



Australian Government

**Commonwealth of Australia
APSJobs - Vacancies Daily
PS39 Daily Gazette Thursday - 02 October
2025.pdf**

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APSJobs - Vacancies Daily

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

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

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Vacancies

Vacancy VN-0763522

Australian Government Solicitor

Closing Date: Thursday 16 October 2025

Australian Government Solicitor
Dispute Resolution, Office of General Counsel and Commercial Support

Job Title	Senior Legal Assistant
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Perth WA, Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Perth, Adelaide, Brisbane, Canberra, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 5
Position Number	TBC
Agency Website	

Job Description

<http://www.ag.gov.au/employment/current-vacancies.html>

Duties

- Senior Legal Assistant (APS5)
- Adelaide, Brisbane, Canberra, Melbourne, Perth and Sydney
- Full-time, ongoing (non-ongoing positions may be offered)

The Australian Government Solicitor (AGS) is seeking expressions of interest from Senior Legal Assistants to become a member of our legal support teams.

If you are interested in progressing your career in legal administration please consider the attached role description and apply.

About us

AGS is the Australian Government's central legal practice and part of the Attorney-General's Department. AGS helps Commonwealth clients to manage legal issues, navigate new challenges and find solutions which deliver the best outcomes for Australia. We are a self-funded legal practice and compete for our work.

AGS is unique. AGS is dedicated to the national interest and is a trusted advisor to Government. It is a centre of excellence and expertise in areas of law of importance to the Commonwealth and in managing complex, systemic and precedential issues for the Commonwealth.

AGS is innovative. Drawing on an exceptional depth of experience and expertise, we assist the Australian Government in the development and implementation of solutions to legal issues that have national importance.

AGS is diverse. With offices in every capital city and a team of 800 staff, including over 576 lawyers, we work in more than 40 different areas of law related to government.

About the role

We are seeking candidates who are highly experienced and looking to expand their legal administrative career, and are enthusiastic and willing to learn. Fundamentally, a strong work ethic and a desire to work as part of a team and provide professional administrative service to lawyers, is essential.

As a Senior Legal Assistant, you will:

- train, develop and mentor other legal support staff under the guidance of the Legal Support Manager or National Coordinator
- assist the Legal Support Manager or National Coordinator manage the day-to-day operation of the legal support team
- take on new and complex requests, identifying opportunities to improve processes
- be a role model for junior staff members
- maintain legal files and assist with client enquiries
- manage lawyers' diaries and travel
- provide high quality legal and administrative support, taking an active role in assisting our lawyers to deliver a high standard of legal services to our clients
- assist with preparation, and in some cases draft, documents relevant to your role and send these to clients, courts, tribunals or other bodies

- ensure administrative procedures such as client billing and reporting are completed efficiently and comply with relevant AGS requirements
- have a proven ability to work well in a team
- provide all-round legal support and assistance as required.

Please refer to the role description on our recruitment portal for duties and responsibilities of the role.

To be successful in this role you will have:

- at least 3 years' legal administrative experience, in a law firm or similar legal environment, and experience in training and mentoring staff
- interest and experience in legal administrative roles, good attention to detail and a professional approach, including the ability to manage multiple tasks with accuracy
- a genuine commitment and ability to deliver high quality client service
- well-developed written and oral communication skills
- good knowledge of common software applications (e.g. Word, Outlook, Adobe), and advanced technical skills in Microsoft Office and PowerPoint as well as legal practice software systems such as Mattersphere, Elite, iManage, Desksite or Filesite
- a team-oriented mindset with the ability to collaborate effectively and contribute to the success of the team
- a genuine interest in developing your administrative skills further, with a focus on learning and improving processes as you grow within the role.

You will work with a community of professionals dedicated to the national interest. You will work collaboratively in an inclusive environment where everyone's contribution is valued, and success is rewarded. We offer our employees commercially competitive remuneration packages, including 15.4% superannuation.

AGS is a supportive organisation which embraces diversity. We understand that work is only part of your life and, while our work can be demanding at times, we also provide access to a range of flexible working options, generous leave entitlements and wellbeing benefits to support your needs throughout your career.

To apply

To apply, please click the 'Apply' button.

Applications close at 5:00pm (AEDT) on Thursday, 16 October 2025 and you will need to include your CV and a covering letter (both no more than 2 pages) indicating relevant experience with reference to the required skills and experience for the role.

Further enquiries

Further information can be obtained by contacting Melanie Waddell, National Coordinator Dispute Resolution on 07 3360 5695.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the appropriate level.

Notes

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

About the Australian Government Solicitor

AGS is unique. Regarded as the leading providers of legal services to government, we are a national, commercially competitive law practice within the Attorney-General's Department. Our team of around 800 employees, located in 7 offices around Australia, provides expert services in all areas of law connected with government.

To Apply

Position Contact	Jill Mackay, 02 9581 7568
Agency Recruitment Site	http://www.ag.gov.au/employment/current-vacancies.html

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Vacancy VN-0763545

Job Title	ASD 5, 6 and EL1 Operations Co-ordinators and Operations Managers
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Canberra ACT
Salary	\$92,387 - \$143,093
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	ASD/07994/25
Agency Website	https://www.asd.gov.au/careers

Job Description

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

About the Team

We are recruiting multiple positions in various teams;

The **Cyber Plans and National Response (CPNR) team** leads work prioritising, creating and coordinating realistic and actionable plans to support ACSC's mission to harden, defend and protect Australia's critical infrastructure from cyber-attack.

We are a multi-disciplined team established to prepare and equip Australia's most critical systems against cyber-attacks. This is achieved in close partnership across Government and industry, in line with legal and governance frameworks.

Roles span strategic and operational planning, exercise, research and development, operations and mission governance. The team contains a diverse set of skills including intelligence, engineering, operations, governance, executive and support.

The role of **ASD CPNR National Cyber Defence Planning Team** is to facilitate the ongoing development and testing of the ASD's National Cyber Defence Plan.

Cyber Security Resilience Division is part of ASD's Australian Cyber Security Centre. Cyber Security Resilience Division works in collaboration with Australian Government and industry partners to improve Australia's cyber defence. This is a dynamic, positive and supportive team, keen to help you develop your capabilities including opportunities for learning and training.

There are expected vacancies in the following sections within CSR;

Critical Infrastructure Operational Technology Environments – responsible for enhancing the cyber security resilience of critical infrastructure around Australia, with a strong focus on operational technology.

Secure Design & Architecture – promotes and encourages cyber security best practice through thoughtful design and architecture processes and provides tailored advice on priority ICT projects with a focus on security architecture and threat modelling.

Government Uplift – responsible for uplifting the cyber security of government through technical assessments, remediation programs, strategies and advice to build cyber security capability across government entities.

Cyber Hygiene Improvement Programs – responsible for measuring the cyber posture and hygiene of internet-facing systems and assets for government and critical infrastructure entities and reporting to network owners, providing them with actionable information to help inform their cyber security improvement efforts.

About the Roles

The functions of the **ASD Cyber Plans and National Response Planning Team** are:

- Lead the ongoing development and testing of the internal facing aspects of the National Cyber Defence Plan.

- Plan, coordinate, validate and refine operational cyber defence plans across multiple stakeholders.

The roles entail a high level of stakeholder engagement including liaison in relation to sensitive cyber security operations and complex issues.

An Operations Coordinator working in **Cyber Security Resilience Division** is similar to a project coordinator:

- Planning and delivery of complex operations, support large programs that contribute to Australia's national security and deliver cyber resilience outcomes.
- A dynamic and collaborative multidisciplinary team, bringing together technical experts, operational team members and experienced policy staff to work across international forums, industry and government.

ASD5 Operations Coordinator

- Accountable under limited direction to perform and achieve complex program support work within an integrated workforce.
- Will co-ordinate and contribute to the work of a team consistent to a work plan and provide advice and assistance on methods of task completion to team members.
- Will be required to engage and communicate with stakeholders to identify, respond and provide advice on issues to achieve work unit and the Australian Signals Directorate outcomes.
- Interpret and comply with moderately complex legislative and regulatory frameworks organisational policies and business processes.
- Assist in developing new (or updating existing) Standard Operating Procedures.

ASD6 Operations Coordinator

- Accountable under broad direction to perform and achieve complex program support work within an integrated workforce.
- There is a considerable level of stakeholder engagement and will involve liaison with stakeholders in relation to sensitive security incidents and complex issues.
- Independently identify and track operational milestones and incorporate into regular high quality reporting.

- Interpret and comply with complex legislative and regulatory frameworks, organisational policies and business processes.
- Supervise and train junior team members, be accountable to set work priorities and manage workflows.
- Lead collaboration within and across ASD teams to achieve operational outcomes.
- Proactively work with Operations Managers to coordinate uplifts, engagements and operational logistics, including travel, acquisition equipment, and other activities as required.

ASD EL1 Operations Manager

- This position will lead work creating and coordinating realistic and actionable plans to support ACSC's mission.
- The role entails a high level of stakeholder engagement including liaison in relation to sensitive cyber security operations and complex issues.
- Evaluate business practices and objectives to understand critical factors for success, and deliver continuous improvement.
- Lead a team to provide cyber security advice and assistance to government and industry stakeholders.
- Be accountable for leading a team, managing allocated resources, setting work area priorities, managing workflows, developing strategies and evaluating business outcomes.
- Under limited direction, you will be required to perform and achieve complex to very complex program support work within an integrated workforce.
- Required to lead a team working across the agency to assist with crisis planning.
- Understand and advise on a range of cyber security matters including representation at domestic and international forums.
- Explain and apply complex information to drive and influence the improvement of cyber security posture.

Technical cyber security skills are not required for this role but a willingness to learn cyber security concepts is recommended, training is provided. There are opportunities for travel, continuous professional development, and industry collaboration.

Duties

We are seeking applicants who have:

- A commitment to a positive and inclusive workplace culture and ASD values.
- Strong communication skills, both written and verbal, in person and across a geographically dispersed workforce.
- Experience planning campaigns, operations or exercises, preferably at the Strategic or Operational levels, including integration with civilian organisations and Other Government Agencies.
- Experience managing multiple operations/events/projects with multiple stakeholders.
- An ability to work with stakeholders to capture their requirements in planning documentation across the technical, process and resource domains to develop practical solutions.

- The ability to learn new processes, systems and subject matter, build technical knowledge and share their experience.
- The ability to adapt to changing priorities and triage competing deadlines.
- Accountability for accurate completion of work within timeframes and quality requirements.
- Experience leading a team (EL1), project management, and human resource co-ordination.

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

Eligibility

Please ensure that you meet the eligibility requirements outlined in this Information Pack prior to submitting an application.

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

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

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

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

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

Notes

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0763311

Australian Submarine Agency

Closing Date:Sunday 19 October 2025

Australian Submarine Agency
SSN-AUKUS

Job Title	Integrated Products Support Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$120,303 - \$135,701
Future Merit Locations	Canberra, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 1
Position Number	ASA/07869/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Duties

The Role

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

The SSN-AUKUS Support Branch within SSN-AUKUS Division ensures the Nuclear Powered Submarine program addresses Australian sovereign requirements and is ready to support SSN-AUKUS throughout the capability lifecycle.

As an Executive Level 1, Integrated Products Support Manager, you will be responsible for leading the evaluation and analysis of a variety of Integrated Product Support considerations such as training & training support, product support, supply support, information technology and infrastructure, within the Australian context. This will also require supporting the definition and development of the support system for the SSN-AUKUS conventionally armed, nuclear powered submarine.

To achieve this, we seek an Integrated Product Manager to lead the following activities:

- Training & Training Support
- Support Equipment
- Supply Support
- Packaging, Handling, Storage, and Transportation
- Facilities & Infrastructure
- Information Technology (IT) Systems Continuous Support

This role is eligible for an additional remuneration benefit known in ASA as a Building Capability Payment (BCP). This enables ASA to provide a premium, in addition to the base salary otherwise payable under the ASA Enterprise Agreement, for positions in occupational disciplines/classifications that are critical to ASA capability. For further information, please contact the contact officer.

About our Team

The SSN-AUKUS Division is responsible for the safe delivery of the Build Program and the operation of the sovereign SSN-AUKUS nuclear powered submarine capability.

We operate with a strong focus on our people, development and integrity. We are underpinned by an inclusive culture that respects, values and utilises the contributions of people of different backgrounds, experiences and perspectives. We are collegiate and collaborative, requiring a high level of integration and consistency to achieve our outcomes for Defence.

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

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

Our Ideal Candidate

We are a dynamic organisation seeking employees who are agile, innovative and energised by high-paced work. We are seeking highly motivated and collaborative minded people who will have the opportunity to contribute to a once in a lifetime program. Our ideal candidate will bring the following attributes and skills to the role:

- Demonstrated experience in developing, guiding and leading a high performing and cohesive team to deliver against strategic outcomes within strict deadlines and competing priorities.
- Demonstrated ability to cultivate and maintain productive, professional working relationships with senior leaders across internal and external stakeholders within an integrated workforce.
- Demonstrated ability to exercise a considerable degree of independence with the ability to exercise sound decision making and judgement in providing expert project and product support advice.
- Demonstrated experience in complex to very complex problem solving and issues management to support decisions that impact on strategic, political or operational outcomes.
- Demonstrated experience and well-developed skills in the preparation of briefs and reports,
- Excellent interpersonal and communication skills.
- Demonstrated ability to adapt to changing or evolving requirements of a complex program/project.

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 Australian Submarine Agency

The Australian Submarine Agency was established on 1 July 2023 and is responsible and accountable for the management and oversight of Australia's nuclear-powered submarine program. Australia's acquisition of conventionally-armed, nuclear-powered submarines through the AUKUS partnership will be critical to ensuring our Defence Force has the capabilities needed to keep Australians safe. The Australian Submarine Agency operates under the Defence portfolio and maintains strong linkages with the

Department of Defence. Our workforce comprises a mixture of Australian Public Servants, Australian Defence Force members and contractors. At the Australian Submarine Agency, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get in any other organisation. You are able to undertake interesting, challenging and unique work. This ranges from intelligence and strategic policy right through to human resources, communications, infrastructure and engineering, and information technology. As part of the Australian Submarine Agency you will be working at the cutting edge of capability delivery, supported by professionalisation pathways so you can continue to develop, along with unique and varied career opportunities. Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people. We offer flexible working arrangements and a range of formal and informal professional development opportunities.

To Apply

Position Contact	Jerome Baynton, jerome.baynton3@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A77AE3E3-176E-DD24-56BF-E436D0495506

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Vacancy VN-0763564

Job Title	Senior Planning and Performance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$98,022 - \$119,634
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	Canberra Based
Classification	APS Level 6
Position Number	2025/151
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE BRANCH

The Parliamentary, Governance and Strategy Branch provides advice and support to our ministers, the department and portfolio entities to fulfil their responsibilities to the Parliament. The Branch manages parliamentary processes, delivers Cabinet support and is a point of contact for the Parliamentary Document Management System (PDMS). The Branch delivers secretariat support to Finance's governance committees and coordinates implementation of the enterprise performance framework which includes preparation of Finance's corporate plan, annual report and performance reporting. The Branch has responsibility for implementation of a broad range of capacity building projects under DFAT funded Official Development Assistance (ODA) programs in Indonesia, Papua New Guinea and the Pacific and can provide advice and support to areas of the Department hosting visiting foreign delegations.

As a senior member of the Planning and Performance team, you will support a small team in the effective delivery of Finance's primary planning and reporting products under the *Public Governance, Performance and Accountability Act (2013)* (PGPA Act) and associated Rule.

Duties

ABOUT THE OPPORTUNITY

The Parliamentary, Governance and Strategy Branch is looking for a high performing, dedicated Senior Officer to support the planning and performance functions at the Department of Finance.

The nature of the work requires liaising across all areas of the department and undertaking coordination activities. This opportunity would suit individuals who have strong administration and collaborative skills. Ideally, you will be organised, flexible, have excellent attention to detail, and an ability to work across the section and broader branch, if required.

Working in a team environment the position may encompass some or all of the following:

- Assist with the preparation of the corporate plan, annual report and quarterly performance reporting, including coordination across the department.
- Ensure accountability requirements are met, including the preparation and approval of performance measure records, quarterly performance reports and corporate publications.
- Contribute to papers and reports that provide oversight of performance in the department against their key performance indicators.
- Manage, monitor and prioritise incoming and outgoing correspondence from group mailboxes to ensure matters are managed appropriately and deadlines are met, including referring or escalating matters as appropriate.
- Coordination of ad hoc briefing and requests for information.
- Contributing to the provision of complex information and strategic advice to stakeholders.
- Assisting with other teams within the branch, if required.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- We encourage and welcome applications from Aboriginal and Torres Strait Islander peoples, people with Disability, LGBTQI+ people, people from culturally and linguistically diverse backgrounds and mature aged people.

Notes

This recruitment process is being used to fill current and future vacancies. A merit pool of suitable applicants may be created which may be used to fill future vacancies should they become available over the next 18 months.

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

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

To Apply

Position Contact	Tara Stellati, (02) 6215 2311
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0763647

Department of Finance

Closing Date: Sunday 19 October 2025

ICT
Internal Services and Cyber IT Service Management Processes/Service
Centre

Job Title	ICT Undergraduates
Job Type	Casual, Non-Ongoing
Location	Canberra ACT
Salary	\$63,723 - \$72,926
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	Canberra Based
Classification	APS Level 2
Position Number	2025/147
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE TEAM

The Service Centre serves as the primary point of contact for Finance staff seeking technical guidance or assistance with IT-related products and services. Our responsibilities include managing user requests, assessing their needs, and providing appropriate support or solutions.

The Service Centre provides first level support for the following services:

- IT support.
- Central Budget Management System (CBMS budget application).
- Security (physical and IT).
- Facilities.
- Office and Travel.

Duties

ABOUT THE OPPORTUNITY

As part of the Service Centre and Service Delivery Processes teams, you will gain hands-on experience in a dynamic environment, providing first-level support through calls, live chat,

walk-ups, and the Self-Service Portal. You'll receive on-the-job training, including exposure to the Service Desk Analyst role, and participate in team meetings, training sessions, and knowledge-sharing activities.

Key responsibilities include the following:

- Client Support and Service Delivery.
- Provide Level 1 ICT support to Department of Finance staff via phone, live chat, walk-ups, and the Self-Service Portal.
- Assist users with troubleshooting common technical issues and fulfilling service requests in a timely and professional manner.
- Escalate unresolved or complex issues to senior analysts or technical leads as required.
- Communication and Customer Service.
- Maintain a customer-focused approach, ensuring clear and courteous communication with users of varying technical proficiency.
- Log and track incidents and requests accurately using the department's service management tools. Team Collaboration; work collaboratively with other Service Centre team members to ensure consistent and high-quality support.
- Participate in team meetings, training sessions, and knowledge-sharing activities.
- Learning and Development; engage in on-the-job training to build technical and procedural knowledge relevant to the Service Centre environment.
- Demonstrate a willingness to learn and develop ICT skills aligned with APS2 capabilities and career progression pathways.
- Operational Support; monitor the service desk queue and prioritise tasks based on urgency and impact.
- Utilise innovative AI technology to improve Service Centre services.
- Contribute to maintaining documentation, FAQs, and guides to support consistent service delivery.

DETAILED VACANCY INFORMATION

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

Eligibility

- Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- We encourage and welcome applications from Aboriginal and Torres Strait Islander peoples, people with Disability, LGBTQI+ people, people from culturally and linguistically diverse backgrounds and mature aged people.

Notes

This recruitment process is being used to fill current and future vacancies. A merit pool of suitable applicants may be created which may be used to fill future vacancies should they become available over the next 18 months.

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

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

To Apply

Position Contact	Andy Samkhar, 02 6215 2215
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

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Vacancy VN-0763635

Department of Home Affairs

Closing Date: Wednesday 15 October 2025

Data & Economic Analysis Centre
Economics & Analysis Economics & Analysis

Job Title	Director - Economics & Analysis
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC
Salary	\$136,260 - \$177,318
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	Executive Level 2
Position Number	140060
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140060/>

DS Executive | Data & Economic Analysis Centre | Economics & Analysis

We are a small team of economic specialists working across the Department to provide evidence based economic analysis, forecasting and modelling in support of organisational priorities. The topics we cover are broad and unique such as immigration, skills, international students, national security, cyber, and social cohesion, macro and international economics, and goods and trade.

Our ideal candidate

- Demonstrated leadership, knowledge and experience working on applied economic analysis including forecasting, research and modelling
- Proficient in using quantitative and qualitative methods, economic modelling, and data interpretation to support evidence-based decision-making
- Strong track record of delivering high-impact economic advice that shapes public policy outcomes
- Proven experience leading multidisciplinary teams, mentoring junior economists, and influencing senior stakeholders across government and externally

- Exceptional ability to communicate complex economic concepts clearly to non-technical audiences, including ministers, executives, and the public.

Duties

- Provide evidence based economic analysis, forecasting and modelling in support of organisational priorities
- Advise the Portfolio Ministers and Executive on the economic implications of policy and programs
- Successfully manage competing and complex priorities in a function that is in high demand
- Represent the Department in appropriate external forums and maintain networks with other Government stakeholders
- Motivate and manage team performance, and addressing potential barriers to success.

Additional information

Required qualifications

- Qualifications in economics, statistics or other relevant disciplines will be considered.

Desirable skills

- Proficiency in analytical programming languages (python, R and/or SQL) is highly desirable.

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 2 (AGSVA) security clearance, and:

ABF Workers will also be required to obtain and maintain an Employment Suitability Clearance (ESC).

Home Affairs Workers will also be required to obtain and maintain an Onboarding Check.

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

Notes

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

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

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	Pippa Gray, 0400 846 874
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140060/

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Vacancy VN-0763625

Department of the House of Representatives

Closing Date:Thursday 16 October 2025

Procedure Office Chamber Research

Job Title	Director, Chamber Research
Job Type	Full-Time, Ongoing
Location	Capital Hill ACT
Salary	\$162,779 - \$172,477
Future Merit Locations	Capital Hill
Office Arrangement	On Site;Flexible
Office Arrangement Details	Onsite with the possibility to flexible working arrangements if required.
Classification	Executive Level 2
Position Number	4800
Agency Website	https://www.aph.gov.au/About_Parliament/Employment/Department_of_the_House_of_Representativ

Job Description

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

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

The role is situated within Procedural Development Section of the Procedure Office. The Procedure Office provides procedural research, publications and services explaining the work of the House and its institutional role. Situated within the office, the Chamber Research Section maintains statistical records about the work of the House, provides procedural research support to

internal and external stakeholders and manages certain research collections. It also provides secretariat support for the House Standing Committee on Procedure.

About the role

The Director, Chamber Research leads and manages a small team within the Procedure Office, including overseeing the maintenance of statistical records, production of routine publications about the sittings of the House, provision of research support, and secretariat support to the Standing Committee on Procedure. They provide advice to Members and others on procedural matters, including while undertaking clerking duties. Together with the Director, Procedural Development, the occupant of this role also provides operational leadership and strategic direction to the Procedure Office.

Duties

The Director, Chamber Research will:

1. Lead and manage the work of the Chamber Research Office.
2. Be the Secretary to the Standing Committee on Procedure.
3. Provide advice to Members and others on parliamentary procedural matters.
4. Undertake Clerk-at-the-Table and Deputy Clerk-at-the-Table duties in the Chamber and the Federation Chamber, when requested.
5. Represent the department in relevant forums and liaise with stakeholders.

Eligibility

Selection criteria

The successful candidate will demonstrate:

1. proven leadership and managerial ability
2. high-level liaison, interpersonal and written communication skills
3. high-level research and analytical skills
4. proven knowledge of parliamentary practice and procedure, or the ability to acquire such knowledge quickly

Eligibility

Relevant tertiary qualifications or proven relevant skills gained through experience.

Notes

NOTE: *The employee assigned these duties may be required to rotate to other areas of the department.*

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

Further information about the department is available on the [DHR website](#).

About the Department of the House of Representatives

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

To Apply

Position Contact	Fleur Hall, 02 627744396
Agency Recruitment Site	https://candidate.aurion.cloud/dohr/production/

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Vacancy VN-0763597

Job Title	Administrative Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	\$76,921 - \$83,098
Future Merit Locations	Barton
Office Arrangement	On Site
Office Arrangement Details	Employees are entitled to request flexible working arrangements under the departments enterprise agreement
Classification	APS Level 3
Position Number	703
Agency Website	https://www.apg.gov.au/About_Parliament/Parliamentary_Departments/Department_of_the_Senate

Job Description

<https://recruitmentsenate.nga.net.au/cp/index.cfm?event=jobs.listJobs&jobListid=22fc4f47-e994-46a3-b8c9-9bc90>

The Department of the Senate is seeking motivated individuals to join our Committee Office as Administrative Officers. This is an opportunity to do valuable work in a team and organisation where you will be encouraged and supported to develop your skills, knowledge and career. If you are organised, conscientious, and interested in a career in the parliamentary service or public sector administration, please consider the position description below and submit your interest.

Administrative Officers work as part of a small team, known as a Committee secretariat, to provide support to Senate committees. Senate committees conduct inquiries to examine matters in detail, gathering information from a range of sources including receiving submissions, holding hearings and conducting visits around Australia, before reporting back to the Senate. Secretariats do research, plan and support hearings, receive submissions, draft reports and provide procedural advice to committees.

Administrative Officers play a key role in supporting their Committee secretariat to function effectively and smoothly. The Administrative Officer is the main point of contact for the committee secretariat and manages the collation, recording and dissemination of general information and

inquiries to the committee. Administrative Officers manage their own day to day workload, considering and adapting to decisions made by the committee and the Committee Secretary.

Duties

As an Administrative Officer, you will:

- provide information to senators and their staff, parliamentary officials and members of the general public regarding committee inquiries
- process submissions and other correspondence and keep registers of relevant committee information
- undertake supporting arrangements for committee meetings and hearings including arranging venues, travel and accommodation; and
- prepare finalised committee reports for both online and hard copy publication and tabling (formal presentation) in the Senate.

As a new employee you will be provided with training and support to assist your transition to the department. The department also offers an extensive learning and development program which supports continuing skill and knowledge enhancement, career progression and professional growth.

This opportunity is located at Australian Parliament House, Canberra (APH). APH is accessible by a bus route that travels around all sides of APH. Employees can also access secure bike stands and onsite accessible parking.

Further information about the duties and responsibilities of the Administrative Officer can be found in the job description. Please contact the Human Resource Management section on 6277 5924 or by email at HRM.Sen@aph.gov.au if you have any questions.

Eligibility

To apply, provide a one-page pitch detailing your suitability to perform the duties of the position with reference to the selection criteria, along with a copy of your CV/résumé.

Notes

The Department of the Senate is committed to being an inclusive employer. We aim to provide a supportive, flexible, and fair workplace that recognises the diversity within the Australian community, where all employees feel respected, valued and supported to best contribute to our work. We encourage applications from First Nations' people, people with disabilities, neurodivergent people, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, mature aged employees and people with caring responsibilities.

We can provide support and adjustments to assist candidates to participate equitably in the recruitment process, such as assistance with access, alternative format for completing an

application, or additional time for a skills assessment or interview. If you have any questions, or require support or adjustments, please contact HR on 6277 5924 or by email at HRM.Sen@aph.gov.au.

Further information about support and adjustments, including the availability of flexible working arrangements, we can offer to facilitate equitable participation in the workplace will be provided to successful candidates on commencement.

About the Department of the Senate

The Department of the Senate provides the secretariat to the Senate – enabling its legislative and accountability activities – and to dozens of parliamentary committees, whose work encompasses the Senate’s scrutiny functions and its exercise of Parliament’s broad inquiry powers. In doing so, departmental officers provide the Senate, its committees, the President and other senators expert, impartial advice about Senate and committee operations. We publish the Senate’s records, and produce an array of information resources so that people may understand and engage in its work. With our colleagues across the Parliamentary Service we also provide specialised advice and logistical support to senators so they may undertake their duties.

To Apply

Position Contact	HRM.Sen@aph.gov.au , 02 6277 5924
Agency Recruitment Site	https://recruitmentsenate.nga.net.au/cp/index.cfm?event=jobs.listJobs&jobListid=22fc4f47-e994-46a3-

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Vacancy VN-0763586

Job Title	EL1 Solution Architect, Data Standards Body
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$132,786 - \$152,319
Future Merit Locations	Canberra, Sydney, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1
Position Number	28-2025
Agency Website	www.treasury.gov.au

Job Description

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

This is an exciting opportunity to work in the Data Standards Body (DSB) and across government to deliver high quality regulatory standards.

As a solution architect, you will have a hands-on role working with product and policy managers in drafting and co-designing changes to the Data Standards, in accordance with policy priorities and industry needs. You will work with a range of government and industry stakeholders to support the Data Standards Chair to deliver on policy objectives which the Data Standards support, contributing directly to the stewardship and governance of standards that support Australia's Digital ID system and CDR. This includes assessing and prioritising changes to the Data Standards to ensure they remain in line with policy, market and security requirements.

Solution architects will therefore be required to have, or the ability to quickly develop a strong technical understanding of the role and function of data, APIs, infrastructure and integration, security and/or identity access management standards, and the management of proposed changes.

Duties

- Lead architecture and solution design to critically evaluate standards issues and changes, including one or more of:

- API design that facilitates the efficient, safe and secure transfer of data.
- Identity federation architecture, Open ID Connect, SAML, trust frameworks.
- Identity proofing, attribute verification, digital credentials and wallets, and life cycle management (SCIM, token lifecycle, etc.).
- Cyber security protocols (OAuth2, OIDC, JWT, TLS, mTLS), biometrics and authentication technologies, including cryptographic key management.
- Data portability initiatives such as open banking, open finance and open energy and respective schema design.
- Integration, particularly but not limited to with government registries.
- Scalability, performance and availability.
- Translate complex business, user and operational requirements into practical and secure technical solution designs fit for a regulatory environment, and which balance long-term sustainability with delivery constraints.
- Identify opportunities for improvement to current CDR and Digital ID Data Standards and align with relevant international standards to ensure interoperable and best practice standards.
- Assist with the development and documentation of current system processes and future improvements.
- Ensure all solution designs align with enterprise architecture principles, patterns and standards, comply with overarching legal and policy positions and norms for standards or requirements literacy.
- Guide engineering and delivery teams to implement solutions in line with approved architectures, offering direction on technical decisions, integration approaches and issue resolution.
- Input to consultation and delivery processes for the making of the Data Standards instruments in accordance with set timeframes and processes.
- Work collaboratively across the DSB, other agencies, and stakeholders with limited direction against established priorities and practices to deliver quality outcomes and relationships.
- Confidently lead inter-agency discussions with engineers, architects, and policy teams through problem exploration and solution design.

Desirable Qualifications / Experience:

- The ability to quickly understand the policy and data standards landscape for Digital ID and/or the Consumer Data Right.
- The ability to engage collaboratively to develop technical requirements or standards and develop change impact assessments which balance competing views and align to government policy objectives (requiring business, systems, policy or other relevant fields of analysis).
- Strong written and oral communication skills, including the ability to lead technical analysis and discussion across a broad range of stakeholders including through public consultation.
- Experience in maintaining requirements libraries and reference architectures or models.
- Qualifications in IT, engineering, cyber security, data or information management or another relevant field are desirable. Professional qualifications or knowledge are also desirable across one or more of:
 - Architecture and design (e.g. TOGAF).
 - Cloud platforms.
 - Data and security standards (e.g. ISO/IEC 27001, CISSP, CDMP).
 - API and data exchange (e.g. JSON Scheme / OpenAPI specification).
 - Identity and trust services (e.g. FIDO, OIDC/OAuth2, SAML federation, CIAM, etc).

Eligibility

Employees of the Treasury are required to be Australian citizens and must hold a current security clearance or successfully complete a clearance prior to commencement.

Notes

This recruitment process is being used to fill an ongoing position. A merit pool may be established to fill future ongoing or non-ongoing, should they become available within 18 months from the date advertised.

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

About the Department of the Treasury

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

To Apply

Position Contact	Karina Stathoulis, 0402 697 695
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

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Vacancy VN-0763549

Job Title	Judicial Associate to Justice Harper
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	(Hybrid) - Candidate may be required to work onsite 2 day a week.
Classification	APS Level 5
Position Number	0846-09-25
Agency Website	https://www.fcftoa.gov.au/

Job Description

<https://fcajobs.nga.net.au/?jati=55DD1566-F8EB-A37B-F26F-E438378405AD>

Position Overview

The position of judicial associate is responsible for providing a high level of administrative support to a judicial officer.

Travel on circuit and judicial relief locations, both intra and interstate may be required.

The purpose of this position is to ensure:

- that the judicial officer is able to conduct the business of the Court in a professional and efficient manner
- the timely completion of all tasks associated with court hearings, and
- to actively participate as a member of the judicial support team.

Duties

Major Activities

This role requires an individual who works well in a team environment. The position involves a number of competing priorities and therefore requires good organisational skills to meet these demands.

The position of Judicial Associate has regular and substantial contact with members of the judiciary, court staff, legal practitioners, clients and external agencies including:

- liaison with client service / case coordination staff in respect to court files
- liaison with legal practitioners and clients in respect of orders and judgments and the listing of matters before the judicial officer
- liaison with external agencies including Legal Aid and the Australian Federal Police, and
- liaison with the Team Leader Judicial Support in respect to the judicial court calendar, leave and travel approvals, and other judicial entitlements.

The major responsibilities of the Judicial Associate include:

- attending court with the judicial officer, including circuit sittings, to provide administrative support to the judicial officer during all trials, pre-trials and duty lists
- managing court files prior to and at the completion of trials to ensure that the files are maintained and up to date
- providing a high level of administrative support to the judicial officer to ensure the prompt distribution of orders and judgments
- entering data accurately into the Court's case management and other information systems to reflect the workload of the judicial officer
- making travel arrangements (flight bookings, accommodation reservations and car bookings) associated with circuit and relief sittings, and attendance at meetings and conferences
- updating the judicial officer's loose-leaf filing system to ensure that he/she has access to the most recent legislation and reference material
- undertaking personal work as required by the judicial officer, and
- providing assistance, if required, at conferences, functions and/or meetings to ensure that the respective event is conducted in a professional manner.

Eligibility

Selection Criteria

1. Knowledge of or ability to acquire knowledge of, Family Court functions, organisation, practices, procedures and terminology.
2. Demonstrated ability to undertake research, prepare reports and correspondence.
3. Demonstrated ability to operate computer-based equipment and associated software packages such as word processing, e-mail and spreadsheet applications. Possess proficient keyboard skills.
4. Demonstrated sound organisational skills, initiative, the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
5. Well-developed personal skills, including tact, discretion and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.

Contact Officer

For more information, please contact Sally Becher Judicial Service Team Leader via email Sally.Becher@fcfcoa.gov.au or (02) 8623 4456

How to Apply

To apply, please complete the application form on the Court's careers portal.

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

If you have any issues with applying, please email recruitment@fedcourt.gov.au

Notes

Eligibility

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

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

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

Diversity and Inclusion

Federal Court Australia is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability.

First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

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

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

About the Federal Circuit and Family Court of Australia

The Federal Circuit and Family Court of Australia Act 2021 (FCFCOA Act), which came into effect on 1 September 2021, merged the Family Court of Australia and the Federal Circuit Court of Australia into a unified court system known as the FCFCOA. The FCFCOA (Division 1) is a superior court that handles the most complex family law cases and serves as the appellate court for family law matters. It operates nationwide, except in Western Australia. The FCFCOA (Division 2), a federal court, shares jurisdiction over family law and child support with Division 1, but also handles general federal law matters, such as administrative law, bankruptcy, intellectual property, and migration law. The Federal Court of Australia entity engages employees under the Public Service Act 1999 to support the Federal Court, the FCFCOA (Divisions 1 and 2), and the National Native Title Tribunal. Established by the 2016 Courts Administration Legislation Amendment Act, each court retains its own identity and judicial independence. FCFCOA employees are covered by the Federal Court Enterprise Agreement 2024–2027.

To Apply

Position Contact	Sally Becher, (02) 8623 4456
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=55DD1566-F8EB-A37B-F26F-E438378405AD

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Vacancy VN-0763616

Job Title	Senior Analyst, Performance & Analytics
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW
Salary	-
Future Merit Locations	Melbourne, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Three days in office (must include Tuesdays and Wednesdays), and two days work from home
Classification	APS Level 5
Position Number	JR100249
Agency Website	www.futurefund.gov.au

Job Description

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

Join the Future Fund as a Senior Analyst in our Performance & Analytics (P&A) team. This is a unique chance to work at the forefront of investment performance measurement, reporting, and analytics across all funds managed by the Agency. You'll collaborate with global thought leaders, contribute to our strategic plan, and help drive innovation through advanced automation and AI-enabled processes. This role is designed for an experienced analyst with a thorough knowledge of the investment market who is ready to take on increasing leadership responsibilities and shape the future of investment analytics in a purpose driven organisation.

Duties

- Deliver accurate and insightful performance reporting and attribution across asset classes, ensuring alignment with calculation methodologies and governance standards.
- Undertake complex ad-hoc and decision-based analysis, developing narratives that highlight performance drivers for stakeholders.
- Apply advanced systems, coding, and data interrogation skills (Pearl, Factset, Power BI, Python, SQL) to uplift analytics delivery.
- Maintain awareness of external changes impacting the team, implement necessary adjustments, and communicate key changes to the broader P&A team.
- Establish and maintain high-quality documentation to ensure audit readiness and strengthen controls to strengthen data quality and mitigate operational risk
- Act as a key contact for investment stakeholders, contribute to forums and manage outsourced service providers to mature the outsourcing model.
- Partner with the Investment Data Management (IDM) team to align data inputs and support adoption of AI-enabled processes, including anomaly detection, automated reconciliation, and scenario analysis.

- Provide day-to-day guidance to team members, support workload coordination, and contribute to the team’s strategic direction.
- Progressively step into greater accountability, including prioritising requests, reviewing outputs for quality, and mentoring other team members.

Eligibility

- You have a tertiary qualification in finance, economics, mathematics, business, technology, or quantitative disciplines; a postgraduate or professional qualification (CIPM, CFA Charter) will be highly regarded.
- You bring extensive experience in investment performance measurement and attribution across multiple asset classes (listed, credit, alternatives, overlays, unlisted investments).
- A proven ability to manage complex reporting cycles and ad-hoc analysis with accuracy and timeliness.
- A strong track record in stakeholder engagement, with exposure to presenting and influencing investment teams and/or service providers.
- Experience in coding, automation, or dashboard development will be highly regarded
- You demonstrate initiative and ownership by independently driving high-quality, accurate outcomes.
- You are open to feedback and actively seeks diverse perspectives as well as opportunities to learn. You build meaningful connections by listening empathetically and actively fostering stakeholder relationships.
- You apply strong analytical thinking through gathering diverse information, evaluating risks and anticipating issues.

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

Notes

About the Future Fund Management Agency

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

To Apply

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

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Agriculture, Water and the Environment

Vacancy VN-0763646

Department of Agriculture, Fisheries and Forestry

Closing Date: Thursday 16 October 2025

People, Property and Security
Security, Integrity and Assurance Internal Investigations

Job Title	Director - Internal Investigations
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$146,942 - \$170,725
Future Merit Locations	Brisbane, Canberra, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 2
Position Number	2025/3307
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The Security, Integrity and Assurance Branch is responsible for the delivery of the department's integrated protective security and integrity frameworks. We prevent, detect and respond to security incidents, suspected misconduct, fraud and corruption, and develop unique insights to proactively identify and mitigate risks to the department and its operations. Responsible for the provision of independent, objective and risk-based internal audit, assurance and advisory services, we also provide independent support to the Inspector-General of Biosecurity and Inspector-General of Animal Welfare and Live Animal Exports.

Internal Investigations is responsible for conducting complex investigations into allegations of misconduct, fraud, corruption and breaches of security in accordance with the Australian Government Investigations Standard, as well as undertaking reviews of certain workplace

decisions and coordinating the departments obligations under the Public Interest Disclosure Scheme.

Duties

The Job

Under broad direction, the Director - Internal Investigations manages the day-to-day operations of the section, including by overseeing investigations conducted within the team and engaging with key internal and external stakeholders. The Director - Internal Investigations will:

- lead a team of investigators to undertake quality and timely investigations into allegations of misconduct, fraud, corruption and breaches of security in accordance with the Australian Government Investigation Standards
- oversee the review of certain workplace decisions, in accordance with the *Public Service Act 1999* and Public Service Regulations
- lead the investigation of Public Interest Disclosures made under the *Public Interest Disclosure Act 2013*
- oversee the development of complex investigation reports, correspondence, briefs of evidence and investigation outcomes
- make informed decisions and exercise delegations under the *Public Service Act 1999*, Public Service Regulations and internal management delegations
- ensure consistency in the use of investigative techniques and strategy, documentation, standards and quality, and drive continuous improvement in investigations practices and performance
- work collaboratively with internal stakeholders including intelligence, security, human resources, work health and safety, workplace relations and legal
- maintain positive working relationships with the National Anti-Corruption Commission, the Australian Federal Police, the Commonwealth Director of Public Prosecutions and other APS agencies
- provide timely, expert and strategic advice to executive stakeholders on critical issues arising from or through investigations to enable informed decision making
- provide leadership and support, model ethical decision-making, supervise, coach and mentor others.

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

For further information on the work of our department please click [here](#).

Eligibility

What we are looking for

Knowledge and experience

The Director - Internal Investigations will have:

- extensive experience in ethics, integrity or compliance roles, including experience leading complex investigations related to integrity, workplace misconduct, fraud and corruption
- a strong understanding of integrity in the public sector, including relevant employment and behaviour frameworks.

Mandatory qualifications

A Diploma of Government Investigations (or equivalent) or the ability to obtain this qualification within twelve months of commencement.

Notes

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

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Shane Lysons-Smith, 02 6272 4715
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0763591

Australian Federal Police

Closing Date: Thursday 23 October 2025

Job Title	Coordinator Shared Services - CFO
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$168,355 - \$222,149
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This role is located in Canberra and applicant is expected to be based in Canberra
Classification	Executive Level 1;Executive Level 2
Position Number	15316
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15316/>

Did you know?

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

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

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

- Five weeks (25 days) of paid annual leave per year + additional paid Christmas stand down
- 18 days of paid personal leave per year
- Generous superannuation of 15.4%
- 18 weeks paid Parental Leave for Primary Caregiver (and 11 weeks for Secondary Caregiver) + additional unpaid leave entitlements for up until 24 months from the child's date of birth or placement
- Generous salaries and incremental salary progression governed by the [AFP Enterprise Agreement](#)
- Flexible and hybrid working arrangement that provides work/life balance
- Health & wellbeing services – with a focus on early intervention, education and prevention
- Access to ongoing training and professional development opportunities

Duties

Applications are invited from suitably qualified applicants wishing to be considered for the role of Coordinator – Shared Services within Business Services.

Business Services is a multifaceted branch that sits within the Chief Financial Officer (CFO) Command and directly contributes to AFP operational outcomes, providing support and enabling our people to deliver maximum impact to the criminal environment. The experience you bring to the role will benefit the organisation by:

- Facilitating high-quality corporate services (Supporting the front line)
- Implementing and managing business and system improvements to remove barriers, speed up decision making and increase efficiency (Reducing red tape)
- Providing training and help desk facilities to engage and work closely with both our members and external stakeholders (enhancing partnerships)

The Coordinator works in a high tempo environment, leading a number of diverse teams to deliver corporate services and initiatives to AFP appointees and visitors, including:

- Domestic Travel Support- Assistance with corporate credit cards, FlexiPurchase, CTM as well as the relocation of AFP members
- International travel- Complete international bookings process for AFP members
- SAP Administration & Support- Including the SAP and Insight! Help desk facility, training and processing of pays
- Account & Client Services- Accounts Payable, Accounts Receivable, Debt Management and Treasury teams
- Developing governance and policy across teams

The Coordinator is therefore required to ensure outcomes are delivered in accordance with Business Services strategic priorities, regulatory frameworks, and the AFP Code of Conduct. It is expected that the successful applicant will deliver on the core responsibilities and meet any requirements of the positions as outlined below.

What will you do?

Business Services are critical to support frontline AFP personnel who protect the Australian community. The skill, dedication and professionalism of corporate service providers greatly contribute to the ability of the AFP and partners to concentrate their powers and capabilities most accurately and for maximum impact on crime.

In the role of Coordinator Shared Services, you will provide leadership and strategic direction to deliver Shared Services outcomes. This role has in depth knowledge and understanding of the AFP business and the impact of roles and functions undertaken in relation to the organisations reputation in effectively managing Shared Services functions.

Reporting to Manager Business Services, Coordinator Shared Services is a crucial part of the Business Services Leadership Team.

Working effectively and leading a number of teams, Coordinator Shared Services is required to:

- Represent Shared Services on boards and steering committees, where appropriate
- Liaise with senior stakeholders on Shared Services objectives and alignment with AFP business needs
- Provide strategic oversight of organisational structure and resources, including but not limited to staffing, contractors and management of assets
- Actively manage and promote a healthy working environment. This includes embracing diversity, inclusion and respect.
- Maintain effective internal and external relationships to ensure the delivery of high-quality outcomes for the AFP and Shared Services.
- Provide leadership and strategic direction to the Shared Services team in the delivery of outcomes for the AFP.

For further information about this opportunity, please refer to the [Candidate Pack](#).

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.
- Sound knowledge and demonstrated experience of contemporary financial and/or Shared Services practices and their application in the public sector
- Knowledge of government and industry strategic initiatives
- Highly developed strategic and analytical skills
- Proven leadership capabilities
- Contemporary Corporate Systems knowledge (SAP or similar)

Desirable Requirements

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

- Demonstrated commitment to a diverse, inclusive and safe workplace
- Demonstrated capability and willingness to support the AFP's workforce including guiding, mentoring and coaching as required

Notes

- This role is located in Canberra and applicant is expected to be based in Canberra. Successful applicant must be willing to relocate to Canberra.
- This role is at an AFP Executive Level

Commitment to Diversity & Inclusion

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

About the Australian Federal Police

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

To Apply

Position Contact	Miles Humphrey, (02) 5126 4455
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15316/

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Attorney-General's

Vacancy VN-0763606

Australian Federal Police

Closing Date:Thursday 16 October 2025

Job Title	Team Member - Digital Innovation and Support Team
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$99,285 - \$107,559
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	15296
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15296/>

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

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

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

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

Duties

Applications are sought from suitably qualified, ongoing members for the position of Team Member, Digital Innovation and Support Team within Investigations Standards and Practices (ISP).

The ISP serves as a professional practice body, advocating for consistency, standards, and quality in supporting investigations across the AFP. It plays a pivotal role in driving the development and implementation of best practices and providing frontline investigators with essential advice. ISP is seeking suitably qualified members to perform support roles within the ISP Digital Innovation and Support Team.

This role is responsible for the ongoing support of the Investigators Toolkit and the development and maintenance of tools within this platform, the Investigations Management Solution (IMS) and more broadly ISP. The successful candidate will have a combination of technical expertise and problem-solving skills.

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

What will you do?

The successful candidate will be expected to:

- Identify, develop and support potential new digital projects and opportunities.
- Analyse information and develop digital solutions to problems applying exceptional attention to detail.
- Demonstrate high level organisational skills, including the ability to manage competing priorities.
- Be self-motivated, with the ability to work in a small team environment or autonomously as required.
- Possess excellent communication and interpersonal skills, including high level writing, editing and presentation skills.
- Perform daily maintenance, content development and management of the Investigator's Toolkit.
- Maintain currency of investigative reference material.
- Monitor and assess internal requests via internal tasking methods.
- Liaise with key stakeholders on system improvement objectives.
- Mentor new team members, share information and provide advice fostering a positive learning culture within the team, ISP and broader organisation.

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.
- Demonstrated ability to produce high quality documentation using computer applications such as Microsoft 365, Excel, Visio and Adobe PDF
- Strong attention to detail
- Basic understanding of HTML and JavaScript or the aptitude to obtain this knowledge through training.
- Good oral and written communication skills
- Strong client focus

Desirable Requirements

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

- Experience in the use of SharePoint and M365 in an enterprise environment
- Knowledge of information management practices

Notes

- This role is an AFP Band 5
- This role is located in Canberra, however remote working options may be negotiated.

Commitment to Diversity and Inclusion

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

About the Australian Federal Police

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

To Apply

Position Contact	Jeff Martin, 02 5126 5359
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15296/

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Legal
Legal Legal

Job Title	Senior Director, Positive Duty
Job Type	Full-Time;Part-Time, Ongoing
Location	Sydney NSW, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - SA SA, Various locations - WA WA, Various locations - TAS TAS, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	1205
Agency Website	

Job
Description

<https://humanrights.gov.au/about/jobs/job-details?jobId=383&jobTitle=Senior%20Director%2C%20Positive%20Dut>

The Australian Human Rights Commission (the Commission) is Australia’s national human rights institution, dedicated to fostering a society where human rights are upheld, protected, and celebrated. We envision an Australia where every individual is valued equally in dignity and rights.

Our mission involves promoting and safeguarding the human rights of all Australians by:

- Advising all levels of government and various public and private organisations.
- Strengthening laws, policies, and practices while providing accessible investigation and conciliation services.
- Engaging inclusively with civil society, communities, and the private sector.
- Raising awareness about human rights and offering educational resources.
- Collaborating with partners to cultivate a culture of respect for human rights across the nation.

Our Legal Division is a small, dynamic team that provides the services of in-house counsel to the Commission. The Positive Duty Team is a multi-disciplinary team that sits within Legal Services and is responsible for the regulation of the positive duty (section 47C of the Sex Discrimination Act 1984 (Cth) (SDA)) and related functions. The Senior Director, Positive Duty reports to the General Counsel.

We are looking for an experienced strategic leader to lead the Commission's regulatory functions under the positive duty provisions of the SDA. In this pivotal role, you will oversee compliance monitoring, enforcement activities, and stakeholder engagement and drive the strategic implementation of the Commission's positive duty mandate. You will manage a multi-disciplinary team to deliver impactful regulatory outcomes that align with the Commission's corporate plan and broader strategic objectives.

This full-time ongoing position offers a competitive negotiable EL2+ base salary with additional 15.4% superannuation. Part time options will be considered for the right candidate.

We offer flexible, hybrid and remote work options.

Duties

What You'll Do:

- Develop and implement strategic approaches to regulate compliance with the positive duty under the SDA, ensuring effective monitoring, assessment and enforcement activities.
- Oversee the conduct of inquiries into compliance with the positive duty, including systemic inquiries, and coordinate enforcement actions including compliance notices and enforceable undertakings.
- Work with Legal Services to direct litigation strategies in Federal Courts to enforce Commission decisions and ensure regulatory compliance across relevant sectors.
- Lead and develop a multi-disciplinary team of compliance officers, analysts, legal professionals and support staff in a complex regulatory environment.
- Build and maintain productive relationships with key stakeholders including government agencies, industry bodies, business leaders, legal practitioners and civil society organisations.
- Represent the Commission at high-level forums, consultations and public events to promote understanding and compliance with the positive duty requirements.
- Collaborate with Senior Executives and cross-Commission teams to integrate positive duty activities with broader Commission strategic objectives and regulatory functions.
- Analyse emerging trends, risks and opportunities in positive duty compliance to inform strategic planning and resource allocation decisions.
- Provide expert advice to the President, General Counsel and Senior Management on complex regulatory matters, enforcement strategies and policy development.
- Oversee development and publication of guidelines, research and educational materials to promote understanding and compliance with the positive duty.
- Lead initiatives to build organisational capability and public awareness of positive duty requirements across different sectors and industries.

Eligibility

What We're Looking For:

- High level knowledge of, or relevant experience in, legislative compliance and enforcement activities, Diploma in Government Investigations or Law Degree.
- Excellent interpersonal, leadership and staff management skills with a demonstrated capacity to develop and maintain high performing teams in a regulatory or similar environment.
- Understanding of the positive duty in the Sex Discrimination Act 1984 (Cth), the unlawful conduct covered by the positive duty, gender equality issues or the capacity to quickly obtain it.
- Extensive experience in liaison, negotiation, influencing and consultation skills at a senior level, and ability to engage and develop relationships with senior stakeholders and government agencies.

Notes

Why Join Us?

By becoming a part of our team, you'll play a vital role in influencing public conversations about human rights and making a meaningful impact. If you're ready to use your skills to support a cause that matters, we want to hear from you!

Apply Now! Help us shape the future of human rights in Australia. Join us in making a difference!

Applications close: 5pm 15 October 2025.

Notes

We value inclusivity and diversity and seek people who support and model the behaviours we promote in our workforce. We strongly encourage applications from First Nations Australians, mature workers, people from culturally and linguistically diverse backgrounds, culturally and marginalised communities, carers, LGBTIQ+ and people with disability.

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

The Commission is committed to providing an accessible, inclusive work environment to enable people with a disability to participate fully in all aspects of employment. Applicants are encouraged to request reasonable adjustment as required to assist your participation in this recruitment process.

The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future ongoing and non-ongoing vacancies in the Commission where the duties are of a similar nature.

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

How to Apply

Please provide a resume and a statement (maximum of 2 pages) outlining your interest in this position(s), your experience that would lead to impactful outcomes in the role, and the skills and capabilities you bring.

The successful candidate will demonstrate the ability to fulfill the requirements of the role in an impartial and respectful manner as required by the APS Code of Conduct. The successful candidate will uphold the integrity and independence of the Australian Human Rights Commission.

As part of the recruitment and selection process, applicants will be required to consent to and undergo background checks which may include character and social media checks.

For more Information

Information about the role and Commission practices may be sought from Lara Renton, A/g General Counsel via email lara.renton@humanrights.gov.au

About the Australian Human Rights Commission

To Apply

Position Contact	Lara Renton, lara.renton@humanrights.gov.au
Agency Recruitment Site	https://humanrights.gov.au/about/jobs/job-details?jobId=383&jobTitle=Senior%20Director%2C%20Pos

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Defence

Vacancy VN-0763280

Department of Defence

Closing Date:Thursday 16 October 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	Contract Management Officer
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/07655/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=A1A2B2D1-7CF9-5D46-9DA3-E43697AC91FF>

Duties

The Role

An APS 6 Contract Management Officer in Defence operates under broad direction to manage complex contract-related tasks, ensuring compliance with legislative frameworks and Defence policies. They work independently with autonomy, applying initiative and judgement in interpreting policy and procedures.

The role involves providing expert technical, professional, and policy advice, and contributing to strategic planning, project management, and policy development. APS 6 Officers may lead teams, set priorities, manage workflows, and build capability through coaching and feedback. They may also hold people and financial responsibilities to achieve work unit outcomes.

Strong stakeholder engagement is essential, with responsibilities including managing complex issues and responding to stakeholder needs to support Defence objectives. The role demands leadership, strategic thinking, and a commitment to continuous self-improvement and professional development.

The additional payment is a Building Defence Capability Payment (BDCP) which enables Defence to provide a premium, in addition to the rate of salary otherwise payable under the Enterprise Agreement (EA) to some or all of the jobs within a critical occupation(s) or discipline within a workplace. Applicants engaged into a BDCP position must consider the following. BDCPs provide remuneration in addition to the Defence Enterprise Collective Agreement (DECA). This arrangement is subject to meeting eligibility criteria and is subject to annual review. Should your performance fall beyond requirements or the eligibility criteria not be met, your eligibility for the BDCP may be reviewed and ceased. It may also be ceased should you change positions or the requirement for the BDCP is no longer necessary, as determined by Defence. Should the BDCP be ceased you will be advised and your BDCP additional payment will cease.

About our Team

Enterprise Technology Operations Branch (ETOB) delivers quality ICT services to Defence in support of military operations and corporate business. Our purposes and activities centre on supporting ICT operations and maintaining sustainable service levels to provide an effective ICT capability for our customers.

ETOB's role in supporting Joint Capabilities Group (JCG) is integral to the ADF's role in the protection and projection of national power. Our role will enable Chief of Joint Capabilities (CJC) and Chief Information Officer (CIO) to provide Defence users with access to a secure, reliable and integrated information, communications and technology environment.

Our Ideal Candidate

An APS 6 Contract Management Officer in Defence is responsible for managing procurement planning, tendering, contract formation, and contract administration, ensuring compliance with legislation and policy. They provide expert advice across procurement, legal, financial, and technical areas to support contract outcomes.

Officers prepare and manage documentation such as reports, strategies, risk reviews, and contract change proposals. They apply legal and commercial principles to manage performance

and risk, and engage with stakeholders to resolve complex contract issues, often identifying alternative solutions.

The role involves building strong team relationships, participating in group activities, and contributing to performance improvement. Officers monitor contract performance, recommend mitigation strategies, and ensure supplier compliance. They seek feedback to confirm performance expectations and continuously improve contract management practices to support Defence objectives.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Steve Wilder, 02 5130 8618
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A1A2B2D1-7CF9-5D46-9DA3-E43697AC91FF

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Department of Defence

Closing Date: Thursday 23 October 2025

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Product Manager
Job Type	Full-Time, Ongoing
Location	Williamstown NSW
Salary	\$120,303 - \$135,701
Future Merit Locations	Williamstown
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	CASG/07800/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=412BF2C1-A284-A6DD-AF65-E4369725E73A>

Duties

The Role

Located at the Royal Australian Air Force (RAAF) Base Williamstown in Newcastle region, the Air Warfare Systems Program Office (AWSPO) leads and manages a portfolio of highly complex projects and products in support of Air Force and Navy capability.

AWSPO, in partnership with industry, deliver the Lead-in-Fighter Training System, Advanced Training and Test Environment and Special Operations Air Warfare Capabilities in support of Air Combat Group, Air Warfare Centre and Maritime Warfare Centre.

As an EL 1 Product Manager, you will have an essential role in delivering these products utilising your project and asset management skills to improve Defence's capability. In this role, you will have the opportunity to further develop your project or product management skills.

Professionalisation is a key focus within Capability Acquisition and Sustainment Group (CASG) and accredited training will be provided as part of the role. The role involves achieving product management outcomes and managing a diverse team of Air Force, Australian Public Service and contract personnel.

Product Managers manage teams and monitor performance to achieve SPO outcomes. The role provides advice and support to the Executive and contribute to delivering organisational outcomes.

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

About our Team

Air Warfare Systems Program Office (AWSPO) is an integrated work environment located at RAAF Base Williamtown in the beautiful Port Stephens region of NSW.

You will have access to beaches and the local lakes and rivers. Take a short drive to the Barrington Top Mountains for hiking and the Hunter Valley for vineyards and entertainment venues. Explore the beautiful city of Newcastle with its countless wonderful cafés and restaurants.

As our people are our greatest asset, you can be assured you will be supported to innovate, create value, and proudly play a meaningful role, finding your sense of purpose. We offer a flexible, engaging and supportive setting that focuses on development and support of its employees. Grow your career in a dynamic and collaborative environment.

Within Aerospace Systems Division, AWSPO leads and manages a portfolio of projects and products in support of Air Force and Navy capability. This includes the management of acquisition projects in various phases of the capability life cycle including the AIR5438 Phase 2 Lead-In Fighter Capability Upgrade program.

AWSPO, in partnership with industry, also manage three sustainment products: the 127 Hawk Lead-In Fighter, which supports air combat operations through aircraft and off-aircraft systems, delivering aircrew introductory fighter training; Advanced Training and Test Environment (ATTE), which improves Air Force and Navy lethality and survivability through the delivery of a threat representative training environment; and the Special Operations Air Warfare Program, supporting through the coordination, provisioning and sustainment of combat equipment.

Employees can access flexible working arrangements to support work life balance and an attractive remuneration package with a generous superannuation contribution of 15.4%.

Our Ideal Candidate

We are looking for people with initiative, strong organisational skills and the ability to respond appropriately to pressures and changing priorities.

The successful candidate will be an experienced people leader and will possess project, asset management and planning skills, as well as organisational and interpersonal skills with a strong focus on performance, governance and attention to detail.

We are looking for leaders who can demonstrate their ability to manage priorities for themselves and their team to deliver organisational capability.

Key attributes and experience we are looking for:

- Demonstrated performance in people management and leadership in a multi-disciplined team;
- Demonstrated ability to be an effective team member;
- Demonstrated effective interpersonal communication skills, including strong emotional intelligence, resilience and adaptability;
- Demonstrated ability to support strategic direction through planning and governance functions, set work area priorities, manage workflows, develop strategies and evaluate business outcomes;
- The ability to respond flexibly to changing situations, including using sound judgement under pressure, to ensure the success of key deliverables;
- The ability to understand the 'big picture' to identify any emerging opportunities or threats in relation to your program of work;
- Utilising your project and asset management skills, be responsible for the management of schedule, risk, budget, resources and the preparation of briefings, submissions, reports and returns relating to product progress and issues that arise in accordance with organisational requirements;
- Risks and opportunities - ability to identify and take account of these in planning, decision-making and priority setting;
- The ability to read and apply policy in a general sense; and
- Product management experience and/or the ability to develop and interpret product documentation under limited direction.

The ability to learn is key as the right candidate will be supported with comprehensive learning and development opportunities and will enjoy close mentoring support by more experienced project and product management members of the team.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Nicholas Mason, 02 4077 8203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=412BF2C1-A284-A6DD-AF65-E4369725E73A

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Job Title	Project Support Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Bendigo VIC, Wollongong NSW
Salary	\$79,176 - \$86,438
Future Merit Locations	Canberra, Adelaide, Bendigo, Wollongong
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DIG/07826/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=0BE5A873-6CDA-D128-1834-E436D1DA6C12>

Duties

The Role

Project Support Officers in AGO's Geospatial-Intelligence (GEOINT) Capability Delivery Branch (GCD) are essential to the delivery of AGO's portfolio of Defence Major projects. You will be part of a skilled team delivering and sustaining cutting-edge capability to AGO, Defence and the National Intelligence Community.

Our projects solve complex problems and contribute directly to the security and defence of Australia. Your work contributes directly to AGO's ability to produce geospatial-intelligence, acquire imagery, and incorporate automation and AI/ML as a force multiplier for the GEOINT workforce.

GCD needs skilled, enthusiastic and self-motivated individuals who can:

- Assist with coordinating and implementing project and product activities.
- Assist with reporting, with a focus on schedule, scope, and progress against deliverables and financials.

- Contribute to tailoring communications to a broad range of stakeholders.
- Develop and maintain productive working relationships through day-to-day liaison with stakeholders.
- Contribute to developing and implementing change to improve project/product performance.

About our Team

Australian Geospatial-Intelligence Organisation (AGO) is responsible for the delivery of cutting-edge capability that supports the Australian Defence Force, the National Intelligence Community, and other areas of Government. This is done in AGO's GEOINT Capability Delivery Branch (GCD).

This branch has project managers, support officers, systems engineers, ICT security specialists, enterprise and systems architects, business analysts, finance specialists, contracting and procurement officers who work together and with customers to design, build and sustain GEOINT capability.

This is what some of our team have said:

- We get to work with very interesting technology and our focus is on leading developments ahead of the capability demand.
- I get to engage and collaborate with key local and international partners in systems development and integration.
- A main driver for why I wanted to work for AGO is continued service to Defence (after leaving Army), supporting development of capability that has current and future real effects.

Our Ideal Candidate

We want authentic individuals who can provide clear advice and build trust, while supporting and empowering our people to ensure an engaged and motivated workforce. There will be opportunities for you to nurture the partnerships we have with our stakeholders by advocating for transparency and collaboration with confidence.

GCD needs individuals who can demonstrate:

- A focus on outcomes.
- Excellent organisation skills.
- Support to strategic direction.

We recruit candidates of all backgrounds, cultures, genders, neurodiversity, and abilities. We are dedicated to building a diverse and inclusive workforce and will embrace your identity while appreciating the value of your unique contributions to the AGO mission.

If you are questioning whether you meet every requirement in this advertisement, we encourage you to apply anyway. You may be the right candidate for other roles within AGO. Whether you are returning to the workforce or exploring a career change, we want you to apply!

Eligibility

Security Clearance:

Applicants must be able to obtain and maintain a security clearance at "Positive 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	Name Withheld, 02 5130 1725
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0BE5A873-6CDA-D128-1834-E436D1DA6C12

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Department of Defence

Closing Date: Thursday 16 October 2025

Defence People Group
Australian Defence College

Job Title	Procurement and Contracting Officer
Job Type	Full-Time, Ongoing
Location	Weston Creek ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Weston Creek
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/07848/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8EBBEECE-2313-EFBA-545B-E4370C5E8D07>

Duties

The Role

As the APS 6 Procurement and Contracting Officer, you will play a pivotal role in delivering effective procurement and contract management outcomes for the Australian Defence College (ADC). You will lead and support the delivery of complex contract management activities within the educational sector, whilst also providing specialist advice across procurement compliance, contractor engagement, and broader governance functions. This role requires sound judgement, attention to detail, and the ability to balance competing priorities, ensuring efficient, compliant and value for money outcomes that directly support ADCs mission.

As an APS 6 Procurement and Contracting Officer, you will be responsible for:

- Leading and supporting the delivery of complex contract management activities.
- Providing specialist advice on procurement, contracting and compliance matters to support governance and decision making.

- Managing contractor engagement and relationships to ensure effective service delivery and value for money outcomes.
- Monitoring and supporting compliance with procurement frameworks, policies and legislations.
- Preparing and reviewing procurement documentation, contracts, reports, and related correspondence.
- Building and maintaining productive working relationships with both internal and external stakeholders.
- Contributing to continuous improvement initiatives that strengthen procurement and contracting process across ADC.

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

The Australian Defence College (ADC) is the Department of Defence's premier centre for joint professional military education and leadership development. The Headquarters is based in Weston Creek, Canberra and brings together a network of training institutions and headquarters business elements that deliver advanced and professional development to Australian Defence Force Personnel, Defence Civilians and International Partners.

The Procurement and Contracting Management Team form part of the Business Management Directorate at the ADC and plays a key role in enabling the College's strategic education mission. The team is responsible for the delivery of complex contract management activities within the educational sector, ensuring that agreements are effectively managed to support the delivery of world-class training and development programs. In addition, the team provides specialist advice and support across a wide range of activities including contractor engagement and management, procurement compliance, and broader governance functions.

Working in a collaborative and supportive environment, the team engages closely with internal stakeholders and industry partners to deliver efficient, compliant and value for money outcomes that directly contribute to Defence's broader objectives.

Our Ideal Candidate

Our ideal candidate will be an experienced procurement and contracting professional with relevant transferable skills who can confidently navigate a complex contract management environment. You will have a sound understanding of the Commonwealth Procurement Rules and other relevant legislation and frameworks, with the ability to apply this knowledge to deliver effective and

compliant outcomes. The successful candidate will have strong written and verbal communication skills, along with demonstrated experience of the ability to provide clear and practical advice to a diverse range of stakeholders.

You will also be proactive, adaptable and able to manage competing priorities in a fast-paced environment. The role requires a collaborative team player who can build strong working relationships with colleagues, contractors, and external partners whilst maintaining a focus on governance, compliance and continuous improvement. A commitment to Defence’s mission and the delivery of world-class education will underpin your success in this role.

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	Mr Amnish Sharma, 02 6144 4491
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8EBBEECE-2313-EFBA-545B-E4370C5E8D07

Defence

Vacancy VN-0763384

Department of Defence

Closing Date: Thursday 16 October 2025

Defence Science and Technology Group
Science Strategic Planning and Engagement

Job Title	Science and Technology Publications Coordinator
Job Type	Full-Time, Ongoing
Location	Edinburgh SA, Fairbairn ACT, Fishermans Bend VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Edinburgh, Fairbairn, Fishermans Bend
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	DSTG/07872/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=1B0E2213-1A16-DD71-57FF-E4370D2F66DE>

Duties

The Role

As the Science and Technology (S&T) Publications Coordinator, you will manage a small team communicating the research outcomes of the Defence Science and Technology Group (DSTG) to the rest of Defence, industry, academia and the broader Innovation, Science and Technology (IS&T) ecosystem. Functions include, but are not limited to:

- Managing the publication process of DSTG's formal scientific and technical reports on a timely basis

- Developing and managing the formal policies, processes and support documentation for DSTG's S&T publications
- Managing the DSTG Style guidelines for S&T reports
- Managing the templates for S&T publications and corporate documents across networks
- Managing the automated approval workflow for S&T publications in Objective – the Publication Approval Workflow
- Editing, proof-reading and producing DSTG's S&T Reports
- Recommending research that can be promoted further by the DSC team
- Providing high level advice to leadership and authors on DSTG's publishing process, the release and announcement limitations that apply to DSTG reports and copyright issues
- Coordinating training for individuals and groups, including one-on-one training in Microsoft Word and Adobe Acrobat to enable authors to work efficiently

About our Team

The S&T Publications team is part of the Defence Science Communication (DSC) Directorate, which sits within Science Strategic Planning and Engagement Division in DSTG.

The Science Strategic Planning and Engagement Division is responsible for strategically positioning DSTG to deliver maximum impact for Defence. The division coordinates and develops DSTGs external engagements and leads the development of science policy, the formulation of strategic research programs, and the investment of resources into Defence's science and technology capabilities.

As a multidisciplinary team of trusted communication experts, DSC partners with internal and external stakeholders to produce diverse, dynamic and engaging communications that enables collaboration, shapes attitudes, builds relationships and promotes trust in Defence.

Our Ideal Candidate

- Demonstrated experience in providing high-level editorial support for scientific and editorial publications across multiple disciplines and domains.
- Experience in developing, coordinating and delivering scientific writing training for different audiences
- Demonstrated experience in developing publishing policies, procedures and guides for large organisations
- Demonstrated experience in interpreting and applying complex government policy and legalisation, particularly the Defence Security Manual and the Protective Security Framework
- Advanced skills in records management software, such as Objective
- Advanced skills in Microsoft Word and Adobe Acrobat
- Experience in managing projects within a government context

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	Ben Winkler, 08 7375 3092
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1B0E2213-1A16-DD71-57FF-E4370D2F66DE

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Defence

Vacancy VN-0763389

Department of Defence

Closing Date:Thursday 16 October 2025

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	Deputy Product Manager
Job Type	Full-Time, Ongoing
Location	Enoggera QLD
Salary	\$95,187 - \$108,734
Future Merit Locations	Enoggera
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/07913/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E4EF6072-6711-22E2-A65D-E4370DA459AD>

Duties

The Role

The Uncrewed Aerial Systems Program Office (UASPO) is seeking a capable and motivated APS 6 Deputy Product Manager to join the Tactical Uncrewed Aerial Systems (TUAS) team. This role provides direct support to the TUAS Director, the Executive and the broader TUAS Directorate, contributing to the delivery and sustainment of uncrewed aerial systems capability in alignment with Defence and CASG requirements.

As the APS 6 Deputy Product Manager, you will be responsible for coordinating and executing a range of product management activities across the capability life-cycle. This includes logistics planning, performance monitoring, stakeholder engagement, and financial management. You will also play a key role in supporting APS-specific functions such as executing financial delegations, managing Commonwealth assets, ensuring compliance with Defence frameworks and supporting organisational operations.

Working under broad direction, you will exercise initiative and judgement to deliver outcomes in a dynamic and integrated environment. You will contribute to strategic planning, provide technical and policy advice, and support cross-functional collaboration across engineering, commercial, and executive teams. Key responsibilities include: Supporting the development and implementation of

product management strategies and sustainment plans. Leading logistics and resource management activities to ensure capability availability and effectiveness. Engaging with internal and external stakeholders to resolve complex issues and drive program outcomes. Providing advice and reporting to support governance, assurance, and compliance. Contributing to team leadership, coaching, and capability development. This is an exciting opportunity to be part of a high-performing team delivering critical capability to Defence.

This role has been identified as requiring access to International Traffic in Arms Regulations (ITAR) controlled technology. The ITAR is United States (US) law, which regulates defence articles, including technical data, and defence services on the United States Munitions List. Access restrictions may apply based on currently held/previously held citizenship, as well as current permanent residency. Defence may be able to utilise workforce exemptions to mitigate these restrictions, which generally requires that applicants provide details of all current citizenships and permanent residencies, as well as previously held citizenships. Defence collects these details to confirm an applicant's eligibility for the role and to maintain compliance with international obligations.

About our Team

The Uncrewed Aircraft Systems Program Office (UASPO) resides within Army Aviation Systems Branch (AASB) in Joint Aviation Systems Division (JASD) of the Capability Acquisition and Sustainment Group (CASG). The Program Office is comprised of a Business Management Unit (BMU), with three recently restructured teams; one focused on future capabilities, and the other two specialising on Tactical and Small UAS Delivery and Sustainment programs. UASPO are trusted to consistently and safely deliver against agreed requirements for the Capability Manager, with the best value for money outcomes. We work closely with, and are proud of the strong relationships with our Defence and Industry stakeholders. UASPO is based in Brisbane, with detachments located in Canberra, Adelaide and Melbourne.

Our Ideal Candidate

The ideal candidate for this role will bring a balanced mix of practical experience and professional insight in product or project management, logistics, or capability delivery. They will be proactive, adaptable, and capable of working across diverse stakeholder groups to deliver outcomes in a complex and evolving environment. Strong communication skills, sound judgement, and the ability to manage competing priorities are essential. Candidates should be comfortable working independently while contributing to team cohesion and strategic objectives. Experience in Defence, aerospace, or other technically complex environments is advantageous but not essential.

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

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To Apply

Position Contact	Rachael Harvey, 07 3253 8748
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E4EF6072-6711-22E2-A65D-E4370DA459AD

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Defence

Vacancy VN-0763392

Department of Defence

Closing Date:Thursday 16 October 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	ICT Support Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Laverton VIC
Salary	\$86,887 - \$93,066
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 5
Position Number	JCG/07653/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=0942A844-D384-38B1-DF5A-E4370DADC156>

Duties

The Role

An APS 5 ICT Support Engineer will perform and achieve moderately complex ICT support engineering under routine direction. They are responsible for ensuring compliance with legislative frameworks and Defence policies, managing workflows, and improving work quality through feedback and on-the-job training. Effective stakeholder engagement is essential, with responsibilities including identifying and responding to issues and providing informed advice.

Key responsibilities:

- Data processing using an Extract Transform Load (ETL) system or application
- Managing and supporting an existing team of technicians, troubleshooting and improving data synchronisation services
- Diagnosing and problem-solving data and application issues using SQL scripting and standard application troubleshooting techniques
- Supporting the Operations Manager with planning and scoping projects for clients
- Monitoring and triaging incoming helpdesk incidents
- Resolving incidents, focusing on customer service and client outcomes
- Reviewing and writing procedural documents of system improvements and new solutions
- Creating and updating directorate website content
- Providing on-call support on a scheduled rotation

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) is 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, Communications and Cyber security in support of ADF Operations.

Our Ideal Candidate

An APS 5 ICT Support Engineer in Defence performs a range of moderately complex ICT support tasks, including hardware and software maintenance, installation, and removal using provided tools and instructions. They resolve ICT incidents, implement changes, and seek guidance from senior colleagues when needed.

The role requires applying technical knowledge of systems to support ICT processes and outcomes. Engineers maintain up-to-date vendor knowledge and use support products effectively. They build strong working relationships within teams and actively contribute to group activities. Stakeholder engagement is key, with a focus on understanding expectations and concerns. APS5 Engineers investigate and recommend solutions to ICT incidents and use their expertise to resolve problems, often identifying alternative approaches. The role demands initiative, technical proficiency, and a commitment to achieving Defence outcomes through effective support and collaboration.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Marcus Davies, 03 8326 0858
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0942A844-D384-38B1-DF5A-E4370DADC156

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Defence

Vacancy VN-0763393

Department of Defence

Closing Date:Thursday 16 October 2025

Governance Group
Ministerial & Executive Coordination & Communication

Job Title	Ministerial Liaison Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	GG/07918/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=FAA8EDB4-9647-B0A9-13E3-E4370DBEB365>

Duties

The Role

The roles in the Ministerial, Parliamentary and Cabinet Branch, sit at the intersection of Defence's work and Parliament, allowing you to work across the breadth of Defence portfolio priorities. You will guide the work of Defence in its engagement with Parliament, Defence Ministers and the Cabinet.

Several positions are with roles covering:

- Liaison with Defence portfolio minister offices and Defence Groups and Services facilitating timely, high quality ministerial and parliamentary products.
- Management and coordination of internal business and ministerial and parliamentary workflow (including Ministerial brief requests, Question Time briefs, Questions on Notice and other parliamentary products tasked through the Parliamentary Document Management System).
- Support for the smooth administrative operations of Ministerial Offices.
- Development and sustainment of relationships with internal and external stakeholders. With support from your leadership, you will learn to navigate risk and complex issues in a role that allows rare perspective of political and organisational decision-making.

About our Team

The Ministerial, Parliamentary and Cabinet Branch directly supports Defence's portfolio Ministers, and the Defence enterprise in engagements with Parliament and the Cabinet. We coordinate and drive strategic outcomes in line with executive and Ministerial priorities.

The branch has five teams:

- Ministerial and PDMS Services: ensures Defence portfolio Ministers receive timely, consistent and high-quality information.
- Parliamentary Business and Committees: coordinates Defence's involvement in Parliamentary Committees and Inquiries, and provides administrative support for Question Time Briefs.
- Ministerial Support: provides administrative and logistical support to Defence portfolio Ministers and their staff.
- Senate Estimates and Executive Support Unit: coordinates Defence's engagement with Senate Estimates, and supports Defence's leaders and representing Minister in ensuring the Department demonstrates the highest standards of excellence, accountability and transparency.
- Cabinet Liaison Services: facilitates advice to Cabinet and Secretary-level meetings through carefully consulted, well-drafted, responsive Cabinet Submissions and associated products.

Our Ideal Candidate

We are looking for people who are enthusiastic, have excellent stakeholder management skills, are committed to delivering high quality outcomes on time, thrive in fast-paced environments and through excellent communication are able to solve problems. Our people are accountable, have high integrity, and understand that people are central to success. You will approach your role with accuracy, agility, flexibility, accountability and a commitment to delivering high quality outcomes in a complex environment.

Applicants must be able to obtain and maintain a minimum of a Negative Vetting Level 1 security clearance. The Ministerial, Parliamentary and Cabinet Branch is a motivated, inclusive and professional team with diverse backgrounds and experiences – and welcome the same from applicants. You will enjoy being a participant in a positive, kind and supportive professional environment, and bring a constructive and collaborative style of leadership.

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	Tash Rubie, 02 5130 4541
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=FAA8EDB4-9647-B0A9-13E3-E4370DBEB365

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Defence

Vacancy VN-0763406

Job Title	Administration Team Leader
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/07657/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=5546D919-3512-E851-BB24-E4370EF8E39A>

Duties

The Role

An APS 6 Administration Team Leader operates under limited direction to deliver complex administrative and business support within Defence. They are responsible for ensuring compliance with legislative frameworks, government decisions, and Defence policies. Working with autonomy, they apply initiative and judgement to interpret policy and provide detailed advice on administrative and strategic matters. The role involves contributing to planning, project management, and policy development. As a team leader, they set priorities, manage resources, and build team capability through coaching and feedback. They oversee the quality of work and exercise people and financial responsibilities to meet unit outcomes. The position requires significant stakeholder engagement, addressing complex issues and anticipating needs to support Defence objectives. Continuous self-improvement and professional development are also key aspects of the role.

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) is 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, Communications and Cyber security in support of ADF Operations.

Our Ideal Candidate

An APS 6 Administration Team Leader in Defence is accountable for leading administrative and business support functions by allocating tasks, setting priorities, and evaluating outcomes. They manage workflow, develop team plans with measurable goals, and ensure timely, accurate completion of work. The role involves mentoring staff, resolving complex enquiries, and applying relevant legislation, policies, and strategies. They provide expert advice on procedural and operational matters; develop documentation aligned with business needs, and implement solutions to problems. The Team Leader engages with stakeholders to negotiate and achieve outcomes, builds effective relationships, and promotes collaboration. They exercise sound judgement to select appropriate actions, guide others on complex issues, and contribute to continuous improvement. Their responsibilities also include researching, developing, and implementing administrative processes to support Defence objectives.

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	Michelle Abrahams, 02 6144 4471
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5546D919-3512-E851-BB24-E4370EF8E39A

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Defence

Vacancy VN-0763421

Department of Defence

Closing Date: Thursday 16 October 2025

Guided Weapons and Explosive Ordnance
GWEO Delivery Division

Job Title	Capability Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	GWEO/07923/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=B5D5687A-80CA-63DA-C154-E437101C26AD>

Duties

The Role

Working within Guided Weapons and Explosive Ordnance (GWEO) Group, you will work on some of the most exciting and complex guided weapons and explosive ordnance products used by the Australian Defence Force.

As part of the Manufacturing Assessment and Optimisation (MA&O) Directorate within the Strategy and Plans Branch, you will have the opportunity to:

- Contribute to the development of frameworks supporting analysis of GWEO manufacturing proposals;
- Evaluate and independently analyse capability proposals for domestic GWEO manufacturing;
- Understand broader Defence policy and strategic objectives, and apply to capability analysis activities;
- Contribute to the work of the team and to continuous improvement;
- Build and sustain effective relationships with internal and external stakeholders.

This role has been identified as requiring access to International Traffic in Arms Regulations (ITAR) controlled technologies. The ITAR is United States (US) law that controls the manufacture, sale, use and access of defence and military end-use articles on the United States Munitions List. It is the policy of the US to deny exports of ITAR controlled technologies to proscribed countries.

This may also apply to access by persons who hold or have held a citizenship, or current permanent residency, of said countries. Defence utilises workforce mechanisms to mitigate these restrictions, which will require applicants provide details of all current citizenships and permanent residencies, as well as previously held citizenships. Defence collects citizenship details to confirm an applicant's eligibility for the role and to maintain compliance with international obligations.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The Manufacturing Assessment and Optimisation (MA&O) Directorate is an integral part of the Strategy and Plans (S&P) Branch within the Guided Weapons & Explosive Ordnance (GWEO) Manufacturing Division, providing essential strategic guidance and support services, ensuring alignment with national objectives and international partnerships. This supports the establishment of a domestic GWEO manufacturing capability to ensure Defence has access to the munitions needed to keep Australia safe and improve supply chain resilience.

The MA&O Directorate is responsible for identifying an optimal pathway for the development of GWEO manufacturing, aligned with the Defence Industry Development Strategy (DIDS) and 2024 GWEO Plan. The S&P Branch is dedicated to providing a diverse, manageable, favourable work-life balance, and supports flexible working arrangements. We invest in your training and development to ensure your time with us is deeply rewarding both personally and professionally. We support an inclusive culture that emphasises respect and collaboration.

Our Ideal Candidate

As an APS 5 Capability Analyst you will be required to demonstrate a wide range of skills, however the specific competencies below are critical to success within APS Capability Analyst roles:

- *Leadership and Initiative* - lead by example, take responsibility, calculated risks, and demonstrate initiative, lead and build a high-performing team;
- *Stakeholder Engagement* - be a clear communicator, ability to quickly build relationships, network, and interact well across all levels of the APS, Australian Army and our industry partners;
- *Analyse and Execute* - seek clarity, make judgments, think systemically, problem solve, produce solutions and execute on those solutions;
- *Planning and Organisation* - set objectives, plan, establish contingencies, manage time, resources, risk and people, and monitor progress;
- *Adapt and Respond* - accept new ideas, adapt to interpersonal styles, show sensitivity to different cultures or backgrounds and the ability to adapt to changing requirements and respond appropriately.

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	Tony Walsh, 02 5108 6009
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B5D5687A-80CA-63DA-C154-E437101C26AD

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Defence

Vacancy VN-0763457

Department of Defence

Closing Date:Thursday 23 October 2025

Defence Intelligence Group
Defence Intelligence Organisation

Job Title	Intelligence Assessment Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	DIG/07235/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=75449A3A-058B-27A1-11B5-E4374B8197B5>

Duties

The Role

As an APS 5 Intelligence Assessment Analyst, you will research and analyse complex issues of national importance in support of Australia's defence and security. You will think strategically about events around the world, to consider their implications for Australia. You will work collaboratively with your team and other counterparts to apply rigorous tradecraft and produce intelligence assessments. You will engage with customers to understand their requirements and objectives, and ensure your communication of assessments is clear and unambiguous. Successful candidates will benefit from specialised training as well as opportunities to engage with National Intelligence Community, broader Defence and international partners to build professional networks.

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

As Defence's all-source strategic intelligence assessment agency, DIO provides decision advantage to Defence and whole-of-government customers on issues of significance to Australia's defence and security. Our analytic teams are responsible for anticipating events that impact Australia's interests and articulating the risks and opportunities these present. We conduct research and analysis to deliver timely intelligence assessments to decision-makers, in support of National Defence Strategy objectives. We also work closely with our National Intelligence Community partners to drive the intelligence cycle and collaborate on analytic tradecraft.

Our Ideal Candidate

Intellectually curious and driven to advance Defence's mission, our ideal candidate thinks strategically about global events and their implications for Australia's defence and security. An APS 5 Intelligence Analyst works independently and also in team setting, and can manage competing priorities to deliver timely assessments.

Our ideal candidate will be able to:

- Evaluate a wide range of information and intelligence sources to inform intelligence assessment products, identify issues and provide recommendations and advice to management and appropriate stakeholders.
- Understand and utilise analytical tools and techniques to develop Defence and national security-related intelligence assessments.
- Work collaboratively with customers and stakeholders to deliver tailored intelligence assessments in verbal and written formats.
- Build and sustain effective relationships with team members and actively participate in team work and organisational activities.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Contact Name Withheld, 02 5109 0541
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=75449A3A-058B-27A1-11B5-E4374B8197B5

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Defence

Vacancy VN-0763479

Department of Defence

Closing Date: Thursday 16 October 2025

Joint Capabilities Group
Space & Cyber Capabilities

Job Title	Project Manager - Defence Cyber Range
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/07948/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=DF9911BC-D594-46E3-EE52-E437FABEA08B>

Duties

The Role

As the APS 6 Cyber Range Manager, you will be required to facilitate the operations and management of the Defence Cyber Range training system within the Joint Cyber and Influence Directorate (JCIP).

The successful applicant will undertake duties including:

- Managing Defence Cyber Range account administration and training activities including resource allocation, event planning and coordination;
- Providing input into the development of project planning, performance, cost and schedule documents;
- Building and sustaining stakeholder engagement including communicating with influence and negotiating effectively;
- Proposing novel approaches to challenges when considering technical, operational, professional and administrative activities, procedures, practices and project management methodologies;
- Identifying risks and opportunities and considering these in planning, decision-making, and priority setting;
- Working collaboratively with team members;

- Analysing project performance, and developing and initiating strategies to achieve project outcomes.

About our Team

Joint Information Capabilities Branch (JICB) is one of four branches within the Joint Capabilities Division in Joint Capabilities Group (JCG). JCG was formed in July 2017 with the mandate to deliver joint warfighting capabilities to the ADF. JICB is a blended workforce of APS, ADF, and Contracted personnel who work together with a One Defence mindset to support Defence outcomes with offices located within the Canberra region.

JICB develops and manages a number of capabilities being:

- Joint Cyber & Influence Projects (JCIP);
- Joint Simulation Capabilities (JSC);
- Assured Position Navigation Timing (PNT);
- Joint Electronic Warfare (EW); and
- Project Management Office (PMO).

The Joint Cyber and Influence Projects (JCIP) Directorate manages key projects within the Joint Information Capabilities (JIC) Branch, delivering a number of outcomes that support Defence Cyber Domain objectives.

Our Ideal Candidate

We are seeking a motivated and high performing APS 6 Project Management Officer who is comfortable working with ambiguity, exemplifies professionalism through external ideas, diverse experiences and perspectives, and enjoys working on a broad range of tasks solving non-traditional challenges.

Our ideal candidate will be able to effectively:

- Cultivate productive and collaborative relationships, deliver quality outputs, and achieve results within defined timeframes;
- Prepare accurate information, reports and documents, and provide advice and guidance to varied audiences;
- Demonstrate comfort working with ambiguity;
- Actively manage workloads by adjusting and communicating priorities;
- Engage with a broad range of stakeholders, including international partners, using highly developed written, verbal, and interpersonal communication skills;
- Uphold the Australian Public Service (APS) and Defence Values and be a team player, who is adaptable, supportive and considerate with all staff; and
- Be willing to take on all tasks as required to achieve outcomes.

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	Beatriz Vasconcellos, 02 6265 2568
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DF9911BC-D594-46E3-EE52-E437FABEA08B

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Defence

Vacancy VN-0763485

Department of Defence

Closing Date: Thursday 16 October 2025

Capability Acquisition and Sustainment Group
CASG Business Management

Job Title	Work Health and Safety Director
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$139,681 - \$167,659
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 2
Position Number	CASG/07934/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=735170D5-19EB-CA6C-B811-E437FB6560B7>

Duties

The Role

The duties of an EL 2 Work Health and Safety Director occupation in Defence include the following (note: not all duties are required to be performed during a 12 month performance cycle):

- Accountable for providing leadership and direction to ensure a high-level of integration and consistency across the Defence work health and safety function.
- Accountable for managing and leading a team, including providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility and guiding and developing people.
- Accountable for managing allocated resources, setting work area priorities, workflows, developing strategies and evaluating business outcomes.
- Advise on the application of control measures to reduce the level of risk to Defence workers.
- Advise on the performance of Defence work health and safety management systems and recommend corrective actions where required.
- Represent Defence work health and safety network at internal and external forums.
- Engage and influence Defence senior leadership and provide the key link between senior executives and Defence workers.
- Analyse and design safety management systems in accordance with the legislation, Defence policies and procedures.
- Establish sustainable work health and safety strategies and policies that extend to very complex issues, which may not have established precedents or guidelines.

- Assess trends in work health and safety performance to identify high risk areas and design remediation strategies.

About our Team

We are recruiting to fill critical vacancies in the Capability Acquisition and Sustainment Group (CASG). CASG exists to meet the Australian Defence Force's (ADF) military equipment and supply requirements, identified by Defence and approved by Government. CASG manages a multi-billion dollar portfolio of complex, high-profile acquisitions and sustainment activities supporting armed forces.

Our Ideal Candidate

Our ideal candidates will:

- Possess strong leadership, strategic thinking, and stakeholder management skills, combined with a deep understanding of WHS legislation, policy, and programs.
- Key attributes include experience in policy development, risk management, program delivery, and budget management, along with excellent communication, influencing, and team leadership abilities.
- Proven ability to lead high-performing teams, manage budgets, and implement strategy within a dynamic environment is essential.
- Capacity to develop and drive strategic WHS policies, programs, and initiatives.
- Highly developed oral and written communication skills, with the ability to explain complex issues and influence decision-maker.

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	CASG Strategic Recruitment, Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=735170D5-19EB-CA6C-B811-E437FB6560B7

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Defence

Vacancy VN-0763556

Department of Defence

Closing Date:Thursday 09 October 2025

Air Force
Air Force Headquarters

Job Title	Multimedia and Content Manager
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Fairbairn
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	AF/07225/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=DC42AD07-5DA1-6051-A280-E4383788EA4A>

Duties

The Role

As the sole member of Air and Space Power Centre (ASPC) Multimedia and Communications area, the APS 6 Multimedia and Content Manager is responsible to Director ASPC for:

- The implementation, management and promotion of ASPC's internal and external web and social media presence.
- The management of Hangar 46 - ASPC's podcast including, but not limited to, question design, recording, post-production editing and publishing and distribution.
- Brand engagement and promotion, including increasing ASPC's stakeholder engagement, relationship and reputation management.
- Provide technical support to the Air and Space Power Conference and CAF Symposium (alternating years) including stage set up, streaming, lighting, audio and video requirements.
- Be responsive to DASPC directed tasks that relate to any media and communications effects.

About our Team

The Air and Space Power Centre provides opportunities to 'consume, contribute to and contest' ideas around air and space power in order to advance Defence's air and space power. The Centre curates and publishes written product ranging from blog articles to comprehensive research papers, and manages fellowships and secondments including sponsored Masters and PhD programs.

The Centre contributes the air and space power perspective to Australian Defence Force doctrine, and manages the Air Power and Space Power professional military education curriculum and delivery standards. The Air and Space Power Centre contributes to the contest of ideas on air and space as part of joint capability through regular seminars and conferences, including the Air and Space Power Conference. ASPC is supported by a network of editors, graphics and communications personnel, alongside the Defence Publishing Service.

Our Ideal Candidate

Our ideal person is someone who can bring their high level of technical skills into a dynamic environment and support the Centre to communicate and proactively engage with internal and external stakeholders. Experience in managing conference audio visual requirements and podcast technical management is essential. This person will have a good understanding of strategic communications effects and be able to manage relationships across the organisation to achieve the required effects.

We would like someone who is a self-starter and can work well within an integrated team of academics, Australian and foreign military, Australian Public Service and our external stakeholder groups, as well as the Air Force Communications team. This person will be able to demonstrate an ability to manage a small team and potential growth within the role.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Nicola Abera, 02 5131 8260
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DC42AD07-5DA1-6051-A280-E4383788EA4A

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Defence

Vacancy VN-0763578

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$139,681 - \$167,659
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 2
Position Number	CASG/07920/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A8B22838-EBA4-941B-8A38-E43837216844>

Duties

The Role

Defence is seeking to recruit a range of highly motivated, resilient professionals with a willingness to learn and grow a career within Project and Program Management to fill critical vacancies across two Defence Delivery Groups.

As a Project Manager, your key duties may include:

- Providing leadership and management of a multi-disciplined project team and supervising and overseeing all aspects of very complex project activities including finance, commercial, technical, risk, schedule, human resources and industry relationships.
- Being accountable for managing and leading a team, including providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility and guiding and developing people.
- Providing strategic advice to senior management, project teams and stakeholders on whole of life considerations.
- Review established technical, operational, professional and administrative activities, procedures, practices and project management methodologies and advise on the development of project management best practice and Defence reform initiatives.

- Integrate risk and opportunity management into planning, decision-making and priority Build and sustain a network of key stakeholders, communicate with influence and negotiate effectively.
- Engage and influence Defence senior leadership and provide key link between senior executives and Defence employees.
- Assess and evaluate project performance against agreed plans and implement strategies to achieve project outcomes.
- Initiate resolution of issues by identifying and developing solutions through analysis of alternative courses of action and their implications.
- Accountable for accurate completion of work within timeframes and quality requirements, share own expertise with others, guide and mentor less experienced staff and work collaboratively to achieve business outcomes.

This role is eligible for an additional remuneration benefit known in Defence as a Building Defence Capability Payment (BDCP). This enables Defence to provide a premium, in addition to the base salary otherwise payable under the Defence Enterprise Collective Agreement (DECA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

We are recruiting to fill critical vacancies in two Defence Delivery Groups:

Capability Acquisition and Sustainment Group (CASG): CASG exists to meet the Australian Defence Force's (ADF) military equipment and supply requirements, identified by Defence and approved by Government. CASG manages a multi-billion dollar portfolio of complex, high-profile acquisitions and sustainment activities supporting armed forces.

Defence Intelligence Group: Defence Intelligence: Group: DIG provides strategic advice, policy and intelligence to enable Defence capability and national security priorities and supports strengthened decision-making in Defence. We are committed to your career development and have developed training pathways to support your professional development.

Our Ideal Candidate

Our ideal candidates will:

- Demonstrate exceptional technical and professional leadership.
- Have extensive project management knowledge and experience leading complex projects.
- Proactively identify, build and maintain relationship with key stakeholders, communicating clearly and concisely including leading critical negotiations to achieve project outcomes.
- Demonstrate resilience and personal accountability for the quality of advice and delivery of outcomes, including successfully challenging the status quo when required.

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	CASG Strategic Recruitment, CASG Strategic Recruitment
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A8B22838-EBA4-941B-8A38-E43837216844

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Defence

Vacancy VN-0763581

Department of Defence

Closing Date:Thursday 16 October 2025

Capability Acquisition and Sustainment Group
CASG Business Management Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.

Job Title	Project Manager
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	CASG/07916/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=661E7DC2-A3ED-6867-994D-E4383686D369>

Duties

The Role

Defence is seeking to recruit a range of highly motivated, resilient professionals with a willingness to learn and grow a career within Project and Program Management to fill critical vacancies across two Defence Delivery Groups.

As a Project Manager, your key duties may include:

- Providing leadership and management to a multi-disciplined project team, coordinating project activities including support to strategic planning, governance functions and human resource.
- Accountability for managing and leading a team, including providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility and guiding and developing people.
- Responsibility for management of schedule, risk, budget and resources, preparation of briefings, submissions, reports and returns relating to the project progress and issues in accordance with organisational requirements.
- Applying established technical, operational, professional and administrative activities, procedures, practices and project management methodologies.
- Identifying risks, opportunities, and take account of these in planning, decision-making and priority setting.

- Analysing and interpreting project performance against agreed plans, develop, and evaluate strategies to achieve project outcomes.
- Taking the initiative to resolve issues by identifying and developing ideas through analysis of alternative courses of action and their implications.
- Building and sustaining stakeholder engagement, including the ability to communicate with influence and negotiate effectively.
- Influencing and motivating team members and actively leading group activities.
- Being accountable to manage a range of project activities and coordinate project inputs in accordance with organisational practices, methods and standards appropriate to the complexity of the project.
- Preparing correspondence, briefs and reports as required including submissions and documents for higher delegate and committee consideration.
- Interpreting and ensuring compliance with legislative, policy and regulatory frameworks.

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

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- **Capability Acquisition and Sustainment Group (CASG):** CASG exists to meet the Australian Defence Force's (ADF) military equipment and supply requirements, identified by Defence and approved by Government. CASG manages a multi-billion dollar portfolio of complex, high-profile acquisitions and sustainment activities supporting armed forces.
- **Defence Intelligence Group: (DIG):** DIG provides strategic advice, policy and intelligence to enable Defence capability and national security priorities and supports strengthened decision-making in Defence. We are committed to your career development and have developed training pathways to support your professional development.

Our Ideal Candidate

- Have a strong track record of successfully leading and managing complex projects, underpinned by an understanding of project management principles and methodologies.
- Proactively identify, build and maintain relationships with key stakeholders, utilising influencing and negotiation skills to achieve outcomes in the best interest of the project and organisation.
- Demonstrate exceptional leadership through guiding, mentoring and developing your team.
- Understand the strategic environment you are operating, linking project outcomes to the mission and organisational goals.

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	CASG Strategic Recruitment, CASG Strategic Recruitment
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=661E7DC2-A3ED-6867-994D-E4383686D369

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Defence

Vacancy VN-0763608

Department of Defence

Closing Date:Thursday 16 October 2025

Associate Secretary Group
Enterprise Transformation and Governance

Job Title	Administration and Governance Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$86,887 - \$93,066
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ASG/07982/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8A0DF3BB-51B8-67F7-1EC1-E448BEE8E715>

Duties

The Role

We are currently looking to fill roles in the following Defence teams:

- Enterprise Governance and Defence Boards (oversight)
- Enterprise Committees
- Associate Secretary Group Coordination Unit

As member of one of these teams, you will have the opportunity to work with stakeholders from across Defence and Government to support our senior leadership to deliver on Defence's mission to defend Australia and its national interests.

The teams analyses information from diverse sources and develops a range of written products – including briefs and reports – to support decision-making. You will engage with line areas to assist in the development of Ministerial submissions, cabinet submissions, and other briefing material.

You will be required to build and sustain effective relationships and work collaboratively to achieve results, seeking opportunities for continuous business improvement.

The role requires flexibility in your approach to problem solving, and the ability to adapt to a changing strategic environment. You will be supported by your team lead throughout this process to ensure we can meet our strategic objectives as a team.

About our Team

The Branch comprises primarily of core governance functions, including the collective management of internal committee business and external boards management. Through the provision of best practice Governance advice across the Enterprise it seeks to uplift governance practices and performance. This encompasses advice and support on Committee Governance inclusive of Board Governance.

This Branch leads the development of Governance policy that set the principles, policies and procedures for Defence's decision making, risk management and operation direction. This aims to enhance accountability, transparency, ability to achieve organisational objectives, comply with legislation and manage risks effectively.

Our Ideal Candidate

We are looking for enthusiastic candidates with the following attributes to join our team:

- Strong stakeholder engagement skills, with the ability to develop productive relationships with diverse stakeholders
- Strong written communication skills, including the ability to tailor for different audiences
- Excellent time management and the ability to prioritise competing demands in a busy environment
- Self-motivated and able to complete high quality work with minimal supervision and occasionally, condensed time frames
- Collegiate and team oriented attitude, seeking to better team goals, contributing to a service focused and positive work culture
- An outcomes-focused mindset, with an ability to apply innovative and flexible approaches to achieving results

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	Sara Baig, 02 5108 9799
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8A0DF3BB-51B8-67F7-1EC1-E448BEE8E715

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Defence

Vacancy VN-0763612

Department of Defence

Closing Date: Monday 13 October 2025

Z - SEC - Secondment (recruitment use only)
N/A

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$79,176 - \$86,438
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DPG/07814/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A592FF08-ED88-6320-0D5B-E448BF07E9BF>

Duties

The Role

Opportunities exist for highly motivated individuals to provide executive support to Defence Senior Leaders at the Band 1 and 1 Star rank within Defence. The Senior Leadership Group (SLG) includes both Senior Executive Service (SES) and Australian Defence Force (ADF) officers.

The position of an Executive Assistant (EA) is one of trust and discretion. As an APS 4 Executive Assistant you will manage the office of a SLG member. Duties include calendar management, preparation of correspondence, organising meetings, arranging travel, coordinating briefing packs, managing office systems and records including financial. On occasion, you will also be required to support other EAs in your Division or Group.

Note: As a Department of Defence employee, you must be able to obtain, hold and maintain an Australian security clearance. As there are multiple APS 4 EA opportunities across the Defence enterprise, clearance levels may vary - Baseline, Negative Vetting 1, Negative Vetting 2 or Positive Vetting. If you are found suitable to be placed in the merit pool, the clearance level that you will require is position dependent.

Our Ideal Candidate

Candidates will be well organised, have initiative, can manage competing priorities, can work independently and work well with others as part of the executive support team. You will proactively anticipate the needs of your senior leader, exercise flexibility and resilience. You will have excellent time management skills, strong attention to detail and excel at building and maintaining stakeholder relationships.

Candidates will be self-aware, with a positive can-do attitude, demonstrating consideration and respect for a diversity of ideas and perspectives of others. Prior experience as an EA is not required, however you will have the transferable skills to enable you to successfully undertake the position of EA. Candidates will be open to learning Microsoft Office, records management systems and financial management systems.

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	Defence EA Recruitment, Contact Number Withheld
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A592FF08-ED88-6320-0D5B-E448BF07E9BF

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Defence

Vacancy VN-0763615

Department of Defence

Closing Date: Thursday 16 October 2025

Associate Secretary Group
Enterprise Transformation and Governance

Job Title	Administration and Governance Support Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	ASG/07993/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=A745521E-274C-1FA4-EAFA-E448BF784D33>

Duties

The Role

We are currently looking to fill roles in the following Defence teams:

- Enterprise Governance and Defence Boards (oversight)
- Enterprise Committees
- Associate Secretary Group Coordination Unit

As a member of one of these teams, you will have the opportunity to work with stakeholders from across Defence and Government to support our senior leadership to deliver on Defence's mission to defend Australia and its national interests.

The teams analyses information from diverse sources and develops a range of written products – including briefs and reports – to support decision-making. You will engage with line areas to assist in the development of Ministerial submissions, cabinet submissions, and other briefing material.

You will be required to build and sustain effective relationships and work collaboratively to achieve results, seeking opportunities for continuous business improvement.

The role requires flexibility in your approach to problem solving, and the ability to adapt to a changing strategic environment. You will be supported by your team lead throughout this process to ensure we can meet our strategic objectives as a team.

About our Team

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This Branch leads the development of Governance policy that set the principles, policies and procedures for Defence's decision making, risk management and operation direction. This aims to enhance accountability, transparency, ability to achieve organisational objectives, comply with legislation and manage risks effectively.

Our Ideal Candidate

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- Excellent time management and the ability to prioritise competing demands in a busy environment
- Self-motivated and able to complete high quality work with minimal supervision and occasionally, condensed time frames
- Collegiate and team oriented attitude, seeking to better team goals, contributing to a service focused and positive work culture
- An outcomes-focused mindset, with an ability to apply innovative and flexible approaches to achieving results

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Sara Baig, 02 5108 9799
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A745521E-274C-1FA4-EAFA-E448BF784D33

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Foreign Affairs and Trade

Vacancy VN-0763624

Austrade

Digital and Technology Services
Digital Architecture and Platforms

Closing Date: Sunday 19 October 2025

Job Title	Enterprise Architect
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$137,054 - \$159,720
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	Executive Level 2
Position Number	5984_09/25
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

Austrade is seeking an Enterprise Architect to oversee and manage its technology strategy. As Enterprise Architect you will be responsible for developing the Austrade Digital and Technology Strategy, managing the Austrade architecture team, ensuring compliance with standards and patterns and overseeing Austrade's architecture governance

Duties

- As the senior member of the Digital Architecture and Platforms management team, provide detailed strategic advice on all matters relating to the capabilities and limitations of technology in support of Austrade's business functions.
- Develop an extensive understanding of Austrade's onshore and offshore business functions, individual business units and their respective drivers, issues and requirements.
- In consultation with key stakeholders, develop, deliver and maintain a business outcomes focused ICT strategic plan and Enterprise Architecture, taking into account the regulatory environment in which Austrade operates.
- Manage and guide the Architecture team to ensure maintenance of architecture best practices and alignment with technology direction. Mentor and coach other architects.
- Maintain strong relationships with project stakeholders to ensure technological change is done in alignment with architectural patterns and the ICT strategy.
- Maintain architecture governance within Austrade to ensure alignment of new systems to architectural patterns and standards.
- Foster technology focused strategic relationships with other government agencies and technology suppliers.

- Work as part of the Austrade management team to contribute to service delivery while supporting the practice of diversity in the workplace, ethical practice and occupational health and safety principles.

Eligibility

- **Australian citizenship** – our successful candidate must be an Australian citizen.
- **Security clearance** – our successful candidate is required to hold, or have the ability to obtain, and maintain a Baseline security clearance.
- **Pre-employment checks** - your suitability for employment will be assessed through a pre-employment screening process.

Notes

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

About the Austrade

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

To Apply

Position Contact	Ethan Weatherfield, +61 (2) 6201 7446
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0763618

Australian Secret Intelligence Service

Closing Date: Sunday 14 December 2025

Not specified
Not specified

Job Title	Talent Register: Data Engineering Professionals
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$202,365
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based roles only
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

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 Australian Government.

ASIS employs people in a wide range of roles, including technologists. These roles require dynamic team players who enjoy working with stakeholders, team members and individually on projects. ASIS is looking for people who will be able to meet tight deadlines and work to support ASIS priorities. Successful candidates will have excellent coordination and administration skills, excellent verbal and written communication skills; and, strong stakeholder engagement and influencing skills. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds. We offer a competitive salary packing, including 22 days annual leave, shutdown between Christmas and New Year's Day, 15.4% employer superannuation contribution, access to flex time (up to Level 6 only) and generous paid maternity/paternity leave.

Positions for these roles are based in Canberra and/or Adelaide CBD.

Data Engineering Professionals (Level 4—EL2)

Are you keen to design and develop world-class capabilities, turning data into knowledge and operational outcomes? Are you passionate about building solutions to allow data to tell its story? ASIS offers an opportunity to achieve these goals in an uncompromisingly unique environment. As a Data Professional in ASIS, you will have the chance to actively enable our operational teams to make the best use of ASIS's unique data assets.

ASIS leverages the wide world of open source software and supplements it with our own development to deliver the bespoke tools required for the ASIS mission. Among our core languages are Python, Scala, Java, C++, Rust and JavaScript. Our toolset includes Spring, PyTorch, Tensorflow, Apache Spark, Apache Accumulo, Apache Hadoop, Apache NiFi, Apache Solr, Ansible and Git. We leverage structured and unstructured data, including geospatial and multilingual data sets of varying quality. Ideal candidates will be extraordinarily innovative, self-motivated and keen to use these toolsets to craft new systems that are simply not found in any other organisation. If this sounds like an environment you could thrive in, then apply for one of these unique positions.

We have a number of positions available including:

Site Reliability Engineers at Level 5 to EL2;

Software Engineers at Level 4 to EL1;

Data Specialists at Level 4 to Level 6

Duties

A Level 4 candidate would be expected to be new to the area and work under the guidance and supervision of a more senior officer.

A candidate at the Level 5 level would be expected to have one to two years real-world experience and will be working under some supervision.

A Level 6 level candidate would be expected to have more experience and operate with limited supervision within a core group of developers.

A candidate at the EL1 level is expected to have substantial experience, and some deep technical expertise. They operate entirely independently and have the capacity to fulfil leadership roles as required.

EL2 candidates fulfil principal engineer or section leadership roles. They are expected to have substantial experience and significant deep subject matter expertise in their field of specialisation.

Please refer to the Selection Documentation for the job available through our Careers Page for more information.

Eligibility

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain the highest-level security clearance.

Notes

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

About the Australian Secret Intelligence Service

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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Foreign Affairs and Trade

Vacancy VN-0763621

Australian Secret Intelligence Service

Closing Date:Sunday 14 December 2025

Not specified
Not Specified

Job Title	Talent Register: AI, Machine Learning, Data Science & Analytics
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA
Salary	\$97,148 - \$169,572
Future Merit Locations	Canberra, Adelaide
Office Arrangement	On Site
Office Arrangement Details	Office based roles only
Classification	APS Level 4;APS Level 5;APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

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 Australian Government.

ASIS employs people in a wide range of roles, including technologists. These roles require dynamic team players who enjoy working with stakeholders, team members and individually on projects. ASIS is looking for people who will be able to meet tight deadlines and work to support

ASIS priorities. Successful candidates will have excellent coordination and administration skills, excellent verbal and written communication skills; and, strong stakeholder engagement and influencing skills. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds. We offer a competitive salary packing, including 22 days annual leave, shutdown between Christmas and New Year's Day, 15.4% employer superannuation contribution, access to flex time (up to Level 6 only) and generous paid maternity/paternity leave.

Positions for these roles are based in Canberra and/or Adelaide CBD.

AI, Machine Learning, Data Science & Analytics (Level 4—EL1)

Are you keen to design and develop world-class capabilities, turning data into knowledge and operational outcomes? Are you passionate about building solutions to allow data to tell its story? ASIS offers an opportunity to achieve these goals in an uncompromisingly unique environment. As a Data Professional in ASIS, you will have the chance to actively enable our operational teams to make the best use of ASIS's unique data assets.

ASIS leverages the wide world of open-source software and supplements it with our own development to deliver the bespoke tools required for the ASIS mission. Among our core languages are Python, Scala, Java, C++, Rust and JavaScript. Our toolset includes Spring, PyTorch, Tensorflow, Apache Spark, Apache Accumulo, Apache Hadoop, Apache NiFi, Apache Solr, Ansible and Git. We leverage structured and unstructured data, including geospatial and multilingual data sets of varying quality. Ideal candidates will be extraordinarily innovative, self-motivated and keen to use these toolsets to craft new systems that are simply not found in any other organisation.

If this sounds like an environment you could thrive in, then apply for one of these unique positions.

Duties

A Level 4 candidate would be expected to be new to the area and work under the guidance and supervision of a more senior officer.

A candidate at the Level 5 level would be expected to have one to two years real-world experience and will be working under some supervision.

A Level 6 level candidate would be expected to have more experience and operate with limited supervision within a core group of developers.

A candidate at the EL1 level is expected to have substantial experience, and some deep technical expertise. They operate entirely independently and have the capacity to fulfil leadership roles as required.

Please refer to the Selection Documentation for the job available through our Careers Page for more information.

Eligibility

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain the highest-level security clearance.

Notes

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

About the Australian Secret Intelligence Service

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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Foreign Affairs and Trade

Vacancy VN-0763627

Australian Secret Intelligence Service

Closing Date: Friday 17 October 2025

Not specified
Not Specified

Job Title	Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$97,148 - \$101,338
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	International travel involved
Classification	APS Level 4
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

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

Ever found yourself in intelligence gathering - the process of learning the intentions of others in order to make more informed decisions?

The Intelligence Officer's role, in essence, is to collect, manage and plan intelligence gathering from sources outside of Australia's borders. In many cases, the intelligence they're collecting involves an active threat to Australia's security or economic interests.

To do this, they use superior intellect, interpersonal skills and judgement to lead successful intelligence operations. Although they share these common traits, there is no stereotypical Intelligence Officer. So if you're highly motivated, curious about people and like to travel, this may be the role for you.

You will have an innate sense of curiosity, enjoy connecting with people from different cultures, and know what it takes to strive for results. You will be put in situations that draw on your judgement, intellect and inner strengths like no other type of job.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

Duties

To succeed as an Intelligence Officer, you will need to demonstrate superior interpersonal and liaison skills in order to build strong relationships with people. You will have presence and impact, with a proven ability to interact effectively with people from diverse cultures and backgrounds.

Intelligence Officers must be curious, quick-thinking and highly self-motivated, with excellent written communication skills, high levels of maturity, excellent judgement and the ability to assess risk. As Intelligence Officers operate in difficult and high-pressure environments, you will also need to demonstrate the highest level of personal integrity and professionalism.

For more information, please refer to [Intelligence officers](#) also available through our Careers Page.

Additional information on application instructions is provided on the job ad available through the Current vacancies page of our website

Eligibility

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain the highest-level security clearance.

Notes

Please note: ASIS does not provide feedback to unsuccessful applicants.

To apply please visit the ASIS website to view further job details and criteria.

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-0763299

Aged Care Quality and Safety Commission

Closing Date:Sunday 19 October 2025

ACQSC Sector Capability and Regulatory Strategy
Data, Analytics and Intelligence

Job Title	Senior Data Analyst
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$96,503 - \$108,869
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Work from Home or On Site
Classification	APS Level 6
Position Number	20051751, 20051752, 20051753, 20051754
Agency Website	

Job Description <https://agedcarequalitycareers.nga.net.au/?jati=F3780D17-9377-8FB6-B7C2-E43698EB0C47>

The Senior Data Analyst collaborates across teams to translate data into clear, meaningful information, products and services that delivers business outcomes. The role contributes to DAI's vision to deliver timely, accurate and actionable products and trusted insights that are easily understood and acted on by our stakeholders.

Working under limited direction, the role is expected to exercise sound judgement, apply specialist expertise, manage competing priorities, and contribute to a culture of collaboration, curiosity and continuous improvement. The outcomes of these endeavours empower the Commission to manage risk and ensure older Australians receive the quality of care they rightfully deserve.

Duties

- Managing data extraction, analysis and modelling to assist with data-driven decision making and reporting.
- Coordinating and managing data, analytics and intelligence projects, consulting stakeholders and internal teams to define requirements and deliver outcomes.
- Present data in clear, consistent, and accessible formats, including dashboards, reports, briefing papers, and visualisations tailored to audience needs.
- Ensuring integrity and quality of datasets, maintain and support data governance standards, and contribute to improving policies and procedures related to data management.

- Fostering productive working relationships with team members, stakeholders, and clients by consulting, sharing information, and collaborating to achieve shared goals.
- Supporting data literacy and capability development, providing guidance, training and support delivery of emerging tools, technologies and methodologies.
- Managing competing priorities and deadlines, showing initiative and resilience in a dynamic, fast-paced environment.

Eligibility

- Strategic thinking: Aligns work with agency goals, anticipates impacts and applies sound judgment to solve problems.
- Achievement focus: Delivers high quality outcomes, manages projects effectively, and adapts well to change.
- Collaboration: Builds strong relationships, manages diverse views, and supports team development.
- Integrity and drive: Upholds APS values and productive working relationships, takes initiative, embraces accountability, and pursues continuous growth.
- Effective communication: Conveys information and concepts clearly, tailors messages to audiences, and negotiates persuasively.
- A security clearance (baseline) or the ability to obtain one.

Notes

- Salary offered will be between **\$96,503 - \$108,869 per annum** depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

In your application, please provide a statement of claims against the position eligibility requirements (selection criteria) in no more than 600 words, including what strengths you would bring to the role, and a copy of your CV.

Please complete the application and submit by **19 October 2025 and 11:30 PM AEST**.

Please contact our recruitment team on (02) 9633 3262 or recruitment@agedcarequality.gov.au for assistance with accessing our website or with lodging your application.

Specific questions about the roles can be directed to David Okunyah by emailing David.Okunyah@agedcarequality.gov.au with Position title in the subject line.

Diversity and Inclusion

The Commission is committed to fostering a workplace with flexible work arrangements to support a diverse, respectful and inclusive culture for all staff.

The Commission recognises the richness of Aboriginal and Torres Strait Islander cultures and is committed to the implementation of our [Reconciliation Action Plan](#). The Commission values the unique knowledge and experience of Aboriginal and Torres Strait Islander employees which strengthens and supports our focus on protecting and enhancing the safety, health, wellbeing and quality of life of aged care consumers.

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

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

Further information:

For further information about the Quality Commission, office locations and other related resources, please visit <https://www.agedcarequality.gov.au>

For more information on the Australian Public Service, please visit <http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code/factsheet-4> and <http://www.apsc.gov.au/publications-and-media/current-publications/cracking-the-code>.

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

About the Aged Care Quality and Safety Commission

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

To Apply

Position Contact	David Okunyah, 02 9633 3262
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=F3780D17-9377-8FB6-B7C2-E43698EB0C47

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Health

Vacancy VN-0763642

Australian Institute of Health and Welfare

Closing Date:Thursday 16 October 2025

Community Services Group Disability Unit

Job Title	EL1 - Strategic Development Officer, Disability Affirmative Measures
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$119,501 - \$133,305
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	Executive Level 1
Position Number	125_10/25
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 Disability Unit – within the Community Services Group – prepares and analyses data to report on the experiences of people with disability. The Unit also works to address data gaps, including through use of linked data, and provides technical and subject-matter expertise to support future analysis and reporting about people with disability. One key responsibility of the Disability Unit is to support the disability co-governed council of the National Disability Data Asset to deliver priority insights for people with disability using best practice inclusive research approaches.

The Disability Unit is looking for a Strategic Development Officer with lived experience as person with disability. As a Strategic Development Officer, you will drive the Disability Unit's mission for organisational excellence in uplifting our disability-inclusive practices to better understand and meet the needs of people with disability.

Under general direction you will:

- Lead and promote disability inclusive practices across the Disability Unit and the AIHW, applying inclusive research approaches and drawing on lived experience where relevant.
- Provide strategic advice and co-design methodology, systems and processes to embed disability inclusion and governance in all the work of the Disability Unit.
- Work collaboratively with the Unit Head, AIHW leadership and others to influence all areas to develop disability best practice in the end-to-end data life cycle.
- Lead the development, management and/or analysis of disability data including the preparation of reports, technical papers, and presentations for various audiences.
- Work with stakeholders to develop and enhance disability data holdings and to leverage data and insights to best effect.
- Liaise and negotiate with other areas of the AIHW, other Commonwealth government agencies, state and local authorities, and business or community organisations.
- Represent the AIHW and the Disability Unit at meetings as appropriate to the responsibilities above.

Eligibility

Employment with the AIHW is prescribed within the *Public Service Act 1999*.

To be eligible for a role through this recruitment process, applicants must:

- be an Australian Citizen
- be a person living with a disability as defined by the Australian Bureau of Statistics in its [Survey of Disability, Ageing and Carers](#).
- 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 months will apply to any new engagement to the APS.

If you are successful in progressing to the interview stage, you may be required to provide [suitable evidence](#) of your disability.

For information on conditions of employment, please refer to [AIHW Conditions of Employment](#).

Notes

Please submit your application online via the AIHW [e-Recruit](#) system. When applying online for the first time, you will need to register and provide a valid email address.

Your application must include:

1. A summary of your relevant skills and experience and explain why you would be the best person for the role. Your response should align with the position summary and selection criteria information above and must be no more than 750 words.
2. Your current CV and the names of two referees.

Please note, late applications will not be accepted.

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

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Sam Chambers, 02 6249 5027
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Office of the CEO National Uniformity and Secretariat (NUPS)

Job Title	Senior Officer, National Uniformity and Secretariat
Job Type	Full-Time, Ongoing
Location	Yallambie VIC
Salary	\$96,669 - \$110,532
Future Merit Locations	Yallambie
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	13555
Agency Website	https://www.arpansa.gov.au/

Job
Description

<https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTI1MzY1NjkzMTg3OTI-MS9IZG>

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

The Office of the CEO comprises five sections: Communications, Governance & Strategic Partnerships, Risk & Quality, Security & Insider Risk and National Uniformity Policy & Secretariat. The National Uniformity Policy and Secretariat Section is responsible for ensuring the CEO can deliver on their legislative mandate to promote uniformity of radiation protection and nuclear safety policy and practices across jurisdictions of the Commonwealth, the States and the Territories. This is achieved through working closely with internal experts and external stakeholders including the Department of Health and Aged Care and regulatory counterparts in each State and Territory to progress various policy issues. Additionally, the Section will provide strategic advice to the agency on matters of regulatory policy including the development of relevant Codes and Standards.

Why work for us?

- Opportunities to engage with national and international stakeholders
- Inclusive and diverse workplace
- Competitive salaries with 15.4% superannuation
- Generous leave conditions
- Flexible work practices
- Modern amenities and free parking at both our Yallambie and Miranda sites.

Duties

The role supports the National Uniformity Policy and Secretariat Section to deliver on its various accountabilities and support the agency in its strategic work. You will support ARPANSA's relationships with radiation regulatory counterparts in the States and Territories and help represent ARPANSA through the work of its advisory bodies. As part of a team approach, you will support the secretariat function for the Radiation Health and Safety Advisory Council, and the Radiation Health Committee.

Your work will include providing support to senior management to deliver key strategic outcomes through secretariat support and advice and help develop policies and advice as required.

Key accountabilities

- Support key stakeholder relationships to ensure ARPANSA's engagement with State and Territory regulators produces value for ARPANSA and cements ARPANSA's reputation as a best practise regulator and advisor of radiation protection and nuclear safety.
- Provide secretariat support to the agency's statutory advisory bodies, including liaison with members to coordinate meetings, working groups, papers and minutes.
- Support the relationship with the relevant portfolio department on national uniformity issues. This includes regular communications on key issues.
- Support any work programs to mature the national regulatory frameworks.
- Assist in the development, implementation and updating of systems, guidelines, policies and procedures relevant to the function of the section.
- Help represent ARPANSA at stakeholder meetings and events.

Eligibility

The successful candidate will have:

- A relevant degree from an Australian tertiary institution or comparable overseas qualifications and/or substantial related experience, which are appropriate to the role and duties of the position.
- Experience in liaison, consultation and stakeholder engagement skills, with the ability to cultivate and maintain productive working relationships
- Demonstrated experience undertaking research and analysis in order to provide advice to senior management.
- Experience in managing projects and the ability to coordinate the compilation of issues papers and advice to government.

- Highly developed written communication skills and the ability to communicate effectively with a broad range of stakeholders including government officials and scientific and technical colleagues.
- Relevant experience supporting Secretariat functions, committee memberships and ensuring such groups operate strategically and deliver on their mandates.

You must hold Australian citizenship and be prepared to travel interstate from time to time as required. ARPANSA requires all new employees to obtain and maintain a national security clearance as a condition of engagement. You must also meet required pre-employment checks as necessary.

Selection criteria

The selection criteria for this role are:

1. Demonstrated understanding of relevant Australian federal and State/Territory legislative and policy frameworks with respect to Radiation and Nuclear Safety.
2. Demonstrated ability to effectively manage projects requiring whole-of-organisation input under limited supervision.
3. Demonstrated ability to manage competing priorities and work under pressure to meet deadlines.
4. Demonstrated ability to liaise with a range of diverse stakeholders to facilitate strategic objectives.
5. Demonstrated ability to remain flexible, support team members, and provide leadership and guidance to achieve team objectives.

Eligibility

Employment with ARPANSA is subject to:

- conditions prescribed within the Public Service Act 1999.
- Australian Government Security Vetting Agency (AGSVA) granting a security clearance at the required level.
- evidence of citizenship status required.
- evidence of qualifications required of the role.
- evidence of a completed national police-check with no risks identified by ARPANSA.
- the CEO of ARPANSA, or their Delegate, approving a Notice of Engagement.

The Australian Government Security Clearance Application Guidebook provides information on minimum eligibility requirements for holding a security clearance at the required level. Please ensure that you are able to provide the necessary documents if you apply for the position. More information on the security clearance vetting process is available on the AGSVA website.

Notes

How to apply

Applications can be lodged through ARPANSA Recruitment Portal. Your application will consist of resume, ARPANSA cover letter to be completed via the portal, contact details for two referees and a ‘1000-word pitch’ that considers:

- Key accountabilities
- Job specific capabilities
- Selection criteria.

ARPANSA recognises the need for our workforce to reflect the community we serve and provide an inclusive environment that respects and values diversity. We strongly encourage qualified applicants from diverse backgrounds to apply.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme applicants who choose to apply under the scheme will be invited to participate in further assessment activity for the vacancy, where they meet the minimum requirements for the position. ARPANSA will provide reasonable adjustments or flexibilities in the recruitment process as requested. For more information visit: <https://www.apsc.gov.au/recruitability>.

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

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Australian Government's primary authority on radiation protection and nuclear safety. Our purpose is to protect the Australian people and the environment from the harmful effects of radiation, through understanding risks, best practice regulation, research, policy, services, partnerships and engaging with the community.

To Apply

Position Contact	James Wheaton, 0419 697 498
Agency Recruitment Site	https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTI1MzY1NjkzMTg3C

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Health

Vacancy VN-0763636

Department of Health, Disability and Ageing

Closing Date: Thursday 16 October 2025

Job Title	APS Level 6 - Executive Assistant - Executive Branch
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$98,336 - \$110,937
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Candidate may be required to work office - Positions may be offered for working from home
Classification	APS Level 6
Position Number	25-DEDIV-30203
Agency Website	

Job Description

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

The Executive Assistant has responsibility for providing comprehensive administrative support to a Deputy Secretary. You will be responsible for the delivery of timely, efficient, and effective high-level administration and executive support. You will manage front-of-office functions in a complex and high-volume environment, including managing diaries, workflow, appointments and correspondence, organising events, coordinating travel and collating documentation.

Duties

Under limited supervision and direction, the Executive Assistant provides a high level of administrative and executive support to the Deputy Secretary, which includes but not limited to:

- High level administrative and executive support to the Deputy Secretary, including managing document workflow (inbox management, OneNote and hard copy), coordinating information, arranging meetings, booking travel, diary management, reconciling credit card statements and screening telephone calls.

- Anticipate requirements for, and initiate the timely preparation of, briefing material prior to meetings attended by the Deputy Secretary.
- Work cooperatively with other executive support staff in the Senior Executive team.
- Work collaboratively with First Assistant Secretaries and their Executive Assistants to ensure priority matters are actioned appropriately.
- In conjunction with the Executive Officer, coordinate Senate Estimates briefings across the Group and prepare the Deputy Secretary briefing pack.
- Work with Ministers' offices as needed to schedule high level discussions.
- Promote a collaborative culture across the department's Executive Assistant cohort, including engaging in formal and informal mentoring opportunities with junior Executive Assistants.
- Other duties as required and demonstrating capability in line with the department's Capability Development Framework and Work Level Standards at the APS6 level.
- Promote workplace practices consistent with departmental policy and in accordance with the APS Values, Code of Conduct and Behaviours in Action.

Eligibility

To be eligible for employment with the **Department of Health, Disability and Ageing**, applicants must be an Australian citizen at the time an offer of employment is made.

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

- Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
- Completion of a medical declaration and pre-employment medical (where required),
- Providing evidence of qualifications (where required), and
- Obtaining and maintaining a security clearance at the required level.

Notes

- **Applications close 11:30pm AEST.**
- Applicants are asked to quote reference number **25-DEDIV-30203** to assist when making an enquiry.

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

About the Department of Health, Disability and Ageing

The Department of Health, Disability and Ageing is focused on achieving better health and wellbeing for all Australians. If you would like to join our team, and can meet our job requirements, we invite you to apply for a position with us to build better health, better care and better quality for all Australians. The department is committed to providing an inclusive and diverse workplace where the experiences, skills and perspectives of all individuals are valued. We actively encourage applications from diverse backgrounds and cultures, so we can better represent the community we serve. The department welcomes applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, people who identify as LGBTI+, and people with parenting and/or caring responsibilities.

To Apply

Position Contact	Griffin Taylor, 0466 236 103
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Industry, Science, Energy and
Resources

Vacancy VN-0763507

IP Australia

Closing Date:Wednesday 15 October 2025

Data and Technology Data and Analytics

Job Title	Director, Data Front Door & Analytics
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA
Salary	\$146,680 - \$170,991
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	Flexible
Office Arrangement Details	Flexible working arrangements are available
Classification	Executive Level 2
Position Number	1515
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

The Director, Data Front Door and Analytics, will work to the Chief Data Officer and will lead a diverse team of data analysts, data scientists, and reporting and data visualisation experts who provide analytics and insights to internal and external stakeholders on IP Australia's intellectual property rights data. The role requires collaboration across the agency with data stewards, project teams and business groups, IP Australia's Executive and other areas in the Data & Analytics sub-group including Data Engineering and Data and Information Governance teams.

As a Director, Data Front Door & Analytics, you will:

- lead a team that provides a single point for internal and external data requests, IP analytics and report requests, as well as preparing open data products and other data extracts
- lead a team to develop, deliver and improve IP rights data, analytics and data visualisations, and to expand the interactive access to data for all stakeholders
- collaborate across government and IP Australia to make the best use of Australia's IP rights data to guide decision making and policy development
- manage risk and responding to operational and technological change, ensuring that strategic analysis and data products are resilient, transparent and adaptable to evolving organisational needs.

Duties

The successful candidate will:

- have high level leadership, management and interpersonal skills, and the ability to motivate, guide, mentor and develop staff.
- have high level communication, negotiation and collaboration skills, and ability to build effective networks in a work environment.
- have knowledge of data management, data preparation, analytics techniques and effective data visualisation.
- have excellent analytical and research skills, and a proven track record of complex problem solving and managing projects through to completion.
- be highly motivated and flexible in your approach to work and contribute to section, group, and organisational outcomes.
- have knowledge of Australia's intellectual property systems and their policy environments, or the ability to quickly acquire that knowledge.

Eligibility

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

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

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

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

Notes

This role is being advertised as both ongoing and non-ongoing. A position may be offered as ongoing or non-ongoing subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 18 months. A specified term may be extended up to a maximum period of three years.

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

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

IP Australia embraces flexibility, including hours and location. Most of our roles can be done from anywhere in Australia, as long as you have reliable internet connection and an appropriate office set-up. We have offices in Canberra (Ngunnawal Country) and Melbourne (Naarm) for employees who are located within a reasonable distance to the office and most employees work a mixture of days in the office and days from home. Employees who are not located near an office, work completely remotely.

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

About the IP Australia

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

To Apply

Position Contact	Kieran Power, 02 6283 2471
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763638

Civil Aviation Safety Authority Australia

Closing Date: Sunday 19 October 2025

Air Navigation, Transformation and Risk
Safety, Risk and Intel

Job Title	Aviation Risk Advisor
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Adelaide SA, Perth WA, Brisbane QLD, Cairns QLD, Darwin NT
Salary	\$117,297 - \$151,996
Future Merit Locations	Melbourne, Sydney, Canberra, Adelaide, Perth, Brisbane, Cairns, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	2487
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

About The Role

As a member of CASA's Aviation Technical Workforce (ATW), an Aviation Risk Advisor works under direction and guidance from a Manager and National Manager. The role sits within a team of risk advisors and other related staff, who work collaboratively to deliver on CASA's strategic operational priorities and work plans.

An Aviation Risk Advisor (ASR1) is expected to work reasonable additional hours beyond the ordinary hours of work, which may include work on weekends or outside the span of hours. However, this is regarded as the exception and where additional hours are worked, they are compensated in accordance with CASA's enterprise agreement.

Key duties of the role include, but are not limited to:

- Exercise decision making on a range of routine aviation safety performance and risk-related enquiries, approvals, and compliance in line with legislation, CASA's Corporate Plan, policies, practices and standards, and in accordance with CASA's Regulatory Philosophy and assigned delegations.
- Work collaboratively with colleagues, by providing detailed, timely and constructive input, sharing knowledge, and managing personal performance in accordance with CASA's values, policies, and practices.
- Contribute to work programs that deliver the various elements of CASA's strategies and priorities including but not limited to analyse, design, recommend, and implement management strategies for safety issues and associated projects and taskings identified by CASA.
- The development of risk oversight and safety related documentation, mentoring and facilitation of training for system safety to internal and external stakeholders.
- Work professionally with regulated entities, the International Civil Aviation Organization (ICAO), other regulators, government departments, the aviation sector, and the public by drawing on expertise when providing advice, technical guidance, information, and/or when making recommendations.
- Perform regulatory services and/or surveillance tasks. Identify compliance issues and omissions that reflect non-compliance or offences under civil aviation legislation, regulations, standards, and CASA policy, and present that information to relevant stakeholders through high quality reports with clear recommendations, identifying any risks and/or systemic issues.
- Assess and analyse industry information, engage with stakeholders, monitor other external influences, and investigate potential scenarios to develop compliance strategies and mitigate emerging or actual risks.

Duties

Our Ideal Candidate

Our ideal candidate for the Aviation Risk Advisor role must demonstrate the following:

- Knowledge and experience in risk management including various risk management methodologies.
- Ability to work independently under direct guidance from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may or may not cover the circumstances.
- Developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- A proven ability to seek out diverse perspectives to identify opportunities and improvements.
- In-depth understanding of the aviation industry, civil aviation legislation, and relevant national and international aviation standards.

Eligibility

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

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position's occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- As an employee in a safety sensitive position, perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

Affirmative Measures

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.

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.

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	Lydia Hambour, 0395182705
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763640

Job Title	Aviation Risk Advisor - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Adelaide SA, Perth WA, Brisbane QLD, Cairns QLD, Darwin NT
Salary	\$117,297 - \$151,996
Future Merit Locations	Melbourne, Sydney, Canberra, Adelaide, Perth, Brisbane, Cairns, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement up to 50% - Up to the discretisation of the hiring manager.
Classification	
Position Number	2487
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

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- Work collaboratively with colleagues, by providing detailed, timely and constructive input, sharing knowledge, and managing personal performance in accordance with CASA's values, policies, and practices.
- Contribute to work programs that deliver the various elements of CASA's strategies and priorities including but not limited to analyse, design, recommend, and implement management strategies for safety issues and associated projects and taskings identified by CASA.
- The development of risk oversight and safety related documentation, mentoring and facilitation of training for system safety to internal and external stakeholders.
- Work professionally with regulated entities, the International Civil Aviation Organization (ICAO), other regulators, government departments, the aviation sector, and the public by drawing on expertise when providing advice, technical guidance, information, and/or when making recommendations.
- Perform regulatory services and/or surveillance tasks. Identify compliance issues and omissions that reflect non-compliance or offences under civil aviation legislation, regulations, standards, and CASA policy, and present that information to relevant stakeholders through high quality reports with clear recommendations, identifying any risks and/or systemic issues.
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Duties

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- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may or may not cover the circumstances.
- Developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- A proven ability to seek out diverse perspectives to identify opportunities and improvements.
- In-depth understanding of the aviation industry, civil aviation legislation, and relevant national and international aviation standards.

Eligibility

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

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position’s occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- As an employee in a safety sensitive position, perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998
- Undertake and pass a pre-employment alcohol and drug test as part of CASA’s Alcohol and Other Drugs Directive and Procedure.

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	Lydia Hambour, 03 95182705
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763563

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

Closing Date:Thursday 09 October 2025

Territories
Norfolk Island & Mainland Territories NI Projects (Admin)

Job Title	APS6 - Senior Administration officer, Office of the Administrator Norfolk Island
Job Type	Full-Time;Part-Time, Ongoing
Location	Norfolk Island NSW
Salary	\$95,501 - \$114,201
Future Merit Locations	Norfolk Island
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA.
Classification	APS Level 6
Position Number	47024
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Office of the Administrator is a small, energetic, dedicated team that deliver effective governance and management arrangements in support of the official duties of the Administrator of Norfolk Island. This includes community and statutory responsibilities. The Office ensures efficient and effective stewardship of Government House in accordance with heritage requirements and maintenance programs.

You will be part of a small and dynamic team which provides high quality executive support to the Administrator. You can expect to undertake procedural, clerical, administrative, educational, and operational tasks with limited supervision. You will provide high level advice on legislation frameworks, government decision-making and be responsible for the effective administration of the Norfolk Island Volunteer Awards. You will support the Administrator's Office to reinforce the Australian Government's shared values with the Norfolk Island community.

You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures. You will provide professional and policy advice in relation to complex work and contribute to strategic planning, program and project management and policy development. You will lead a team and be accountable to set work priorities and management workflows. You are expected to be capable of building team capability through coaching, feedback and developing the quality of work undertaken by your team. You will exercise the associated people and financial responsibilities to achieve work unit outcomes.

Duties

What will you do ?

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

- Planning and managing the maintenance and program of the Administrator and their official household and official residence, Government House Norfolk Island, including the procurement of services and monitoring of existing arrangements
- Enhance and contemporize the impact of the Administrators role in modern Norfolk Island
- Operate under broad direction with independence to think critically, analyse and solve very complex or sensitive problems and make decisions that are based on professional judgement, evaluating evidence and risks in the context of a complex and changing environment
- Develop and support productive working relationships with a range of internal and external stakeholders to respond to needs, manage expectations, develop solutions and solve problems.
- Provide advice to, and liaise with, Australian Government agencies and officials on Norfolk Island related matters.
- The role requires the successful candidate to hold and maintain a driver licence as travel between the office and third-party workplaces is required, and PPE will be provided for use while onsite.

Who are we looking for?

As the Senior Administration Officer, you will have a proven track record in a supervisory role, supporting Senior Government Officials. You will demonstrate the personal qualities and interpersonal skills necessary to perform in a remote location on Norfolk Island. Outstanding knowledge of Australian Government processes and administrative procedures is essential. The successful candidate will have the ability to perform the duties of the position in accordance with APS values, APS Employment Principles and Code of Conduct, details of which can be found on the [APSC website](#).

The successful candidate will demonstrate a commitment to service, working professionally, objectively, innovatively, and efficiently to achieve the best results for the Norfolk Island community.

You will also demonstrate the following:

- Exceptional understanding and passion for the Norfolk Island community with a commitment to excellence in public service;
- Experience in educating and informing the Norfolk Island community of the role of the Administrator
- Demonstrated excellence in effective governance and management that underpins transparent and accountable engagement with the Norfolk Island community;
- Exceptional stakeholder engagement skills including the ability to collaborate in a high-pressure environment and build and maintain productive working partnerships and negotiate respectfully and effectively with a broad range of stakeholders;
- Excellent written communication skills, including attention to detail and ability to produce high-quality briefs and papers; and
- Demonstrated strong collaborative and team focused attitude, with a proven ability to contribute to a positive, inclusive and supportive team culture that celebrates and acknowledges team and community achievements.

Eligibility

Eligibility requirements

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

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

Notes

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

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

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

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

To Apply

Position Contact	Annie Pike, +672355356
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0763633

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

Closing Date:Thursday 16 October 2025

Territories
Norfolk Island & Mainland Territories NI Projects (Admin)

Job Title	APS4 - Administration and Finance Officer, Norfolk Island & Mainland Territories
Job Type	Full-Time, Ongoing
Location	Norfolk Island NSW
Salary	\$77,294 - \$83,994
Future Merit Locations	Norfolk Island
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA.
Classification	APS Level 4
Position Number	47023
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

This is a fantastic opportunity to lead a small team that makes a genuine and enduring contribution to the Norfolk Island community

The Norfolk Island and Mainland Territories Branch is responsible for the social and economic well-being of approximately 2000 people who live on Norfolk Island. This includes the responsible management of Australian Government assets and ensuring residents have access to services comparable to those in regional communities on mainland Australia and other external Australian territories.

The Branch is looking for a motivated, reliable and experienced person to work on Norfolk Island as Administration and Finance Officer to support the Community Assets team oversee maintenance and capital work for:

- Norfolk Island Central School;
- Norfolk Island Police Station;
- Kingston and Cascade Piers;
- Norfolk Island Health and Residential Aged Care Service (NIHRACS); and the
- Selwyn, Cascade, and Nepean Reserves.

To be successful in the role, you will need

- Assist in the preparation and management of contracts for the maintenance of Australian Government assets on Norfolk Island.
- Maintain productive working relationships with a range of internal and external stakeholders to respond to needs, manage expectations, develop solutions and solve problems.
- Have a sound understanding of workplace health and safety legislation and its application to the building and construction industry
- Use systems to provide high quality and timely reports on the progress of projects

Duties

What will you do?

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

- Under general supervision from the Director or Assistant Director undertake various administrative and finance tasks relating to the procurement of service delivery contracts and capital investment projects
- Assist in the engagement and management of external contractors and specialist advisers to ensure successful project delivery
- Assist in the provision of financial reporting to the Territories Division
- Review contract documentation and assist in contract negotiations and final contract execution
- Conduct procurements using Department templates and/or Commonwealth templates – preparation of documents such as the procurement plan, evaluation plan, request for tender and evaluation report, conduct of market research, liaison with suppliers, evaluate responses, prepare and execute contract documents
- Perform contract management responsibilities – payment/processing of invoices, assessment and management of variations, monitoring of milestones, review and approval of deliverables and reporting
- Assist with the management of assets and property including sourcing suppliers, managing budgets and record keeping
- Foster relationships with a range of internal and external stakeholders;

Who are we looking for?

As a Finance and Administration Officer you will be self-motivated and able to meet deadlines. You will work closely with the Assistant Director and Director within a small team based on Norfolk Island. You will demonstrate the personal qualities and interpersonal skills necessary to perform in a remote location on Norfolk Island. Knowledge of Australian Government procurement processes and administrative procedures is desirable.

The successful candidate will have the ability to perform the duties of the position in accordance with APS values, APS Employment Principles and Code of Conduct, details of which can be found on the [APSC website](#).

The successful candidate will demonstrate a sound understanding of the importance of providing on-Island representation for the Department of Infrastructure, Transport, Regional Development, Communications, Sports and the Arts and the ability to build productive and collaborative working relationships with internal and external stakeholders and the community.

You will also demonstrate, or have the potential to develop, the following:

- Effective stakeholder engagement skills including the ability to collaborate in a high-pressure environment and build and maintain productive working partnerships
- Effective project and financial administrative skills with sound decision making and judgement
- Flexibility with the ability to adapt to change including managing competing and changing priorities, demonstrating resilience and dealing with ambiguity without losing focus on delivery
- Effective project and contract management experience in the successful delivery of capital projects
- Proven communication skills, both written and verbal, liaison and interpersonal skills, to clearly articulate messages across a broad range of stakeholders
- The ability to manage your workload and work independently, applying initiative and judgement in the application of project procedures
- Proven knowledge and experience of Australian Government procurement processes including the Commonwealth Procurement Rules
- Strong knowledge and understanding of the sensitivities of the unique Norfolk Island culture and community

Eligibility

Eligibility requirements

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

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

Notes

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

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

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

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

To Apply

Position Contact	Charles Brister, +6723 23315
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Prime Minister and Cabinet

Vacancy VN-0763628

Aboriginal Hostels Limited

Closing Date:Thursday 16 October 2025

Frontline Services
Adelaide NT

Job Title	Casual Hostel Workers - Night Attendants, Cooks/Kitchenhands and Housekeepers
Job Type	Casual, Non-Ongoing
Location	Adelaide SA
Salary	\$59,520 - \$64,877
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 2
Position Number	VN-0763628
Agency Website	https://www.ahl.gov.au/work

Job Description

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

Aboriginal Hostels Limited (AHL) is looking for reliable and motivated Casual Hostel Workers to join our team as Night Attendants, Cooks/Kitchenhands and Housekeepers, and help create a safe, clean, and welcoming environment at our South Australian Hostels located in Adelaide.

As a Casual Hostel Worker with AHL, you will receive a competitive base rate with 25% Casual loading plus 15.4% superannuation. Generous shift penalties also apply for work after hours, weekends and public holidays.

AHL encourage diversity, welcoming all candidates and value the unique skills and perspectives each person brings. We provide flexible working arrangements to support people returning to the workforce, parents with care arrangements, and also offer weekend and nights shifts for those requiring irregular shift arrangements.

We offer rewarding experiences and rewarding employment conditions, with the opportunity to further your career within the Australian Public Service (APS).

This is a great opportunity to be part of important work that supports First Nations peoples across Australia. If you're looking for stable employment in a supportive team where your efforts truly matter, we'd love to hear from you.

Duties

Multiple casual roles are available, including:

Cooks & Kitchenhands

- Prepare and serving meals for residents.
- Prepare and cleaning dining areas for residents
- Manage stock – including receiving, rotating, and monitoring food and kitchen supplies.
- Maintain a clean, safe and hygienic kitchen environment.

Night Attendants

- Provide property security, monitor and protect premises, and ensure the safety of residents.
- Complete general administrative tasks and record daily security activities.
- Attend to housekeeping duties, including upkeep of common rooms and grounds.
- Monitor and authorise entry and exit of residents, staff, and visitors.
- Respond to emergencies when required.

Housekeepers

- Perform daily cleaning tasks to maintain high cleanliness standards throughout the hostel.
- Maintain adequate cleaning supplies and linen, ensuring appropriate storage.
- Regularly inspect rooms for repairs and maintenance needs and report issues to the Hostel Manager or Assistant Manager.
- Support the team with general housekeeping and ad hoc cleaning tasks as required.

The Ideal Candidate

You will have an understanding of Aboriginal and Torres Strait Islander cultures and the ability to communicate respectfully and effectively.

While experience in a similar industry is desirable, what matters most is your ability to work effectively and positively as part of a team.

For Night Attendants: You must be available to work night shifts and be capable of managing emergency situations when they arise.

Eligibility

Prior to engagement, you are required to:

- Provide evidence of Australian Citizenship.
- Undergo, obtain and maintain a Satisfactory National Criminal History Check.
- Meet Fitness for Duty requirements.

Notes

Your Benefits

- **Competitive Pay & Benefits:** \$59,520 – \$64,877 per annum, with 25% Casual loading plus 15.4% superannuation and generous leave entitlements.
- **Career Growth:** Opportunities for career progression within the organisation.
- **Supportive Team Environment:** Be part of a friendly and inclusive team where your contribution is truly valued.
- **Employee Assistance Program:** Access to confidential, professional counselling services for employees, their partners, and dependants.

How to Apply

Complete the **Application Form** available on our website.

Email your **current resume** and **completed application form** to [Work with us | Aboriginal Hostels Limited](#) by 11:59 PM AEST, **Thursday 16 October 2025**.

Include your name and the job reference **(VN-0763628)** in the subject line of your email.

For any questions about the role, please contact Marni Lowe on 0408 069 570 or at jobs@ahl.gov.au.

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

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

About the Aboriginal Hostels Limited

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

To Apply

Position Contact	Marni Lowe, 0408 069 570
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0763607

National Indigenous Australians Agency

Closing Date:Wednesday 15 October 2025

West & South
Victoria and Tasmania Regional Greater Melbourne

Job Title	Engagement Officer, Victoria and Tasmania Regional Branch - Affirmative Measure Indigenous
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	\$88,887 - \$95,028
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement
Classification	APS Level 5
Position Number	NIAA/2025/146 (AMI)
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=422621ED-D5BA-1FEE-6BED-E4383A11E760>

We are looking for a motivated and passionate person to fill an APS 5 Engagement Officer role in the Victoria and Tasmania Regional Office located in Melbourne.

We offer challenging, interesting and stimulating work, connecting across all levels of government and working directly with First Nations communities and organisations.

In this role, you will be working in a diverse team in Victoria to drive the self-determination aspirations of First Nations communities, while supporting the delivery of the Australian Government’s priorities, including implementing the National Agreement on Closing the Gap.

Key responsibilities of the Engagement Officer role include:

- develop and maintain culturally safe relationships with NIAA partners, including Aboriginal Community-Controlled Organisations, Traditional Owner Groups and other key First Nations stakeholders
- provide appropriate advice and manage the resolution of emerging issues
- manage mutually beneficial and diverse relationships to link First Nations communities and organisations with government, non-government and private sector partners
- assist in local coordination and implementation of key government priorities including the National Agreement on Closing the Gap
- assist in the local development and high-quality delivery of place-based initiatives in partnership with First Nations communities to improve outcomes and advance self-determination
- contribute to high-quality briefs, correspondence and advice that require minimal changes to support the Minister for Indigenous Australians, and senior NIAA executives, including the CEO and DCEO
- monitor and negotiate funding agreements and provide high-quality advice on contractual requirements, performance and reporting
- conduct research and analysis on matters arising
- assist in project management of activities.

Duties

Our ideal candidates are motivated, self-starters who are passionate about First Nations self-determination. Roles in the Victorian Region are fast paced, varied, challenging and rewarding.

To succeed in the role, candidates will:

- have a high level of cultural competency and a strong understanding of the opportunities and challenges relating to First Nations people and communities
- have strong interpersonal skills including the ability to communicate sensitively and effectively with First Nations people, service providers and other key stakeholders
- have strong written and communication skills including the ability to contribute to the development of a range of written products such as concise briefs, correspondence, presentations and reports for varied audiences
- be able to provide policy and program advice, identifying and escalating emerging risks in a timely manner
- undertake and manage moderately complex projects under the direction of higher classification levels
- have strong analytical, research and problem-solving skills
- be flexible and adaptable with the ability to manage competing priorities
- be highly organised and be able to work independently or under limited guidance
- demonstrate the ability to effectively supervise and coordinate the workflow and outcomes of a small team performing related tasks.

Essential: Must have a current motor vehicle driver's license and be able to travel locally and interstate.

In our operating environment across NIAA, staff work closely with community members and develop intimate understandings of the regional and local needs and aspirations of First Nations people. This regional and place-based focus is at the core of our work, and the Engagement Officer Position requires a strong level of engagement.

Eligibility

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

Notes

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

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

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

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

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

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

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

About the National Indigenous Australians Agency

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

To Apply

Position Contact	Melissa Burrows, 0460 748 232
Agency Recruitment Site	https://niaa.nga.net.au/?jati=422621ED-D5BA-1FEE-6BED-E4383A11E760

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Treasury

Vacancy VN-0763569

Job Title	ABS Field Interviewer - Victoria
Job Type	Part-Time, Ongoing
Location	Various locations - VIC VIC
Salary	-
Future Merit Locations	Various locations - VIC
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_INT_VIC
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=9E180B08-ED8F-D96D-B311-E437FD25701B>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - Victoria**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Traralgon/Moe/Leongatha, Phillip Island/Wonthaggi, Mildura/Swan Hill, Warrnambool, Ballarat, Albury/Wodonga

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct](#).

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEDT), Sunday 12th October 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=9E180B08-ED8F-D96D-B311-E437FD25701B

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Job Title	ABS Field Interviewer - Tasmania
Job Type	Part-Time, Ongoing
Location	Tasmania TAS
Salary	-
Future Merit Locations	Tasmania
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_INT_TAS
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=BEB6AEAF-8466-38D3-A180-E437FC9747C4>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - Tasmania**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Devonport, Gladstone, Queenstown, Hobart, Huonville

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct](#).

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills

- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEDT), Sunday 12th October 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=BEB6AEAF-8466-38D3-A180-E437FC9747C4

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Treasury

Vacancy VN-0763590

Australian Bureau of Statistics

Closing Date: Sunday 12 October 2025

Job Title	ABS Field Interviewer - Western Australia/Northern Territory
Job Type	Part-Time, Ongoing
Location	Various locations - WA WA, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - WA, Various locations - NT
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HOS_INT_WA_NT
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=C5D17E91-6A14-7CE1-BD7C-E437FA62D90B>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - Western Australia/Northern Territory**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Kalgoorlie, Esperance, Geraldton, Port Hedland, Broome, York, Rockingham, Canning Vale, Bayswater/Bassendean, Alice Springs

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct.](#)

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEDT), Sunday 12th October 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities: • Providing high quality official statistics and insights • Transforming the ABS for the future • Delivering new statistical solutions to maximise the value of public data. We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=C5D17E91-6A14-7CE1-BD7C-E437FA62D90B

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Treasury

Vacancy VN-0763592

Australian Bureau of Statistics

Closing Date: Sunday 12 October 2025

Job Title	ABS Field Interviewer - South Australia
Job Type	Part-Time, Ongoing
Location	Various locations - SA SA
Salary	-
Future Merit Locations	Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_INT_SA
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=0A4542CD-249C-4E89-1D24-E437FA441810>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - South Australia**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Victor Harbour, Renmark, Mount Gambier, Clare, Salisbury, Gawler, Port Adelaide, Mount Barker

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct](#).

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEDT), Sunday 12th October 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

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To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=0A4542CD-249C-4E89-1D24-E437FA441810

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Treasury

Vacancy VN-0763600

Australian Bureau of Statistics

Closing Date: Sunday 12 October 2025

Job Title	ABS Field Interviewer - Queensland
Job Type	Part-Time, Ongoing
Location	Various locations - QLD QLD
Salary	-
Future Merit Locations	Various locations - QLD
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_INT_QLD
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=7043B881-2CDB-019A-E041-E437FA1D02FB>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - Queensland**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Sunshine Coast, Gold Coast, Cairns, Toowoomba, Hervey Bay, Mackay, Rockhampton, Jubilee Pocket, Innisfail/Mission Beach, Cooktown/Mossman

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct](#).

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

Applications close at 11:30 pm (AEDT), Sunday 12th October 2025. Late applications will not be accepted.

About the Australian Bureau of Statistics

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To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=7043B881-2CDB-019A-E041-E437FA1D02FB

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Treasury

Vacancy VN-0763601

Australian Bureau of Statistics

Closing Date:Sunday 12 October 2025

Job Title	ABS Field Interviewer - New South Wales
Job Type	Part-Time, Ongoing
Location	Various locations - NSW NSW
Salary	-
Future Merit Locations	Various locations - NSW
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements
Classification	Field Interviewer
Position Number	25/HSO_INT_NSW
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=A666E452-7DCE-6AFA-AC0B-E4374B01E713>

The Australian Bureau of Statistics (ABS) is looking to fill the positions of **Field Interviewers - New South Wales**. We are looking for people to approach household addresses who have been selected to complete an ABS survey. Interviews might be conducted face to face in a respondent's home, or over the phone from your home office.

Locations: Campbelltown, Newcastle, Greenacre

About the area:

The ABS is Australia's national statistical agency and an official source of independent, reliable information. We tell the real story of Australia, its economy, and its people by bringing life and meaning to numbers.

To help tell the story of Australia, the ABS conducts surveys to collect data and statistics on the labour force and other characteristics of the population.

The ABS Household Survey Program consists of the regular Monthly Population Survey and other surveys collectively known as Special Social Surveys.

Duties

About the role:

Interviewers are the public face of the ABS and have an important role in building strong relationships with the public.

All household interviews are conducted using a notebook computer. You will need to be competent with computers. Full training in the use of ABS software and systems is provided.

Interviewers must maintain the strictest confidentiality and security in respect of all information collected and survey materials used. An Interviewer is engaged as an employee of the ABS under s16(2) of the Australian Bureau of Statistics Act 1975 in accordance with Regulation 7 of the Statistics Regulations 2016 and is legally bound to protect the privacy of the information collected.

Interviewers are employed outside the Australian Public Service (APS) but must behave in a manner consistent with the [APS Values, Employment Principles and Code of Conduct](#).

To learn more about the Interviewer role – please watch this [video](#) (the password to access video is abs_surveys).

What we are looking for (selection criteria)

To be suitable you should have most or all the following skills, qualities and experience:

- Excellent communication skills and the ability to develop rapport with people
- Resilience
- Self-motivation
- Patience and perseverance
- Good computer skills
- Good organisational skills
- Good attention to detail
- Ability to work flexibly
- Ability to use navigation tools

You need to have access to a reliable, fully insured vehicle and hold a current Australian driver's license.

You need to have access to reliable home internet.

Eligibility

To be eligible for these roles:

- You must be an Australian citizen at the time you apply.
- If you are identified as the preferred applicant, you will be required to undergo several pre-employment checks, including a police records check and a medical assessment.
- Your residential address must be within proximity to the advertised locations.
- You must be available to undertake survey work
 - minimum of two weeks a month
 - up to six days in a week including Saturday
 - up to five nights in a week
 - during school holidays
- You must be available to attend the paid training course (dates to be advised)
- You must have unlimited use of a reliable, lockable vehicle with comprehensive insurance coverage. This coverage will need to cover the vehicle for work duties.
- You must possess a current, valid Australian drivers licence
- You must have access to a private, secure area for a home office to be set up (equipment provided). You must have access to reliable internet service for your home office.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following questions. ***In your responses, please consider the desired skills referenced in section 1 of the Applicant Information Kit:***

Question 1

Why are you interested in this role? What skills/attributes will you bring to this role?

Question 2

The Interviewers are the public face of the ABS. Please tell us about your experience in previous roles dealing with members of the public

Word limit is **300 words per question**, it is recommended that you use at least 75% of the word count.

Please read the attached *Applicant Information Kit* for more information about the position and the recruitment process.

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Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	HSO Recruitment, hso.recruitment@abs.gov.au
Agency Recruitment Site	https://abs.nga.net.au/?jati=A666E452-7DCE-6AFA-AC0B-E4374B01E713

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Treasury

Vacancy VN-0763610

Australian Bureau of Statistics

Closing Date: Wednesday 15 October 2025

People and Place Division
The Centre of Aboriginal and Torres Strait Islander Statistics

Job Title	Assistant Director (EL 1) - Aboriginal and Torres Strait Islander Community Engagement - WA (Affirmative Measure – First Nations)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$117,593 - \$135,953
Future Merit Locations	Perth
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements
Classification	Executive Level 1
Position Number	25/CoATSIS_EL1_WA_AM
Agency Website	https://www.abs.gov.au/

Job Description

<https://abs.nga.net.au/?jati=42ECB2CC-9A9A-C59E-1A9A-E438381FC18E>

The Australian Bureau of Statistics (ABS) is looking to fill the role of Aboriginal and Torres Strait Islander **Community Engagement Manager (EL1)**.

This role is only **open to people that identify and are recognised as Aboriginal and/or Torres Strait Islander, under the Affirmative Measures Guidelines**. This is your opportunity to play a critical role in ensuring the Aboriginal and/or Torres Strait Islander voice and needs are embedded into our work outputs.

About the area

There is increasing demand for higher quality data about Aboriginal and Torres Strait Islander peoples to inform key policy initiatives such as Closing the Gap. The ABS is dedicated to early and ongoing conversations with Aboriginal and Torres Strait Islander peoples to increase the participation in, and relevance of, our statistical collections. The ABS is also committed to returning information to the community and finding better ways of providing access to data.

The Centre of Aboriginal and Torres Strait Islander Statistics has a leadership and coordination role for national statistical activity about Aboriginal and Torres Strait Islander peoples. They engage with communities across a range of statistical activities and outputs such as Aboriginal and Torres Strait Islander health and social surveys, the five-yearly Census of Population and Housing, administrative data, data integration projects, and more.

The section consists of:

- Aboriginal and Torres Strait Islander Community Engagement Managers and Officers spread across Australia
- the section's Director and a team of data and statistical analysts based in Canberra
- an outposted officer to the National Indigenous Australians Agency

The section has key partnerships with community organisations, the [ABS Round Table on Aboriginal and Torres Strait Islander Statistics](#), the National Indigenous Australians Agency, the Productivity Commission, the Department of Social Services, and the Department of Employment and Workplace Relations.

Duties

About the role

We are looking for an Aboriginal and Torres Strait Islander Community Engagement Manager to help the ABS connect and work with Aboriginal and Torres Strait Islander people and communities; and ensure cultural support and guidance is provided to ABS staff.

EL1 responsibilities include:

- helping the ABS connect with, and understand the needs of communities in your region
- collaborating within your team, and across the ABS, to develop advice to deliver positive outcomes for Aboriginal and Torres Strait Islander peoples and communities across Australia
- providing guidance and support for the planning, development and implementation of statistical collections, such as the Census of Population and Housing
- supporting the implementation the Framework for Governance of Indigenous Data and the ABS Reconciliation Action Plan
- building the cultural capability, safety, and integrity of ABS staff and operation.

What we are looking for (selection criteria)

To be suitable as a Assistant Director (EL 1) - Aboriginal and Torres Strait Islander Community Engagement you will have most, or all, of the following skills, qualities and experience:

- Demonstrated ability to build and maintain strong stakeholder relationships across government, community, and partner organisations.
- Proven capability to engage effectively with Aboriginal and Torres Strait Islander communities to align policy and program outcomes with community priorities.
- Demonstrated ability to collaborate with Aboriginal and Torres Strait Islander peoples to provide cultural leadership and advice and perspectives, build staff capability and lead culturally safe practices.
- An understanding of data and statistics and how they can impact and empower Aboriginal and Torres Strait Islander peoples and communities.
- Leading and managing high-performing teams and working effectively within a diverse and geographically dispersed team
- Ability to foster an inclusive and respectful workplace culture
- Ability to represent your community and your organisation in meetings and forums at a variety of levels

Eligibility

To be eligible for these roles you:

- You must be an Aboriginal and/or Torres Strait Islander person (see below).
- You must be an Australian citizen at the time you apply.
- You may need to obtain (or hold) and maintain at least a Baseline security clearance.
- ABS employees who have access to market sensitive information are restricted in market trading activities. You may not be allowed to trade in financial products while employed. This role is not restricted in trading.

This position is **only** open to Aboriginal and/or Torres Strait Islander peoples. Eligible applicants are persons (and will be confirmed as part of pre-employment checks)

- of Aboriginal and/or Torres Strait Islander descent; and
- who identify as an Aboriginal and/or Torres Strait Islander person; and
- who are accepted by their community as being an Aboriginal and/or Torres Strait Islander person.

Applicants will be required to provide their Aboriginality and/or Torres Strait Islander Confirmation of Heritage when you submit your application or within 12 weeks of the application closing dates and/or before an offer of employment is made. If you have trouble with this, the Recruitment Team and Indigenous Liaison and Strategy Officer can provide support to you in obtaining one.

Notes

How to apply

To apply, complete an online application form on the [ABS e-recruitment system](#).

You will need to upload your current resume, provide referee details and respond to the following:

*In no more than **500 words**, referring to the qualities, skills and experiences listed above in the selection criteria, tell us why you are the ideal person for this role and the ABS. Please include specific examples and achievements that demonstrate your ability to perform the role.*

Applications close at 11:30 p.m. AEDT on Wednesday 15 October 2025. Late applications will not be accepted.

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

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

About the Australian Bureau of Statistics

The Australian Bureau of Statistics' (ABS) purpose is to inform Australia's important decisions by partnering and innovating to deliver relevant, trusted, objective data, statistics and insights. As the national statistical authority for Australia and provider of statistical services to the states and territories, we focus on three priorities:

- Providing high quality official statistics and insights
- Transforming the ABS for the future
- Delivering new statistical solutions to maximise the value of public data.

We operate in a dynamic, continually transforming environment. New technology, statistical methods and opportunities for accessing and integrating data are becoming available, growing the potential to provide new insights into matters of importance to Australians, businesses, and community organisations. The ABS houses permanent offices in Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth, Hobart, Darwin, Dandenong and Geelong. We also have a number of field staff working across all parts of Australia. We encourage and value a diverse workforce. Aboriginal and Torres Strait Islander people and people with a disability are encouraged to apply. To find out more visit 'Careers' on our website at <https://www.abs.gov.au/careers>

To Apply

Position Contact	Tracey Harbour, 1800 249 583
Agency Recruitment Site	https://abs.nga.net.au/?jati=42ECB2CC-9A9A-C59E-1A9A-E438381FC18E

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Treasury

Vacancy VN-0763629

Australian Securities and Investments Commission

Closing Date:Wednesday 08 October 2025

Job Title	Executive Assistant
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Canberra ACT
Salary	\$94,198 - \$101,643
Future Merit Locations	Sydney, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	APS Level 5;APS Level 6
Position Number	ASIC/1883619
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226355691

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

- Sydney or Canberra location
- From \$94,198 - \$101,643 (depending on experience) + 15.4% superannuation
- 24-Month Fixed Term Contract
- Applications close at 11:59pm AEDT, Wednesday 8 October 2025

The team

The Digital, Data & Technology (DD&T) group drives transformational change and delivers core technology services across ASIC. It comprises IT, Cyber Security, Data Analytics & AI, Digital Hub, Portfolio Office, Business Management Unit, and programs such as RegistryConnect (modernising our business registers) and Digital Delivery.

The Business Management Unit (BMU) provides business management and executive support services, focusing on forward planning and continuous improvement, to enable smooth business operations and help the DD&T leadership achieve their strategic and operational priorities.

The role

The Executive Assistant provides front line representation and support to Senior Executive Leaders in the group. Through the efficient and proactive management of the Senior Executive Leaders' daily schedule, appointments, and coordination of stakeholder contact, the EA ensures the group is provided with integrated and effective support services.

Your responsibilities will include:

- Provide executive and administrative support to two DD&T executives.
- Manage diaries, coordinate meetings, book rooms/equipment, prepare agendas and meeting documentation.
- Oversee inboxes, task lists, and priorities.
- Prepare papers, correspondence, presentations, and other materials.
- Collate/distribute meeting documents, attend meetings, draft minutes, track action items.
- Coordinate travel, accommodation, and expense reconciliations.
- Support event planning for team onsite and leadership/staff forums.
- Assist with procurement, ensuring PGPA Act compliance.
- Deliver admin support: e-filing, records, org charts, team registers, and distribution lists.
- Help DD&T team adapt to IT changes and new work practices.
- Drive process improvements using digital and AI tools.

About you

You will ideally have the following skills & experience in a corporate or government environment:

- Relevant vocational qualification in office or business management.
- Experience managing the diary and administrative requirements of senior executives in a government agency, financial services, or private sector organisation.
- Ability to work autonomously, manage priorities, and coordinate resources to achieve outcomes.
- Experience preparing presentations using PowerPoint.
- Experience undertaking research, reviewing, and editing documents, to assist with the preparation of responses.
- Experience working with Microsoft products including Outlook, Word, Excel and PowerPoint.
- Experience working with SharePoint or similar content management database.
- Ability to resolve problems, demonstrating analytical and decision-making capability.

- Ability to build and maintain working relationships effectively liaising with the EA network and ASIC staff.

View the position description for more information or click 'apply' to start your application.

Applications close at 11:59pm AEDT, Wednesday 8 October 2025.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Indigenous Australians are encouraged to apply as well as applicants from all backgrounds and with different abilities.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click [here](#) to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility Notes

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=2

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Treasury

Vacancy VN-0763631

Australian Securities and Investments Commission

Closing Date:Wednesday 15 October 2025

Job Title	Outsystems Technical Lead
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC
Salary	\$163,970 - \$174,312
Future Merit Locations	Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	50% in-office fortnightly attendance
Classification	Executive Level 2
Position Number	ASIC/1886991
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226374141

Duties

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

- **Sydney or Melbourne location**
- **\$163,970 - \$174,312 (depending on experience) + 15.4% superannuation**
- **24-month Fixed Term Contract position**
- **Applications close at 11:59pm AEDT, Wednesday 15 October 2025**

The team

Information Technology Services delivers core IT support and drives major transformation projects across ASIC, including application modernisation, data analytics, mobility, and cloud.

The Digital Applications team builds and maintains portals, integrations, and custom solutions—leveraging cutting-edge technology to deliver seamless digital experiences and position ASIC as a best-in-class regulator in Australia's financial markets.

The role

ASIC is seeking an experienced OutSystems Technical Lead to augment ASIC's existing Digital Applications team and lead a program scrum delivery team, with a focus on designing and delivering innovative digital solutions.

Responsibilities will include:

- Design and develop complex, responsive OutSystems web applications.
- Create detailed designs and proof-of-concept for key components and workflows.
- Provide systems analysis, technical input, and UX recommendations.
- Develop, test, and deploy OutSystems applications.
- Lead technical direction, code reviews, and troubleshooting.
- Align solutions with project goals and architectural standards.
- Ensure compliance with coding, privacy, and security standards.

- Maintain technical documentation and development guidelines.
- Coach and support ASIC staff through knowledge transfer.

About you

A successful applicant should possess many or all of the following:

- 3+ years developing and deploying low-code apps with OutSystems.
- End to end application project delivery with OutSystems.
- 5+ years experience building web applications including delivery experience.
- Deep knowledge of OutSystems architecture, Service Studio, and LifeTime.
- Proven leadership of technical teams in project delivery.
- Skilled in applying human-centered design to web development.
- Experience shaping technical governance for low-code platforms.
- Agile, DevOps, and cross-functional team experience.
- Strong analytical and problem-solving abilities.
- Excellent communicator with stakeholder engagement skills.
- Tertiary qualification in IT, engineering, or related field (desirable).

View the position description for more information or click 'apply' to start your application.

Applications close at 11:59pm AEDT, Wednesday 15 October 2025.

About ASIC

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- 50/50 hybrid work-from home model
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- Assistance for study and professional development

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To read more about ASIC, you can visit our [website](#) or review our [Corporate Plan](#).

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, N/A
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=2

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Treasury

Vacancy VN-0763272

Australian Taxation Office

Closing Date:Thursday 16 October 2025

Enterprise Strategy and Design
Design, Behaviours and Research

Job Title	Designer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$97,816 - \$112,312
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_ESCO_651_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=5D1BE188-7E58-3AAC-87F1-E4369687B0F9>

Duties

We are seeking passionate Designer to join our Design, Behaviours and Research team.'

As a Designer, you will apply a substantial depth of design knowledge and expertise to enable clients to meet their design requirements. You'll provide technical and procedural guidance on complex, multiple and diverse design issues. You may lead or contribute to a design engagement and provide technical and procedural guidance on complex design issues. You'll apply expert knowledge of the broader impact and implications of activities of the wider work group to resolve unique problems.

You will undertake assurance activities, consider and advance business improvement or user experience opportunities for clients and staff. You'll build and maintain customer relationships by engaging with internal and external stakeholders to meet their design needs.

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	ATO Design, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=5D1BE188-7E58-3AAC-87F1-E4369687B0F9

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Treasury

Vacancy VN-0763277

Australian Taxation Office

Closing Date: Thursday 16 October 2025

Enterprise Strategy and Design
Design, Behaviours and Research

Job Title	Designer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$90,596 - \$96,042
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 5
Position Number	EXT_ESCO_652_2025
Agency Website	http://www.ato.gov.au/careers

Job Description <https://ato.nga.net.au/?jati=9CADDCCDD-5392-CA4F-2392-E43697017BBB>

Duties

We are seeking a passionate Designer to join our Design, Behaviours and Research team.

As a Designer, you will build and maintain working relationships with stakeholders, while providing exceptional customer service in performing a range of design activities. You may lead or contribute to a design engagement and provide technical and procedural guidance on complex design issues. You'll apply a good understanding of the broader impact and implications of activities of the wider work group to solve complex issues. You'll identify and propose business improvement or user experience opportunities for clients or staff.

You will develop an understanding and knowledge of parts of the ATO business, and use it to make connections across the organisation. This includes taking a broader view across whole-of-government and the community.

You will build your capability and support your team's development in the ATO design methodology. You'll develop and maintain working relationships, while providing outstanding service.

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	ATO Design, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=9CADDCCDD-5392-CA4F-2392-E43697017BBB

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Treasury

Vacancy VN-0763502

Job Title	Revenue Performance Economist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	\$97,816 - \$112,312
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Hobart, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Townsville, 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_CEG_678_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=D87AB469-E3C6-B39A-B846-E437FC9AA447>

Duties

We are seeking dedicated and experienced Economists to join the Revenue Performance Branch within International, Support and Programs, and build community confidence and trust through the administration of a world-class tax and superannuation system.

As a Revenue Performance Economist, you will work with internal and external business partners to implement and interpret tax revenue performance measures that are defensible, meaningful and reliable. This will involve applying economic, statistical, mathematical and behavioural research methods to deliver, maintain and/or improve econometric models underpinning tailored performance measures.

You will be required to undertake qualitative and quantitative analysis of large data sets, test hypotheses and forecast trends related to performance measurement. You'll analyse taxpayer populations, including factors influencing their behaviours, and how their circumstances or ATO interventions influence their choices.

You will provide advice and technical expertise, develop forecasts and models, conduct your own research and analysis, and communicate findings in an easily understandable manner to a range of internal and external stakeholders. You may lead a small operational team and will review the quality of work undertaken by others within a work group, as well as contribute to building team capability.

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	CEG Recruitment, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=D87AB469-E3C6-B39A-B846-E437FC9AA447

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Australian Taxation Office

Closing Date: Thursday 16 October 2025

International, Support and Programs
Revenue Performance

Job Title	Revenue Performance Senior Economist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Canberra ACT, Dandenong VIC, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Perth WA, Townsville QLD
Salary	\$125,291 - \$136,595
Future Merit Locations	Adelaide, Albury, Box Hill, Brisbane, Canberra, Dandenong, Hobart, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Townsville, 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_CEG_686_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=C410ECF9-3368-B27E-71B1-E4380060718E>

Duties

We are seeking dedicated and experienced Economists to join the Revenue Performance Branch within International, Support and Programs and build community confidence and trust through the administration of a world-class tax and superannuation system.

As a Revenue Performance Senior Economist, you will work with internal and external business partners to develop, implement and interpret tax revenue performance measures that are defensible, meaningful and reliable. You will, or lead a small team, to apply economic, statistical, mathematical and behavioural research methods to deliver, maintain and/or improve econometric models underpinning tailored performance measures and analysis for the ATO's programs that are fit-for-purpose, principled and well-founded.

You may lead a small team to undertake qualitative and quantitative analysis of large data sets, test hypotheses and forecast trends related to performance measurement.

You will apply best practice to enhance business performance within an evolving environment, on various issues and communicating findings in an easily digestible manner to a range of internal and external stakeholders. You'll manage, coach and mentor junior team members, and contribute to the preparation and presentation of various presentations including training material.

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	CEG Recruitment, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=C410ECF9-3368-B27E-71B1-E4380060718E

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0763641

Australian War Memorial

Closing Date: Thursday 09 October 2025

Corporate Services
Corporate Services Buildings and Services

Job Title	Facilities Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Campbell ACT
Salary	\$75,022 - \$81,775
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 4
Position Number	25-123
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

Under general direction, the Facilities Officer works as part of a small team and, as required, assists the Buildings and Services Section in a variety of tasks including administrative, facilities and project support as required.

Duties

- Under general direction perform the following Building and Services operations including:
 - Assist the Senior Facilities Officer with the detailed development of operational procedures for implementation by the facilities team
 - Provide effective client service, including liaising with staff to determine facilities requirements and to resolve clients' needs which may include following procedures and identifying alternate solutions.
 - Liaising with contractors regarding a range of facilities matters.

- Undertake non-complex facility related projects as required, including but not limited to entering and monitoring energy consumption, and managing the Minor New Works process.
- On the job training of less experienced or new team members, including delivering site inductions to contractors and staff.
- Provide administrative and facilities support for the Buildings and Services Section including, but not limited to financial monitoring, raising purchase orders, goods receipting, and other duties as required.
- Coordinate stores including movement of furniture and performing audits of Memorial property.
- Workers are to abide by and further the principles and practices of Work Health and Safety as outlined in the WHS Act, taking reasonable care for their own health and safety and ensuring that their acts or omissions do not adversely affect the health and safety of other persons. Undertake manual handling and movement of a range of items including but not limited to furniture, equipment, bollards and boxes.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

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

To Apply

Position Contact	Jana Johnson, 02 6206 9863
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0763499

Department of Veterans' Affairs

Closing Date:Thursday 16 October 2025

Ministerial, Engagement and Communication Communications

Job Title	Director - Digital Services and Design
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$153,912 - \$173,235
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Executive Level 2
Position Number	EXT-2025-0284
Agency Website	https://www.dva.gov.au/

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

The Digital Services and Design team is part of the Communications Branch, which plays a critical role in delivering DVA's digital communication services. This includes managing social media, audio-visual content, graphic design, and web development and publishing functions.

We are seeking a highly motivated and experienced leader with demonstrated expertise in Government website management, digital communication, social media, graphic design and video production. You will bring a strong record of leading multidisciplinary teams across digital media, web services and creative design disciplines, with the ability to shape and deliver innovative communication strategies that achieve measurable impact.

The ideal candidate will demonstrate strong leadership and people management skills, fostering a collaborative and high-performing team culture. You will have the strategic capability to align digital platforms and products with whole of government standards while driving continual improvement and innovation in digital storytelling.

Importantly, you will be motivated by improving the wellbeing of veterans and their families, ensuring your work is grounded in delivering clear, accessible and impactful communication that makes a meaningful difference to the community we serve.

Your ability to engage and influence stakeholders at all levels, combined with excellent judgement, creativity and a commitment to accessibility, branding and digital governance will ensure the delivery of consistent, high-quality communication services on behalf of the department.

Duties

- managing and developing a multidisciplinary team across digital communication, social media, video production, graphic design and web services functions.
- providing strategic leadership and business improvements to deliver consistent, high-quality content and platforms
- ensuring accessibility, usability and alignment with whole-of-government standards
- overseeing the maintenance and continual improvement of the department's digital platforms
- driving innovation in digital storytelling, aligned with DVA's communication priorities
- collaborating with internal and external stakeholders to ensure timely and strategic delivery of digital communication products and services
- overseeing digital governance, including adherence to branding, accessibility, privacy and digital policy requirements
- providing authoritative advice to senior leaders and translate complex priorities into effective digital solutions
- actively manage workflow, priorities and risks to deliver high-quality outcomes
- build and maintain trusted working relationships across the branch, department and with external stakeholders
- supporting the development of staff and fostering a positive, collaborative team culture.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We are committed to fostering a diverse and inclusive workplace and actively encourage applications from Aboriginal and Torres Strait Islander peoples, individuals with disabilities, LGBTQIA+ individuals, people from culturally and linguistically diverse backgrounds, as well as veterans and their family members.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

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

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Ingrid Nagy, 0499 767 275
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0763519

Department of Veterans' Affairs

Closing Date: Thursday 16 October 2025

Open
Clinical Operations

Job Title	Outreach Program Coordinator / Clinician
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Maroochydore QLD
Salary	\$101,449 - \$115,199
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 6
Position Number	EXT-2025-0285
Agency Website	https://www.dva.gov.au/

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

Open Arms – Veterans & Families Counselling is Australia's leading provider of high-quality mental health assessment and clinical counselling services for Australian veterans and their families. We focus on meeting client needs through a combination of proven clinical practices, new and emerging evidence-based approaches.

Outreach Program Coordinators (APS 6) work within the Open Arms Division of the Department of Veterans' Affairs (DVA), providing coordination and management of the Open Arms Outreach Provider Program inclusive of Outreach Program Clinicians, Group Program Facilitators, external Clinical Supervisors and partnership referrals.

Clinicians (APS 6) work within the Open Arms Division of the Department of Veterans' Affairs (DVA) providing counselling services to current and former serving Australian Defence Force (ADF) personnel, their partners and families. They apply extensive knowledge and experience gained from a relevant background in psychology, social work, counselling, occupational therapy or nursing to build rapport with clients, understand their unique experiences and work with them to identify goals that will enhance mental health and wellbeing.

Duties

Please refer to the Candidate Information Pack for list of duties.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required to obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Mandatory Requirements

- Currently hold or ability to obtain a Working with Vulnerable People registration **OR**
- Currently hold or ability to obtain a Working with Children check.

In addition to the above, one of the following:

- Qualifications as a registered Psychologist / Occupational Therapist / Registered Nurse with full AHPRA registration, **OR**
- Qualification as a Social Worker with membership of the Australian Association Social Workers (AASW) on commencement, **OR**
- A Masters-level counselling qualification and registration with PACFA as a Registered Clinical Counsellor or with ACA at Level 3 or Level 4.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We are committed to fostering a diverse and inclusive workplace and actively encourage applications from Aboriginal and Torres Strait Islander peoples, individuals with disabilities, LGBTQIA+ individuals, people from culturally and linguistically diverse backgrounds, as well as veterans and their family members.

Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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

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

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To Apply

Position Contact	Siobhan Delgado, 07 3352 8700
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0763570

Department of Veterans' Affairs

Closing Date:Thursday 16 October 2025

Service Design, Finance & Integrity Taskforce
Finance and Procurement Financial Operations

Job Title	Assistant Director - Financial Systems
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$127,621 - \$140,143
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Executive Level 1
Position Number	EXT-2025-0286
Agency Website	https://www.dva.gov.au/

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

The Finance and Procurement Branch is responsible for managing all relationships with external Departments, Agencies and organisations and provides strategic financial services across the department.

The Financial Operations Section is responsible for ensuring a high-quality financial environment for the department through robust governance and processes and by providing accurate and timely guidance on financial operational matters. The Section delivers accounts payable and receivable, treasury management, financial systems administration, travel and purchase card management.

The Department of Veterans' Affairs, Financial Operations Section is looking for an Assistant Director - Financial Systems to lead, manage and provide technical advice on Financial Management Information Systems (E5 QSP Financials, Expense8 and TechnologyOne) and will be an integral part of a team implementing a new Financial Management Information System, TechnologyOne in 2025.

Duties

- Maintain current Financial Management Information System E5 QSP Financials System.
- Coding and running adhoc SQL queries to generate data extracts for Senate Estimates, data analysis, and audit enquiries and develop dashboards and reports for the senior leadership.
- Preparation and approval of end of month processes.
- Liaise with Services Australia programmers and FMIS interface contacts on technical matters.
- Manage the data migration process and master data tidy-up.
- Assist with the implementation of new Financial Management Information System (TechnologyOne).
- Management of E5 QSP Financials System, Expense8 and TechnologyOne, including system architecture and configuration changes, user access maintenance, help desk enquiries, train new system users and system testing.
- Manage the ongoing development, implementation, system performance and quality assurance of the financial management systems and processes used.
- Provide expertise and technical knowledge in Financial Systems.
- Lead, supervise and develop a team.
- Build rapport and maintain internal and external relationships, respond to enquiries, provide assistance and factual advice in a timely manner.
- Manage prioritisation of own workloads and those of team, ensuring work activities are completed to agreed timeframes and standard, undertake quality assurance reviews of information and work, and ensuring quality customer service and advice.

Eligibility

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

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To Apply

Position Contact	Nick Stanton, 0476 511 167
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Climate Change, Energy, the Environment and Water

Vacancy VN-0762515

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

Closing Date:Thursday 09 October 2025

Gas & Liquid Fuels
Liquid Fuels Security & Strategy National Fuel Security

Job Title	Senior Policy Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$95,438 - \$108,360
Future Merit Locations	Canberra, Sydney, Melbourne, Perth, Brisbane, Adelaide, Hobart
Office Arrangement	Hybrid
Office Arrangement Details	A mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working remotely.
Classification	APS Level 6
Position Number	2025/2446
Agency Website	https://www.dcceew.gov.au/

Job Description

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

Who we are

The Gas and Liquid Fuels Division provides policy advice and delivers policy reforms and programs that underpin the reliable and affordable supply of gas and liquid fuel. Australia's liquid fuel supplies are essential for the nation's security and underpin the operation of our economy. The Division works to ensure liquid fuel can be reliably delivered to support Australia's growing economy and essential services as we transition to net zero emissions. The Division works to maintain our domestic refining capability, build our domestic fuel reserves, return Australia to compliance with our International Energy Agency (IEA) membership obligations, increase our emergency preparedness, bring forward improvements to fuel quality, and maintain security of critical inputs to our transport energy system such as Diesel Exhaust Fluid. We identify and facilitate opportunities to support the fuel market transition and enhance Australia's energy security.

The Division strives to give staff at all levels the opportunity to participate in collaboration, consultation and problem solving and is committed to the continued development of our culture. The Division champions and pursues three key themes, supported by an action plan:

- Grow Our People.
- Be Amazing Leaders.
- Promote Health and Wellbeing.

The Division has a Staff Consultative Committee, Policy Steering Committee, Capability Development Series and Weekly Divisional Newsletter to support the implementation of the action plan. The Division is committed to work life balance and staff wellbeing and is fully supportive of flexible work arrangements, including remote working, where they align with business and personal needs.

The Liquid Fuels Security and Strategy Branch works across government to develop and deliver strategic policy, programs, laws and other governance arrangements to support liquid fuel security and energy transition.

The National Fuel Security Team plays a central role in safeguarding Australia's access to reliable, affordable, and equitable liquid fuels as the nation transitions to a net zero emissions future. Operating within the Liquid Fuel Security and Strategy Branch, the team leads the delivery of the National Fuel Security work program and coordinates the branch's engagement on national security issues. We work across government and industry to monitor and strengthen fuel resilience, support legislative reform, and drive strategic stakeholder engagement—including with Defence, DFAT, and critical infrastructure sectors. With a strong culture of collaboration, learning,

and integrity, the team is committed to designing and implementing policies, programs, and governance frameworks that enhance fuel security while aligning with broader climate and energy objectives.

Duties

The job

- Lead and contribute to policy development by researching, analysing, and drafting advice on liquid fuel security, energy transition, and related national security issues.
- Prepare high-quality written materials, including Cabinet submissions, ministerial briefs, and policy papers, ensuring complex issues are communicated clearly to non-expert audiences.
- Interpret and apply legislation, policy, and regulatory frameworks to inform advice and ensure compliance with government objectives.
- Monitor and analyse energy markets to identify trends, risks, and opportunities for reform.
- Identify and raise issues, risks, and opportunities for improvement, using critical thinking and sound judgment to provide evidence-based recommendations.
- Build and maintain strong stakeholder relationships, liaising with internal and external partners, including government agencies, industry, and critical infrastructure sectors.
- Contribute to a positive team culture, sharing knowledge, mentoring colleagues, and supporting collaborative problem-solving.

Desirable qualifications

Tertiary qualifications in public policy, economics, law, international relations, energy, or a related discipline.

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

Eligibility

Eligibility and other requirements

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

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

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

Notes

We currently have one vacancy available for immediate filling which can be worked from Adelaide, SA - Brisbane, QLD - Canberra, ACT - Hobart, TAS - Melbourne, VIC - Perth, WA or Sydney, NSW.

A merit pool for filling the same or similar positions from any location in Australia may be established at the conclusion of this selection process.

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

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

To Apply

Position Contact	Sharnel Conrick, 02 5162 2667
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the Environment and Water

Vacancy VN-0763341

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

Closing Date: Thursday 16 October 2025

Parks Australia
Kakadu National Park & Cultural Heritage Kakadu National Park / KNP -
Business Management

Job Title	Fleet and Equipment Officer
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	\$84,794 - \$93,020
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 5
Position Number	2025/2694
Agency Website	https://www.dcceew.gov.au/

Job Description

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

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

Who we are

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

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

The Business Management Unit is responsible for overseeing the financial, administrative, and strategic operations within the jointly managed park. As part of this team, you will contribute to effective planning, resource allocation, and coordination between partners to support the park's sustainable management and operational goals.

Duties

The Job

Fleet and Equipment Management

- Maintain accurate registers for all vehicles, plant, and equipment, including ownership, leasing, and hire arrangements.
- Oversee vehicle registration, insurance, fuel cards, servicing, repairs, and disposal.
- Manage equipment allocations and booking systems to ensure equitable and efficient use.
- Develop and implement preventative maintenance schedules for fleet and equipment.

Compliance and Safety

- Ensure all vehicles and equipment comply with Workplace Health and Safety (WHS), road transport legislation, and environmental standards.
- Monitor and enforce logbook usage, vehicle tracking, and safety inspection regimes.
- Support investigations into incidents or accidents involving fleet or equipment.
- Implement risk management strategies to reduce downtime and operational hazards.

Financial and Reporting

- Monitor fleet and equipment expenditure, including fuel, servicing, repairs, and replacement costs.
- Contribute to budget preparation and long-term asset planning.
- Prepare reports on fleet utilisation, costs, and compliance for management.

- Identify opportunities to achieve cost savings and efficiency improvements.

Supplier and Contract Management

- Liaise with external suppliers and contractors for servicing, repairs, leasing, and hire.
- Ensure service agreements and procurement processes are compliant with organisational and government requirements.
- Monitor contractor performance and address issues in a timely and professional manner.

Sustainability and Innovation

- Promote environmentally sustainable fleet and equipment practices, including fuel efficiency and emissions reduction.
- Research and recommend new technologies and systems to improve fleet and equipment management.
- Support transition planning for low-emission or electric vehicles where feasible.

Team and Operational Support.

- Provide training and guidance to staff on the safe and efficient use of vehicles and equipment.
- Support operational teams in responding to urgent equipment breakdowns or fleet requirements.
- Contribute to broader administrative and asset management functions as required.

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

Eligibility

Desirable qualifications

- Trade or technical qualifications in mechanical, automotive, or asset management fields.
- Experience in contract management and procurement processes.
- Understanding of sustainability principles in fleet and asset management.
- Experience working in regional or remote environments.

Additional requirements

Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.

Eligibility and other requirements

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

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

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

Notes

Additional Information

- The role is based in a regional/remote location and may require travel across multiple sites.
- Some work outside standard business hours may be required to respond to operational priorities.
- The position involves both office-based administration and field-based inspections/coordination.
- Must comply with organisational policies, WHS requirements, and cultural heritage protection protocols when working in protected areas.

We currently have one vacancy available for immediate filling which can be worked from Kakadu National Park.

A merit pool for filling the same or similar positions in Kakadu National Park may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Karlee Rotumah, 08 8938 1112/0448 615 876
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0763454

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

Closing Date:Wednesday 15 October 2025

Parks Australia
Kakadu National Park & Cultural Heritage Kakadu National Park / KNP -
Business Management

Job Title	Asset Manager
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	\$95,438 - \$108,360
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in the location specified.
Classification	APS Level 6
Position Number	2025/2696
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=5963CAA6-54D1-EE0E-B523-E436D47FA651>

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

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

The Business Management Unit is responsible for overseeing the financial, administrative, and strategic operations within the jointly managed park. As part of this team, you will contribute to effective planning, resource allocation, and coordination between partners to support the park's sustainable management and operational goals.

Duties

- **Asset Management:**
 - Oversee the management and maintenance of all park assets including buildings, trails, roads, vehicles, and equipment.
 - Develop and implement asset management plans to ensure the longevity and safety of park facilities.
- **Strategic Planning:**
 - Create and execute long-term asset management strategies aligned with the park's conservation goals and operational needs.
 - Identify and prioritize asset improvement and maintenance projects.
- **Budgeting and Financial Management:**
 - Prepare and manage budgets for asset maintenance and improvement projects
 - Conduct cost-benefit analyses and ensure efficient allocation of resources.
- **Maintenance Coordination:**
 - Schedule and oversee regular maintenance and repair activities.
 - Ensure all work is completed to a high standard and in compliance with relevant regulations and safety standards.
- **Reporting and Documentation:**
 - Maintain detailed records of all assets, including condition assessments, maintenance schedules, and repair histories.
 - Prepare reports for park management and stakeholders on asset status, needs, and improvement plans.
- **Compliance and Risk Management:**
 - Ensure all asset management activities comply with environmental regulations, heritage protection laws, and safety standards.
 - Identify and mitigate risks associated with the management and use of park assets.
- **Stakeholder Communication:**
 - Liaise with park staff, contractors, government agencies, and indigenous communities to coordinate asset management activities.
 - Provide regular updates and reports to stakeholders on asset management projects and issues.
- **Team Leadership:**
 - Supervise and mentor a team of maintenance staff and contractors.
 - Foster a collaborative and safety-conscious work environment.
- **Sustainability Initiatives:**
 - Implement sustainable practices in asset management to minimize environmental impact.
 - Promote the use of eco-friendly materials and technologies in park infrastructure.

Eligibility

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

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

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

Notes

Note, the role is based in a regional/remote location and may require travel across multiple sites. Some work outside standard business hours may be required to respond to operational priorities. The position involves both office-based administration and field-based inspections/coordination. Must comply with organisational policies, WHS requirements, and cultural heritage protection protocols when working in protected areas.

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

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

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

To Apply

Position Contact	Karlee Rotumah, 08 8938 1112
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=5963CAA6-54D1-EE0E-B523-E436D47FA651

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Climate Change, Energy, the Environment and Water

Vacancy VN-0763503

Job Title	Senior Marine Parks Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - NT NT, Various locations - SA SA, Various locations - WA WA, Various locations - TAS TAS
Salary	\$95,438 - \$108,360
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	It can be a combination of working from home, working onsite and working remotely.
Classification	APS Level 6
Position Number	2025/2732
Agency Website	https://www.dcceew.gov.au/

Job Description

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

Identified position

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

Who we are

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58

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

Australia has one of the largest networks of marine parks in the world. Marine parks protect the diversity of life in our oceans—from astonishing coral reefs in our tropical seas to deep ocean canyons and undersea mountains in temperate marine regions. This branch oversees the ongoing management of each of the six Marine Park Networks, Policy and Programs Coordination, Science and Management Effectiveness and Authorisations and Compliance.

The West and North Marine Parks Section manages 35 offshore marine parks around western Australia's coastline, from the Victorian-South Australian Border to West Cape York. The section also administers the Ghost Nets Initiative, with Innovative Solutions Grants and beach cleanups with 24 Indigenous ranger groups across the northern Australia.

Duties

The job/s

Senior Marine Parks Officers lead and support a range of projects and activities related to marine park and natural resource management.

Key responsibilities include:

- Managing projects, including procurements and grants monitoring progress and reporting on outcomes, risks, and timelines in relation to implementing the management plans for each marine park/network.
- Preparing clear and effective communications, including briefs, reports, social media, and submissions for internal (including the Minister) and external audiences.
- Providing policy advice and supporting regulatory processes collaborating with internal teams and external partners, including Traditional Owners, First Nations' organisations, government agencies, industry, eNGOs and community groups and representing Parks Australia at meetings, conferences, and other forums.

Desirable qualifications

- Qualifications in science, anthropology, project management are desirable but not essential.

- Most important is a passion for protecting the marine environment and working with a wide range of people from diverse backgrounds.

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

Eligibility

Eligibility and other requirements

The ability to obtain and maintain a working with children and vulnerable people check.

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

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

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

Notes

We currently have two vacancies available for immediate filling, Ongoing (permanent) and non-ongoing (temporary) for an initial period of 8 months.

A merit pool for filling the same or similar positions from any location in Australia may be established at the conclusion of this selection process.

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

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

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

To Apply

Position Contact	Frances Verrier, 0476909882
Agency Recruitment Site	https://www.dcceew.gov.au/about/jobs/apply

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Climate Change, Energy, the Environment and Water

Vacancy VN-0763566

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

Closing Date:Wednesday 22 October 2025

Parks Australia
Kakadu National Park & Cultural Heritage Kakadu National Park

Job Title	Senior Cultural Heritage Coordinator
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	\$95,438 - \$108,360
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in the location specified.
Classification	APS Level 6
Position Number	2025/2347
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=33CEF816-5231-33FA-D667-E43838370648>

Australia's natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999.

Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

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

The Cultural Heritage Team works side by side with Bininj/Mungguy Traditional Owners to look after Kakadu's cultural values. Guided by Traditional Owner led decision making, we help Bininj/Mungguy care for rock art, sacred sites and cultural landscapes, and support the passing on of knowledge to future generations. We work closely with Traditional Owners, Aboriginal organisations, ranger groups, researchers and tourism partners to keep Kakadu's culture strong and thriving.

Duties

Under the supervision of the EL1 Manager Culture, working in a small team and in accordance with the Lease Agreement, Kakadu Plan of Management and the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act), the Senior Cultural Heritage Coordinator will help to implement the delivery of Kakadu's cultural heritage program, guided by park management governance and policies including the cultural heritage working group, An-Garragen – Cultural Heritage Management Plan, the Bim Strategy, and associated action plans. This role works closely with Bininj/Mungguy Traditional Owners and other partners to protect, manage and promote Kakadu's cultural values, and involves a mix of office-based coordination, stakeholder engagement, and field-based work across the park. Key duties include:

- Program leadership – Coordinate and implement cultural heritage activities and projects across Kakadu, ensuring cultural knowledge, law and custom guide all decision-making.
- Consultation and engagement – Facilitate effective consultation with Traditional Owners, ranger groups, Aboriginal organisations, researchers, and other stakeholders to plan, deliver and review cultural heritage work.

- Field-based activities – Collect field data on the monitoring and maintenance of cultural and historic heritage places using digital data capture devices, and undertake site visits for recording, assessment, and conservation.
- Oral histories and cultural records – Work with Bininj/Mungguy to record, collate and archive oral histories, cultural narratives and stories, ensuring sensitive and secure management of cultural information in line with CARE principles and Indigenous data sovereignty.
- Cultural camps and activities – Support and participate in on-Country cultural camps and Traditional Owner-led activities that strengthen intergenerational knowledge transfer.
- Risk management – Identify emerging issues or risks to cultural and historic heritage, analyse potential impacts, and determine appropriate actions to correct, prevent or mitigate risks.
- Information management – Maintain and update the park's cultural heritage databases and records management systems, ensuring compliance with regulatory requirements.
- Education and awareness – Deliver programs related to the Cultural Information Management System (CIMS), and promote cultural heritage awareness among park staff, visitors, and external partners.
- Training and mentoring – Provide on-the-job training, advice, and guidance to staff, supporting skill development in a cross-cultural workplace.
- Program integration – Work with other park sections to ensure cultural heritage considerations are embedded in fire management, feral animal and weed control, tourism planning and infrastructure works.
- Reporting and compliance – Monitor and report on cultural heritage programs to the Kakadu Board of Management and other forums, ensuring work aligns with management plans and legislative requirements.
- Team contribution – Participate in other activities that support the work of the park and contribute to a positive, respectful, and collaborative team culture.

This position requires working both in an office environment and on Country, sometimes in remote and challenging conditions, and plays a central role in ensuring Kakadu's living cultural landscape is cared for now and into the future.

Eligibility

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

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

Notes

Additional Requirements:

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.

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

Position notes:

- Relocation assistance is subject to negotiation.
- Physical requirements of the role(s) involve a combination of outdoor and officebased work.
- You may be required to perform occasional out-of-hours and weekend work.
- You will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- You will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four-wheel drive vehicles.
- You will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.

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

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

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

To Apply

Position Contact	Ethan Williams, 0455 265 935
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=33CEF816-5231-33FA-D667-E43838370648

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

Closing Date:Wednesday 22 October 2025

Parks Australia
Kakadu National Park & Cultural Heritage Kakadu National Park

Job Title	Senior Cultural Heritage Coordinator
Job Type	Full-Time, Ongoing
Location	Kakadu NT
Salary	\$95,438 - \$108,360
Future Merit Locations	Kakadu
Office Arrangement	On Site
Office Arrangement Details	Employee will be expected to work in the office or onsite in the location specified.
Classification	APS Level 6
Position Number	2025/2762
Agency Website	https://www.dcceew.gov.au/

Job Description

<https://dcceewjobs.nga.net.au/?jati=7C9C51E6-E23F-CE74-479B-E43838468256>

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Duties

Under the supervision of the EL1 Manager Culture, working in a small team and in accordance with the Lease Agreement, Kakadu Plan of Management and the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act), the Senior Cultural Heritage Coordinator will help to implement the delivery of Kakadu's cultural heritage program, guided by park management governance and policies including the cultural heritage working group, An-Garragen – Cultural Heritage Management Plan, the Bim Strategy, and associated action plans. This role works closely with Bininj/Mungguy Traditional Owners and other partners to protect, manage and promote Kakadu's cultural values, and involves a mix of office-based coordination, stakeholder engagement, and field-based work across the park. Key duties include:

- Program leadership – Coordinate and implement cultural heritage activities and projects across Kakadu, ensuring cultural knowledge, law and custom guide all decision-making.
- Consultation and engagement – Facilitate effective consultation with Traditional Owners, ranger groups, Aboriginal organisations, researchers, and other stakeholders to plan, deliver and review cultural heritage work.
- Field-based activities – Collect field data on the monitoring and maintenance of cultural and historic heritage places using digital data capture devices, and undertake site visits for recording, assessment, and conservation.
- Oral histories and cultural records – Work with Bininj/Mungguy to record, collate and archive oral histories, cultural narratives and stories, ensuring sensitive and secure management of cultural information in line with CARE principles and Indigenous data sovereignty.
- Cultural camps and activities – Support and participate in on-Country cultural camps and Traditional Owner-led activities that strengthen intergenerational knowledge transfer.
- Risk management – Identify emerging issues or risks to cultural and historic heritage, analyse potential impacts, and determine appropriate actions to correct, prevent or mitigate risks.
- Information management – Maintain and update the park's cultural heritage databases and records management systems, ensuring compliance with regulatory requirements.
- Education and awareness – Deliver programs related to the Cultural Information Management System (CIMS), and promote cultural heritage awareness among park staff, visitors, and external partners.
- Training and mentoring – Provide on-the-job training, advice, and guidance to staff, supporting skill development in a cross-cultural workplace.

- Program integration – Work with other park sections to ensure cultural heritage considerations are embedded in fire management, feral animal and weed control, tourism planning and infrastructure works.
- Reporting and compliance – Monitor and report on cultural heritage programs to the Kakadu Board of Management and other forums, ensuring work aligns with management plans and legislative requirements.
- Team contribution – Participate in other activities that support the work of the park and contribute to a positive, respectful, and collaborative team culture.

This position requires working both in an office environment and on Country, sometimes in remote and challenging conditions, and plays a central role in ensuring Kakadu's living cultural landscape is cared for now and into the future.

Eligibility

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

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

Notes

Additional Requirements:

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver's licence and ability to drive a 4WD vehicle.
- Hold and maintain a valid Australian motor vehicle drivers licence.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

Position notes:

- Relocation assistance is subject to negotiation.
- Physical requirements of the role(s) involve a combination of outdoor and officebased work.
- You may be required to perform occasional out-of-hours and weekend work.
- You will be required to complete specific training (including refresher training) related to the role including remote area training, defensive driving, first aid and CPR courses.
- You will be required to travel in remote/isolated locations in northern Australia or its near northern neighbours, using a variety of transport including vessels, light/commercial aircraft, helicopters and manual four-wheel drive vehicles.
- You will be required, from time to time, to work in difficult, remote and harsh environments (possibly for extended periods) under limited supervision or in teams.

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

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

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

To Apply

Position Contact	Ethan Williams, 0455 265 935
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=7C9C51E6-E23F-CE74-479B-E43838468256

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