eligibility Notes

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

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with

diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Rhys Bennetts, 0486 327 354
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0763473

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 12 October 2025

Regulatory Operations
Compliance and Enforcement Risk, Intelligence and Delivery

Job Title	Intelligence Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Parramatta NSW, Perth WA
Salary	\$88,155 - \$94,143
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	APS Level 5
Position Number	190_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

Within Regulatory Operations, the Compliance and Enforcement Branch is responsible for the delivery of compliance monitoring and enforcement of providers and workers in the NDIS.

It applies a risk-responsive approach to its regulatory activities using proactive and reactive levers to ensure compliance, quality providers and workers and safeguarding of participants. It is responsible for leading investigations and taking appropriate and proportionate action in response to non-compliance.

It has a key role in developing relationships with other regulators and enforcement agencies to ensure integrity and quality of the NDIS.

Intelligence Analysts acquire, evaluate, analyse and assess intelligence and produce actionable information for an organisation to support planning, operations and human resource functions.

Duties

Duties may include, but are not limited to, the following:

- Conduct intelligence projects, producing a range of high quality strategic, tactical and operational intelligence products informing and impacting decision-making for internal and external stakeholders
- Liaise with other government agencies and partners, share information, produce briefing papers including recommendations to address quality and safeguarding risks, scheme sustainability issues, and policy development
- Collect, analyse, report and manage information
- Maintain purposeful, proactive and collaborative working relationships with internal and external stakeholders, including promoting the work of the Team, Branch and Regulatory Operations Division
- Use analytical software and other tools as appropriate
- Contribute to the planning and monitoring of work processes for the broader team.

Please view candidate information package for full position description.

Eligibility Notes

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

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website [Definition of Disability](#).

To Apply

Position Contact	Anthea Featherstone, 0497 851 006
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0763474

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 12 October 2025

Regulatory Operations
Compliance and Enforcement Risk, Intelligence and Delivery

Job Title	Senior Intelligence Analyst
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW, Perth WA
Salary	\$96,558 - \$108,532
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	APS Level 6
Position Number	191_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

Within Regulatory Operations, the Compliance and Enforcement Branch is responsible for the delivery of compliance monitoring and enforcement of providers and workers in the NDIS.

It applies a risk-responsive approach to its regulatory activities using proactive and reactive levers to ensure compliance, quality providers and workers and safeguarding of participants. It is responsible for leading investigations and taking appropriate and proportionate action in response to non-compliance.

It has a key role in developing relationships with other regulators and enforcement agencies to ensure integrity and quality of the NDIS.

Senior Intelligence Analysts acquire, evaluate, analyse and assess intelligence and produce actionable information for an organisation to support planning, operations and human resource functions.

Duties

Duties may include, but are not limited to, the following:

- Collect and analyse data relevant to intelligence assignments
- Conduct intelligence projects, producing a range of high quality strategic, tactical and operational intelligence products informing and impacting decision-making for internal and external stakeholders.
- Liaise with other government agencies and partners, share information, produce briefing papers including recommendations to address quality and safeguarding risks, scheme sustainability issues, and policy development.
- Maintain purposeful, proactive and collaborative working relationships with internal and external stakeholders, including promoting the work of the Team, Branch and Regulatory Operations Division.
- Mentor and support developing analysts
- Contribute to the planning and monitoring of work processes for the team.
- Provide advice and support the development of risk assessment tools and frameworks.

Please view candidate information package for full position description.

Eligibility Notes

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

About the National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website [Definition of Disability](#).

To Apply

Position Contact	Anthea Featherstone, 0497 851 006
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0763475

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 12 October 2025

Practice Quality
Practice Quality Capability Person-centred Safeguards

Job Title	Director, Person Centred Safeguards Team
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW, Penrith NSW
Salary	\$141,800 - \$167,184
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	Executive Level 2
Position Number	192_09/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

Reporting to the Assistant Commissioner, Practice Quality, the Director, Person Centred Safeguards is responsible for leading and overseeing all safeguarding and monitoring work undertaken by the PQ Division. Regulating practice quality safeguards is essential for maintaining the safety and protection of vulnerable participants and this role plays a critical role in achieving that goal.

The main role of the Director is to lead and manage the Person Centred Safeguards Team, including the day to day operations of the team's overseeing operational safeguarding, complex case management and write ups of case studies and compliance associated with safeguarding.

The Director will provide effective management and oversight of performance improvement strategies and strong leadership in championing, monitoring and advancing performance improvement initiatives that uphold the dignity, well-being and safety of NDIS participants.

The Director, Person Centred Safeguards works closely and collaboratively with the Commission's Enterprise Prioritisation Management function and relevant areas within the Commission to ensure appropriate safeguarding actions are taken as required.

Duties

Key Duties of the role:

- Coordinate the efforts of the Person Centred Safeguards function to ensure a comprehensive approach to safeguarding participants' health, safety and wellbeing.
- Establish mechanisms for ongoing quality assurances and improvement of safeguarding policies and procedures.
- Maintain accurate records and data relating to safeguarding cases, interventions and outcomes.
- Utilise data driven approaches to manage resources effectively to achieve systems level impacts.
- Work with the sector NDIS providers and other professional to enhance their practice and promote a culture of continuous quality improvement
- Prepare high quality reports, briefing papers and Ministerial correspondence for presentation to the Senior Executive.
- Accountable for developing, coaching and mentoring employees, performance management, conflict resolution, and identification of training needs.

Please view candidate information package for full position description.

Eligibility Notes

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

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

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To Apply

Position Contact	Simon Edwards, 0473 560 674
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0763235

Australian Taxation Office

Closing Date:Monday 13 October 2025

ATO Finance
Portfolio Value Management

Job Title	Portfolio Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Albury NSW, Brisbane QLD, Canberra ACT, Melbourne VIC, Upper Mount Gravatt QLD
Salary	\$125,291 - \$136,595
Future Merit Locations	Albury, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_ESCO_649_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=52AA37B9-8A03-4C62-46F8-E4365B960B3C>

Duties

We are seeking highly experienced and driven professionals to join our Portfolio Value Management team.

As a Portfolio Officer, you will support the successful delivery of programs and projects within the ATO change portfolio. You'll act as a trusted adviser, providing guidance on effective governance, the application of corporate methodology and frameworks to support investment decision making, delivery and value realisation of the portfolio.

You will work closely with our business partners and use your expertise to manage and resolve complex problems. You'll provide insights and data to inform the health of the portfolio and to support enterprise decision making.

We aim to ensure the ATO delivers programs and projects seamlessly through a strong focus on change management, leading integrated ways of working and supporting the ATO to prioritise the highest value investments. Our focus is on delivering outcomes that guide the ATO toward its 2025 aspirations—and beyond.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility Notes

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

About the Australian Taxation Office

We are globally recognised for leading best practice in the administration of tax and superannuation, promoting a level playing field and fairness for all. Our work makes a real difference to the lives of Australians and positively impacts their economic and social wellbeing. Our people are problem-solvers, curious, dynamic and are at the heart of our success. We are inclusive and embrace the strength of diversity. Flexible working arrangements are available to help balance work and life. We offer more than you expect. We offer a place where you can belong, a say in how you make a difference, and the chance to grow a successful career.

To Apply

Position Contact	Fiona Bezkorowajnij, (03) 8632 4307
Agency Recruitment Site	https://ato.nga.net.au/?jati=52AA37B9-8A03-4C62-46F8-E4365B960B3C

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Treasury

Vacancy VN-0763246

Australian Taxation Office

Closing Date: Monday 13 October 2025

Office of the Chief Tax Counsel
Various teams

Job Title	Litigation Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$97,816 - \$112,312
Future Merit Locations	Adelaide, Box Hill, Brisbane, Dandenong, Hobart, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_LDP_634_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=9C71A9B1-16D8-2112-A794-E4365B88149A>

Duties

We are seeking motivated Litigation Officers to join our Law Design and Practice teams.

As a Litigation Officer, you will manage a range of complex disputes, conduct in-depth legal research, draft court documents and correspondence, and represent clients as required. You'll work closely with legal counterparts, manage timeframes, and appear in proceedings involving tax law, debt recovery, and administrative matters.

You will work both independently and collaboratively to manage a range of litigation and legal advisory matters, while supporting senior litigators on complex cases. You'll contribute to the continuous improvement of litigation practices, policy development, and the implementation of technology and reporting enhancements, while actively sharing knowledge and supporting professional growth of early career team members.

You may be placed in one of the following teams:

- Office of the Chief Tax Counsel – Strengthens the tax and super systems by clarifying legal interpretation and application. Our insights guide the ATO, Treasury, Government, and courts on complex issues.
- Litigation and Legal Services – Manages litigation and provides legal advice on tax assessment disputes and the collection and recovery of taxation debts.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

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

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To Apply

Position Contact	Virginia Rands, (02) 9374 2321
Agency Recruitment Site	https://ato.nga.net.au/?jati=9C71A9B1-16D8-2112-A794-E4365B88149A

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TreasuryVacancy VN-0763267

Australian Taxation OfficeClosing Date:Monday 13 October 2025

Office of the Chief Tax Counsel
Various teams

Job Title	Senior Litigator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$125,291 - \$136,595
Future Merit Locations	Adelaide, Box Hill, Brisbane, Dandenong, Hobart, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_LDP_635_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=3222CC62-7A9E-3EDE-453E-E4365C11B0F1>

Duties

We are seeking experienced Senior Litigators to join our Law Design and Practice teams.

As a Senior Litigator within the Office of the Chief Tax Counsel business area, you will lead complex litigation and dispute resolution matters, conduct in-depth legal research, and prepare highly complex court documents and correspondence. You'll represent the agency in high-level proceedings involving tax law, debt recovery, and administrative law, while managing strategic relationships with key legal partners.

You will contribute to high-impact litigation that sets legal precedents and informs the interpretation of Australian taxation law. In a strategic leadership role, you'll strengthen organisational capability and lead initiatives to enhance litigation practices, policy development, technological integration, and reporting frameworks.

You may be placed in one of the following teams:

- Office of the Chief Tax Counsel – Strengthens the tax and super systems by clarifying legal interpretation and application. Our insights guide the ATO, Treasury, Government, and courts on complex issues.
- Litigation and Legal Services – Manages litigation and provides legal advice on tax assessment disputes and the collection and recovery of taxation debts.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

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

About the Australian Taxation Office

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To Apply

Position Contact	Virginia Rands, (02) 9374 2321
Agency Recruitment Site	https://ato.nga.net.au/?jati=3222CC62-7A9E-3EDE-453E-E4365C11B0F1

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Treasury

Vacancy VN-0763284

Australian Taxation Office

Closing Date:Monday 13 October 2025

Enterprise Strategy and Design
Committees Hub

Job Title	Governance Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$97,816 - \$112,312
Future Merit Locations	Canberra, Parramatta, Penrith, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_ESCO_648_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=EC6E54C4-1623-5D79-1D44-E434F95D0A24>

Duties

We are seeking an experienced Governance Officer to work with the Committee Hub within the Strategy and Governance branch.

As a Governance Officer, you will apply specialist knowledge to develop and implement governance frameworks, policies, and procedures. You'll work with a range of partners and provide technical expertise in accordance with relevant legislation and policies. You'll mentor others in the overall integrity and efficiency of agency operations.

You will contribute to shaping a culture of strong governance across the organisation. You'll help ensure that decision-making processes are transparent, accountable, and aligned with strategic objectives. You'll foster collaboration and build trusted relationships between senior leaders and key internal and external partners in embedding sound governance practices.

This role also provides excellent career development opportunities, giving you exposure to enterprise-level committees, senior executives, and strategic priorities that will build your professional capability and broaden your expertise.

We embrace the strength of diversity — through our people and the perspectives they bring. We are committed to inclusive recruitment practices and encourage applications from people with disability or neurodivergence, Aboriginal and Torres Strait Islander peoples, and individuals from all backgrounds. Reasonable adjustments can be provided throughout the recruitment process.

Eligibility
Notes

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To Apply

Position Contact	Kristina Nelson, 0481 476 492
Agency Recruitment Site	https://ato.nga.net.au/?jati=EC6E54C4-1623-5D79-1D44-E434F95D0A24

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0763322

Job Title	Water Sector Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Darwin NT, Hobart TAS, Adelaide SA, Brisbane QLD, Canberra ACT, 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	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019169 & 60019166
Agency Website	

Job Description

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

The Developer – Water Sector plays an integral part in the Bureau's Water Markets Reform program, which aims to improve trust and transparency in water trading across the Murray–Darling Basin. A key responsibility of this program is to develop the digital platforms that facilitate the collection and sharing of national water information. Additionally, the Developer – Water Sector will support the seamless transition of the Water Market Reforms program responsibilities and resources into the BAU operations of the Water Regulations and Standards section and to the Data and Digital Group (DDG).

The role will focus exclusively on the Bureau's water systems and requires an experienced developer with full stack proficiency and strong AWS cloud and applications experience, to maintain system alignment with the evolving Water Act, Water Regulations and Water Market Data Standards. This is achieved through significant industry consultation, regular release cycles and industry wide regression testing. Given the critical role the systems play supporting the Bureau's regulatory functions and obligations and as this position will represent the Bureau in external technical forums, an ability to understand the regulatory framework and the industry, together with operating to the highest standards of reliability, accuracy and professionalism will be required.

Merit pool

The selection process will establish a merit pool that may be used to fill similar positions within 18 months.

How to apply

Applications can be lodged through [the Bureau of Meteorology Careers](#).

Your application will consist of resume, contact details for two referees and an '800-word pitch' that considers:

- position overview
- job responsibilities
- selection criteria
- relevant sections of the [Integrated Leadership System \(ILS\)](#) and [APS work level standards](#).

Duties

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

1. Contribute to the detailed design and development of significant elements of new solutions, Web applications, Web services, APIs and databases, with clear documentation on the code produced.
2. Form a key part of delivery teams to uplift legacy systems and develop integrated digital water solutions incorporating AWS cloud.
3. Closely collaborate with the Bureau's DevOps and Test specialists to ensure that CI/CD, and Testing are performed according to the Bureau Application Excellence Framework (AEF) development standards and other standards where applicable.
4. Take responsibility for the performance, quality and testability of code produced.
5. Collaborate closely with the internal team and external partners to understand and agree deliverables, provide status updates and conduct integrated testing.
6. Provide support and ongoing maintenance of the suite of water applications.
7. Communicating concepts and delivering showcases to technical and business stakeholders.
8. Demonstrating commitment to APS Values, Employment Principles, Code of Conduct and the Bureau's Social Justice Strategy
9. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for their own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Mandatory

- 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.
- Demonstrated examples of the development of AWS Cloud services for frontend development such as Cognito, Amplify, AppSync, as well as deployment by AWS CDK.
- Proven expertise with:
 - o Front-end Languages and Frameworks (Typescript, React, Drupal)
 - o Python for backend API development,
 - o Relational Database Management Systems specifically PostgreSQL or MSSQL,
 - o Version Control (CI/CD Gitlab),
 - o Testing (React Testing Library), and
- Experience in providing technical input to implement a solution based on the architecture, design and business guidance.

Desirable

- Experience with:
 - o Power Platform development with an understanding of Microsoft Power Apps, Power Automate and Power BI,
 - o Networking (firewalls, policies, access control and endpoint security),
 - o AWS Cloud services for frontend development such as Cognito, Amplify, AppSync, as well as deployment by AWS CDK.
- Professional experience in Commonwealth water agencies, state government water agencies, or other water sector organisations or businesses.
- Experience in real-time data processing techniques and message bus technologies.
- Experience with microservice architecture.
- Experience of DevOps and DevSecOps methodologies.

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.

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	Alasdair Scott, alsadair.scott@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-0763379

Bureau of Meteorology

Closing Date: Sunday 12 October 2025

Enterprise Services Group
Business Management Property Services

Job Title	Aviation Leasing Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Darwin NT, Canberra ACT, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019423
Agency Website	

Job Description

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

The Bureau partners with the aviation industry to enhance the safety and efficiency of flight operations through a network of automatic weather observation systems located at airports across Australia. These systems provide real-time weather reports and alerts essential for air traffic controllers, pilots, and other aviation stakeholders.

Equipped with advanced sensors and intelligent data processing, the systems deliver accurate, high-resolution weather observations. This supports comprehensive situational awareness of weather conditions on the ground and in surrounding airspace.

These observations play a critical role in:

- Aeronautical meteorological reporting and forecasting
- Air traffic management and control
- Pilot flight planning and decision-making

In addition to supporting aviation, the data contributes to the Bureau's broader weather monitoring network, benefiting emergency services, industries, and the general public by improving the accuracy of forecasts and severe weather warnings.

The Aviation Leasing Manager will be responsible for managing the Bureau's leasing activities as they relate to the Aviation Industry requirements, ensuring security of tenure for industry funded Bureau operations.

The successful applicant will possess the following attributes:

1. Demonstrated experience in complex Commonwealth property leasing (knowledge and experience with Commonwealth leasing is mandatory and knowledge and experience in Aviation/Airport leasing is highly desirable).
2. A thorough understanding of the relevant Commonwealth and all State laws relating to leasing, is mandatory.
3. Demonstrated knowledge of the Commonwealth Property Management Framework, Land Acquisitions Act 1989 and Public Governance, Performance and Accountability Act 2013 (PGPA).
4. A proven ability to operate with a strategic focus.
5. A proven ability to plan, prioritise and deliver a complex project in a Commonwealth context.
6. A proven track record of building and maintaining strong and diverse internal and external relationships.
7. Proven ability to succeed in complex negotiations.
8. Proven ability to interpret complex tenure agreements.
9. Proven ability in Native Title and Cultural Heritage where it relates to land tenure.
10. Excellent leadership, interpersonal, communication and team management skills.

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. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Assist and support the planning and information gathering for the aviation activities. Drive and monitor the onboarding of new sites related to the annual aviation deliverables, ensuring that proactive actions are taken to ensure all sites, lease and licence agreements are valid.
3. Lead the negotiations for new aviation leases, lease renewals, licence agreements, options and market rent reviews ensuring the best possible outcome for the Bureau.
4. Operates, and if applicable ensure the team is compliant, under the responsibilities and limits of authority of the Commonwealth Property Management Framework and the Land Acquisitions Act 1989.
5. Maintain accurate records on leasing related services and activities and provide accurate reports and follow set procedures and processes.
6. Liaise with solicitors to prepare and execute contractual documents.
7. Provide strategic advice to internal and external stakeholders on both complex and non-complex property issues with a solutions-based approach.
8. Develop and provide recommendations for sustainable and practical strategies that ensure the success of the aviation deliverables.
9. Liaise with Observing Systems Operations on aviation deliverables. Attend all aviation related meetings as required.
10. Other duties as directed by the National Leasing Manager.
11. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice policies.

Eligibility

A degree or diploma from an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

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	Daniel Hannan, daniel.hannan@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS39 Daily Gazette Monday - 29 September 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Employment and Workplace Relations

Vacancy VN-0763404

Department of Employment and Workplace Relations
(DEWR)

Closing Date:Monday 13 October 2025

Legal and Assurance Division
Program Advice and Corporate Law Skills Program Advice Team

Job Title	Senior Government Lawyer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA, Perth WA, Darwin NT, Hobart TAS
Salary	\$125,220 - \$153,394
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Darwin, Hobart
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	Senior Government Lawyer
Position Number	25/1152
Agency Website	https://www.dewr.gov.au/

Job Description

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

The department is seeking a Senior Government Lawyer with experience in general advising, strong technical legal skills, and excellent interpersonal abilities. In this role, you will provide high-quality legal advice and support to clients across the department, particularly in the development, implementation, and administration of government policies and programs relating to Skills.

Duties

As a Senior Government Lawyer, you will:

- Provide statutory interpretation advice on legislation (including the National Vocational Education and Training Regulator Act 2011, VET Student Loans Act 2016, Student Identifiers Act 2014, Australian Apprenticeship Support Loans Act 2014 and Jobs and Skills Australia Act 2022).
- Advise on legal risks associated with program design.
- Provide advice on administrative decision-making.
- Draft legislative and non-legislative instruments.
- Advise on and manage debt recovery and litigation matters.
- Assist with legislative development, including instructing the Office of Parliamentary Counsel.
- Support clients in preparing briefs to the Executive and Ministers.
- Comply with obligations under relevant Commonwealth legislation and policies (e.g. the Public Service Act 1999 and the Legal Services Directions 2017).

Eligibility

Please note, under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency delegate has agreed, in writing.

This is a designated security assessed position. The successful candidate will have the ability to obtain and maintain a Baseline security clearance.

This selection process may be used to establish a merit pool. The pool might be accessed to fill ongoing and non-ongoing vacancies for similar roles in the Department over the next 18 months.

Notes

Qualifications and Education

- A degree in laws from an Australian tertiary institution, or a comparable overseas qualification, which is appropriate to the duties of the position; and
- Admission as a legal practitioner, however described, of the High Court or the Supreme Court of an Australian State or Territory.

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Aviva Kalman, (03) 9954 2805
Agency Recruitment Site	https://dewr.nga.net.au/cp/

