



Commonwealth of Australia
APSJobs - Vacancies Daily
PS41 Daily Gazette Monday - 13 October 2025.pdf

Australian Government

Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS41 Weekly Gazette Thursday - 16 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 PS41 Daily Gazette Monday - 13 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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Public Service Gazette - Vacancy Notices

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Vacancies

Vacancy VN-0763866

Australian Antarctic Division

Closing Date:Sunday 16 November 2025

Australian Antarctic Division
Various Various

Job Title	Various Expeditioner Roles
Job Type	Full-Time, Non-Ongoing
Location	Antarctica International, Kingston TAS
Salary	-
Future Merit Locations	Antarctica, Kingston
Office Arrangement	On Site
Office Arrangement Details	Kingston, Antarctica and Sub-Antarctica
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	various
Agency Website	

Job Description

<https://jobs.antarctica.gov.au/jobs-in-antarctica/>

Duties

Live and Work in Antarctica!

Various Expeditioner roles available in trades and technical areas

Eligibility
Notes

About the Australian Antarctic Division

To Apply

Position Contact	jobs@antarctica.gov.au, 03 62323398
Agency Recruitment Site	https://jobs.antarctica.gov.au/jobs-in-antarctica/

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Vacancy VN-0763905

Australian Fisheries Management Authority

Closing Date:Sunday 26 October 2025

Fisheries Operations Branch Foreign Compliance Policy

Job Title	Policy Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Majura ACT
Salary	\$90,042 - \$95,368
Future Merit Locations	Majura
Office Arrangement	Flexible
Office Arrangement Details	Requests for flexible working arrangements are considered on a case-by-case basis.
Classification	APS Level 5
Position Number	TBA
Agency Website	

Duties

We are looking for someone who:

- has demonstrated stakeholder engagement skills
- can support the team and line managers to deliver the team's work
- is flexible, responsive and eager to deliver through 'peak and trough' work cycles.

About the team

The Foreign Compliance Policy Section is responsible for developing measures, consistent with international agreements to which Australia is a party, to prevent and deter illegal, unreported and unregulated (IUU) fishing in the Australian Fishing Zone (AFZ) and our region. The team supports Australia's international engagements on fisheries matters and provides specialist fisheries advice to other government agencies on monitoring, control and surveillance. This includes:

- working collaboratively with regional fisheries management organisations
- developing and implementing capacity building programs with neighbouring countries, combating illegal foreign fishing in the AFZ
- managing contractual arrangements for the disposal of foreign fishing vessels and gear.

The position

- The primary focus of the position is to support the manager by:
- liaising with internal and external stakeholders on policy, project or operational issues
- assisting in developing, coordinating and implementing Australian policy and strategies relating to Australia's international fisheries obligations
- providing specialist advice within AFMA, and to other Australian Government agencies and key stakeholders on IUU fishing matters
- supporting the branch in delivery of corporate reporting, and administrative functions.

Our ideal candidate

We are looking for someone who:

- has the ability to research, interpret and credibly describe strategies for fisheries monitoring, control and surveillance
- maintains an awareness of broader fisheries management issues to help inform technical and policy advice
- demonstrates sound judgement in the delivery of tasks and development of advice
- can effectively communicate technical and policy information to a range of audiences
- develops relationships and works collaboratively and professionally with other areas and agencies
- supports the team and line managers to deliver the team's work
- applies project management principles to track, manage and deliver on tasks
- is flexible, responsive and eager to deliver through 'peak and trough' work cycles.

Applications close 11:59pm Sunday 26 October 2025.

Eligibility

To be eligible for this role applicants must:

- be an Australian citizen

- have the ability to obtain, and maintain, a Baseline security clearance
- satisfy the requirements of an Australian Federal Police Check.

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Marguerite Tarzia, (02) 6225 533
Agency Recruitment Site	https://www.afma.gov.au/careers

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Vacancy VN-0763731

Job Title	Legal Support Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational needs of the role.
Classification	APS Level 6
Position Number	TBC
Agency Website	

Job Description

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

Duties

- Legal Support Manager (APS6)
- Canberra
- Full-time, ongoing/non-ongoing opportunity

An opportunity exists for an experienced manager to join our Dispute Resolution practice in Canberra to lead our Legal Support team.

About us

Australian Government Solicitor (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.

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 576 lawyers, we work in more than 40 different areas of law related to government.

About the role

Our Dispute Resolution (DR) practice is seeking a manager for its legal support team, which is responsible for providing high quality legal and administrative support to lawyers. The Legal Support Manager is responsible for the supervision, training and development of our legal support team. Our Canberra DR legal support team has approximately 15 people who provide support to lawyers in our DR practice. In this position, you will work closely with the DR National Coordinator of Legal Support, other Legal Support Managers from our offices, DR National Managers and other members of the DR leadership team.

In this role you will be responsible for:

- managing a high-quality administrative support team in a professional environment
- contributing to the development, championing and support of new systems, practices and processes to ensure the provision of administrative services
- ensuring the team has appropriate capability and capacity to provide the required support, including training and development of team members
- fostering collaboration across the AGS practice.

For further information, please refer to the role description available on our recruitment portal.

About you

This role will suit an experienced professional who ideally has:

- leadership, training, development and recruitment experience
- a demonstrated ability to manage key stakeholder relationships with excellent interpersonal and communication skills
- demonstrated ability to manage competing priorities
- advanced technology skills and experience ideally including legal practice software systems.

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 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 and ensure that you upload a maximum 2-page cover letter along with a copy of your CV with no more than 2-pages.

Applications close at 5:00pm (AEDT) on Sunday 2 November 2025.

Further enquiries

Further information can be obtained by contacting Melanie Waddell, National Coordinator of DR Legal Support 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	Jillian Mackay, 02 9581 7568
Agency Recruitment Site	http://www.agps.gov.au/employment/current-vacancies.html

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Vacancy VN-0763746

Department of Home Affairs

Closing Date: Sunday 26 October 2025

Resilience and Protective Security
Protective Security Multiple Sections

Job Title	Protective Security - Various Roles
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$94,563 - \$107,713
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	APS Level 6
Position Number	139961
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139961/>

Protective Security Branch (PSB) sits within the Protective Security Coordination Centre (PSCC) and provides strategic oversight and coordination across government for protective security advice and arrangements of Australian high office holders and at-risk parliamentarians and coordinates

national security arrangements for declared Special Events. The PSB also enables supports to federal parliamentarians where multi-agency response is required.

The PSB provides an opportunity to gain strong skills across strategic stakeholder engagement, relationship management, teamwork, collaboration and problem solving. You will contribute to coordination and operational outcomes in support of protecting our people, parliamentarians, and institutions. Roles within the PSB perform a critical function to ensure federal parliamentarians are safe to perform their duties. This is a great opportunity to contribute to important national issues and develop your policy expertise within a supportive and dynamic environment.

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

Our ideal candidate

- Demonstrated knowledge or ability to gain knowledge of protective security principles, including security risk management and security project management.
- Experience in planning, developing and leading holistic strategic planning and policy implementation activities in protective security and / or national security.
- Demonstrated ability to provide leadership to a small team and are committed to building an inclusive workplace and fostering a positive, energetic and supportive work culture.
- Strong communication and stakeholder engagement skills with the ability to establish productive relationships both internally and externally.
- Set clear priorities for the coordination of meetings, workshops and multi-agency committees.

Duties

Role responsibilities

- Section duties and responsibilities are found attached in a position description available when you select 'Apply now'.

Additional information

This APS6 Recruitment Round has various roles available:

- Senior Security Advisor - Special Event Security Section
- Senior Security Advisor - Physical Security Section

- Senior Project Officer - Official Establishments Section
- Senior Policy Officer - Strategic Engagement Section
- Senior Policy Officer - Governance and Policy Section

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

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

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

Notes

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant 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	Omar SAN JUAN, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139961/

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Vacancy VN-0763747

Job Title	Protective Security - Various Roles
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
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
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	APS Level 5
Position Number	139966
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139966/>

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The PSB provides an opportunity to gain strong skills across strategic stakeholder engagement, relationship management, teamwork, collaboration and problem solving. You will contribute to coordination and operational outcomes in support of protecting our people, parliamentarians, and institutions. Roles within the PSB perform a critical function to ensure federal parliamentarians are safe to perform their duties. This is a great opportunity to contribute to important national issues and develop your policy expertise within a supportive and dynamic environment.

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

Our ideal candidate

- Demonstrated knowledge or ability to gain knowledge of protective security principles, including security risk management and security project management.
- Experience in planning, developing and leading holistic strategic planning and policy implementation activities in protective security and / or national security.
- Demonstrated ability to work within a small team and are committed to building an inclusive workplace and fostering a positive, energetic and supportive work culture.
- Strong communication and stakeholder engagement skills with the ability to establish productive relationships both internally and externally.
- Assist in the development of policy documents, correspondence, senate estimate briefings and submissions for senior executive and ministers.

Duties

Role responsibilities

- Section duties and responsibilities are found attached in a position description available when you select 'Apply now'.

Additional information

Various roles are available in the Branch:

- Security Advisor - Physical Security Section
- Project Officer - Official Establishments Section
- Project Officer - Programs and Assurance Section

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

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

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

Notes

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

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

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

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

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To Apply

Position Contact	Madalyn Cody, 02 6256 5349
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139966/

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Vacancy VN-0763748

Department of Home Affairs

Closing Date: Sunday 26 October 2025

Resilience and Protective Security
Protective Security Multiple Sections

Job Title	Protective Security - Various Roles
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$115,443 - \$134,865
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	Executive Level 1
Position Number	139962
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139962/>

Protective Security Branch (PSB) sits within the Protective Security Coordination Centre (PSCC) and provides strategic oversight and coordination across government for protective security advice and arrangements of Australian high office holders and at-risk parliamentarians and coordinates national security arrangements for declared Special Events. The PSB also enables supports to federal parliamentarians where multi-agency response is required.

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

Our ideal candidate

- Demonstrated capacity to be self-driven, resilient and work under broad direction to develop and implement complex policies, which are aligned to Government and Department strategic priorities.
- Excellent analytical and critical thinking skills with the ability to undertake complex research and analysis to provide evidence-based recommendations.
- Excellent communication and stakeholder engagement skills with the ability to establish productive relationships both internally and externally.
- Demonstrated ability to develop and maintain plans and timeframes for project and program implementation, monitoring project progress and adjusts plans as required, seeing projects through active stakeholder engagement.
- Demonstrated ability to identify emerging opportunities or risks and respond quickly and proactively.

Duties

Role responsibilities

- Section duties and responsibilities are found attached in a position description available when you select 'Apply now'.

Additional information

The current role/s available are:

- Senior Security Advisor - Special Events Section
- Senior Security Advisor - Physical Security Section

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

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

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

Notes

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

The 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

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To Apply

Position Contact	Deborah McGuire, 02 5127 7235
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139962/

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Vacancy VN-0763749

Department of Home Affairs

Closing Date: Sunday 26 October 2025

Procurement, Property and Contracts
Specialist Procurement

Job Title	Procurement Assistant Director
Job Type	Full-Time, Ongoing
Location	Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - NSW NSW, Various locations - NSW NSW, Various locations - SA SA, Various locations - VIC VIC, Various locations - TAS TAS
Salary	\$115,443 - \$134,865
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	Executive Level 1
Position Number	140126
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140126/>

The Procurement, Property and Contracts Division (PPCD) provides strategic direction and support to the Department of Home Affairs (Department) to drive effective, efficient and value-added procurement planning, sourcing and contract management aligned with the organisation's strategic priorities and business needs.

PPCD provides advice and support to business areas across the Department, Australian Border Force (ABF) and the National Emergency Management Agency (NEMA) on a range of procurement and contract management matters, including procurement processes, compliance with procurement policies, guidelines and rules, contract management tips, etc.

PPCD includes a Specialist Procurement Branch that leads large complex and high value procurement processes on behalf of the Department. These processes are often multi year in nature and require deep engagement with wide ranging internal and external stakeholders to ensure that the procurement strategy underpins, and is appropriate, for the Department and its agencies to achieve their strategic outcomes.

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

Our ideal candidate

The EL1 is responsible for leading complex high-value, and strategically significant procurement initiatives that deliver sustainable outcomes for the Department. This role requires a leader who can navigate ambiguity, build trusted partnerships, influence stakeholders and inspire teams to see procurement as a driver of innovation, resilience and strategic advantage.

Our ideal candidates are highly motivated and experienced leaders who are also Procurement specialists who have a passion for procurement including:

- Strategic influence - shapes strategic thinking through applying systems thinking to procurement. Links business priorities to procurement strategies.
- Achieves results - plans and manages complex procurements to deliver timely, high-quality outcomes while managing competing priorities.
- Cultivates productive working relationships - engages stakeholders with influence, trust and fosters collaboration.
- Commercial acumen - deep understanding of markets, suppliers, contracts, and value levers in complex procurement.

- Resilience and adaptability - thrives in dynamic environments, strong analytical and problem-solving skills who can embrace change and view as an opportunity to add value.
- Leadership impact - inspires and empowers others, leading by example with integrity and accountability.
- Technical expertise - advanced knowledge of Commonwealth Procurement Rules, government procurement (Australian Public Service or a similar government environment) and market engagement strategies.

Duties

- Strategic procurement leadership
 - Translate organisational strategy into complex procurement strategies in consultation with business partners that deliver measurable impact in accordance with departmental processes and guidelines, seeking appropriate delegate approvals when required.
 - Oversee end-to-end procurement activities for major projects, categories, or programs with multiple stakeholders.
 - Conduct and manage the progression of complex procurement processes that comply with the departmental policies and procedures, the Commonwealth Procurement Rules and the Public Governance, Performance and Accountability Act 2013.
 - Deliver measurable value for money outcomes beyond cost (e.g. innovation, sustainability, social value).
- Stakeholder and supplier engagement
 - Build strong, trust-based relationships with internal and external stakeholders.
 - Influence decision-making, aligning procurement outcomes with organisational goals.
 - Balance competing priorities and negotiate effectively with diverse stakeholders.
- Commercial and risk management
 - Apply commercial acumen to develop procurement strategies, tender documentation, pricing frameworks, evaluation frameworks, and performance management frameworks that are designed to deliver value for money.
 - Support the Director in critical negotiations, achieving effective solutions in challenging relationships, ambiguous and conflicting positions.
 - Deep understanding of contract terms and conditions including risk posture and how this flows through to negotiations.
 - Anticipate and manage risks to ensure compliance, probity and organisational resilience.
- Leadership and capability development
 - Lead, coach and mentor a team to deliver high performance in complex and changing environments.
 - Model a values-based leadership style that empowers others and builds procurement capability.
- Innovation and sustainability
 - Drives initiatives that integrate innovation, sustainability, and social value into procurement practice.
 - Ensure procurement contributes beyond cost to support organisational resilience and reputation.

Additional information

- Strong understanding of the Commonwealth Procurement Rules and Public Governance, Performance and Accountability Act 2013 (PGPA Act).

- Minimum mandatory requirement of Cert IV in Government (Procurement and Contracting) or the ability to acquire within 12 months.

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance, and:

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

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

Notes

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

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

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant 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	Olivia SUTTON, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140126/

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Vacancy VN-0763751

Job Title	Data Engineer - Data Platforms
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 5
Position Number	JR 139335
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/139335/>

About our team

The Data Platforms Section is responsible for maintaining an Enterprise repository encompassing the majority of data within the Department.

It is responsible for acquiring and processing data from internal source systems and external agencies. Data in these systems is provisioned to follow-on systems, ABF users, data scientists, business users and policy areas for integration, reporting, intelligence/profiling functions and analytical purposes.

The section oversees the operation of the Connected Information Environment which consists of Teradata, AWS Cloud Platforms and Analyst Desktop.

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

Our ideal candidate

- You will enjoy working in a dynamic and tightly-knit team where members are dependent on each other to share their awareness of issues that could impact on the smooth running of the Connected Information Environment (CIE).
- You will possess a high focus on accuracy and thoroughness to ensure that fixes and upgrades in Teradata are successful and won't have to be rolled back (remediated)

Duties

Duties and responsibilities

- Contribute to projects or activities involved in the development and/or maintenance of Data Platforms' systems
- Undertake problem solving and incident resolution and demonstrate an understanding of change control and release management procedures
- Work closely with staff in application and infrastructure areas to resolve technical issues
- Negotiate and liaise with key technical and business stakeholders and with external service providers
- Defect analysis, impact assessment and the design of fixes

Additional information

- It will be highly desirable if you hold a tertiary qualification in Computer Science, Information Technology or a related discipline.
- You must be willing to be available to work after hours as required and be placed on an on-call roster where you will be required to be contactable and available as necessary to perform duties outside of normal work hours on rostered days.

Eligibility

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

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

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

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

Notes

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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>

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To Apply

Position Contact	Chitra Kaliyaperumal, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/139335/

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Vacancy VN-0763820

Department of Home Affairs

Closing Date: Sunday 26 October 2025

Digital Delivery Services
Corporate & Case Systems Corporate Digital Collaboration Systems

Job Title	Remote Access Services Citrix Administrator
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - SA SA, Various locations - TAS TAS, Various locations - VIC VIC, Various locations - WA WA
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 5
Position Number	JR 140167
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140167/>

About our team

The Corporate Digital Collaboration Systems (CDCS) Section delivers a broad range of ICT services for the Department of Home Affairs staff located domestically and overseas.

These services include Exchange Messaging Services (E-mail, Enterprise Vault. Titus security), Collaboration Services (Microsoft 365, Teams, SharePoint) and Assistive Technology

Management (overseeing installation and support of items such as Nuance Dragon Naturally Speaking, Freedom Scientific ZoomText, Fonts Dyslexie and Evoluent mice, as well as managing the Assistive Technology network for the department), Remote Access Services (Citrix, Win10 based Virtual Desktop Infrastructure for onshore and offshore clients), Mobile Device Management (including MobileIron).

The Section is also responsible for the capability of Evoko booking system, OurTV, AV Video Matrix, Standard and Managed Operating Environments (including upgrades), and a stakeholder in desktop refresh projects.

Our ideal candidate

Our ideal candidate for the APS 5 role will bring strong communication skills, a solution mindset, and a commitment to delivering consistent quality of work outcomes.

- Responds to client enquires with clarity and professionalism
- Collaborates with team members to meet performance targets and service standards
- Manages sensitive information with discretion and integrity
- Uses digital systems confidently to process requests and maintain accurate records
- Applies procedural knowledge to resolve service issues effectively.

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

Duties

- Implement Citrix hotfixes and Microsoft security updates
- Support Citrix PVS infrastructure
- Support Citrix XenApp and XenDesktop environments
- Configure Citrix Policies and Microsoft Group policy
- Implement required changes to various environments using Citrix best practices
- Perform regular health checks and review alerts
- Provide level 2 technical support and assistance with Citrix related issues
- Support on-call duties.

Additional information

Highly Desirable

- Minimum 1 year experience working within a level 1 or level 2, technical support team
- Experience supporting Citrix technologies
- Citrix Policies and Microsoft Group policy experience
- Ability to develop and maintain productive working relationships and work under pressure to meet deadlines.

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.

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Notes

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To Apply

Position Contact	Wei Liang, 0466 661 052
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140167/

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Vacancy VN-0763926

Job Title	Project Officer
Job Type	Full-Time, Ongoing
Location	Capital Hill ACT
Salary	\$101,356 - \$115,028
Future Merit Locations	Capital Hill
Office Arrangement	On Site;Flexible
Office Arrangement Details	Onsite with the possibility to flexible working arrangements if required.
Classification	APS Level 6
Position Number	8601
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 Systems and Innovation Section of the Information Management Office of The Department. The Systems and Innovation section, within the Information Management Office (IMO), supports and enables the work of the House of Representatives by ensuring that that the business requirements and goals of the House of Representatives and department are represented in parliamentary ICT projects, applications, and infrastructure.

The section works closely with the department's IT service provider, the Department of Parliamentary Services (DPS), which owns and manages many of the business-critical systems that support the Parliament's operations. The Systems and Innovation team plays a key customer-side role in the relationship with DPS, both in the support and enhancement of existing systems, and in the development of new systems.

DPS is currently leading a large-scale Parliamentary Application Modernisation (PAM) program. The Systems and Innovation section represents the department in the upgrade and replacement of the systems and is dedicated to ensuring that they meet the needs of the department, the House, and the Parliament.

The section also includes a small team responsible for developing the department's own software solutions, which complement the existing systems provided by DPS.

About the role

Reporting to the Assistant Director, Digital Business Solutions, you will work with key stakeholders to support the successful delivery of ICT projects. You will use your project management, liaison and relationship management skills to act as the conduit between the department's business areas and our ICT provider, the Information Services Division within DPS.

You will have, or will be able to quickly acquire, a strong understanding of the work of the House of Representatives and the department so that you can advocate effectively for the department's business needs. You will manage your workload and priorities across multiple concurrent projects.

Duties

The Project Officer is responsible for

1. Liaise with internal business areas, DPS, other parliamentary departments and external agencies on shared ICT projects.
2. Carry out project management activities for the department's existing and future business systems, including:
 - working with business analysts to gather and refine business requirements.
 - assisting with procurement activities under the direction of the Assistant Director, Digital Business Solutions.
 - managing projects and technical resources by applying Scrum principles and Agile project methodologies.
 - coordinating user acceptance testing.
 - assisting with change management activities, including the development of communications, support, training and documentation.
 - preparing regular project reports for the department's senior Executive.
3. Provide advice and support to the department on business systems and information resources.
4. Other project management and business information system tasks as required.

Eligibility

Selection Criteria

The successful candidate will demonstrate:

- Experience in agile IT project management activities, including requirements gathering, stakeholder management, working with technical team members, and coordination of user acceptance testing
- Strong communication skills, including high-level liaison and negotiation, and the ability to develop good working relationships.
- Ability to manage priorities, organise work tasks and meet deadlines.
- General IT system expertise, including the ability learn and understand new systems and business processes quickly
- Understanding of the role and functions of the House of Representatives, and the department, or the ability to acquire such knowledge quickly.

Notes

The successful candidate 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 may result in termination of employment.

Further information about the Department of the House of Representatives is available on the department’s 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	Rob Ristevski, 02 6277 4553
Agency Recruitment Site	https://candidate.aurion.cloud/dohr/production/

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Director of Public Prosecutions

Closing Date: Monday 27 October 2025

Enabling Services Group

Job Title	Business and Change Analyst
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$116,497 - \$127,140
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible work arrangements including work from home arrangements will be considered on a case-by case-basis.
Classification	Executive Level 1
Position Number	25_59
Agency Website	

Job Description

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

Are you passionate about shaping organisational change and driving meaningful outcomes across complex projects? The Office of the Director of Public Prosecutions (Cth) (CDPP) are seeking a motivated and experienced Business and Change Analyst to join the Project Management Office team at the Executive Level 1.

In this role, you will play a key part in influencing the direction of major initiatives and supporting business transformation. You will work closely with project teams, business leaders, and stakeholders to ensure that changes are well understood, effectively managed, and deliver long-term value.

You will bring expertise in business analysis and change management, a strong ability to work across multidisciplinary teams, and the confidence to engage with stakeholders at all levels. Your ability to think strategically, communicate with impact, and translate complex ideas into clear outcomes will help the CDPP achieve its goals.

We are looking for someone who is not only technically skilled but also curious, adaptable, and able to foster a culture of continuous improvement. This role will provide the opportunity to influence business outcomes, lead through complexity, and contribute to the broader mission of the CDPP.

About you

We are seeking an individual with:

- Experience in business analysis and/or change management in fast paced project environments;
- Eloquent communication and robust stakeholder collaboration;
- The ability to align initiatives with organisational priorities and influence decision-making;
- A track record of delivering high-quality outcomes in fast-paced environments; and
- Relevant qualifications or certifications in business analysis, change, or project management.

Duties

In addition to meeting the [Integrated Leadership System](#) profile of the Executive Level 1, primary outcomes and accountabilities will/may involve:

- Undertake business analysis to identify issues, opportunities, and requirements that support the successful delivery of projects and the CDPP's broader outcomes;
- Develop clear business process models, conduct gap analysis, and future-state assessments to inform strategic decision making;
- Lead and contribute to the planning and execution of change activities that enable project delivery and adoption;
- Work collaboratively with stakeholders assess change impacts, develop communications, and support training and engagement approaches that support staff through transitions;
- Assist in the preparation of business cases and project documentation, ensuring alignment with the CDPP's frameworks and standards;
- Facilitate workshops and consultations with multidisciplinary teams to capture input, build shared understanding, and achieve consensus on project directions;
- Monitor and report on the effectiveness of change activities, identifying lessons learned and recommending continuous improvements; and
- Build and maintain strong working relationships across business areas, contributing to the uplift of the CDPP's business analysis and change capability.

Eligibility

- The ability to obtain and maintain AGSVA Baseline security clearance is required.
- Australian Citizenship.

Notes

Relevant qualifications in business analysis, change management, or related fields (IIBA, BABOK, Prosci, PRINCE2, MSP, ADKAR, Lean, P3O, PMBOK, Agile ,etc) desirable.

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

- unique and challenging work;
- professional development opportunities;
- generous leave entitlements;
- clear and transparent salary progression, and scheduled salary increases;
- 15.4% superannuation;
- a \$295 annual wellbeing allowance;
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members; and
- flexible working arrangements considered in accordance with our Enterprise Agreement and the operational needs of the role.

*Please refer to the [Candidate Information Pack](#) for details.

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

About the Director of Public Prosecutions

To Apply

Position Contact	Mikaela Giri, 02 6206 5635
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0763952

Infrastructure Australia

Closing Date:Monday 27 October 2025

Job Title	Chief of Staff
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	-
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	50/50 split
Classification	APS Level 6
Position Number	Job Req 8.25
Agency Website	

Job Description

Chief of Staff

- Full time, 12-month fixed-term contract role (Parental leave cover)
- Hybrid flexible working arrangements, attractive paid leave provisions and professional development support offered
- Applications closing: Monday 27 October 2025, 11:59am

Agency overview

Infrastructure Australia (IA) is an independent statutory body within the Infrastructure, Transport, Regional Development, Communications, Sport and the Arts portfolio.

Our mandate establishes us as the Australian Government's independent advisor on nationally significant infrastructure investment planning and project prioritisation. We are a high performing organisation with an engaged, collaborative and flexible culture, and we are held in high regard by our peers and stakeholders.

Our core values are fundamental to the way we work and are embedded across our products and processes.

Primary purpose of the role

The Chief of Staff provides high-level strategic and operational support to the Chief Executive Officer (CEO), enabling the CEO to focus on organisational priorities and stakeholder engagement.

This role acts as a trusted advisor and central point of coordination between the CEO, Infrastructure Australia (IA) Commissioners, the leadership team, and external stakeholders.

The Chief of Staff also leads the **Executive and Organisational support team** to drive efficiency and process improvement within the CEO's office, and support IA's strategic priorities while fostering a positive, values-aligned organisational culture.

Duties

Key Responsibilities:

Executive Support and Operations

- Oversee the CEO's diary, email management, travel bookings, and expense reconciliations, ensuring compliance with IA policies.
- Ensure quality control of all correspondence and compliance with document management processes.
- Ensure all compliance reporting (including Conflicts and gifts and benefits reporting) for the CEO is timely and accurate.

Strategic and Organisational Alignment

- Act as a key advisor to the CEO, providing strategic insights, analysis, and support for CEO's decision-making.
- Support the CEO in monitoring, tracking, and driving the delivery of key organisational priorities and initiatives.
- Act as a central coordination point across the leadership team to ensure effective communication and alignment on IA's strategic goals.
- Partner with the Director of Governance, Risk and Compliance to oversee the support for governance and reporting requirements.
- Manage and coordinate special projects and initiatives on behalf of the CEO to ensure timely and effective delivery.
- Proactively identify and resolve operational and strategic challenges on behalf of the CEO.

Stakeholder and Communication Management

In close collaboration with the Communications and Engagement and other teams;

- Manage high-level engagement with government, ministerial offices, Commissioners, and external industry stakeholders on behalf of the CEO.

- Represent the CEO's interests when liaising with internal and external stakeholders to ensure effective, professional, and timely communication.
- Manage alignment of Commissioner and CEO engagements in collaboration with the EA to Commissioners.
- Oversee high-level executive meetings and engagements to ensure appropriate attendees and facilities.
- Coordinate high-quality correspondence, reports, presentations, agendas, and briefs for meetings and external engagements.

Leadership and Office Operations

- Lead, coach, and develop the Executive and Organisational support team to foster a high-performance culture.
- Manage performance reviews and development plans for direct reports to build team capability.
- Oversee and optimise processes, procedures, and systems for the CEO's office to ensure efficiency and effectiveness.

Eligibility

Essential Requirements:

- Substantial experience gained in a similar role working directly for a CEO or Senior Executive.
- Strong planning, time management and organisational skills and a demonstrated ability to consistently deliver work to a high professional standard.
- Exemplary administrative skills, including advanced Microsoft Office.
- Strong interpersonal skills, including an ability to engage with senior stakeholders regarding confidential or sensitive matters.
- Demonstrated ability to collaborate across functions to achieve shared goals.

Notes

Benefits of working at Infrastructure Australia:

- We are committed to supporting employee health and wellbeing and offer a range of initiatives including genuine hybrid and flexible working arrangements to help you balance your professional and personal life.
- Attractive leave provisions including 20 days paid annual leave, 15 days of paid Personal Leave, 18 weeks of Parental Leave for parents at full pay or 36 weeks at half pay (for eligible employees) and up to 3 additional days of paid leave when our offices close over the Christmas period.
- Professional Development support offered through extensive in-house training and external training/education support.
- We have a positive, collaborative, respectful, innovative and inclusive culture evidenced by staff surveys which show that our employees feel empowered, autonomous and proud to work here.
- At IA we foster a safe and inclusive workplace where every individual can participate, learn and develop and be their authentic self, regardless of age, cultural background, First Nations status, disability, ethnicity, gender identity, marital or family status, religious belief or sexual orientation.
- IA is currently in the second phase, "Innovate" of our Reconciliation Action Plan (RAP), in this stage we are implementing systemic change in our organisation to support the mission of reconciliation for First Nations people. We are passionate about change and making progress towards better outcomes for First Nations people.

How to apply

- For a copy of the Position Description or any questions regarding the recruitment please reach out to Jacob Young at careers@infrastructureaustralia.gov.au

- Upload ONE document (**Covering letter + Resume**) via [LinkedIn Job Post](#)
- **Closing Date: Monday 27 October 2025, 11:59am**

We welcome and encourage applications from diverse backgrounds, including Aboriginal and Torres Strait Islander people, LGBTQI+, people with disability, people with caring responsibilities, people from culturally and linguistically diverse backgrounds.

To find out more about our current and upcoming Job opportunities follow us on LinkedIn .
[#InfrastructureAustralia](#)

About the Infrastructure Australia

To Apply

Position Contact	Jacob Young, 0473786946
Agency Recruitment Site	

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Vacancy VN-0763739

Job Title	Senior Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Cairns QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$94,563 - \$105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	(Hybrid) - Candidate may be required to work onsite 2 day a week.
Classification	APS Level 6
Position Number	0846-09-25
Agency Website	https://www.nntt.gov.au/Pages/Home-Page.aspx

Job Description <https://fcajobs.nga.net.au/?jati=A4A6E73F-DD39-EA47-4302-E4493956B738>

Position Overview

The Senior Officer reports to the Manager (Legal & Compliance team) and supports the Director, the Manager and other team members in providing assistance to, and undertaking tasks on behalf of, the President, Members of the Tribunal and the Registrar in the discharge of their functions and powers under the Native Title Act.

Establishing and maintaining relevant stakeholder relationships, in particular with Aboriginal and Torres Strait Islander stakeholders, is central to the role.

The role will be required to continually maintain and share knowledge within a national team and provide guidance, mentoring and support to staff, promoting teamwork and staff development. The Senior Officer will also be able to work independently and take responsibility for outcomes.

The role would suit someone who is comfortable working within statutory and procedural frameworks, enjoys working and communicating with a diverse range of people and has strong written communication and interpersonal skills.

Duties

- Support the Manager, Legal & Compliance team, the Director, Legal and Compliance and other team members in the administration and performance of NNTT and Registrar statutory functions.
- Mentor and motivate colleagues, promoting teamwork, cohesion, and staff development.
- Develop and maintain a sound understanding of relevant Commonwealth and State legislation and the NNTT's statutory obligations under the Native Title Act.
- Apply approved records and information management practices in compliance with the NNTT Records & Information Management Policy and Procedures.
- Exercise delegations within scope of delegated authority.
- Provide high level analysis and written products in support of the President, Members, and the Registrar.
- Work with a high level of independence, setting priorities, displaying initiative, and managing competing workloads to ensure quality and timely outputs.
- Work as an effective team member, promoting team cohesion, innovation, identifying areas for improvement and helping team members to adapt to change.
- Build and maintain productive relationships with relevant stakeholders, including PBCs.
- Engage with external clients and stakeholders using clear communication and projecting a positive image of the NNTT.
- Perform other duties as reasonably required and directed.

Eligibility

Other Requirements

Tertiary qualifications, demonstrating research, communication, and critical thinking skills, while not essential, would be an advantage.

Selection Criteria

1. Possess and demonstrate an understanding of the issues affecting Aboriginal and Torres Strait Islander people.
2. Possess and demonstrate an ability to communicate sensitively with and demonstrate cultural understanding of and respect for Aboriginal and Torres Strait Islander people.
3. Demonstrate the ability to engage with and motivate individuals and groups.
4. Demonstrate the ability to develop strategies and work plans, and to identify opportunities, problems, and options for their resolution.
5. Display a high standard of compliance with organisational practices and procedures, demonstrating ownership of work and responsibility for outcomes.
6. Maintain a high level of data integrity using records management and electronic filing systems, ensuring data entry is correct and an accurate reflection of the status of matters.
7. Possess well-developed interpersonal skills, including the ability to establish positive working relationships and represent the NNTT in a variety of forums displaying discretion, integrity, and sensitivity.
8. Display clear and positive communication with internal and external stakeholders, presenting information in a clear, concise, and articulate manner, focusing on key points and using appropriate, unambiguous language.
9. Possess the ability to work within a statutory framework including capacity to interpret and apply the provisions of the Native Title Act.

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 technical 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.

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

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

where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

About the National Native Title Tribunal

The National Native Title Tribunal (NNTT) is an authority established by the Native Title Act 1993 (Cth) (NTA) which has offices in four Australian States. The NNTT comprises a President and members, who are appointed by the Governor General under the NTA to make decisions, conduct inquiries, reviews, and mediations, and assist various parties. The NNTT is supported by the Native Title Registrar (Registrar), who has separate and specific functions and responsibilities to perform under the Native Title Act, including considering native title claimant applications (claims) and indigenous land use agreements (ILUAs) for registration. 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.

To Apply

Position Contact	Max Comp, 07 3052 4916
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=A4A6E73F-DD39-EA47-4302-E4493956B738

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Vacancy VN-0763897

Job Title	EL1 Trainers and Adviser, Analytical Tradecraft
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	Executive Level 1
Position Number	Various
Agency Website	

Job Description

www.oni.gov.au/vacancies

The Role

We are seeking to fill current roles and expected vacancies at the Executive Level 1 classification covering the **analytical tradecraft**, **contestability** and **warning** functions in ONI's Academy and Analytical Tradecraft Branch.

ONI provides the Prime Minister and other members of the National Security Committee of Cabinet with intelligence-based advice, analysis and assessments. By delivering insight, context, situational awareness and warning, we provide the Government with a strategic decision-making advantage.

We explain events in a complex and rapidly changing world, identify risks and opportunities for Australia, and distil facts and insights in an often crowded and contested information environment. We strive to provide distinctive and tested analysis that provides unmatched clarity, insight and economy on the major issues facing our nation.

The roles we want to fill play an important role in how we support senior decision-making. In these roles, you will have the opportunity to build your professional network and gain diverse experience to enhance your career prospects and open new pathways for advancement. You will enjoy the opportunity to work in a leading agency in the National Intelligence Community (NIC) with a modern working environment and flexible working opportunities.

The Team

ONI's Academy and Analytical Tradecraft Branch has two main functions:

1. Enhancing ONI's assessments through analytical and warning tradecraft support and training, and contestability and editing services
2. Delivering intelligence training to the NIC through the National Intelligence Academy (NIA).

The first function is delivered through three sections:

1. Analytical Tradecraft and Training
2. Contestability and Editing
3. Warning Tradecraft.

The **Analytical Tradecraft and Training section** helps ensure ONI's analytical integrity by fostering a culture of rigour and analytical best practice. The team provides training for ONI's analytical cadre and supports internal analytical and contestability processes. Team members work with analysts and leaders across the office, including by mentoring analysts, facilitating structured analytical discussions and developing new analytical tradecraft approaches. The team also supports contestation of judgments by facilitating structured discussions between ONI and agencies across Government.

The **Contestability and Editing** section was established at the start of 2025 to increase the capacity and coherence of ONI's assessments quality assurance capability. You will be joining a small but passionate section dedicated to maintaining the quality and integrity of ONI's analysis and assuring analytical rigour and the provision of integrated insights targeted to government priorities.

The team works closely with ONI's analyst cohort and with other assessment enabling functions, particularly the senior contestability advisers (a group that includes Director C&E), the Analytical Tradecraft and Training, Warning, Product and Publishing sections, to review all long-term assessment product, advise on product development and contestability activities, and offer a challenge function. This team is also responsible for developing and maintaining guidance and policies relating to contestability – and providing training in these areas – for the whole organisation.

The **Warning section** is being established as a result of a 2024 Independent Intelligence Review recommendation. The key function of the section is to enhance ONI's ability to provide strategic warning to the Australian Government by developing a warning methodology tailored to ONI, delivering training to – and supporting analytic discussions with – ONI's analytic areas, and working with ONI's Digital and Data Division to identify advanced analytic tools to support the warning function.

The National Intelligence Academy aims to improve the capability and connectivity of the NIC. It provides distinctive, internationally benchmarked training and education to meet core and common NIC requirements. The team supports the critical intelligence skills and knowledge that our workforce, partners and customers need today and in the future, including through training, coordination and curriculum development.

Duties

Assistant Director Analytical Tradecraft

As Assistant Director Tradecraft, you will be a member of ONI's internal analytical tradecraft team. You will support the development of the national intelligence profession and help foster a collegiate culture that values analytical rigour, integrity and contestability. You will work closely with analysts and other areas of ONI to support delivery of insight and the enhancement of our capabilities.

We are seeking an intelligence professional with extensive understanding of analysis who is interested in developing others and deepening their own understanding of analytical tradecraft. Training or facilitation experience is essential.

Assistant Director Contestability

As Assistant Director Contestability, you will be a member of ONI's Contestability and Editing (C&E) section and perform a wide range of tasks under the broad direction of the Director C&E. Key responsibilities will include:

- supporting ONI's contestability activities to enhance the rigour of ONI reporting

- developing formal guidance and policies for analyst reference

- contributing to the development and presentation of in-person training and masterclasses on contestability functions and projects

- working closely with senior contestability advisors in the feedback they provide on products and product proposals

- managing engagement programs for ONI's research fellows

supporting other section and branch functions, including assisting with the management of graduates.

We are seeking an experienced intelligence analyst with excellent writing and communication skills. Training or facilitation experience is desirable.

Assistant Director Warning Tradecraft

As Assistant Director Warning Tradecraft, you will be a senior member of a newly established team responsible for bolstering ONI's strategic warning capability. Working with the section head, you will be responsible for developing ONI's warning methodology and delivering associated training, as well as facilitating structured analytic discussions.

We are seeking applications from experienced intelligence analysts who are curious, have an understanding of analytic tradecraft (especially warning) and the ability to deliver training and facilitate robust discussion. Training or facilitation experience is desirable but not essential. An understanding of artificial intelligence, tabletop exercises, complex systems or futures analysis will be highly regarded.

Eligibility

Am I eligible to apply?

You must be an Australian citizen.

Note: if you do not have a birth certificate issued by an Australian State or Territory Government, you must submit a copy of your Australian Citizenship Certificate with your

job application.

You must have a checkable background.

Note: we must be able to practically verify, from independent and reliable sources, [cumulative] periods of 12 months or more spent outside Australia.

You must be willing to undergo an organisational pre-employment assessment

Note: to be eligible for employment with ONI, the preferred applicant(s) will be required to undergo a pre-employment screening assessment (see Pre-employment Screening Assessment).

You must be willing to undergo a comprehensive security clearance suitability assessment.

Note: ‘willing to undergo’ means fully cooperating in the assessment process, including the timely provision of information and documentary evidence.

Notes

About the Office of National Intelligence

To Apply

Position Contact	recruit@oni.gov.au, recruit@oni.gov.au
Agency Recruitment Site	www.oni.gov.au/vacancies

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Attorney-General’s

Vacancy VN-0763945

Administrative Review Tribunal

Closing Date:Tuesday 21 October 2025

Finance & Analytics Finance & Procurement

Job Title	Senior Procurement Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA
Salary	\$94,563 - \$106,394
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Hybrid, Flexible
Classification	APS Level 6
Position Number	TBC
Agency Website	https://www.art.gov.au/

Job Description

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

Join our team as APS6 Senior Procurement Officer!

The Administrative Review Tribunal (ART) is currently seeking applications for a Senior Procurement Officer to join the Finance & Procurement team.

This ongoing hybrid role within the Corporate Services branch at The Administrative Review Tribunal can be located in Adelaide, Brisbane, Canberra, Darwin, Hobart, Melbourne, Sydney or Perth. This position is available on a full-time ongoing basis.

Remuneration: The annual salary range for the position is APS6 - \$94,563 - 106,394 p.a, plus a generous employer superannuation contribution of 15.4%.

About the opportunity

The Senior Procurement Officer supports the Tribunal's procurement and contract management function by providing expert advice and guidance to internal stakeholders, undertaking complex procurement activities, managing key stakeholder relationships, and performing compliance, reporting and record management activities. The Procurement Team is a small and dynamic team, and is part of the Finance & Procurement section, which sits within the Finance & Analytics branch.

About the Tribunal:

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

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

You can learn more about the Tribunal on [our website](#).

What we offer:

We believe the little extras can make a big difference in supporting your success and some of our great incentives include:

- Flexible working options and remote working to support you with your commitments outside of work.
- Competitive salary including generous superannuation employer contribution of 15.4%
- Salary packaging options
- Supportive career development opportunities
- Access to holistic health and wellbeing programs including Fitness Passport which provides discount to 350+ gyms, free annual influenza vaccinations and free eye tests
- Generous leave allowances including Christmas to New Year office closure with no deduction from your leave balance
- Employee Assistance Program for you and your family
- Positive and inclusive culture.

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

Duties

- **Advice & guidance:** Acting as a key business partner to internal stakeholders, providing accurate and timely procurement and contract management support, advice and guidance with a focus on complying with the Commonwealth Procurement Framework and the Tribunal's policies and procedures. Assisting in the development and maintenance of the Tribunal's procurement and contract management policies, procedures and other resources with the aim of creating efficiencies, improving best practice and staying up to date with Whole-of-Australian-Government changes.
- **Procurement activities:** Undertaking simple and complex procurement activities in collaboration with internal stakeholders, with due regard to the Commonwealth Procurement Framework and the Tribunal's Accountable Authority Instructions. Steering the procurement activity at various stages (i.e. market research, scoping requirements, evaluations) and leading throughout others (i.e. determining the procurement method, approaching the market, negotiations) which will involve drafting internal and external documentation (i.e. executive minutes, requests for quote, Commonwealth Contracting Suite documents, panel work orders) and also involve presenting to peers (i.e. facilitating industry briefing sessions, chairing evaluation committee meetings).
- **Stakeholder management:** Maintaining productive working relationships with both internal and external stakeholders. Engaging with and managing external stakeholders throughout the procurement lifecycle including during contract negotiations, with a focus on complying with the Commonwealth Procurement Framework and minimising reputational risk. Assisting internal stakeholders to fulfill their roles and responsibilities during a procurement exercise (i.e. developing scope of requirements, participating in evaluation) and providing advice and guidance to contract managers throughout the life of a contract. Representing the Tribunal at external forums, working groups and other meetings
- **Compliance and reporting:** Performing compliance and reporting activities, ensuring that all procurement activities undertaken by the Tribunal comply with the Commonwealth Procurement Framework and reporting contracts and contract amendments on AusTender accurately and within the prescribed timeframes. Assisting in the conduct of internal audits, quality assurance checks, extracting and compiling data from multiple sources (i.e. AusTender, SAP ECC6, Microsoft Excel, ServiceNow) and preparing reports on request (i.e. annual report, senate estimates, questions on notice).
- **Administration & record management:** Efficiently managing the team's work through central mailboxes and other systems, promptly actioning administrative tasks (i.e. purchase order requests, requests for documentation or data) and undertaking record management activities with a focus on creating and maintaining accurate records across Tribunal systems (i.e. SAP ECC6/Concur, Prime/SharePoint, Microsoft Excel and ServiceNow). Assisting in the development, testing and implementation of systems and software which meet the future procurement and contract management needs of the Tribunal.

About you:

To be successful you will:

- Be experienced in leading complex procurement exercises and managing high-value contracts, working within the Commonwealth Procurement Framework (or a comparable framework), using systems such as SAP, Microsoft Office and AusTender (or comparable systems).
- Have highly developed organisational and time management skills, with the proven ability to prioritise and work with initiative to achieve outcomes and meet deadlines whilst maintaining the integrity and accuracy of work output.
- Possess highly developed interpersonal and communication skills, with the proven ability to adapt to the audience, present with influence, mediate and negotiate to achieve positive outcomes, and cultivate productive working relationships.
- Possess highly developed strategic and analytical thinking, with the proven ability to interrogate data, exercise sound judgment and identify opportunities for improvement in work practices, policy and procedure.
- Have the ability to work collaboratively and flexibly as a key member of a small team, to support the team and wider organisation to meet its objectives, with the proven willingness to take on additional responsibilities when required, collaborate and mentor other team members, and act in a leadership role when asked

Eligibility

Essential:

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

Desirable:

- Tertiary degree in Law, Finance/Commerce or other related field.

More information about this position, the scope of the role, duties and required capabilities and experience, is contained within the Position Description, which is linked below and available on our [Career Opportunities page](#).

Please submit a CV, cover letter, and upload a separate document addressing all the required capabilities as detailed in the position description.

Notes

NO AGENCIES PLEASE

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

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

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

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

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

About the Administrative Review Tribunal

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

To Apply

Position Contact	Megan Newett, 03 9454 6551
Agency Recruitment Site	https://www.art.gov.au/about-us/careers

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Australian Criminal Intelligence Commission (ACIC)

Closing Date: Monday 27 October 2025

Chief Operating Officer
Corporate, Governance and Communication Finance and Enterprise Support

Job Title	Business and Operations Support Officers
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Sydney NSW, Canberra ACT, Adelaide SA, Perth WA
Salary	\$77,250 - \$83,878
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 4
Position Number	6223_09/25_CGC
Agency Website	https://www.acic.gov.au/

Job Description

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

The APS4 Business and Operations Support Officers work collaboratively with operational teams, external partners, managers and administrative staff within their state and as part of the National team to provide support for the Agency.

You will be responsible for allocating resources effectively and supporting the team in day-to-day functions, in order to support successful operational outcomes for ACIC projects and taskings. The National team has a varied range of responsibilities including business / facilities management, operational checks and requests, including dealing with cash and exhibits.

Duties

- general facilities management, including escorting of contractors
- management and distribution of stores such as stationery, milk, toner cartridges and WHS equipment
- management of assets and exhibits
- fleet administration and reporting

- carpark and visitor bay allocations
- procurement, data entry and processing of financial information
- responding to operational taskings.

Desirable skills and experience

- Work outside normal working hours may be required
- The requirement to drive a fleet vehicle may be required so a valid Australian driver's licence would be beneficial

Your skills and capabilities

We invite applications from people with the following experience, skills and attributes:

- Demonstrated experience in a service delivery role (or similar)
- Well-developed verbal and written communication skills, with the ability to provide advice to stakeholders
- Sound organisational skills to prioritise tasks and produce timely outcomes
- Be a team player, including the ability to share information and learnings to benefit the team
- Ability to work under general direction with some autonomy, self-manage workloads and take responsibility for the completion of work within required timeframes, across a number of functional portfolios as required
- Strong analytical skills with attention to detail and the ability to source information and maintain effective record keeping
- Demonstrated competency in a range of information and communication technology (ICT) systems (including the Microsoft office suite) and have the ability to learn new ICT systems and processes as required.

Eligibility

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

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

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

Notes

About the Australian Criminal Intelligence Commission (ACIC)

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

To Apply

Position Contact	Michelle, 0428 681 913
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Attorney-General’s

Vacancy VN-0763892

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Monday 27 October 2025

Chief Operating Officer
National Policing Information Policing Information and Checking Services

Job Title	Administration Officer - National Firearms Program
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$85,534 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	APS Level 5
Position Number	6255_10/25_PICS
Agency Website	https://www.acic.gov.au/

Job Description

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

The National Firearms Register (NFR) Program is delivering the most significant reform to Australia's firearms management in 30 years. This four-year program will establish the National Firearms Register by July 2028 through a series of work streams focused on uplifting technical systems, improving data quality, reforming legislation and policy, and driving change management and stakeholder engagement.

The Commonwealth, states and territories are working together on this major national business and technology transformation, aimed at enhancing both community and public safety. This fast-paced, complex reform is led by ACIC on behalf of partners.

To strengthen delivery capacity, the program is expanding to include dedicated sections for governance, planning and assurance, program delivery and business support.

We are seeking an experienced Administration Officer to support the effective operation of the NFR Program. The successful candidate will join a small business unit and play an essential role in a high performing program team.

Duties

- Coordinate and maintain program specific sites (e.g., GovTEAMS, SharePoint etc) to ensure information is current and accessible;
- Maintain stakeholder engagement registers and contact lists to support program coordination and communications;
- Provide day-to-day support for team logistics, including scheduling meetings, coordinating travel, and managing shared calendars;
- Support records management, including filing, archiving, document version control, and compliance with information management standards and management of program artefacts within the Content Manager platform;
- Managing and triaging enquiries and correspondence in shared inboxes;
- Contribute to continuous improvement initiatives within the program and business support function.

Your skills and capabilities

- Experience in providing quality business support to a senior leader, large program or branch;
- Strong written communication and clear verbal communication skills;
- Excellent organisational, coordination, record-keeping, and liaison skills, with the ability to prioritise effectively;
- A professional and confident approach when dealing with internal and external stakeholders;
- Resilience, flexibility, and strong problem-solving skills supported by sound judgement;
- Work collaboratively with colleagues to support team priorities and outcomes;
- Proficiency in using a range of Microsoft Office applications, GovTeams and Content Manager to support effective work delivery.

Eligibility

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

Notes

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

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

To Apply

Position Contact	Angela, Recruitment@acic.gov.au
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0763939

Australian Criminal Intelligence Commission (ACIC)

Closing Date: Monday 27 October 2025

Chief Operating Officer
Corporate, Governance and Communication Finance and Enterprise Support

Job Title	Language Services Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	\$85,534 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	To be negotiated
Classification	APS Level 5
Position Number	6256_10/25_CGC
Agency Website	https://www.acic.gov.au/

Job Description

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

The Language Services Officer provides support to organise ACIC foreign language related services. This includes the provision of administrative and technical support to contract linguists, and undertake contract management, accounting and compliance functions.

Duties

- Co-ordinate engagement and administration of linguistics services contracts.
- Manage requests and material received, organise resource and task allocations, keep detailed records, and track progress of all requests relevant to the area of work.
- Liaise with internal and external stakeholders in respect to linguistic and evidentiary requirements, advice stakeholders on operational and evidentiary outcomes involving language capability.
- Supervise processing and analysing of intercepted and accessed information in foreign languages by contractor linguists
- Oversee the gathering and preparation of statutory documents and electronic intelligence and preparation of briefs of evidence for legal proceedings such as statutory examinations.
- Coordinate invoice and superannuation payments of linguists and maintain budgetary records.
- Prepare reports with analysis on linguistics service delivery, workflows and capacities.
- Assist with the development, revision and implementation of the business area related policies and guidelines.
- Provide training to linguists, guide inexperienced staff and share knowledge with team members.

- Demonstrate a flexible approach to work, including providing administrative support in other sub-teams inside the Procurement, Agreements and Language Services section when called on. Training and support are offered for these tasks.

Desirable skills and experience

- NAATI Certification or fluency in one or several foreign languages

YOUR SKILLS AND CAPABILITIES

We invite applications from people with the following experience, skills and attributes:

- Demonstrated strong oral and written communication skills to liaise effectively with all levels of staff.
- Strong interpersonal skills and the ability to effectively provide advice to stakeholders on matters such as procurement policies, contract management, and probity and language services matters.
- An ability to undertake research and analysis to identify section-related issues and develop resources to support business areas.
- The ability to supervise, train and coordinate team workloads and to monitor resources, prepare reports and maintain rosters.
- An understanding of and ability to apply legislative and policy frameworks for Commonwealth procurement activities and legislative responsibilities of the Telecommunications (Interception and Access) Act 1979 and the Surveillance Devices Act 2004 which apply to language activities.
- Technical skills to troubleshoot basic IT issues or the ability to escalate to the ICT service desk. Willingness to learn IT software and experience with SAP software is preferable.

Eligibility

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

Notes

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

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

About the Australian Criminal Intelligence Commission (ACIC)

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

To Apply

Position Contact	Steve, 0439 483 654
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Attorney-General's

Vacancy VN-0763935

Job Title	Forensics Team Members
Job Type	Full-Time, Ongoing
Location	Perth WA, Canberra ACT, Sydney NSW, Brisbane QLD, Adelaide SA, Melbourne VIC
Salary	\$72,339 - \$84,458
Future Merit Locations	Canberra, Perth, Sydney, Brisbane, Adelaide, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 3
Position Number	15340
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15340/>

Did you know?

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

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

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

- Six weeks (30 days) of paid annual leave per year

- 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

Are you looking to pursue a career in forensic science?

The Australian Federal Police is recruiting for positions within our Forensics Command. Joining the AFP Forensics Command will provide you with opportunities to work in our award winning Canberra Forensic facility, or in AFP laboratories nationally (depending on role requirements), and even overseas supporting operations and partner agencies.

Your in-house training will be provided by leading subject matter experts in their field using state of the art technology and you will have opportunities to cross skill through our premier Professional Development Continuum program. Support can also be provided for continuing education and to undertake research in your specialist area, including attendance at major conferences both nationally and internationally.

What is the role?

Applications are sought from suitably qualified applicants wishing to be considered for a role (Bands 3) within our Forensics Command. Opportunities exist in a range of Forensic disciplines which are further detailed in the [Candidate Pack](#). Successful candidates will be placed into a merit pool to fill current and future anticipated vacancies over the next 12 months.

The role may be located in Canberra or the AFP Regional Commands in Sydney, Melbourne, Brisbane, Adelaide and Perth. Forensic members need to be both flexible and mobile as well as able to deploy both nationally or internationally as required.

You will also be required to contribute to the achievement of outcomes in accordance with the regulatory framework, the AFP Code of Conduct and the AFP Governance Instruments. 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?

Forensics team members contribute to the achievement of business, investigation and intelligence outcomes through the provision of specialist forensic examinations and analysis or specialist technical intelligence skills. The role may also provide broad technical support including research and development.

Depending on the discipline, the role will involve a combination of the following:

- Organising, planning and conducting forensic examinations, and analyses (including technical analyses) into crime and serious incidents;
- Providing accurate, timely and impartial forensic evidence to the courts;
- Providing accurate forensic and technical intelligence advice to domestic and international clients;
- Generating, supporting and implementing improvement strategies and change management;
- Managing the research, planning, delivery and coordination of projects as determined by the relevant stakeholders in accordance with the agreed requirements, timeframes and budget; and,
- Maintaining currency in subject matter and training expertise through ongoing professional development and learning opportunities outside the formal education process.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- A Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Have a demonstrated capacity to learn technical or scientific concepts.
- Relevant tertiary qualification or extensive experience and knowledge in Forensic Science or a related field.
- Demonstrated ability to work as part of a high performing team.

Desirable Requirements

- Experience working in a NATA accredited laboratory, or under an internationally-recognised quality system.
- Excellent communication skills and an ability to engage with investigators and other stakeholders,

Notes

- These positions are at the Band 3 level within the Forensics Broadband.

- Some of these positions will attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the AFP Enterprise Agreement 2024 - 2027, an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of 22% in addition to their Base Salary which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.
- The selection advisory committee may request permission to contact your referees.
- No feedback will be provided to applicants that are unsuccessful at application stage. For applicants that progress past application stage, feedback will occur when the recruitment process has been finalised, if requested.

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	Andrew Stanley, 07 5127 1919
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15340/

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Australian Federal Police

Closing Date: Friday 31 October 2025

Job Title	Digital Forensics Examiners
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$72,339 - \$84,458
Future Merit Locations	Canberra, Sydney
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 3
Position Number	15361
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15361/>

Did you know?

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

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

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

- Six weeks (30 days) of paid annual leave per year
- 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

Are you looking to pursue a career in Digital Forensics?

The Australian Federal Police is recruiting for Digital Forensic Examiner positions (Band 3) within our Forensics Command. Joining the AFP Forensics Command will provide you with opportunities to work in our award-winning Canberra Forensic facility, or in AFP laboratories nationally (depending on role requirements), and even overseas supporting operations and partner agencies. Your in-house training will be provided by leading subject matter experts in their field using state of the art technology and you will have opportunities to cross skill through our premier Professional Development Continuum program. Support can also be provided for continuing education and to undertake research in your specialist area, including attendance at major conferences both nationally and internationally.

The AFP currently has Digital Forensic teams located in Adelaide, Brisbane, Canberra, Melbourne, Perth & Sydney. Forensic members need to be both flexible and mobile as well as able to deploy both nationally or internationally as required. There are anticipated vacancies for Digital Forensic Examiners in Canberra and Sydney and successful candidates are expected to be based in these locations. Unfortunately due to the nature of the work performed, remote work arrangements are not available.

What will you do?

Digital Forensics is part of the broader AFP Forensics Command and is a branch of forensic science that focuses on identifying, acquiring, processing, analysing, and reporting on data that is stored and/or transmitted electronically. Further information is detailed in the [candidate pack](#).

The role will involve:

- Provide technical support to investigators
- Attend search warrants and crime scenes
- Plan and conduct examinations or analysis
- Search for evidence of criminal activity
- Present findings and testify evidence in court
- Contribute to research and capability development projects
- Maintain currency in subject matter expertise through ongoing professional development and learning opportunities
- Provide accurate and professional technical advice to domestic and international agency partners
- Ensure outputs are achieved within the strategic direction of the AFP
- Provide advice and guidance to the AFP on emerging trends and threat environments.

Please be aware, during the course of Digital Forensic Examiner duties, exposure to offensive and explicit material is likely and frequent.

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 and maintain one.
- Relevant tertiary qualification or extensive experience and knowledge in Digital Forensics or a related field. Applicable tertiary qualifications include Computer Science, Cyber Security, Information Technology, Software/Computer Engineering or similar.
- Have a demonstrated capacity to learn technical or scientific concepts.
- Demonstrated ability to work as part of a high performing team.

Desirable Requirements

- Excellent communication skills and an ability to engage with investigators and other stakeholders.
- Experience using Digital Forensics tools such as X-Ways Forensics, Magnet AXIOM, Cellebrite UFED, MSAB XRY, Autopsy etc.
- Understanding and experience of IT troubleshooting basics.
- Experience with computer programming in languages such as Python, Java or C#.
- A demonstrated commitment to ongoing professional development.

Notes

- This role attracts a composite allowance in recognition of expanded working hours, normal patterns of attendance and shift patterns (such as afternoon shifts, weekends and Designated Public Holidays) that are required under the Operations working pattern. In accordance with the AFP Enterprise Agreement 2024- 2027, an employee who is required to work in accordance with the Operations working pattern will receive a Core Composite of

22% in addition to their Base Salary which will count as salary for superannuation. The Commissioner has the authority to remove a composite from a role.

- This role is an AFP Band Level 3 within the Forensics Broadband 3-6.
- Some interstate and international travel may be required as part of the role.
- The selection advisory committee may request permission to contact your referees.
- No feedback will be provided to applicants that are unsuccessful at application stage.

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	Dane Stephens, 02 5126 3099
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15361/

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Attorney-General's

Vacancy VN-0763947

Job Title	Conference and Event Organiser - International Command
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Adelaide SA, Hobart TAS, Darwin NT, Perth WA, Melbourne VIC, Brisbane QLD
Salary	\$107,559 - \$118,673
Future Merit Locations	Canberra, Sydney, Adelaide, Hobart, Darwin, Perth, Melbourne, Brisbane
Office Arrangement	On Site
Office Arrangement Details	Onsite with WFH possibility
Classification	APS Level 6
Position Number	15269
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15269/>

Did you know?

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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

Have you been looking for an opportunity that offers meaningful work, allows you to showcase your professionalism, stakeholder engagement skills, and your ability to make things happen to support senior executives?

The International Visits Team (IVT), within International Command, is looking for individuals to fill vacancies at the Band 6 level (Senior Team Member). The International Visits Team works closely and collaboratively with the International Executive Support Team and the Pacific Coordination Team to support the AFP Senior Executive. The IVT coordinates all high-level dignitary engagements for the AFP including official visits to Australia by foreign law enforcement partners at the Commissioner or Deputy Commissioner level, as well as outgoing travel packs for the AFP Commissioner and Deputy Commissioner.

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

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

What will you do?

As a Senior Team Member within the International Visits Team, you will:

- Play a pivotal role in supporting and guiding junior team members.

- Assist the Senior Team Leader to manage incoming and outgoing delegations at Commissioner and Deputy Commissioner level.
- The International Visits Team coordinates all high-level foreign dignitary engagement for the AFP, including:
 - Official visits to Australia by foreign law enforcement partners at the Commissioner or Deputy Commissioner level.
 - Outgoing travel packs for the AFP Commissioner and Deputy Commissioners.
 - Briefing packs for virtual meetings and conferences the Commissioner or Deputy Commissioners attend
 - AFP Conferences and events.
 - Official gifting for these events and official visits.

We are looking for individuals who are interested in contributing to Australia's national security. We are seeking candidates who have:

- Experience in undertaking more complex, multi-faceted visits as the primary lead.
- Liaison and stakeholder relationship building skills, both internally and externally.
- Strategic political and protocol acumen.
- High level of professionalism and representational knowledge.
- Experience in financial compliance with AFP Governance and the PGPA Act.
- A high standard of judgement and sound critical decision-making skills.
- An ability to adapt quickly to changing environments and changing Executive priorities.

Eligibility

Essential Requirements

- You must be an Australian Citizen at the time of application.
- Negative Vetting 1 (Secret) security clearance or the ability to obtain one.
- Excellent communication skills both written and oral.
- High attention to detail.

Desirable Requirements

- Contemporary knowledge and experience relevant to the role
- Minimum of 5 years' experience in a like or related field

Notes

- This role is located in Canberra and applicants will be required to be located in Canberra or relocate at own expense
- This role is an AFP Band 6 level

Commitment to Diversity and Inclusion

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

About the Australian Federal Police

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

To Apply

Position Contact	Kerry Peachey, 0251265525
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15269/

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Attorney-General’s

Vacancy VN-0763889

Australian Financial Security Authority

Closing Date: Sunday 26 October 2025

Legal

Job Title	Government Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$88,123 - \$95,173
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	On Site, Flexible and Hybrid arrangements available
Classification	APS Level 5
Position Number	N/A
Agency Website	

Job Description

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

The **APS5 Government Lawyer** contributes to the delivery of legal services and advice on matters impacting AFSA. Operating with a degree of autonomy, the role is supported by more senior legal staff to ensure consistency and professional development.

Key responsibilities include supporting legal case management, contributing to dispute resolution processes, conducting legal research, preparing written advice, and drafting briefs and submissions. This position sits within a professional legal team committed to upholding the integrity and values of the Australian Public Service.

Duties

As an APS 5 Government Lawyer you will work under the direction and supervision of Senior Government Lawyers and be responsible for:

- undertaking research and analysis, drafting routine legal documents, and preparing advice where required to support the agency's litigation matters
- providing corporate legal services to AFSA in a broad range of areas including advising on litigation matters, contracts, and MOUs
- providing legal analysis and advice for the preparation of briefs and submissions

- managing group mailboxes and responding to client enquiries in the first instance
- representing the Legal section and AFSA in internal and external forums
- contribute to continuous improvement activities to ensure work practices are compliant with relevant legislation and consistent with best practice.

Qualifications and experience

Essential

- Bachelor of law degree or equivalent
- Admission as a legal practitioner, however described, of the Supreme Court of an Australian State or Territory
- Holder of (or eligible to hold) a current practicing certificate.

Desirable

- Ideally 1-2 years' experience in litigation and law practice, preferably in a government environment and with knowledge of, or experience in, administrative and insolvency law
- Experience in supporting senior lawyers.

Why AFSA?

You will enjoy excellent conditions including:

- Generous superannuation (15.4%)
- A modern work environment
- Access to Employee Assistance Provider
- Flexibility to balance work and personal life (including working from home arrangements and flexible start and finish times where applicable).

Eligibility

Please note that this opportunity is open only to Australian Citizens. The successful applicant must have or be willing to undergo a security clearance to the level of **Baseline** as a condition of employment. To satisfy character requirements all AFSA employees must undergo a police records check.

Where a person has received a redundancy benefit from APS agency employment and their corresponding redundancy benefit period has not expired, they may be ineligible for employment. We encourage applications from peoples from culturally diverse backgrounds and people with disability.

Notes

Applications close **Sunday 26th October 2025 at 11:59 PM AEDT.**

To apply for this role, please click the ‘Apply’ button located on the job advertisement listed on the AFSA vacancies page. You’ll be relocated to our application portal which also provides step-by-step instructions to guide you through the application 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 Australian Financial Security Authority

To Apply

Position Contact	Recruitment, N/A
Agency Recruitment Site	https://www.afsa.gov.au/about-us/careers/current-vacancies

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Attorney-General’s

Vacancy VN-0763894

Australian Financial Security Authority

Closing Date: Sunday 26 October 2025

Legal

Job Title	Government Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$97,543 - \$109,330
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	On Site, Flexible and Hybrid arrangements available
Classification	APS Level 6
Position Number	N/A
Agency Website	

Job Description

<https://www.afsa.gov.au/current-vacancies>

As an **APS6 Government Lawyer** at AFSA, you will play a key role in delivering legal services and advice on matters impacting the agency. Operating with a degree of autonomy, your work will be second-counselled by a Senior or Principal Government Lawyer to ensure legal consistency and quality.

You will manage legal cases, contribute to dispute resolution, and provide advice on complex legal issues. This includes interpreting legislation, preparing legal documents, and supporting litigation processes. You may also lead small operational teams and mentor junior staff to build legal capability across the agency.

This role offers the opportunity to work on diverse legal matters in a collaborative and supportive environment, contributing to AFSA's strategic and operational goals.

Duties

As an APS6 Government Lawyer, acting under the supervision of a Senior Government Lawyer, you will be responsible for:

- reviewing, preparing, and managing litigation matters and assisting with (or managing) more complex litigation
- managing Tribunal proceedings with the assistance of a Senior Government Lawyer, direct briefing counsel and the opportunity to appear in Tribunal proceedings if appropriate
- partner and collaborate with business areas within AFSA to foresee legal challenges and take proactive measures to resolve them
- supporting the General Counsel division with matters relating to the exercise of AFSA and its supported entities functions and powers
- developing knowledge of legislative, financial, and administrative frameworks, government decision-making processes and agency guidelines and regulations
- undertaking research and analysis to draft advice to assist decision-making processes within AFSA and its supported entities
- assisting in the development, review and implementation of policies and work practices compliant with relevant legislation and consistent with best practice
- assist FOI delegates in processing and managing freedom of information requests
- assist Senior Government Lawyers and Principal Government Lawyers consider and respond to privacy complaints and breaches of privacy.

Qualifications and experience

Essential

- Bachelor of law degree or equivalent
- Admission as a legal practitioner, however described, of the Supreme Court of an Australian State or Territory
- Holder of (or eligible to hold) a current practicing certificate.

Desirable

- Ideally more than 2 years' experience in litigation and law practice, preferably in a government environment and with knowledge of, or experience in, regulatory, insolvency and administrative law, including Privacy and Freedom of Information
- Experience in supporting senior lawyers.

Why AFSA?

You will enjoy excellent conditions including:

- Generous superannuation (15.4%)
- A modern work environment
- Access to Employee Assistance Provider
- Flexibility to balance work and personal life (including working from home arrangements and flexible start and finish times where applicable).

Eligibility

Please note that this opportunity is open only to Australian Citizens. The successful applicant must have or be willing to undergo a security clearance to the level of **Baseline** as a condition of employment. To satisfy character requirements all AFSA employees must undergo a police records check.

Where a person has received a redundancy benefit from APS agency employment and their corresponding redundancy benefit period has not expired, they may be ineligible for employment. We encourage applications from peoples from culturally diverse backgrounds and people with disability.

Notes

Applications close **Sunday 26th October 2025 at 11:59 PM AEDT.**

To apply for this role, please click the 'Apply' button located on the job advertisement listed on the AFSA vacancies page. You'll be relocated to our application portal which also provides step-by-step instructions to guide you through the application 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 Australian Financial Security Authority

To Apply

Position Contact	Recruitment, N/A
Agency Recruitment Site	https://www.afsa.gov.au/current-vacancies

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Attorney-General's

Vacancy VN-0763930

Commonwealth Ombudsman

Closing Date: Monday 27 October 2025

Corporate
ICT, Security & Information Management

Job Title	System Administrator
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC, Canberra ACT
Salary	\$85,155 - \$91,209
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 may be negotiated
Classification	APS Level 5
Position Number	050_10/25
Agency Website	https://www.ombudsman.gov.au/

Job Description

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

The APS5 System Administrator support the Office's Cloud and Infrastructure management, and Standard Operating Environment operations.

This role is part of the ICT, Security and Information Management Team. The team leads the Office's technology and information management practices. In addition to ICT Operations, this team provides ICT Applications, Information Management, Cyber Security and Protective Security Services.

Duties are to be performed under broad direction from the ICT Operations Manager, in accordance with the APS Code of Conduct, upholding the APS Values and upholding the Office values of independence, impartiality, integrity, accessibility and professionalism. In doing this you will support the office through:

- Administering, maintaining and supporting the Office's Cloud and ICT infrastructure.

- Support packaging, updating and diagnosing faults of software on the Office's Standard Operating Environment.
- Developing and maintaining server, systems and technical infrastructure configuration documentation, diagrams and operating procedures.
- Maintaining and monitoring performance of the network, including conducting scheduled system checks.
- Providing Level 2 and Level 3 support when required.
- Communicating with Office staff on ICT requests escalated to Level 2 and Level 3 support.
- Support the introduction of our new 'Microsoft Dynamics 365' system, 'SharePoint' record management system and AI systems.
- Provide additional ICT support when required including help desk and incident response support

Duties

The successful candidate will have broad system administration experience principally in a Microsoft environment. Candidates should enjoy working in a collaborative environment in a multi-disciplinary team.

You should have:

- Experience with:
 - Microsoft Azure including managing Infrastructure.
 - Microsoft Active Directory and Entra.
 - packaging software for Microsoft Intune Deployments.
 - Windows Defender including App Control for Business (WDAC).
 - managing and troubleshooting through Exchange Admin Centre.
 - SharePoint (desirable)
 - Microsoft Purview (desirable)
 - Microsoft Co-Pilot (desirable)
- Excellent attention to detail and analytical skills.
- Good problem-solving skills.
- Strong communication and interpersonal skills.
- Ability to work collaboratively with diverse stakeholders.

Eligibility

Desirable:

- Qualifications in Information Technology or a related field

Mandatory:

- be an Australian citizen,
- undergo a National Criminal History records check, and
- be able to obtain and maintain a Negative Vetting 1 security clearance.

Notes

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

About the Commonwealth Ombudsman

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

To Apply

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

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Attorney-General's

Vacancy VN-0763890

Federal Court of Australia

Closing Date:Monday 27 October 2025

Corporate Services
Corporate Services - Finance

Job Title	Financial and Asset Accountant
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Perth WA, Melbourne VIC
Salary	\$105,834 - \$132,713
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	flexible
Classification	Executive Level 1
Position Number	0822-09-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

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

Position Overview

The financial accountant is responsible for the accounting and financial reporting of the Listed Entity's departmental activities. This includes monthly reporting by outcome to the Department of Finance and the production of the Listed Entity's annual financial statements. This position reports to the Director, Financial Accounting and has no direct reports.

Duties

Major Activities

- Production of the departmental component of the Listed Entity's annual financial statements.
- Monthly actuals reporting to Government via CBMS.
- Calculation of the Listed Entity's makegood, lease and employee entitlement liability and maintenance of all associated schedules and reconciliations.
- Month End journals and oversight of the general ledger and balance sheet.
- Provide advice on technical accounting issues.
- Check, approve and post document files and CBMS receipts and journals.
- Assistance with both internal and external auditing queries.
- Financial asset accounting including commissioning of assets, disposal and running depreciation schedules
- Co-ordinate asset stocktakes for the Listed Entity
- Other accounting or location based activities as required.

Eligibility

Selection Criteria

- Experience and demonstrated ability in accounting within a Commonwealth government environment and the production of annual financial statements.
- Understanding of the Public Governance, Performance and Accountability Act 2013 and the Court's Accountable Authority Instructions (or the ability to quickly gain an understanding).
- High level technical accounting skills including familiarity with current Australian Accounting Standards and an ability to stay up to date and apply future changes as they apply to the Courts activities. Experience in accounting for leases and employee entitlements is essential.
- Familiarity with CBMS, Technology One (Financials), KPMG Accelerated Reporting Model and advanced excel skills are highly regarded.
- High level oral and written communication skills, including proven ability to communicate effectively with stakeholders at all levels.
- Demonstrated ability to build and maintain positive and productive working relationships within a small, geographically dispersed team.

Formal Qualifications

- Formal Accounting Qualification with at least 5 years experience.
- Membership of a recognised professional accounting body.

Notes

How to Apply

To apply for this position please click on the "apply now" button on the Federal Court website (www.fedcourt.gov.au)

To be considered you will need to upload a comprehensive statement of claims against the selection criteria OR A concise expression of interest (2 page maximum) detailing how your experience and skills relate to the position description and selection criteria and attach an up to date resume by 11:55PM on 27 October 2025.

Eligibility

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

1. Australian citizenship – the successful applicant must hold Australian citizenship.

2. Security and character clearance – the successful applicant must satisfy a Police Records Check and may also be required to complete security clearances during the course of their employment.

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

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

Diversity and Inclusion

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

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

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

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

About the Federal Court of Australia

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

To Apply

Position Contact	Matthew Davis, 0449 063 869
Agency Recruitment Site	https://www.fedcourt.gov.au/about/employment

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Attorney-General's

Vacancy VN-0763942

Federal Court of Australia

Closing Date:Monday 27 October 2025

Federal Court of Australia
Corporate Services - Finance

Job Title	Assistant Director Governance and Compliance
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Cairns QLD, Canberra ACT, Perth WA, Sydney NSW
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	(Hybrid) - Candidate may be required to work onsite 2 day a week.
Classification	Executive Level 1
Position Number	0855-10-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=9A5CE27A-6C68-C74A-F293-E44AD92D45EB>

Position Overview

This position sits within the small, high performing Governance, Risk and Compliance Team. Responsibilities of the position include broad functional areas of governance and compliance and contributes to the management of business continuity, fraud and corruption control, and organisational reporting.

Duties

Reporting to the Director Governance, Risk and Compliance, the position is required to:

- Coordinate, monitor and report on governance compliance, identify risks and determine appropriate course of action to meet stakeholder needs in accordance with the Courts governance and policy requirements.
- Review, develop and implement frameworks, policies, processes and procedures, that are consistent with the Courts governance requirements. This includes strategy, governance, reporting and compliance.
- Provide quality assurance checks and analyse information across the entity and outcomes to identify and exploit continuous improvement opportunities and suggest alternative courses of action to problems.
- Have a high standard of written communication skills.
- Develop and maintain internal and external relationships with our stakeholders.
- Be able to work in a fluid environment by remaining flexible, agile and adaptable.
- Be committed to ongoing self-improvement and professional development.

Competencies and Attributes

We are seeking a driven team player who enjoys working in a rapidly evolving and forward-thinking environment. Our ideal candidate is a highly motivated, self-starter who can work collaboratively with a range of stakeholders to maintain strong working relationships while providing advice and constructive feedback. You will be a fast learner, who can also use their current skill set to contribute to new ideas and improvements.

Previous experience with managing Governance, Compliance, Business Continuity and/or Fraud and Corruption Control and ensuring policies and procedures are in line with best practice guidelines.

Previous experience in a Court environment will be highly regarded.

Eligibility

Formal Qualifications

Relevant experience in governance, compliance and/or public reporting requirements for agencies under the PGPA Act is highly desirable.

Tertiary qualification graduate or postgraduate in a relevant discipline and/or a professional certification would be an advantage.

Selection Criteria

1. Demonstrated experience in governance, compliance, business continuity, internal/external audit, and/or public reporting requirements for agencies under the PGPA Act or demonstrated ability to quickly acquire such knowledge.

2. Strong understanding of complexity within Commonwealth Government organisations and area-specific policies, processes to monitor governance and compliance to influence quality outcomes.
3. Highly effective communication, interpersonal skills and the demonstrated ability to prepare high quality written reports, briefs and correspondence.
4. Demonstrated experience working cooperatively in a team-based environment.

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 encounter any issues during the application process, feel free to email us at 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, LGBTIQA+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

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

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

About the Federal Court of Australia

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

To Apply

Position Contact	Steven Christiansen, (02) 6113 9389
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=9A5CE27A-6C68-C74A-F293-E44AD92D45EB

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Attorney-General's

Vacancy VN-0763757

National Anti-Corruption Commission

Closing Date:Monday 27 October 2025

Operations
ACT

Job Title	Operational Intelligence Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$94,563 - \$106,769
Future Merit Locations	Melbourne, Perth, Brisbane, Sydney, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	009_09/25_PN1133
Agency Website	https://nacc.gov.au/

Job Description

<https://nacc.nga.net.au/>

About the National Anti-Corruption Commission

The NACC enhances integrity in the Commonwealth public sector by deterring, detecting, and preventing corrupt conduct involving Commonwealth public officials. It does this through education, monitoring, investigation, reporting and referral.

Working with us

This is an exciting time to join the NACC. We are looking for outstanding individuals to embed robust systems and processes, deliver exciting and diverse projects and demonstrate innovation and commitment to integrity in the public service.

NACC staff work in a complex and dynamic setting where exceptional judgement and an ability to achieve results is critical.

Successful candidates will have the ability to cooperate, manage, lead and perform successfully across corporate and operational functions.

About the role:

NACC Operational Intelligence Analysts are an integral part of a team that investigates allegations of corruption. Operational Intelligence Analysts collect, collate, analyse, and produce intelligence products derived from a variety of sources to provide insight to operations and assessments, and guide tactical decision making.

Operational Intelligence Analysts may work on several matters at one time. In support of the Commission's corruption investigations, Operational Intelligence Analysts will conduct varied field work including assisting with search warrants, suspect interviews, enquiries, and interstate travel. You will also be able to apply your skills to the identification and development of targets, leads, and apply a balanced and objective assessment of corruption allegations.

Operational Intelligence Analysts may be exposed to highly sensitive information involving public officials at all levels. Professionalism and discretion will be necessary when representing the Commission and engaging with stakeholders in the public and private sectors.

Duties

- Engage with a variety of relevant stakeholders, third parties, and other sources to collect raw data, information, and intelligence in a structured and efficient manner, in support of the NACC's priorities.
- Collate and store information of relevance to the Commission for current and future use.
- Conduct analysis and provide insight and assessment in support of the Commission's decision-making and functions.
- Prepare intelligence reports for internal and external dissemination.
- Actively participate in intelligence review and feedback processes.
- Manage priorities and produce timely intelligence products.
- Contribute intelligence support to all aspects of the investigation lifecycle including assessment, planning, resolution, and finalisation.
- Highlight and refer potential corruption weaknesses and trends identified throughout an investigation to relevant internal stakeholders.
- Conduct intelligence activities within the framework of investigation requirements and follow relevant legislative and policy guidelines.

Eligibility

Employment with the NACC is subject to the following conditions:

Citizenship – applicants must be an Australian Citizen.

Security clearance – this is a Designated Security Assessment Position. The occupant of this position will be required to undergo and maintain a security clearance to Positive Vetting.

Suitability assessment - the NACC must be satisfied that successful applicants are of suitable character. They must undergo a rigorous pre-employment suitability screening process that can be intrusive in nature including (but is not limited to) detailed background, character, employment, police and financial checks.

Probation - a probation period will apply to a new ongoing engagement in the Australian Public Service.

We encourage applications from the Australian community including Aboriginal and Torres Strait Islander people, people of all ages, people from culturally and linguistically diverse backgrounds, and people with a disability.

Notes

We offer attractive rewards and benefits to eligible employees, including:

- competitive rates of pay and 15.4% superannuation.
- generous paid parental leave for primary and secondary caregivers.
- an additional 3 days paid leave between Christmas and New Year.
- flexible working arrangements such as part-time work, flexible work hours, and technology to support working from home and similar arrangements.
- an option to purchase additional leave, up to 4 weeks per year.
- access to salary sacrificing, and
- access to studies assistance.

The NACC provides a service allowance of \$1,972 per annum (pro-rata for part-time) to non-SES employees which acknowledges the special requirements of working at the NACC. This includes the need for high-level personal security assessments; the intrusion associated with notifying private financial and social interests and the necessity to engage in practices to prevent targeting by unlawful elements.

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

The National Anti-Corruption Commission (NACC) is an independent Commonwealth agency that commenced in 2023. The NACC mission is to enhance integrity in the Commonwealth public sector by deterring, detecting and preventing corrupt conduct involving Commonwealth public officials through education, monitoring, investigation, reporting and referral.

To Apply

Position Contact	Amy, (03) 9393 8926
Agency Recruitment Site	https://nacc.nga.net.au/

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Defence

Vacancy VN-0763776

Department of Defence

Closing Date:Monday 10 November 2025

Naval Shipbuilding and Sustainment Group
Office of DEPSEC Naval Shipbuilding and Sustainment

Job Title	Technical Officer Electronics/Electrical
Job Type	Full-Time, Ongoing
Location	Henderson WA
Salary	\$95,187 - \$108,734
Future Merit Locations	Henderson
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/08078/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=8771204E-8A2F-354A-4A57-E44A2509EA81>

Duties

The Role

Naval Construction Branch-WA (NCB-WA) is seeking a highly skilled and motivated individual for the role of APS 6 Electrical/Electronics Technician, to become a valuable addition to the team. This is a unique opportunity to work on a range of navy vessel projects, at the waterfront in Henderson WA, where the ships are currently being constructed.

The position of APS 6 Technical Officer will work within the Naval Construction Branch-WA (NCB-WA), with a workforce that consists of both APS employees and Military members. You will be responsible as part of a team for assisting with pre and post installation and assurance activities for all Electrical/Electronic equipment, supporting installation activities, and providing assurance throughout the installation and integration process.

The Naval Construction Branch-WA (NCB-WA) delivers assurance services. As an APS 6 you will deliver technical assurance, using your skills and experience to verify the ships are constructed in accordance with approved domestic/international standards. You will be required to engage with contracted staff and will be required to identify concerns as well as risks and issues, drafting briefs to inform management.

Key Responsibilities:

- Support and attend Electrical/Electronic installation activities/inspections and provide assurance throughout the installation process, including set to work and integration processes.
- Complete assurance, activities and investigations, ensuring the project is in compliance with approved processes including reviews of technical reports, drawings etc.
- Attend meetings and where required provide regular reporting including tests conducted or witnessed (systems, installations, workmanship etc) on ship construction.
- Collaborate with shipbuilders/contractors to meet positive outcomes while conducting shipbuilding assurance inspections and audits.
- Perform other general duties that may be necessary in relevant areas within NCB including participate as a part of the team of technical and engineering professionals in Naval Construction Branch, through building and sustaining positive relationships with team members within Defence, Prime contractors, suppliers, classification society and other regulatory bodies.

About our Team

Naval Construction Branch (NCB-WA) is accountable for the assurance of ship construction, set-to work and transit of vessels constructed at the Henderson precinct. NCB-WA is furthering continuous naval shipbuilding and growing sovereign capability by overseeing the construction to ensure quality and standards are met, storing lessons learnt and developing standard shipbuilding procedures for construction.

NCB-WA currently oversee the construction of many different Navy vessels including Offshore Patrol Vessels, Hunter Class Frigates, Young Endeavour, Evolved Cape Class and Pacific Patrol Boats. Future contracts will see NCB-WA working on the MOGAMI class Frigates and the Landing Crafts (Heavy/Medium). Working at NCB will enable you to be at the grassroots of continuous naval shipbuilding, where you are part of a working shipyard, being able to see and contribute to the vessels delivered and used in service by Navy.

Our Ideal Candidate

The Naval Construction Branch team is looking for a confident, self-starting individual who is passionate about problem solving, product delivery and demonstrates strong initiative and attention to detail in a dynamic environment.

Our ideal candidate would be an experienced and qualified technician/technical specialist with a strong work ethic and demonstrated behaviours.

Other core capabilities are:

- Electrical/Electronic experience in Technical marine environments.
- Attention to detail and an ability to analyse and identify trends and provide solutions.
- Ability to apply knowledge and experience to identify risks, providing recommendations for continuous improvement.
- Ability to work effectively in a team, able to manage workloads and resources, to meet expected outcomes.
- Clear and effective communication skills and be comfortable engaging with a range of stakeholders.

Eligibility

Security clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 6 qualification in a relevant technical domain or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Stephen Hazell, 0405 117 049
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8771204E-8A2F-354A-4A57-E44A2509EA81

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Defence

Vacancy VN-0763789

Department of Defence

Closing Date: Monday 27 October 2025

ARMY
Aviation Command

Job Title	Airfield Operations Manager
Job Type	Full-Time, Ongoing
Location	Oakey QLD
Salary	\$95,187 - \$108,734
Future Merit Locations	Oakey
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	ARMY/07733/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=3754B263-2E13-FB05-139B-E44A25FB08BE>

Duties

The Role

The Airfield Operations Manager (AOM) is responsible for managing a broad range of activities and resources at Swartz Barracks, Oakey, as well as the satellite training areas.

The AOM provides stakeholders with timely and accurate aviation operations advice and is responsible for the efficient and effective use of airfield resources, at Oakey, Brymaroo and Wyoming in accordance with Defence and Civilian Aviation Regulations (DASR & CASR).

The AOM will provide specialised safety and general aviation advice to the Commandant Army Aviation Training Centre Oakey as well as the Base Manager Darling Downs. The AOM will also provide emergency management support and advice with regards to the airfield. The AOM will perform rostered shift work as required.

To Summarise: An airport operations manager is in charge of assessing, evaluating, coordinating and overseeing the daily airport operations. Please note Position may require Shift Work and periods of on call duty.

The Workplace Environment Includes:

- Computer Use, Sitting at desk;
- Lifting 15 kg +;
- Bending, Squatting, Reaching, Push/pull;
- Distance walking (i.e. large building or inter-building transit);
- Works outdoors;
- Works in a call centre environment;
- Works in a customer service environment;
- Exposure to chemicals;
- Requirement to wear personal protective equipment (PPE);
- Exposure to Petrol, Oil, Lubricant Products that may cause dermatological conditions;
- Excessive Noise;
- Peaks & Troughs.

About our Team

The Airfield Operations Team is responsible to the Airfield Safety and Operations Manager for the safe, effective and efficient delivery of airfield support services. This includes airfield operations, training area coordination and search and rescue duties. The successful delivery of these services ensures that the agreed level of safety for the specified training area requirements is achieved.

Our Ideal Candidate

The Airfield Operations Team at AAvtTC are seeking an experienced and high achieving Airfield Operations Manager (AOM). The AOM will have strong problem solving skills, can handle difficult interpersonal situations and addresses conflict that may arise in day-to-day work activities. The AOM is also expected to have knowledge of airport emergency operations and security regulations.

Our Ideal Candidate will demonstrate the following:

- Excellent communication skills;
- Knowledge of essential management skills and principles as applied to airport operations;

- Computer skills;
- Knowledge of weather conditions;
- Knowledge of management principles and practices as applied to airport operations;
- Excellent oral and written skills;
- Good ability to plan and carry out airport operations, maintenance, and development programs;
- Capacity to choose, assess and train operations staff;
- Ability to establish and maintain work relationships with government officials and agencies, employees and the general public.

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	MAJ Megan Humrich, 07 7514 5519
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3754B263-2E13-FB05-139B-E44A25FB08BE

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Department of Defence

Closing Date: Monday 03 November 2025

Defence People Group
Joint Support Services

Job Title	Defence Social Worker
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	\$95,187 - \$108,734
Future Merit Locations	Adelaide
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	DPG/07995/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=53CF8481-2A54-CB4E-6498-E44A28099CB1>

Duties

The Role

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

- Conduct quality assessments and write reports to assist in decision making processes;
- Provide complex social work services in a generalist practice framework, including comprehensive assessments, bereavement support, brief intervention and referrals to enhance the social functioning of Australian Defence Force personnel and their families;
- Provide support to Defence families to manage the military lifestyle;
- Provide training to Defence members and Command; psychosocial programs to Defence families;
- Assist Defence families engage with their communities and local services;
- Deliver DMFS's suite of national programs - partner employment, education and critical incidents to Defence families;

- Operate within the boundaries of organisational processes and policies providing brief interventions, critical incident management, psychosocial assessments, social work reports, and works across the multidisciplinary team supporting community capacity building.

About our Team

Bring your skills and ambition to our team! Defence Member and Family Support (DMFS) Branch is a diverse and inclusive workplace which offers a broad range of programs and services to help Commanders, Australian Defence Force members and their families manage the military lifestyle. DMFS supports Defence families' self-reliance and capacity to engage with community agencies.

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

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

Our Ideal Candidate

You will demonstrate strong assessment, counselling, case planning, report writing and community capacity building knowledge and skills. You will possess the ability to work within multi-disciplinary teams and be part of an organisation where professionalism, innovation and the ability to find creative solutions to challenges is highly regarded.

Our Ideal Candidate:

- Applies professional expertise in social work;
- Operates within the boundaries of organisational processes and policies to provide brief interventions, critical incident management, psychosocial assessments and social work reports;
- Uses judgement to identify and resolve problems objectively;
- Builds and sustains positive relationships with team members, stakeholders and clients;
- Possesses strong stakeholder engagement skills;
- Possesses an ability to work independently, manage competing priorities and meet deadlines;
- Be able to participate in some after hours and weekend work including travel to Woomera and remain overnight.

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	Kate Crawford, 0467 729 202
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=53CF8481-2A54-CB4E-6498-E44A28099CB1

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Defence

Vacancy VN-0763827

Job Title	Logistics Manager
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$120,303 - \$135,701
Future Merit Locations	Brisbane
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	CASG/08093/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=71EF0186-5BAC-C862-6EA4-E44A60E3304E>

Duties

The Role

The Army Aviation Systems Branch (AASB) is seeking a highly motivated and strategic EL 1 Logistics Manager to join the Executive and Support team. This flexible role is responsible for leading logistics planning and strategy, delivering expert policy and legislative advice, and providing high-level briefings on logistics and Enterprise Resource Planning (ERP) to senior stakeholders.

The successful candidate will manage AASB's ERP activities, represent the branch in key forums, and oversee reporting across current work streams. They will deliver standardised logistics solutions, resolve complex issues, and maintain strong stakeholder relationships across Defence.

While ERP is a primary focus, the role may involve supporting broader logistics coordination across AASB platforms and functions.

The successful candidate for this role will be required to 'work on-site'

About our Team

The Army Aviation Systems Branch (AASB) Executive and Support team, located in Brisbane, Queensland, and part of the Capability Acquisition and Sustainment Group (CASG), is crucial for enabling Defence capability. They achieve this by supporting Systems Program Offices (SPO) to deliver military aviation systems to the Australian Army.

The team manages Branch Business through liaison and coordination with SPOs, continuously striving to streamline processes. Their core functions are delivered through key service areas: Quality Management, Security, Information & Records, Work Health and Safety, Workforce Management, Reserve Management, Accommodation/Facilities, Risk Management, and Operating Budget.

AASB also champions career development by offering a comprehensive professional development program to build leadership and technical skills, while fostering a culture of continuous improvement and innovation

Our Ideal Candidate

To be successful in this role, you will have:

- Strong briefing skills to Senior Executives
- Extensive ERP knowledge and skills
- Extensive knowledge of Defence Logistics policies, processes and procedures
- Strong problem solving and issues resolution skills
- Excellent communication, negotiation and stakeholder engagement skills
- Strong analytical skills and the ability to identify, resolve and mitigate risks.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kat Mills, 02 5131 4268
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=71EF0186-5BAC-C862-6EA4-E44A60E3304E

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Defence

Vacancy VN-0763854

Department of Defence

Closing Date:Monday 27 October 2025

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	Export Control Officer
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$95,187 - \$108,734
Future Merit Locations	Brisbane
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/08167/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=181FAC3C-85CE-1E88-AC81-E44A632890F2>

Duties

The Role

The Aviation C4ISREW (Command, Control, Communications, Computing, Intelligence, Surveillance, Reconnaissance and Electronic Warfare), Training and Support Systems Management Unit (ACTSS MU) is currently looking for a person who has experience in US and European export controls and licenses, particularly International Traffic of Arms Regulations (ITAR), and Export Administrative Regulations. ACTSS MU requires a person who can establish the groundwork for the management of data with a view to managing, maintaining and updating licenses, approvals, etc. This work will be performed within the work location in Brisbane initially, with a view to consider partially working remotely later. Whilst Export Control would be the primary role, the person should also have experience working in a commercial environment as they will work with and support the ACTSS MU Commercial team.

Note: In accordance with the US International Traffic in Arms Regulations (ITAR), any applicant who holds, or has previously held, citizenship or permanent residency of a country other than Australia will be required to declare and indicate the country or countries of citizenship or permanent residency. Restrictions on access to defence articles and associated technical data subject to the ITAR by dual national employees may apply.

About our Team

The Army Aviation Systems Branch (AASB) purpose is to deliver military aviation systems to the capability managers. AASB is responsible for the acquisition and through-life support of all Army helicopters and tactical unmanned aerial systems through both Project Offices (PO) and Systems Program Offices (SPO) within Australia and overseas.

The Aviation C4ISREW (Command, Control, Communications, Computing, Intelligence, Surveillance, Reconnaissance and Electronic Warfare), Training and Support Systems Management Unit (ACTSS MU) is a specialist team within the Utility Helicopter Systems Program Office (UHSPPO). The ACTSS MU team is responsible for the management, delivery and sustainment of a range of cross-platform, cross-functional and common aviation systems supporting the aviation capability as a whole. The ACTSS MU team is located in South East Queensland, with offices at Victoria Barracks Brisbane and Swartz Barracks, Oakey.

Our Unit is built on small teams delivering and supporting a diverse range of systems and capabilities from complex mission management networks through to deployable refuelling systems, training systems such as simulation devices through to helicopter underwater escape training, and extending into both combat and safety equipment, all underpinned by passionate logistics and commercial specialists.

You will be joining an integrated workforce comprising Australian Public Service (APS), Australian Defence Force (ADF) and industry team members, working with a range of Defence and Industry partners to deliver. We are a dynamic and growing organisation, developing a professional, inclusive and collaborative culture and work environment. Here you can both contribute to critical capabilities as well as continue your career development through professional development programs, encouraging you to build both leadership and technical skills.

Our Ideal Candidate

Our ideal candidate will have had experience in complying with International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR), and be familiar with the Foreign Military Sales (FMS) regulations and have a clear understanding of the differences. They will also understand the Intellectual Property limitations of US Government permissions.

To be successful in this role, you will:

- Manage international export controls including ITAR, EAR and FMS permissions to ensure CoA and US Government obligations are compliant.
- Manage the ADF's compliance to FMS and other Export Controls frameworks enabling transfer of Technical Data.
- Update Third Party Re-transfers (TPR) to ensure continued compliance with export controls.

- Assist in development, assessment and management of Technical Assistance Agreements (TAAs).

You must have excellent communication skills and the ability to negotiate with a range of stakeholders to achieve positive outcomes.

You will have the ability to work flexibly, be self-motivated, possess excellent attention to detail and deliver outcomes according to schedules.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Matthew Gilson, 0408 154 029
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=181FAC3C-85CE-1E88-AC81-E44A632890F2

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Defence

Vacancy VN-0763895

Department of Defence

Closing Date: Monday 27 October 2025

Australian Defence Force HeadQuarters
Vice Chief of Defence Force Group

Job Title	Government SAP Security Officer
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Majura
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	ADFHQ/08104/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=51777CD5-8218-0D19-2EAA-E44A9DA44DD3>

Duties

The Role

Special Access Program (SAP) Branch is the Governance and oversight organisation for SAP. The Government SAP Security Officer (GSSO) will provide day-to-day administration and management of the SAP Branch SAP Facility. The position requires experience in management of a high security zone, compartmented workplace.

The incumbent will be responsible for;

- Creating a secure environment for the protection of SAP information and assets
- Maintain accurate SAP Facility accreditation documentation including facility procedures and Fixed Facility Checklist and security register

- Working collaboratively with the Information System Security Manager on SAPF accreditation and compliance matters
- Adhere to applicable Defence and SAP policy
- Co-ordinate SAP security matters
- Establish and conduct even driven and annual SAP training sessions
- Conduct SAP compliance inspections, document the self-inspection and manage corrective actions
- Undertake physical compliance inspections
- Conduct key, seal and access audits
- Provide support to facility residents for security clearance management, travel briefs

About our Team

Special Access Program (SAP) Branch within Force Integration Division is responsible for oversight and governance of SAP for the Department of Defence. As part of the Security Compliance Directorate, you will work in a joint supportive environment that is outcomes focused and provides technically complex and challenging opportunities. The environment is professional and supportive with dedicated teammates who are accountable for accurate completion of work within timeframes and quality requirements. The team is responsible for SAP facility governance, accreditation, compliance inspections and SAP Information system assessment and authorisation. You will share your expertise with others, guide, and mentor less experienced colleagues and stakeholders.

You will enjoy Australian Public Service conditions that include an attractive salary package and flexible, family-friendly working arrangements. Defence provides a superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions.

Our Ideal Candidate

The successful candidate will have security knowledge and experience in the field of physical and personnel security. Displayed experience working within a high security zone. Working with compartments is desirable. They will be able to work collaboratively with security professionals in other government agencies, Defence and Industry and provide sound and relevant security advice that is compliant with policy and risk aware. Have proven ability in critical thinking and maintaining relationships to influence protective security outcomes. Skilled at tailoring communication style and language according to the audience's level of knowledge. Strong written communications is also desirable for writing reports and presentations. Candidate must be adept at effective time management and able to work autonomously

Successful candidate must be willing and able to obtain and maintain, a Top secret Positive Vetting security Clearance.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Kristie Green, 02 5131 3203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=51777CD5-8218-0D19-2EAA-E44A9DA44DD3

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Finance

Vacancy VN-0763916

Digital Transformation Agency (DTA)

Closing Date: Sunday 26 October 2025

Strategy, Planning & Performance
Digital Capability Planning Strategic Engagement

Job Title	Assistant Director, International and Strategic Engagement
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - VIC VIC, Various locations - NT NT, Canberra ACT, Sydney NSW, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - SA SA, Various locations - WA WA, Various locations - TAS TAS
Salary	\$124,015 - \$137,475
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	184_09/25
Agency Website	https://www.dta.gov.au/

Job Description

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

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

We need your skills and influence to inspire and enable government to put people and businesses at the forefront of digital transformation.

Why work with us

Purpose and meaning - We're big enough to have a whole-of-government impact, but small enough to bring our staff together regularly to collaborate and grow.

Balance and flexibility - Access flexible working arrangements to balance how, when and where you work, including remote.

Inclusion and belonging - Join a team that values all experiences, skills and perspectives. Our biggest strength is our people. We don't just celebrate diversity, it is essential to our success.

Growth and opportunity - Take advantage of professional opportunities and training. Learn new skills and meet your career goals with a wide range of programs, courses and resources.

Duties

The Digital Capability Planning Branch is seeking an experienced and motivated Assistant Director to lead our Strategic Engagement Team within the Digital Capability Planning Branch.

In this role, you will oversee a high-performing and adaptable team responsible for advancing the Australian Government's digital objectives through both domestic and international stakeholder engagement. The team's work spans international relations, domestic partnerships, research and insights, briefings, corporate reporting, and governance.

As Assistant Director, you will play a pivotal role in shaping the strategic direction of our engagement activities, driving innovation, and delivering impactful outcomes in a fast-paced environment.

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

Key duties:

- Develop, implement and monitor activities within the scope of the DTA Strategic Engagement Strategy.
- Cultivate and manage strategic relationships with key stakeholders such as the Department of Foreign Affairs and Trade (DFAT) and the Organisation for Economic Co-operation and Development (OECD).
- Maintain current and forge new partnerships, formalising collaborations through Memorandums of Understanding and activity schedules.
- Conduct research and analysis to extract key insights and identify opportunities that support DTA teams in achieving their objectives. This includes summarising findings to inform advice to the Executive Board and Minister and contributing to international benchmarking activities.
- Prepare and contribute to the development of Government documentation and advice, such as senior committees, briefings, discussion papers, Ministerial and Parliamentary correspondence and responses to enquiries.
- Lead engagement across the DTA to make connections and inform the digital services external stakeholders on issues relating to cross-cutting or strategic policy issues.
- Identify and engage with relevant stakeholders to gain their support and/or input to whole of government survey responses, proposed policy, including the development of whole of government policy narratives.
- Develop communication strategies and education campaigns to inform stakeholders and mature digital capability.
- Maintain an awareness of policy work being undertaken within the DTA and across the APS to identify interrelationships and impacts.
- Consider and effectively manage competing priorities and strategic directions when achieving team planning and project outcomes in line with agency goals and objectives.

Eligibility

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

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

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

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

Notes

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

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

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

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

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

About the Digital Transformation Agency (DTA)

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

To Apply

Position Contact	Monica Egerton, 0439 787 064
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0763953

Australian Secret Intelligence Service

Closing Date:Monday 27 October 2025

Not specified
Not specified

Job Title	Covert Multimedia Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$105,013 - \$169,572
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Canberra Office-based position
Classification	APS Level 5;APS Level 6;Executive Level 1
Position Number	.
Agency Website	https://www.asis.gov.au

The primary role of a Covert Multimedia Officer is to develop, sustain and continuously improve a range of multimedia solutions to securely support operational requirements. You will assist devise, test and continually improve a range of synthetic multimedia and physical artefact solutions to ensure our capabilities remain fit for purpose in the face of increasing biometric controls and regulation.

As a member of the Covert Facilities team, you will be responsible for the coordination of resources and holistic management and governance of enabling multimedia and artefact capabilities. You will work closely with internal and external stakeholders to enable operations and will develop the expertise to assist stakeholders plan, develop and manage their multimedia requirements. The roles offer the potential for domestic and international travel.

You will possess experience in graphic design and multimedia production; machine learning; strong attention to detail; the ability to understand and adapt new concepts; and think outside the square. You will also demonstrate the capacity to adhere to the complex security requirements related to long-term capability. These roles have broad stakeholder engagement.

Duties

The following is an overview of key responsibilities and tasks:

- Develop, deliver, adapt and continuously improve new graphic design and multimedia solutions to meet operational requirements.
- Maintain and strengthen key stakeholder relationships to ensure capability development is in direct response to stakeholder requirements.
- Provide specialist advice on graphic design and multimedia solutions.
- Maintain and strengthen subject matter expertise through attending relevant training, workshops and conferences, and collaborate and co-operate with other SMEs, including relevant industry/academic bodies.
- Other duties as directed.

Eligibility

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

- Relevant industry qualifications and/or extensive experience in a related field such as graphic design and production, printing, synthetic multimedia generation or relevant coding.
- Strong strategic thinking and planning.
- Sound communication and interpersonal skills, with the ability to engage and influence senior stakeholders.
- Proven ability to manage complex projects and deliver outcomes.

We are dedicated to building a diverse and inclusive workforce, so if you are excited about this role but your past experience doesn't align perfectly, we encourage you to apply.

Notes

ELIGIBILITY

Candidates must be Australian citizens.

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

REASONABLE ADJUSTMENTS

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

About the Australian Secret Intelligence Service

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-0763950

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

Closing Date: Sunday 26 October 2025

ACSQHC
ASCQHC Measurement for Improvement

Job Title	EL1 Senior Project Officer, Data Analytics
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	\$120,829 - \$137,808
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Position will be offered in a hybrid model of office based and WFH, where operationally feasible. A regular weekly presence in the office is required.
Classification	Executive Level 1
Position Number	20048699
Agency Website	https://www.safetyandquality.gov.au/careers

Job Description

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

The Measurement of Improvement (MFI) Program is responsible for a range of projects to support the meaningful use of indicators, analysis and data, including clinical quality registries and clinical trials. These projects aim to support the feedback of safety and quality data to multiple levels of the health system including consumers, clinicians, administrators and funders. This work also supports the Commission's national health information role and commitments under the National Health Reform Act 2011, and the National Health Reform and Information Agreements.

This role will contribute to the work of MFI, in the Data Analytics team, with a focus on the following program areas:

- Development of strategies, standards, and tools to support the measurement, monitoring and reporting of safety and quality in health care.
- Incorporation of safety and quality into pricing of public hospital services in Australia – for example, collaboration with the Independent Health and Aged Care Pricing Authority (IHACPA).
- Supporting the development and potential operationalisation of national safety and quality measurement improvements by undertaking the required research, consultation, and cross-team collaboration.
- Lead the qualitative and research aspects of the work program across the team to synthesis findings and evidence, and incorporating data analysis outputs.

Duties

Duties of the Senior Project Officer will include, but are not limited to, the following:

1. Conduct and lead qualitative research and analysis methods, including literature reviews, environmental scans, interviews and survey design and interpret in various forms of information into a cohesive narrative.
2. Prepare high-quality reports, briefs, advisory group papers, correspondence, presentations and other documents for a range of audiences on complex healthcare issues.
3. Undertake the complete range of project management activities including procurement and contract management activities to achieve the objectives of the work plan.
4. Participate in, and present to, committee meetings, forums and workshops.
5. Provide secretariat support for committees and expert groups, including preparation letters of invitation, agenda papers, minutes and other administrative tasks where required.
6. Contribute to the development of data analysis plans and strategies to inform projects across the Commission.
7. Collaborate with other teams across the Commission to ensure alignment with other work programs and strategic priorities.
8. Consult with experts and stakeholders including the coordination of formal consultation processes, where required, to achieve the objectives of the work plan.
9. Liaise with and foster productive relations with Commission staff and with other agencies, clinical organisations, consumer groups, government authorities, the private health sector and professional organisations bodies.
10. Undertake other duties as required and directed.

Eligibility

The successful candidate will have:

- Demonstrated understanding of the Australian healthcare system and a sophisticated understanding of the key elements of healthcare safety and quality.
- Excellent written communication skills, including capacity to articulate complex concepts and policy issues in a coherent, accessible way.
- Excellent interpersonal skills, and a demonstrated ability to develop productive working relationships with a wide range of individuals and interest groups.
- Demonstrated project management skills and the ability to successfully deliver on complex tasks, within the required timeframes and work across multiple projects.
- Well-developed research and analytical skills, including the ability to conduct literature reviews, and translate data, evidence and research findings into succinct reports or recommendations.

Notes

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

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

Candidates must be Australian citizens to be eligible to apply.

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

PREVIOUS APPLICANTS NEED NOT APPLY

Questions about the role can be directed to **Suraj Rasakulasingam (02) 7232 5838**.

Closing date for applications is **11.59pm Australian Eastern Daylight Time (AEDT) 26 October 2025**.

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

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

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

To Apply

Position Contact	Suraj Rasakulasingam, (02) 7232 5838
Agency Recruitment Site	https://www.safetyandquality.gov.au/about-us/working-us

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Health

Vacancy VN-0763422

Department of Health, Disability and Ageing

Closing Date:Monday 03 November 2025

Job Title	SES Band 1 - Assistant Secretary - Chief Cyber Security & Assurance
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD
Salary	\$225,279 - \$271,793
Future Merit Locations	Canberra, Melbourne, Sydney, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Positions are Canberra-based, with most teams located in Canberra, however flexible or alternative arrangements may be negotiated
Classification	Senior Executive Service Band 1
Position Number	25-ITDIV-30146
Agency Website	

Job Description

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

The Department of Health, Disability and Ageing is on the lookout for a dynamic and visionary Assistant Secretary, Cyber Security & Assurance — our Chief Information Security Officer (CISO) — to join our senior leadership team.

In this pivotal role, you'll shape and drive the department's cyber security strategy, lead a high-performing team, and oversee our testing and assurance capability. You'll be the trusted advisor on all things cyber, ensuring our systems and data are secure, resilient, and future-ready.

We're seeking a proven leader with deep expertise in cyber security, risk management, and regulatory compliance — someone who thrives in complex environments and can build strong partnerships across government and industry.

What we're looking for:

- A strategic thinker with a strong technical foundation in information security.
- A values-based leader who inspires, empowers, and delivers results.
- A collaborator who can navigate complex stakeholder landscapes and drive innovation.

This is your opportunity to lead cyber security for a department that touches the lives of every Australian.

Duties

To be a strong contender, you will be expected to demonstrate the following capabilities:

- Proven ability to lead enterprise-wide cyber security programs in complex environments.
- Experience driving strategic assurance initiatives, including audits and risk assessments; and embedding cyber resilience across large organisations.
- Ability to translate and communicate technical risks into actionable insights for executive decision-makers.
- A track record of building high-performing teams and fostering innovation in cyber security.

Eligibility

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

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

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

For this role applicants must be able to obtain and maintain a Negative Vetting 1 security clearance or hold a current security clearance at an appropriate level.

Notes

- Applications close 11:30pm AEST.
- Applicants are asked to quote reference number **25-ITDIV-30146** to assist when making an enquiry.

For more information, please contact **Watermark International Search** at

search@watermarksearch.com.au or call 02 9233 1200.

Applications close: **Monday 03 November 2025 at 11:30pm AEST.**

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

About the Department of Health, Disability and Ageing

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

To Apply

Position Contact	Watermark International Search, 02 9233 1200
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Health

Vacancy VN-0763423

Job Title	SES Band 1 - Assistant Secretary - Digital Services (Multiple Positions)
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Canberra ACT, Brisbane QLD, Melbourne VIC
Salary	\$225,279 - \$271,793
Future Merit Locations	Sydney, Canberra, Brisbane, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Positions are Canberra-based, with most teams located in Canberra, however flexible or alternative arrangements may be negotiated
Classification	Senior Executive Service Band 1
Position Number	25-ITDIV-30145
Agency Website	

Job Description

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

The Department of Health, Disability and Ageing is seeking several Assistant Secretaries to join our leadership team with experience in Information Technology and Digital Transformation.

These roles are responsible for driving the delivery of solutions for a wide range of complex Digital and ICT large-scale transformation initiatives.

Specifically, Ideal applicants will bring expertise in one or more of the following areas:

- Enterprise resource planning (ERP) and SAP systems transformation,
- ICT service management reform,
- Development and delivery of community-facing digital systems,
- Strategic portfolio management.

If you have a track record of driving impactful change in these domains and thrive in dynamic, multi-stakeholder environments, we encourage you to apply

As an **Assistant Secretary** in the department, you will need the ability to think strategically in particular by leading and developing high quality strategic policy insights that are both practical

and implementable, have strong business acumen, be resilient, and be forward-looking with strong personal drive and integrity. You will have demonstrated judgement in a complex and sensitive environment balancing risk and opportunities.

You will have demonstrated commitment to, and practice of, values-based leadership that inspires, empowers, and drives positive change. You will have experience in leading teams in developing innovative strategies and approaches.

Commitment to First Nations Leadership and Inclusion - The Department is committed to fostering a culturally safe and inclusive workplace that empowers Aboriginal and Torres Strait Islander people to lead and thrive. We recognise that the knowledge, perspectives and lived experiences of Australia's First Peoples offer invaluable insights that enrich our leadership and decision-making. These perspectives help shape more responsive policies and programs, ultimately strengthening our impact across communities. We actively encourage Aboriginal and Torres Strait Islander people to apply for our senior leadership roles, as your voices are vital to building a stronger, more inclusive future for all Australians.

Duties

To be a strong contender, you will be expected to demonstrate the following capabilities:

- Proven experience and demonstrated capability in leading and developing Digital solutions and IT transformation initiatives in a complex dynamic environment
- Experience in leading large, complex, cross-functional teams and/or enterprise-wide programs
- The ability to influence key stakeholders effectively to drive outcomes
- Demonstrated experience in Digital IT leadership
- The ability to establish, maintain and leverage strong networks internally and externally
- Demonstrated experience in building organisational capability and leading change.

Eligibility

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

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

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

For this role applicants must be able to obtain and maintain a Negative Vetting 1 security clearance or hold a current security clearance at an appropriate level.

Notes

- Applications close 11:30pm AEST.
- Applicants are asked to quote reference number **25-ITDIV-30145** to assist when making an enquiry.

For more information, please contact **Watermark International Search** at

search@watermarksearch.com.au or call 02 9233 1200.

Applications close: **Monday 03 November 2025 at 11:30pm AEST.**

Job Number: 25-ITDIV-30145

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About the Department of Health, Disability and Ageing

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To Apply

Position Contact	Watermark Search International, 02 9233 1200
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 26 October 2025

Office of the CEO
Performance & Risk

Job Title	Specialist, Risk and Internal Audit
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Docklands VIC, Barton ACT, Haymarket NSW
Salary	\$101,303 - \$115,406
Future Merit Locations	Docklands, Barton, Haymarket
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	01638
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

The Specialist, Risk and Internal Audit, is a member of the Risk and Internal Audit team (R&IA) within the Office of the CEO. R&IA is responsible for developing, implementing and managing AUSTRAC's risk and internal audit frameworks, and Comcover insurance requirements. R&IA's program of work includes supporting the undertaking of:

Enterprise and business unit risk profiling and related risk assessments

Control assurance and testing programs

Risk and internal audit maturity benchmarking assessments

Performance, compliance and financial internal audits and hygiene checks

Monitoring and reporting on the completion of outstanding recommendations from internal audits and hygiene checks

Administration of Comcover insurance requirements.

What are we looking for

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

- Relevant Qualifications and/or Experience - Relevant qualifications and/or experience in audit and risk related fields is desirable but not essential.
- People Focussed - Works collaboratively and maintains cooperative partnerships and detects the underlying concerns, interests or emotions that lie behind what is being said and done.
- Environmental Scanning - Understands the linkages between AUSTRAC work areas and incorporates this into planning and decision making and promotes AUSTRAC's strategic themes and priorities to others based on a sound understanding of AUSTRAC's role in the APS environment.
- Procedures and Instructions - Resolves problems effectively using legislation, established practices, policies and methodologies relevant to area of specialisation, and provides quality assurance.

Duties

The Specialist, Risk and Internal Audit, under limited supervision is responsible for:

- Providing specialist assistance and facilitating the coordination, implementation and on-going management of AUSTRAC's integrated internal audit and risk management frameworks to ensure the agency effectively identifies, assesses and appropriately manages its risk.
- Contributing to the development and implementation of agency-wide and integrated risk management and internal audit policies, procedures and tools.
- Contributing to the development of a positive audit and risk culture within the agency through the development, coordination and delivery of staff education, training and guidance material.
- Providing general advice to business unit managers and staff on audit, control assurance, risk management or related activities.
- Supporting the planning, development and implementation of R&IA's primary work programs including the annual Internal Audit Work Plan and the AUSTRAC Risk Management Strategy.
- Liaising with AUSTRAC's Internal Audit contracted service provider to ensure positive external relationships are developed and effective management outcomes are achieved.
- Liaising with AUSTRAC's insurance provider to ensure appropriate administration of insurance obligations.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC’s pre-engagement checks.
- Will need to obtain and maintain an ongoing Baseline Security Clearance

Notes

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

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

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

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

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Home Affairs

Vacancy VN-0763764

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 26 October 2025

Office of the CEO
Performance & Risk

Job Title	Specialist, Risk and Internal Audit (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Haymarket NSW, Docklands VIC, Barton ACT
Salary	\$101,303 - \$115,406
Future Merit Locations	Haymarket, Docklands, Barton
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	01638
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

The Specialist, Risk and Internal Audit, is a member of the Risk and Internal Audit team (R&IA) within the Office of the CEO. R&IA is responsible for developing, implementing and managing AUSTRAC's risk and internal audit frameworks, and Comcover insurance requirements. R&IA's program of work includes supporting the undertaking of:

Enterprise and business unit risk profiling and related risk assessments

Control assurance and testing programs

Risk and internal audit maturity benchmarking assessments

Performance, compliance and financial internal audits and hygiene checks

Monitoring and reporting on the completion of outstanding recommendations from internal audits and hygiene checks

Administration of Comcover insurance requirements.

What are we looking for

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

- Relevant Qualifications and/or Experience - Relevant qualifications and/or experience in audit and risk related fields is desirable but not essential.
- People Focussed - Works collaboratively and maintains cooperative partnerships and detects the underlying concerns, interests or emotions that lie behind what is being said and done.
- Environmental Scanning - Understands the linkages between AUSTRAC work areas and incorporates this into planning and decision making and promotes AUSTRAC's strategic themes and priorities to others based on a sound understanding of AUSTRAC's role in the APS environment.
- Procedures and Instructions - Resolves problems effectively using legislation, established practices, policies and methodologies relevant to area of specialisation, and provides quality assurance.

Duties

The Specialist, Risk and Internal Audit, under limited supervision is responsible for:

- Providing specialist assistance and facilitating the coordination, implementation and on-going management of AUSTRAC's integrated internal audit and risk management frameworks to ensure the agency effectively identifies, assesses and appropriately manages its risk.
- Contributing to the development and implementation of agency-wide and integrated risk management and internal audit policies, procedures and tools.
- Contributing to the development of a positive audit and risk culture within the agency through the development, coordination and delivery of staff education, training and guidance material.
- Providing general advice to business unit managers and staff on audit, control assurance, risk management or related activities.
- Supporting the planning, development and implementation of R&IA's primary work programs including the annual Internal Audit Work Plan and the AUSTRAC Risk Management Strategy.

- Liaising with AUSTRAC's Internal Audit contracted service provider to ensure positive external relationships are developed and effective management outcomes are achieved.
- Liaising with AUSTRAC's insurance provider to ensure appropriate administration of insurance obligations.

Eligibility

To be eligible for this role you:

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

Notes

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

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

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

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

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Home Affairs

Vacancy VN-0763765

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date:Sunday 26 October 2025

Office of the CEO
Performance & Risk

Job Title	Specialist, Risk and Internal Audit (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Docklands VIC, Barton ACT, Haymarket NSW
Salary	\$101,303 - \$115,406
Future Merit Locations	Docklands, Barton, Haymarket
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	APS Level 6
Position Number	01638
Agency Website	https://www.austrac.gov.au/

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

About the opportunity

The Specialist, Risk and Internal Audit, is a member of the Risk and Internal Audit team (R&IA) within the Office of the CEO. R&IA is responsible for developing, implementing and managing AUSTRAC’s risk and internal audit frameworks, and Comcover insurance requirements. R&IA’s program of work includes supporting the undertaking of:

- Enterprise and business unit risk profiling and related risk assessments
- Control assurance and testing programs
- Risk and internal audit maturity benchmarking assessments
- Performance, compliance and financial internal audits and hygiene checks
- Monitoring and reporting on the completion of outstanding recommendations from internal audits and hygiene checks
- Administration of Comcover insurance requirements.

What are we looking for

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

- Relevant Qualifications and/or Experience - Relevant qualifications and/or experience in audit and risk related fields is desirable but not essential.
- People Focussed - Works collaboratively and maintains cooperative partnerships and detects the underlying concerns, interests or emotions that lie behind what is being said and done.
- Environmental Scanning - Understands the linkages between AUSTRAC work areas and incorporates this into planning and decision making and promotes AUSTRAC's strategic themes and priorities to others based on a sound understanding of AUSTRAC's role in the APS environment.
- Procedures and Instructions - Resolves problems effectively using legislation, established practices, policies and methodologies relevant to area of specialisation, and provides quality assurance.

Duties

The Specialist, Risk and Internal Audit, under limited supervision is responsible for:

- Providing specialist assistance and facilitating the coordination, implementation and on-going management of AUSTRAC's integrated internal audit and risk management frameworks to ensure the agency effectively identifies, assesses and appropriately manages its risk.
- Contributing to the development and implementation of agency-wide and integrated risk management and internal audit policies, procedures and tools.
- Contributing to the development of a positive audit and risk culture within the agency through the development, coordination and delivery of staff education, training and guidance material.
- Providing general advice to business unit managers and staff on audit, control assurance, risk management or related activities.
- Supporting the planning, development and implementation of R&IA's primary work programs including the annual Internal Audit Work Plan and the AUSTRAC Risk Management Strategy.

- Liaising with AUSTRAC's Internal Audit contracted service provider to ensure positive external relationships are developed and effective management outcomes are achieved.
- Liaising with AUSTRAC's insurance provider to ensure appropriate administration of insurance obligations.

Eligibility

To be eligible for this role you:

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

Notes

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

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

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

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

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Home Affairs

Vacancy VN-0763766

Australian Transaction Reports and Analysis Centre
(AUSTRAC)

Closing Date: Sunday 26 October 2025

Office of the CEO
Performance & Risk

Job Title	Senior Project Risk Specialist, Risk & Internal Audit (Affirmative Measures - Disability)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Haymarket NSW, Docklands VIC, Barton ACT
Salary	\$123,799 - \$140,935
Future Merit Locations	Haymarket, Docklands, Barton
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	Executive Level 1
Position Number	02134
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC, Australia’s financial intelligence agency, is evolving to strengthen its fight against money laundering and terrorism financing. As part of this evolution, AUSTRAC has a significant project and program workload underway, the successful delivery of which is required to support achievement of AUSTRAC’s objectives. We are seeking a Senior Project Risk Specialist to

support the early identification of project/program risks that may lead to broader, organisational risks.

The Senior Project Risk Specialist plays a key role in supporting AUSTRAC's risk management practices across programs and projects. The role provides practical advice on risk identification, assessment, mitigation and monitoring to ensure strategic alignment and delivery confidence across the agency's portfolio. This position reports to AUSTRAC's Line 2 risk function (the Risk and Internal Audit team) while operating within the Enterprise Portfolio Management Office and works closely with program managers and corporate teams to build and embed effective risk frameworks and improve risk management maturity.

What are we looking for

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

- Experience (Required) - Demonstrated experience in risk management, ideally within a public sector program or project environment.
- Qualifications (Desirable) - Formal qualifications in risk management or project management (e.g. PRINCE2, MSP).
- Communicate Effectively - Presents information with a high level of proficiency and for maximum effect and structures communication appropriately to ensure understanding and address task requirements.
- Adapt and Respond to Change - Effectively implements change and translates change initiatives into practical strategies and demonstrates initiative, flexibility and resourcefulness in dealing with uncertainty and change.

Duties

The Senior Project Risk Specialist, under board direction, is responsible for:

- Project and Program Risk Support: Providing expert advice to project and program teams on the application of risk frameworks, including development and review of risk registers/RCSAs and treatment plans.
- Framework Uplift and Implementation: Assisting in the continuous improvement of risk management processes and tools, including alignment with the PGPA Act and the Commonwealth Risk Management Policy.
- Risk Reporting and Analysis: Conducting analysis to identify emerging risks and trends across the portfolio and support the development of risk dashboards and assurance artefacts for executive reporting.
- Training and Capability Uplift: Delivering targeted coaching and training to project teams to increase risk capability and promote a positive risk culture.

- Stakeholder Engagement: Building strong relationships across the organisation, facilitating collaboration and ensuring risk considerations are embedded from initiative intake through to delivery.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC’s pre-engagement checks.
- Will need to obtain and maintain an ongoing Baseline Security Clearance

Notes

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To Apply

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

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Home Affairs

Vacancy VN-0763767

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 26 October 2025

Office of the CEO
Performance & Risk

Job Title	Senior Project Risk Specialist, Risk & Internal Audit
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Docklands VIC, Barton ACT, Haymarket NSW
Salary	\$123,799 - \$140,935
Future Merit Locations	Docklands, Barton, Haymarket
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	Executive Level 1
Position Number	02134
Agency Website	https://www.austrac.gov.au/

Job Description

<https://www.austrac.gov.au/>

About the opportunity

AUSTRAC, Australia's financial intelligence agency, is evolving to strengthen its fight against money laundering and terrorism financing. As part of this evolution, AUSTRAC has a significant project and program workload underway, the successful delivery of which is required to support achievement of AUSTRAC's objectives. We are seeking a Senior Project Risk Specialist to support the early identification of project/program risks that may lead to broader, organisational risks.

The Senior Project Risk Specialist plays a key role in supporting AUSTRAC's risk management practices across programs and projects. The role provides practical advice on risk identification, assessment, mitigation and monitoring to ensure strategic alignment and delivery confidence across the agency's portfolio. This position reports to AUSTRAC's Line 2 risk function (the Risk and Internal Audit team) while operating within the Enterprise Portfolio Management Office and works closely with program managers and corporate teams to build and embed effective risk frameworks and improve risk management maturity.

What are we looking for

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

- Experience (Required) - Demonstrated experience in risk management, ideally within a public sector program or project environment.
- Qualifications (Desirable) - Formal qualifications in risk management or project management (e.g. PRINCE2, MSP).
- Communicate Effectively - Presents information with a high level of proficiency and for maximum effect and structures communication appropriately to ensure understanding and address task requirements.
- Adapt and Respond to Change - Effectively implements change and translates change initiatives into practical strategies and demonstrates initiative, flexibility and resourcefulness in dealing with uncertainty and change.

Duties

The Senior Project Risk Specialist, under board direction, is responsible for:

- Project and Program Risk Support: Providing expert advice to project and program teams on the application of risk frameworks, including development and review of risk registers/RCSAs and treatment plans.
- Framework Uplift and Implementation: Assisting in the continuous improvement of risk management processes and tools, including alignment with the PGPA Act and the Commonwealth Risk Management Policy.
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- Training and Capability Uplift: Delivering targeted coaching and training to project teams to increase risk capability and promote a positive risk culture.
- Stakeholder Engagement: Building strong relationships across the organisation, facilitating collaboration and ensuring risk considerations are embedded from initiative intake through to delivery.

Eligibility

To be eligible for this role you:

- Must be an Australian citizen at the time you apply.
- Will need to undertake AUSTRAC’s pre-engagement checks.
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Notes

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To Apply

Position Contact	Sara Chenery, Please contact the listed email
Agency Recruitment Site	https://www.austrac.gov.au/

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Home Affairs

Vacancy VN-0763768

Australian Transaction Reports and Analysis Centre
(AUSTRAC)

Office of the CEO
Performance & Risk

Closing Date: Sunday 26 October 2025

Job Title	Senior Project Risk Specialist, Risk & Internal Audit (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Docklands VIC, Haymarket NSW, Barton ACT
Salary	\$123,799 - \$140,935
Future Merit Locations	Docklands, Haymarket, Barton
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be discussed on commencement.
Classification	Executive Level 1
Position Number	02134
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

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- Qualifications (Desirable) - Formal qualifications in risk management or project management (e.g. PRINCE2, MSP).
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Duties

The Senior Project Risk Specialist, under board direction, is responsible for:

- **Project and Program Risk Support:** Providing expert advice to project and program teams on the application of risk frameworks, including development and review of risk registers/RCSAs and treatment plans.
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Eligibility

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To Apply

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

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Industry, Science, Energy and Resources

Vacancy VN-0763849

IP Australia

Closing Date: Sunday 26 October 2025

Trade Marks and Designs Oppositions and Hearings Plant Breeder's Rights and Oppositions

Job Title	Hearing Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - WA WA, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - NT NT, Various locations - TAS TAS, Various locations - QLD QLD, Various locations - SA SA
Salary	\$119,737 - \$134,764
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available
Classification	Executive Level 1
Position Number	1517
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

Hearing Officers conduct hearings (either orally or on written submissions) in accordance with the *Trade Marks Act 1995* (Cth) or the *Designs Act 2003* (Cth) and issue timely written decisions. Oral hearings are usually held online. Decisions of Hearing Officers are generally appealable to the Federal Court or the Federal Circuit and Family Court of Australia (Division 2).

Hearing Officers are a collegiate team of experienced intellectual property professionals. They bring their knowledge and experience to the conduct of hearings and drafting formal decisions and reviewing the work of their colleagues

Duties

As a Hearing Officer your primary duties are to:

- Manage and conduct hearings and issue decisions on trade marks, designs, and related intellectual property rights.
- Review the work of colleagues and provide timely feedback.
- Assist in training either within the section or for the broader IP community.
- Offer input to process improvement and feedback to the broader group and organisation.
- Contribute to stakeholder engagement activities including representing IP Australia in various forums.
- Engage with colleagues, customers and the public professionally and courteously.
- Summarise decisions of Hearing Officers and of the courts for consumption by IP Australia staff and customers.
- Exercise appropriate delegations under legislation.
- Demonstrate attitudes and behaviours responsive to workplace change (including participates in and encourages others to participate in change and contribute to successful outcomes).
- Improve organisational performance through effective engagement with and management of risk within relevant sphere of influence.
- Establish clear expectations and create an environment to achieve stated goals and objectives, taking ownership and honouring commitments.

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 involves reviewing your background & personal circumstances to minimise risks in giving access to IP Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Some applicants may be able to obtain and maintain a security clearance at a specified clearance level – please check the vacancy information section for security clearance requirements.

The successful applicant 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 and/or candidate preference. 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.

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.

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

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

About the IP Australia

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

To Apply

Position Contact	Cristy Condon, (02) 6283 2595
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0763927

Civil Aviation Safety Authority Australia

Closing Date: Sunday 02 November 2025

National Operations and Standards

Job Title	Senior Standards Officer - Flight Operations Policy - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	-
Future Merit Locations	Canberra, Melbourne, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangement may be considered up to 50% of working hours.
Classification	Executive Level 2
Position Number	4381
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

The Senior Standards Officer (SSO) (Flight Operations Policy - Rotorcraft) is an exciting position that covers the formulation, development and maintenance of policies, safety regulations and associated guidance material in relation to all operational aspects of rotorcraft operations. The SSO (Flight Operations Policy - Rotorcraft) is a professional and senior role and operates under general direction and guidance.

Duties

Key Duties

- Conducting detailed research, undertaking risk assessments, collecting and analysing safety data, and developing safety policies and guidelines that supports the preparation of policy proposals.

- Developing policy proposals relating to flight operations standards and regulatory change matters.
- Developing consultation advisory documents and post-consultation decision documents that include analysis of consultation responses.
- Developing guidance documents that support stakeholders to interpret the intent of legal instruments with the support of the CASA Legal staff.
- Providing technical interpretation, advice and guidance on Australian and international aviation rules and policy within their areas of responsibility.
- Conducting assessments of regulated entity applications for approvals or exemptions relevant to rotorcraft operations.
- Identifying opportunities for continuous improvement.
- Provide ongoing support and guidance to less experienced employees on standards development and other technical matters relating to rotorcraft.
- Establish and maintain professional and effective relationships with other aviation regulatory authorities, foreign government agencies, the International Civil Aviation Organization (ICAO) and other international representative organisations as necessary on the technical safety standards relating to rotorcraft flight operations.
- Represent CASA in national forums when required.

Our Ideal Candidate

- Experience in the leading of regulatory and standards development activities or demonstrated experience leading projects with multiple stakeholders, including an understanding of government policies, funding arrangements, and economic impacts.
- Demonstrated ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge and expertise on complex matters and/or unusual matters, anticipating future consequences or outcomes, and develop long-term plans that maximise opportunities and minimise risk.
- Ability to work under guidance and direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to engage in effective stakeholder management, including with regulated entities, on sensitive and complex issues requiring conflict resolution within constrained time limits.
- Comprehensive working knowledge of Australian aviation safety legislation and guidance materials, and other aviation regulatory bodies such as the Federal Aviation Administration (FAA), International Civil Aviation Organization (ICAO), and the European Aviation Safety Agency (EASA).
- Comprehensive working knowledge of Australia's ICAO compliance requirements relevant to flight operations.
- Operational management experience in a flight operations related area or national aviation authority management experience.

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.

Qualifications and licences

- 8+ years' experience in rotorcraft operations, including significant experience in different kinds of operations.
- High level understanding of flight operations and flight crew training and licensing regulations in Australia's civil aviation legislation and their application in a regulatory environment
- Hold or have held the following:
 - a Commercial Pilot Licence (Helicopter)
 - an Instrument rating with multi-engine aircraft endorsement (expired is acceptable)
 - a Flight instructor rating with grade 1 training endorsement, or extensive training and checking experience (military equivalents accepted)

Notes

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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 input and ideas of others.

To Apply

Position Contact	Scott Watson, 0262171681
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0763928

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

Closing Date: Sunday 26 October 2025

Job Title	EL1 - Assistant Director, Ministerial Liaison
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$122,667 - \$139,534
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	Executive Level 1
Position Number	47198
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

The Government Services Branch is seeking to fill the role of EL1 Assistant Director within the Ministerial Liaison Team. This role provides direction and high level support to the Ministerial Liaison Team and Ministerial Offices through the management of a range of complex operational mechanisms that support the department's DLO Program.

The Government Services Branch delivers essential services and expert advice with integrity, supporting internal and external stakeholders to achieve department goals. The Branch plays a critical role in upholding accountability, transparency, and effective communication between the department, ministerial offices and key stakeholders by providing a range of professional services, including ministerial, parliamentary, Cabinet and Freedom of Information. There are 3 sections in the Branch:

- The **Freedom of Information Section** has overall responsibility for managing the department's FOI requests, internal reviews, and Information Commissioner reviews; and supports portfolio Minister's offices and agencies in relation to the processing of FOI requests.
- The **Parliamentary Services Section** assists and tracks the department's involvement with Parliamentary processes and committees.
- The **Ministerial Services and Cabinet Section** oversees the management and administration of ministerial workflows, and coordinates the portfolio's Cabinet business and classified material.

Government Services Branch is undergoing a structured change management process, aimed at improving service delivery, enhancing internal processes, and strengthening capability across teams. This transformation is focused on modernising systems, streamlining workflows, fostering a supportive culture of continuous improvement, and aligning operations with strategic departmental priorities.

Duties

What will you do?

We are looking for a high performing candidate to support the department's DLO program and ministerial liaison function. As the EL1 Assistant Director, you will be responsible for:

- decisions made in relation to the daily operational management of the Ministerial Liaison team and DLOs
- effectively implementing, maintaining and continuously improving the department's DLO program, including the management of recruitment, training, risk management, reporting and compliance
- leading the ongoing development of the department's DLO Framework, guidance materials, procedures, policies and guidance to ensure we are delivering the best operational outcomes for the department and our ministerial offices
- setting clear priorities for the section and managing time and resources effectively
- providing outstanding client services to ministerial offices, the DLO cohort and departmental stakeholders, and driving a culture of continuous improvement

- ensuring processes, procedures and systems are supporting the delivery of services to ministerial offices, and effectively managing the resolution of issues as they arise
- providing strategic direction and advice to senior executives and key stakeholders on DLO activities.

The role requires the successful candidate to periodically travel to the Australian Parliament House to liaise directly with our departmental DLO cohort. As such, the successful applicant should be located in Canberra, ACT.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the Executive level 1 Work level standards.

The suitable candidate will demonstrate:

- proven experience in stakeholder liaison roles, with strong interpersonal, negotiation, collaboration and coordination skills
- proven organisation skills and attention to detail, including the ability to proactively anticipate priorities, identify issues and provide effective solutions
- resilience and flexibility, with the ability to deliver quality work within tight or highly evolving deadlines
- sound verbal and written communication skills
- effective judgement, with the ability to think strategically with ministerial expectations and departmental priorities in mind
- highly developed leadership and people management skills, including the ability to lead, mentor, coach and build a positive team culture
- experience in planning, managing and embedding change
- effective management of confidential and sensitive issues with discretion and professionalism
- experience in managing the interface between a department and their ministerial offices would be highly regarded.

Eligibility

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. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Police check: The successful candidate must satisfactory complete an Australian Federal Police criminal history check.

Integrity and Performance check: The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

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

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

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

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

To Apply

Position Contact	Dr Kate Feros, (02) 6136 7810
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Prime Minister and Cabinet

Vacancy VN-0763915

Department of the Prime Minister and Cabinet

Closing Date: Sunday 26 October 2025

Defence and Veterans' Services Commission
Oversight and Engagement Communication and Stakeholder Engagement

Job Title	Assistant Director, Media and Communications, Defence and Veterans' Service Commission
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$126,342 - \$143,993
Future Merit Locations	Canberra
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Full Time - Flexible working arrangements will be considered
Classification	Executive Level 1
Position Number	PMC/2025/120
Agency Website	

Job Description

<https://www.apsjobs.gov.au/s/external-link?url=https://www.pmc.gov.au>

About the Defence and Veterans' Service Commission

The [Defence and Veterans' Service Commission](#) (DVSC) provides independent oversight and evidence-based advice to government on reforms to improve suicide prevention and wellbeing outcomes for serving and ex-serving Australian Defence Force (ADF) members.

The Australian Government established the DVSC as a new Non-corporate Commonwealth Entity (NCE) on 29 September 2025 in response to the key recommendation of the Final Report of the Royal Commission into Defence and Veteran Suicide.

Key functions of the DVSC include: monitoring, inquiring and reporting on issues relevant to suicide and suicidality for serving and ex-serving ADF members; monitoring, inquiring and reporting on the implementation of the Government's response to the recommendations of the Defence and Veteran Suicide Royal Commission, improving supports for serving and ex-serving ADF members, working with coroners to understand issues contributing to Defence and veteran deaths by suicide, and promoting an understanding of suicide risks and wellbeing for Defence members and veterans, including through engaging with people with lived experience.

Working at the DVSC

As a new agency, the DVSC is now recruiting staff and capabilities and will continue to do so over the coming year. You have an opportunity to join us now where your expertise can help influence and shape our strategy in support of the Commissioner's independent oversight of wide-ranging reforms across the Defence and veteran ecosystem.

We are looking to recruit high performing and dedicated staff with a range of capabilities, who demonstrate integrity, independence and compassion.

A key focus of the DVSC's work is the prevention of suicide and suicidality. While the DVSC has a proactive wellbeing program, applicants are encouraged to consider their personal circumstances when applying for this role. Applicants can familiarise themselves with the findings and recommendations of the Final Report of the Royal Commission into Defence and Veteran Suicide for further information.

About the Role

We are seeking an experienced Media and Communications Officer to support the DVSC's public engagement and communication activities. Located in the Oversight and Engagement branch of the DVSC, and reporting to the Director, Communication and Stakeholder Engagement, the Assistant Director will operate under broad direction to manage media enquiries, deliver communications strategies and products, and promote the work of the DVSC.

The Assistant Director will have the ability to communicate accurate, evidence-based information, with an understanding of trauma-informed communication and engagement principles. They will connect stakeholders with the work of the DVSC and support the Commissioner's functions, including promoting an understanding of suicide prevention and wellbeing for ADF members and veterans. Duties include:

- Manage media engagement, including media requests/enquiries, and undertake proactive media engagement as required;
- Lead the development and delivery of strategic communication plans aligned with DVSC objectives;
- Monitor, analyse and report on media coverage and stakeholder sentiment;
- Create, and oversee the creation of high-quality content for multiple channels, including media releases, speeches, social media, and the DVSC website;
- Assist in leading a small team responsible for the stakeholder contact function, including liaising with senior leaders on matters requiring escalation;
- Support media and communications requirements at DVSC external engagements or events; and
- Ensure DVSC communications meet content and accessibility standards.

Duties

Our ideal candidate

We are looking for a motivated and professional Assistant Director with:

- Strong understanding of the Australian media landscape and the ability to understand APS communications protocols;
- Proven ability to translate complex policy or technical information into clear, accessible language tailored to audience needs across different channels;
- Excellent written, verbal and visual communication skills in a media and communications context;
- Experience in managing competing priorities, in a fast-paced environment;
- Commitment to the APS Code of Conduct and APS Values, and to maintaining the DVSC's independence, impartiality and professionalism at all times;
- Capability to appropriately engage with and communicate content around Defence and veteran suicide and suicidality; and
- Excellent interpersonal and engagement skills, with the flexibility to work collaboratively within a small agency and with external stakeholders to achieve the objectives of the DVSC.

Qualifications / Experience

The following is **required**:

- Relevant Tertiary qualifications, or equivalent professional experience, in media management, communication, digital communications, marketing, public relations or related areas.

The following will be **highly regarded**:

- Experience in a media and communications role within government.
- Media production and graphic design experience.

Eligibility

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

Notes

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

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

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

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

About the Department of the Prime Minister and Cabinet

The Department of the Prime Minister and Cabinet (PM&C) advances Australia's national interests through high quality support to the Prime Minister and the operations of Cabinet. PM&C supports the Prime Minister as leader of the Government and of Cabinet and as leader of the country. This positions us both to provide visibility of Government priorities and influence outcomes across all Commonwealth portfolios, state jurisdictions, the Australian Public Service (APS) as an institution, and on the international stage. Our role is to provide fresh thinking and creative advice to government as stewards for the APS. We contribute ideas on the many and varied issues facing Australia, taking into consideration the views and opinions of a range of stakeholders across the private, public, not-for-profit and community sectors. The PM&C team provides pragmatic advice and finds solutions to problems so that Government policies can be effectively designed and implemented. We give particular weight to issues that are important to the Prime Minister. Our focus, put in its simplest terms, is to find new ways to improve the lives of all Australians.

To Apply

Position Contact	DVSC Recruitment, NA
Agency Recruitment Site	https://www.apsjobs.gov.au/s/external-link?url=https://www.pmc.gov.au

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Prime Minister and Cabinet

Vacancy VN-0763955

Northern Land Council

Closing Date:Sunday 26 October 2025

Job Title	Executive Officer to the Chairperson
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$98,725 - \$98,725
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	On site and regional
Classification	
Position Number	DS12
Agency Website	www.nlc.org.au

Job Description

<https://jobs.nlc.org.au/job-details/query/Executive+Officer/in/Australia/9629905/>

About the Role

The Executive Officer to the Chairperson plays a vital role in supporting the leadership and governance functions of the Northern Land Council (NLC). Working directly with the Chairperson, you'll provide high-level executive and administrative support to ensure the effective coordination of Council business, stakeholder engagement, and strategic priorities.

Duties

In this position, you'll manage the Chair's schedule, prepare correspondence and briefings, accompany the Chair to official meetings and travel, and follow up on key actions to ensure effective outcomes. You will coordinate Council-related projects and policy research, ensuring accuracy, compliance, and cultural sensitivity in all matters handled by the Office of the Chair.

This is a unique opportunity for an experienced professional who thrives in a fast-paced environment, enjoys working at the intersection of governance, policy, and Aboriginal affairs, and is committed to supporting the NLC's mission of representing Traditional Owners and Aboriginal people across the Top End.

Eligibility

What You Will Bring

You are a proactive, professional communicator with strong organisational and governance skills, capable of managing sensitive matters with discretion and diplomacy. You can balance strategic priorities with day-to-day operations and work confidently alongside senior leaders, Council members, and external stakeholders.

In addition, you will have:

- Minimum 4 years' experience in a similar executive support or governance role.
- Strong understanding of corporate governance, preferably within Aboriginal organisations, statutory authorities, or government.
- Proven ability to manage confidential information and competing priorities under pressure.
- Degree in Law, Public Policy, or Indigenous Studies (or equivalent) Highly desirable.

For more Information please refer to position description via the link below

Notes

Why Join the NLC?

This is a rare opportunity to help to contribute directly to Aboriginal leadership and representation in the Northern Territory. You will work in a dynamic environment that values integrity, respect, and collaboration, supporting Traditional Owners and Aboriginal communities through governance and policy excellence.

We offer:

- A **base salary of \$102,674** per annum plus **15% superannuation** and **salary sacrificing** up to \$15,900 + Meal Entertainment and Holiday Accommodation benefits up to \$2,650 per year.
- Other benefits under our Enterprise Agreement include:
 - **District allowance** of up to \$4,797 per annum for individuals with dependents and \$2,630 without dependents.

- **5 weeks annual leave**, leaving loading, 18 days personal leave;
- **Paid Christmas** close down;
- Upon completion of 12 months of service an **Annual airfare** with a net (in hand) value of \$3,177

Interested applicants should send a copy of their CV along with a cover letter outlining why you are interested in this position and what relevant skills and experiences you will bring to the role.

This position is designated under Special Measures, with priority consideration for Aboriginal and Torres Strait Islander applicants under section 57 of the Anti-Discrimination Act 1996 (NT)

If you have any further queries please contact: Anne Maree Hevey mobile 0461 308 070

Applications Close: Monday 23 October 2025

About the NLC

The Northern Land Council (NLC) is an independent statutory authority of the Commonwealth. The NLC is established under the Aboriginal Land Rights Act (NT) 1976 and its purpose is to serve its constituents who are Traditional Owners (TOs) and other Aboriginal people living in their region. Cultural knowledge and lived experience are central to the work that we do here at NLC. We are committed to enhancing Aboriginal peoples social, political and economic participation by supporting their aspirations and amplifying their voices on a range of issues impacting on their lands, seas, culture and communities.

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

About the Northern Land Council

To Apply

Position Contact	Anne Maree Hevey, 0461 308 070
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Executive+Officer/in/Australia/9629905/

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0763717

Australian Institute of Family Studies

Closing Date:Monday 27 October 2025

Data and Lifecourse Studies
Child and Family Evidence and Evaluation Evidence and Evaluation Support

Job Title	Senior Evaluation Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Southbank VIC
Salary	\$85,039 - \$105,910
Future Merit Locations	Southbank
Office Arrangement	Hybrid
Office Arrangement Details	Combination of office attendance and work from home
Classification	APS Level 5;APS Level 6
Position Number	25-22
Agency Website	https://aifs.gov.au/

Job Description

<https://aifs.gov.au/main/work-with-us>

We are seeking highly motivated individuals with demonstrated skills and experience in evaluation methods, capability building, design and delivery. If you have relevant evaluation and monitoring experience in the Child and Family sector, this might be the role for you.

About us

The Australian Institute of Family Studies (AIFS, or 'the Institute') is the Australian Government's key research body in the area of family wellbeing. It is an independent statutory authority established in 1980 under the Family Law Act 1975. It is also home to the Australian Gambling Research Centre (AGRC), established under the Gambling Measure Act 2012 which builds the evidence base on gambling-related harm. The Institute is an agency within the portfolio of the Department of Social Services (DSS).

Our mission is to conduct high-quality, impartial research into the wellbeing of Australian families, to inform government policy and promote evidence-based practice in the family services sector. We conduct research, provide independent advice and communicate findings to government policymakers, service providers, researchers and the community about factors affecting family wellbeing. Through our research, we contribute to developing policy and practice to promote the wellbeing of families in Australia.

Our team

The Child and Family Evidence program at AIFS synthesises and translates evidence for decision-making in service settings about what works for children and families and supports practitioners to build their individual and organisational capability to use evidence in practice and undertake program and service evaluations.

The Evidence and Evaluation Support (EES) team leads on a range of evaluation functions within AIFS. These include:

- Working with Families and Children Activity providers to build their capability to use evidence in their practice
- Working with child and family services to build evaluation readiness and to design and implement monitoring and evaluation activities
- Working with other commonwealth or state and territory government agencies to deliver program, system and service evaluations and reviews.

Position Requirements

Evaluation Officers in the EES team support the planning, implementation, and reporting of evaluation activities for projects and programs, and work with child and family service providers to build evaluation and monitoring capability. These tasks include:

- Evaluation capacity building and stakeholder engagement: supporting child and family service providers to use evidence and evaluation in their program delivery and undertaking high-quality research and evaluation projects focusing on a range of issues relevant to child and family wellbeing and/or policy design and delivery.
- Program, system and service evaluation: supporting the design, implementation, and management of evaluation frameworks and processes across projects and programs
- Knowledge translation tasks including literature searches, synthesising existing research and the writing and preparation of publications, reports, short articles, webinars and other materials.

This role requires skills and experience in evaluation methods and evaluation capability building. Subject matter experience in one or more topic areas relevant to AIFS projects (for example child and family services, community development, domestic and family violence, family policy) is also preferred.

Duties

- Supporting evaluation projects, including maintaining project records, drafting reports and overseeing updates to website and newsletter content.
- Contributing to the development of theory of change and program logics, evaluation frameworks, data collection instruments, ethics applications and other monitoring and evaluation materials as needed.
- Undertaking research data collection and analysis
- Supporting high quality evaluation reports and other deliverables
- Contributing to high-quality research synthesises and communicating the findings through the writing and preparation of publications, reports, short articles and other materials.
- Providing support to child and family services to encourage good evaluation practice and the use of evidence-informed programs and practices.
- Contributing to the development of tools, resources and other capability building activities to assist sector professionals to build their capability to undertake evaluation and/or develop and implement evidence-informed programs and practices.
- Building and maintaining productive stakeholder relationships and contributing to other core research and dissemination functions at the Institute.

Key to this role is a sound understanding of both the needs of the child and family sector and demonstrated experience in evaluation capability building, design and delivery.

Key Selection Criteria

- Professional expertise
- Delivering on objectives and achieving results
- Stakeholder management
- Communication skills
- Leadership
- Values and understanding our organisation

For a comprehensive overview of the selection criteria, please see the Position Description for more information.

Eligibility

To be eligible for engagement, applicants **must be Australian citizens** unless special approval is provided in exceptional circumstances. For example, applicants with permanent resident status who have applied for Australian citizenship may be considered for engagement.

Conditions of engagement including probation, health and character clearances (including police records check, Working with Children Check and security clearance) may apply to this position.

Terms

The Senior Evaluation Officer role may be offered as a part-time or full-time, ongoing or non-ongoing position at the APS 5 or 6 level. This will be with an annual salary range of between \$85,039 to \$105,910 (pro-rata for part-time) depending on the skills and experience of the successful candidate, plus 15.4% superannuation. Our salaries and conditions of employment are set out in our [Enterprise Agreement](#).

Application information

Please visit: [Work with us | Australian Institute of Family Studies](#) for full application requirements.

For your application to be considered, please:

1. Complete the application form.
2. Submit your Resume and a cover letter (maximum 2 pages) addressing the selection criteria as outlined on the Position Description.

Notes

AIFS is committed to providing an inclusive and diverse workplace. We encourage applications from Aboriginal and Torres Strait Islander people, people with disability, mature age people, those from culturally and linguistically diverse backgrounds, people who identify as LGBTQIA+, and people with parenting and/or caring responsibilities.

We provide a collaborative and family-friendly work environment that supports the wellbeing and professional development of our diverse workforce. Benefits include workplace health and wellbeing initiatives and events, a hybrid flexible work arrangement policy, a good health promotion allowance and Christmas closedown period with no deduction from leave credits.

About the Australian Institute of Family Studies

We are the Australian Institute of Family Studies (AIFS), the Australian Government's key independent research body and advisor in the area of family wellbeing, based in Melbourne's CBD. We produce research about 'what works for families' and make it accessible to decision makers, practitioners and the general public.

To Apply

Position Contact	Human Resources, 03 - 9214 7888
Agency Recruitment Site	https://aifs.gov.au/main/work-with-us

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0763817

Services Australia

Closing Date: Friday 07 November 2025

Chief Financial Officer
Financial Systems and Operations

Job Title	Systems Accountant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Greenway ACT, Tuggeranong ACT
Salary	\$118,465 - \$131,268
Future Merit Locations	Greenway, Tuggeranong
Office Arrangement	On Site
Office Arrangement Details	It is expected that this role can only be performed in the advertised location. Work from home arrangements are available.
Classification	Executive Level 1
Position Number	EXT-EL-2025-1059
Agency Website	https://www.servicesaustralia.gov.au/organisations/about-us/careers

Job Description <https://servicesaustraliacareers.nga.net.au/?jati=5DB9DEF9-710D-EBE5-A2A8-E44A60310A2D>

The Chief Financial Officer (CFO) Division, Financial Systems and Operations Branch is seeking experienced Assistant Director leaders with finance systems knowledge and experience to join the team. We are looking for energetic critical thinkers who thrive on a challenge and have leadership and management skills to build team capability and financial systems experience. Positions are available in the Finance and Procurement Service Desk, Administered and Corporate Financial Systems teams.

The CFO Division manages the agency's budget of \$5.9 billion and administered payments of over \$200 billion on behalf of partner agencies to ensure all Australians, no matter where they live, can quickly and easily access streamlined government services and support. The CFO Division continues to implement an ambitious reform agenda to modernise and automate the finance function.

The Financial Systems and Operations (FSO) Branch sustains, enhances and upgrades the agency's financial systems to support CFO Division in the provision of financial advice, contestability, control and assurance, and assist the agency in achieving its outcomes to Government. This includes providing strategic financial systems advice and requirements for customer payment and debt systems, and key transformation programs such as Aged Care and other payments made by the agency.

The Branch assists CFO Division with business process improvement, automation and standardisation of financial processes, and the consolidation of bespoke financial systems to the enterprise's financial systems, where appropriate. The Branch also ensures the integrity of financial data is well maintained, standardised, reconcilable and financial structures support reporting capabilities. This ensures the financial systems are fit for purpose to underpin the delivery of financial reporting, governance and compliance frameworks.

As an Assistant Director within the Branch, you operate with a fair degree of independence and work under the guidance of a director to deliver quality outcomes for Services Australia's (the agency) finance systems. These systems include Administered Financial Systems (customer/provider) for payments made on behalf of other Australian Government Agencies and the agency's own Departmental Finance and Budget systems. These systems ensure the delivery of key financial information to achieve agency outcomes.

As an Assistant Director you assist Directors in identifying and driving innovation, managing and leading change and have an active assistant role in contributing to and implementing the agency's strategic direction.

Duties

- Exercising leadership and direction of a small team in the delivery of improvements to financial systems and processes
- Providing clear and concise advice and reporting to internal and external stakeholders on matters relating to financial systems, processes, automation and service desk operations through:
 - Performing daily, weekly, monthly and yearly system processes
 - Triage and escalation of system incidents
 - Investigation, problem analysis and resolution
 - Assistance to staff on procurement and finance system issues
- Assisting in proactively identifying and implementing process and system improvements
 - Reviewing project documentation
 - Writing and reviewing financial requirements
 - Reviewing system design documents
 - Planning, coordinating and performing User Acceptance Testing (UAT)
 - Reviewing project documentation
 - Writing and reviewing financial requirements
 - Reviewing system design documents
 - Reviewing Systems Integration Testing (SIT) scripts
 - Planning, coordinating and performing User Acceptance Testing (UAT)
- Supervising, developing and coaching staff, including the provision of clear and consistent communication, setting clear performance and behavioural standards, managing performance and delegating responsibility.

Eligibility

Essential requirements:

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

Desirable qualifications:

- Experience with SAP, SAP PSCD, TM1(Costings), Power BI, UiPath.
- Relevant tertiary qualifications in an accounting / ICT discipline.
- Chartered Accountant (CA) or Certified Practising Accountant (CPA) or progression towards.
- Understanding of Services Australia's payment/debt and financial systems.

In accordance with section 22(6) of the Public Service Act 1999, Services Australia requires applicants to be Australian citizens to be eligible for employment with Services Australia.

An applicant's suitability for employment with the agency will be assessed through a pre-employment screening process. This process includes but is not limited to a national police history check, referee checks, code of conduct check and an employment history integrity check.

Some positions within Services Australia may be required to work in settings where mandatory COVID-19 vaccinations are required. Staff in such positions will need to demonstrate that they meet the vaccination requirements or have a relevant exemption.

Notes

Services Australia's workforce operates using an agile approach, and all staff should be prepared to redeploy to critical frontline functions as required. Should you need to redeploy as part of the agency's surge workforce, all learning and development and technical/pastoral support will be provided to you to enable you to undertake that work.

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

About the Services Australia

We are one of Australia's largest public sector employers. We are located in every capital city and over 400 local, regional, and remote locations across Australia. Job opportunities in Services Australia can be right where you are or might be right where you want to be. We are looking for people who want to work with us to deliver a simple, helpful, respectful, and transparent experience for our customers. We offer diverse employment opportunities so you can plan to take your career anywhere you want to. We celebrate people with different cultural backgrounds and disabilities. We are also a leading employer of First Nations Australians and a Platinum tier LGBTQIA+ inclusive employer. When you work with us, you will be doing something that matters and be

respected for the unique views and skills that you bring. What our people say about working with us: 'It's rare you find a job that provides such a direct link to the community' 'You can work for the same agency for your whole career but have the opportunity to work in many different roles' 'Highly supportive team and flexible working conditions where you can be at your best'

To Apply

Position Contact	Stephanie Goh, 0491 271 049
Agency Recruitment Site	https://servicesaustraliacareers.nga.net.au/?jati=5DB9DEF9-710D-EBE5-A2A8-E44A60310A2D

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Social Services

Vacancy VN-0763937

National Disability Insurance Agency

Closing Date: Sunday 26 October 2025

Chief Financial Officer Divison
Financial Reporting and Control Branch Financial Operations

Job Title	EL1 Assistant Director Financial Governance & Operations (Professional Stream)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Geelong VIC, Richmond VIC, Surry Hills NSW, Deakin ACT, Robina QLD
Salary	\$131,919 - \$145,229
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	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	Executive Level 1
Position Number	2709_09/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Financial Reporting and Control Branch has a new and exciting vacancy as EL1 Assistant Director Financial Governance and Operations.

The branch supports the Agency in financial management and compliance with legislative and policy requirements, including the Public Governance, Performance and Accountability Act (2013) and the National Disability Insurance Scheme Act (2013). We provide timely and accurate financial information based on strong financial controls, supporting the agency's decision-making and the Government's objectives for financial sustainability of both the agency and the scheme.

The EL1 Assistant Director Financial Governance and Operations is required to coordinate and assume responsibility to undertake detailed or sensitive projects that may include performing varied activities involving many different and unrelated processes or methods that may impact on the strategic or operational outcomes that support the NDIA's objectives to "build a world-leading National Disability Insurance Scheme".

This job is being offered as a Professional Stream role. Mandatory Qualifications apply for the Professional Stream:

For applications within the professional job stream the successful applicant must possess and maintain relevant academic qualifications with membership of Chartered Accountants Australia and New Zealand (CA), Certified Practising Accountants (CPA) or other equivalent professional finance bodies (or holding equivalent finance related post graduate qualifications).

What we're looking for in our ideal candidate:

- Background in a Finance Accounts Payable, Accounts Receivable and Credit Card management
- They will be able to work independently and demonstrate high levels of strategic thinking for decision making, and strong written and verbal communication skills.
- They will have excellent communication and interpersonal skills, as they will be working with senior leaders and other stakeholders. They will be able to tailor communication to target audiences, including stakeholders across the agency and Government more broadly.
- They will have strong leadership qualities, and experience in leading and managing a small but diverse team.
- They will be able to engage in complex problem solving and issues management

Duties

Where you can add value

Every day at the NDIA will bring you new challenges and achievements. Your capacity to contribute to the community will afford you a level of satisfaction while also being able to have the opportunity to work on a diverse range of tasks, including, but not limited to:

- Leading the planning, preparation, execution and monitoring of internal reporting activities.
- Management and reporting of the Agency's Accounts Payable, Accounts Receivable and Corporate Credit Cards.
- Working with our shared services provider to ensure timely payment of invoices to suppliers.
- Leading the development of team operating procedures and user guides.
- Delivering various month-end financial reporting and analysis

Eligibility

- Successful candidates will be required to undergo a pre-employment National Police History check and provide evidence of Australian Citizenship. Failure to do so may jeopardise your offer of employment.
- Dependent on the role the appropriate Working with Children / Working with Vulnerable People check may be required as per State/Territory legislation. In addition to these checks, a Worker Screening Check issued by the relevant State/Territory worker screening unit will also be required for any role for which the normal duties are likely to require more than incidental contact with people with disability.

- The health and safety of workers, Participants and other visitors in our offices is our highest priority. A number of roles, activities or work types within the National Disability Insurance Agency are covered by government Health Orders or Directives that require mandatory COVID-19 vaccinations. Where a government Order or Directive applies, successful applicants will be required to provide evidence of COVID-19 vaccination or approved exemption as per ATAGI guidance, prior to commencement position

Notes

- This position will be offered as ongoing or non-ongoing.
- If the position is offered as non-ongoing, this will be for a specified term of up to 12 months, with the possibility of extension up to two years.
- Should a non-ongoing position become ongoing, then a merit list established through this selection process may be used to fill the vacancy on an ongoing basis.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Amanda Phillips, 03 8416 1767
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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National Disability Insurance Agency

Closing Date: Sunday 26 October 2025

Chief Financial Officer Division
Financial Reporting and Control Branch Financial Operations

Job Title	EL2 Director Financial Governance & Operations
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Geelong VIC, Richmond VIC, Surry Hills NSW, Deakin ACT, Brisbane QLD, Robina QLD
Salary	\$142,064 - \$161,291
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Positions may be offered for working from home, split offering under hybrid, or may be flexible
Classification	Executive Level 2
Position Number	2664_09/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Financial Reporting and Control Branch has a new and exciting vacancy as EL2 Director Financial Governance & Operations.

The branch supports the Agency in financial management and compliance with legislative and policy requirements, including the Public Governance, Performance and Accountability Act (2013) and the National Disability Insurance Scheme Act (2013). We provide timely and accurate financial information based on strong financial controls, supporting the agency's decision-making and the Government's objectives for financial sustainability of both the agency and the scheme.

The EL2 Director will exercise a significant degree of independence and will use a high-level of decision-making and judgement. The role will be required to coordinate and assume responsibility for highly complex or sensitive projects and work program outcomes across the functions that have strategic or operational significance to the NDIA.

Desired qualifications:

Academic qualifications with membership of Chartered Accountants Australia and New Zealand (CA), Certified Practising Accountants (CPA) or other equivalent professional finance bodies (or holding equivalent finance related post graduate qualifications)

Experience performing and delivering complex financial and governance outcomes.

Demonstrable team leadership experience managing a multi-disciplinary team.

Duties

Where you can add value

The position is an important team leadership position within the NDIA and will have delegated authority and responsibility to resolve issues and risks across wide-ranging activities of substantial depth involving significant detail.

Responsibilities of the role include but are not limited to:

- Maintaining the Chief Finance Officer (CFO) Division risk and control register by utilising a sound knowledge and understanding of the core financial functions to provide high level advice to the executive.
- Maintaining the Agency's Finance Policies and Accountable Authority Instructions (AAIs).
- Managing quarterly and annual financial and compliance assurance reporting such as PGPA Compliance reporting, Gifts and Benefits reporting, Super Guarantee management, and tax compliance.
- Managing the accounts payable, receivable and credit card functions and the monitoring of non-compliance with finance policies.
- Managing corporate debt.

Eligibility

- Successful candidates will be required to undergo a pre-employment National Police History check and provide evidence of Australian Citizenship. Failure to do so may jeopardise your offer of employment.
- Dependent on the role the appropriate Working with Children / Working with Vulnerable People check may be required as per State/Territory legislation. In addition to these checks, a Worker Screening Check issued by the relevant State/Territory worker screening unit will also be required for any role for which the normal duties are likely to require more than incidental contact with people with disability.
- The health and safety of workers, Participants and other visitors in our offices is our highest priority. A number of roles, activities or work types within the National Disability Insurance Agency are covered by government Health Orders or Directives that require mandatory COVID-19 vaccinations. Where a government Order or Directive applies, successful applicants will be required to provide evidence of COVID-19 vaccination or approved exemption as per ATAGI guidance, prior to commencement position

Notes

- This position will be offered as ongoing or non-ongoing.
- If the position is offered as non-ongoing, this will be for a specified term of up to 12 months, with the possibility of extension up to two years.
- Should a non-ongoing position become ongoing, then a merit list established through this selection process may be used to fill the vacancy on an ongoing basis.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Amanda Phillips, 03 8416 1767
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Social Services

Vacancy VN-0763957

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 26 October 2025

People and Culture
People Branch Inclusion & SES Unit

Job Title	Assistant Director, Inclusion
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Parramatta NSW, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Penrith NSW, Perth WA
Salary	\$120,307 - \$136,563
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	Executive Level 1
Position Number	214_10/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

The People and Culture Division delivers high quality workforce services that support NDIS Commission employees to uphold the rights of NDIS Participants through regulation of the NDIS market.

The People and Culture Division has a strong focus on building a positive and inclusive organisational culture through dedicated initiatives as well as through the delivery of people services and functions, employee safety and well-being, enhancing the capability of our leaders, building organisational resilience, employee communications, prioritising diversity and inclusion and fostering a culture of respect.

The Assistant Director Inclusion is a new role that reports to the Director Inclusion and SES Unit. The Assistant Director Inclusion is a leadership role that includes managing the Inclusion team and delivery of diversity and inclusion functions within the People and Culture Division.

The key inclusion and diversity functions include:

- supporting employees and managers to implement workplace adjustments
- delivering disability inclusion education and guidance, including through other areas within the Division, to build a more inclusive workplace

- governance and coordination to implement the NDIS Commission Disability Action Plan 2025–2030
- supporting the effective operation of employee networks
- contributing to People and Culture deliverables in the Reconciliation Action Plan, and
- managing diversity and inclusion reporting obligations.

Duties

The Assistant Director Inclusion will lead the development of organisational procedures and guidance, in consultation with enabling areas and employees with disability, which supports the delivery of timely and high quality people services in relation to implementation of workplace adjustments and inclusive workplace practices, that align with organisational and APS values as well as relevant legislative and policy requirements.

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

- lead a small team of HR professionals to provide high-quality, timely and inclusive HR services and strategies in a manner that builds credibility and trust
- provide leadership and advice to employees with disability and managers at any stage of the employment lifecycle, to remove barriers, navigate systems, policies, and information
- lead collaboration with employees, managers and enabling services regarding workplace adjustments, accessibility and inclusion and related Human Resource (HR) issues
- interpret and apply legislation, policy, agreements and guidelines to recommend solutions to address diversity and inclusion requirements
- manage complex HR matters and provide advice to leaders particularly as they relate to supporting employees with disability and inclusion workplace culture
- design and delivery of various HR projects within appropriate timeframes and budget while maintaining effective stakeholder engagement
- manage consultation arrangements with employees and their representatives when required
- contribute to culture and practices that recognise the value and productive capacity of the lived experience of people with disability
- deliver policy, procedure and guidance documents, reports and other material related to inclusive workplace practices for review and publication
- confidentially manage employee, manager and other stakeholder contact in relation to complex, difficult or sensitive issues
- manage and develop the team to deliver priorities in a busy environment while upholding respectful standards of behaviour and with a focus on employee wellbeing.

Please view candidate information package for full position description.

Eligibility Notes

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

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

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

To Apply

Position Contact	Rowena Langridge, 02 7929 8427
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Social Services

Vacancy VN-0763958

National Disability Insurance Scheme (NDIS) Quality and Safeguards Commission

Closing Date: Sunday 26 October 2025

People and Culture
People Branch Inclusion & SES Unit

Job Title	Disability Liaison Officer - Affirmative Measure Disability
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Parramatta NSW, Penrith NSW, Perth WA
Salary	\$96,558 - \$108,532
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Arrangements may be negotiated in line with the Enterprise Agreement.
Classification	APS Level 6
Position Number	215_10/25
Agency Website	https://www.ndiscommission.gov.au/

Job Description

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

The People and Culture Division delivers high quality workforce services that support NDIS Commission employees to uphold the rights of NDIS Participants through regulation of the NDIS market.

The People and Culture Division has a strong focus on building a positive and inclusive organisational culture through dedicated initiatives as well as through the delivery of people services and functions, employee safety and well-being, enhancing the capability of our leaders, building organisational resilience, employee communications, prioritising diversity and inclusion and fostering a culture of respect.

The Disability Liaison Officer is part of the Inclusion and SES unit team, and reports to the Assistant Director Inclusion. The Disability Liaison Officer has a critical role in supporting employees with disability, injury or illness and managers to implement workplace adjustments and inclusive workplace practices.

The Disability Liaison Officer role is primarily operational in nature and requires expert knowledge about accessibility and inclusion, case coordination, and the ability to engage effectively with a diverse range of stakeholders to achieve positive outcomes for employees with disability.

The Disability Liaison Officer will contribute to the development of organisational procedures and guidance that support the delivery of timely and high quality people services in relation to implementation of workplace adjustments, that align with organisational and APS values as well as relevant legislative and policy requirements.

Duties

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

- be a point of contact for employees with disability and managers at any stage of the employment lifecycle, to navigate systems and policies, programs and information
- provide sound advice and work collaboratively with employees, managers and enabling services regarding workplace adjustments, accessibility and inclusion and related Human Resource (HR) issues
- interpret and apply legislation, policy, agreements and guidelines to recommend solutions to address workplace adjustment requirements
- draft policy, procedure and guidance documents, reports and other material related to workplace adjustments and inclusive workplace practices for review and publication
- initiate, co-ordinate and monitor workplace assessments and provision of workplace adjustments and supports for employees with disability
- connect and co-ordinate people involved in the workplace adjustments and access and inclusion supports process. This includes internal and external stakeholder management
- work collaboratively within the NDIS Commission to share knowledge and educate to build disability confidence and inclusive workplace practices
- confidentially manage employee, manager and other stakeholder contact in relation to complex, difficult or sensitive issues
- assist with managing the priorities and workflows of the team.

Please view candidate information package for full position description.

Eligibility Notes

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

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

The NDIS Quality and Safeguards Commission (NDIS Commission) offers roles that make a real difference in the community. As the dedicated national regulator of NDIS service providers and workers in Australia, the NDIS Commission upholds the rights of

NDIS participants to quality and safe supports or services, including those received under the National Disability Insurance Scheme (NDIS). The NDIS Commission encourage applications from people with disabilities, LGBTQIA+ people, women and people with diverse linguistic and cultural backgrounds. The organisation recognises the richness of Aboriginal and Torres Strait Islander culture, and the unique knowledge Aboriginal and Torres Strait Islander employees bring to the workplace, policy development and service delivery. The NDIS Commission participates in the Australian Public Service RecruitAbility Scheme which provides equitable adjustments for applicants with disability A full definition of disability is included on this website Definition of Disability.

To Apply

Position Contact	Rowena Langridge, 02 7929 8427
Agency Recruitment Site	https://ndiscommission.nga.net.au/?AudienceTypeCode=EXT

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Treasury

Vacancy VN-0763240

Australian Taxation Office

Closing Date:Monday 27 October 2025

Enterprise Solutions and Technology
Strategy & Architecture

Job Title	Deputy Commissioner, Strategy & Architecture
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Brisbane QLD, Adelaide SA, Melbourne VIC, Sydney NSW
Salary	\$346,137 - \$390,916
Future Merit Locations	Canberra, Brisbane, Melbourne, Adelaide, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 2
Position Number	EXT_SES_658_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=7EB4E55D-ED6B-DB12-DC46-E4365D46503E>

Duties

We are seeking a visionary and dynamic leader to join the ATO as Deputy Commissioner, Strategy and Architecture (S&A) within the Enterprise Solutions and Technology (EST) Group. This pivotal role leads the S&A business line, which is responsible for setting the strategic direction of the ATO's technology ecosystem, driving investment decisions, and ensuring our digital and data services remain resilient, secure, and future-ready.

As Deputy Commissioner, you will oversee a diverse portfolio including enterprise architecture, IT portfolio planning, technology governance, strategic sourcing, and risk management. You'll lead a workforce of over 350 professionals across 15 sites, championing innovation, collaboration, and excellence in service delivery.

You will report directly to the Chief Information Officer and work closely with other Deputy Commissioners across EST to align technology strategy with organisational priorities and government-wide digital transformation initiatives. You'll be required to work collaboratively across teams, business lines and groups.

You will have strong relationships with stakeholders and significantly influence the outcomes of complex issues that can have a wide impact internally and externally. Working collaboratively with stakeholders, you'll anticipate their needs and provide persuasive advice. You'll drive the design and delivery of contemporary IT solutions that deliver the best possible experience with the tax and super systems for communities, stakeholders and services.

Leading your teams, and in partnership with others, you will facilitate information accessibility and sharing, identify long-term opportunities to resolve complex problems and develop innovative and integrated solutions.

We embrace the strength of diversity – through our people and the experiences they bring with them. We provide reasonable adjustments to support candidates with disability to participate in our recruitment processes and encourage people with disability and Aboriginal and Torres Strait Islander peoples to apply.

Our ideal candidate

All our senior leaders are expected to:

- develop a clear vision of the future that links with the big picture of the organisation
- be accountable and deliver outcomes that align with the long-term perspective
- find innovative and practical solutions, be open to ideas and engage with risk
- have an outward focus and work collaboratively across boundaries to influence better outcomes for the system and the community, and make progress on issues that cut across agencies, sectors and communities
- have the capacity to persuade others towards an outcome, winning and maintaining the confidence of government and key stakeholders
- be self-aware and courageous, creating an environment that empowers, mentors and coaches individuals and teams to deliver their best
- be passionate about building trust and confidence in the ATO and the tax and superannuation systems.

We are looking for a senior executive who brings:

- **Strategic Leadership:** Proven experience in setting and executing enterprise-wide technology strategies, ideally within a complex government or large-scale organisation
- **Architectural Expertise:** Deep understanding of enterprise architecture practices, technology governance, and agile delivery models
- **Commercial Acumen:** Strong capability in managing large-scale IT contracts, strategic sourcing, and vendor relationships
- **Collaborative Influence:** Ability to build trusted relationships across government, industry, and internal stakeholders to drive shared outcomes
- **Innovation Mindset:** A track record of fostering innovation, embracing calculated risk-taking, and leading cultural uplift initiatives
- **People Leadership:** Demonstrated success in leading large, geographically dispersed teams, with a focus on capability development and workforce strategy.

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	Jonathan Beaumont, (02) 6126 4500
Agency Recruitment Site	https://ato.nga.net.au/?jati=7EB4E55D-ED6B-DB12-DC46-E4365D46503E

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Treasury

Vacancy VN-0763834

Australian Taxation Office

Closing Date:Monday 27 October 2025

Enterprise Solutions and Technology
Digital Delivery Service

Job Title	IT UX/UI Designer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$125,291 - \$136,595
Future Merit Locations	Box Hill, Dandenong, Moonee Ponds, Upper Mount Gravatt, Brisbane, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_EST_704_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=5F9C1D09-D149-6117-733A-E44A613DAECA>

Duties

We are seeking a highly experienced IT UX/UI Designer to join our Enterprise Solutions and Technology business area.

As an IT UX/UI Designer who has experience as a Design System Lead, you will play a key role in leading a high performing, multi-disciplinary agile team dedicated to transforming digital experiences relied upon by millions of Australians. You will provide exemplary leadership and foster collaborative partnerships to deliver solutions that enhance the usability of digital user experiences, contributing to achieving meaningful outcomes. You'll work on diverse, impactful projects that shape how Australians engage with the tax system.

You will use your extensive expertise in Enterprise Design Systems and UX/UI to shape innovative, user-focused products and services that simplify complex processes, making them more intuitive and accessible. You'll ensure quality outputs for a team including the development of specialist, professional or technical expertise and conduct regular quality assurance of work area processes and manage identified risks.

You will work with our business partners across the ATO to support and enhance the user experience for corporate channels including ATO online services, ATO app and other microsites and websites.

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

Eligibility
Notes

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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	Lisa Holt, (07) 3149 5524
Agency Recruitment Site	https://ato.nga.net.au/?jati=5F9C1D09-D149-6117-733A-E44A613DAECA

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Job Title	IT UX/UI Designer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$97,816 - \$112,312
Future Merit Locations	Box Hill, Dandenong, Moonee Ponds, Upper Mount Gravatt, Brisbane, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_EST_702_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=0E14E957-B61E-45B3-DC23-E44A629B00A8>

Duties

We are seeking an experienced IT UX/UI Designer to join our Enterprise Solutions Technology business area.

As an IT UX/UI Designer, you will contribute to the delivery of products in a high performing, multi-disciplinary agile team dedicated to transforming digital experiences relied upon by millions of Australians. You'll exhibit leadership skills by guiding design projects and teams to deliver measurable impacts and outcomes through active participation, mentoring and building team capability.

You will use your expertise in UX/UI to shape innovative, user-focused products and services that simplify complex processes, making them more intuitive and accessible. You'll work with our business partners across the ATO to support and enhance the user experience for corporate channels including ATO online services, ATO app, and other microsites and websites. You'll work collaboratively to deliver solutions that enhance the usability of digital user experiences, achieving meaningful outcomes. You'll work on diverse, impactful projects that shape how Australians engage with the tax system.

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

Eligibility
Notes

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To Apply

Position Contact	Lisa Holt, (07) 3149 5524
Agency Recruitment Site	https://ato.nga.net.au/?jati=0E14E957-B61E-45B3-DC23-E44A629B00A8

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Treasury

Vacancy VN-0763853

Job Title	TPB IT Application Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$125,291 - \$136,595
Future Merit Locations	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/TPB, including working between the office and home, and is considered on a case-by-case basis.
Classification	Executive Level 1
Position Number	EXT_TPB_703_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=4E059CB5-3E3E-96E8-B645-E44A60BB7E7A>

Duties

We are seeking a hands-on senior application developer who will work on our Azure, Microsoft Dynamics 365 and Microsoft Power Apps based applications, to join the Tax Practitioners Board (TPB).

As an IT Application Developer, in our TPB Technology business area, you will contribute to the design, development, integration and support of new and existing features in an enterprise Dynamics 365 CRM and Power Platform environment. You'll lead development from a technical perspective and apply an agile approach to collaboration and delivery of our services.

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.

[Tax Practitioners Board](#) provides more information about us and our work environment.

Eligibility

Notes

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To Apply

Position Contact	Craig Woodburn, (02) 6216 5780
Agency Recruitment Site	https://ato.nga.net.au/?jati=4E059CB5-3E3E-96E8-B645-E44A60BB7E7A

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0763818

Job Title	Property Coordinator
Job Type	Full-Time;Part-Time, Ongoing
Location	Sydney NSW
Salary	\$75,022 - \$81,775
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	Due to the nature of the work, there is an ongoing requirement to be on site.
Classification	APS Level 4
Position Number	60008015
Agency Website	

Job Description

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

The Bureau has an extensive property portfolio located throughout the Australian mainland and adjacent islands comprising 34 staffed offices, 62 weather surveillance radar sites and approximately 700 automatic weather station sites. The Property Services function is responsible for the delivery of facilities management and leasing services, together with the provision of strategic property advice ensuring that our facilities support the Bureau's activities and outcomes.

The Property Coordinator will be responsible for coordinating property and facilities management activities of the Bureau's property portfolio in the location in which they reside. Under the direction of the Property Manager, the Property Coordinator will ensure that property activities are delivered that provide safe, compliant, and fit for purpose facilities for the Bureau to achieve our objectives.

The successful applicant will possess the following attributes:

1. Relevant experience in property and facilities management.
2. Strong interpersonal and communication skills.
3. An understanding of the relevant laws and statutory requirements relating to the built environment.
4. Sound administration and organisational skills.
5. A proven ability to plan, prioritise and deliver.

Qualifications & experience

Experience in facilities and administration.

Merit pool

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

How to apply

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

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

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

Duties

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

1. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Coordinate property maintenance activities within budget constraints.
3. Review all unplanned maintenance issues as they arise to determine the most appropriate corrective action. Investigate and report on services and asset failures and other incidents.
4. Ensure that site records, facility drawings and plans are kept up to date with all facility and services maintenance alterations.
5. Administer essential services maintenance reports and related actions.
6. Monitor contractor performance against key indicators and provide regular reports on contractor performance.

7. Coordinate activities with the Bureau's Property Services Provider ensuring compliance, value for money and timely delivery.
8. Provide assistance to the Property Services Leasing team on leasing activities within Victoria.
9. Undertake other additional and/or alternative duties as required which are relevant to the role.

Eligibility

Drivers licence

Australian Citizenship

Notes

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About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunamis and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Adam Carey, Adam.Carey@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0763929

Bureau of Meteorology

Closing Date: Sunday 26 October 2025

Enterprise Services Group
Business Management Program

Job Title	Leasing Specialist
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$94,563 - \$105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 6
Position Number	60019476
Agency Website	

Job Description

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

The Bureau has an extensive property portfolio located throughout the Australian mainland and adjacent islands comprising 34 staffed offices, 62 weather surveillance radar sites and approximately 700 automatic weather station sites. The Property Services function is responsible for the delivery of facilities management and leasing services, together with the provision of strategic property advice ensuring that our facilities support the Bureau's activities and outcomes.

The Leasing Specialist reports directly to the Leasing Manager and is tasked with the negotiation and implementation of leases and licenses across the Bureau's national property portfolio. This role is critical in ensuring that the Bureau secures favourable lease terms that align with long-term strategic objectives. Collaborating closely with internal stakeholders, including legal, finance, and Observing Systems Operations team, the Leasing Specialist is responsible for managing the

end-to-end leasing process, from initial negotiations through to the execution and implementation of agreements, ensuring that all critical dates are met and that the Bureau's interests are protected at every stage.

Duties

Role responsibilities

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

1. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Providing a high level of customer service to all internal and external parties to meet program rollout deliverables.
3. Exercise sound judgement when dealing with complex sites affected by varying state legislations and adherence to all legislative requirements, including native title requirements.
4. Provide support to senior team members.
5. Prepare agreements and manage the process to execution.
6. Negotiate agreements with landowners in a timely manner, while ensuring a value for money outcome for the Bureau.
7. Exercise initiative and judgement in the interpretation of policy and application of practices and procedures.
8. Operating under the responsibilities and limits of authority of the Commonwealth Property Management Framework and the Land Acquisitions Act 1989 and Public Governance, Performance and Accountability Act 2013 (PGPA)
9. Liaise with Business Unit representatives ensuring that leasing outcomes are consistent with the respective operational requirements of the Business Unit.
10. Provide supervision and guidance to colleagues, ensuring a work environment that supports teamwork, cooperation, performance excellence and personal success.
11. Escalate complex matters, with clear communication to enable informed decision making.
12. Proactively identify and implement improvements in process and procedure.
13. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice policies.

Eligibility

Qualifications & experience

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

The successful applicant will possess the following attributes:

- Commonwealth leasing experience preferred but not a must
- Commercial Real Estate experience
- Highly skilled in both Microsoft Word and Excel
- Highly organised with excellent time management skills
- Excellent communication skills – both verbal and written
- Excellent attention to detail
- Self-motivated and disciplined
- Ability to work autonomously or as part of a cohesive team.
- Ability to work with high volume process tasks in a constantly changing environment.
- A good understanding of the relevant laws relating to leasing (Commonwealth, State and Council).
- A good understanding of, and ability to accurately interpret the Commonwealth Property Management Framework, Lands Acquisitions Act 1989 (Cth) (LAA) and Public Governance, and the Performance and Accountability Act 2013 (Cth) (PGPA)
- Well-developed interpersonal skills and capacity to develop and maintain relationships with diverse and sometimes complex stakeholders to achieve outcomes; and
- A willingness to learn and develop new skills

Notes

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undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	David Sanjek, david.sanjek@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0763933

Bureau of Meteorology

Closing Date: Sunday 26 October 2025

Business Solutions Group
Energy & Resources Program

Job Title	Energy and Resources Meteorologist
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$94,563 - \$105,910
Future Merit Locations	Brisbane, Melbourne, Perth, Sydney
Office Arrangement	Work From Home
Office Arrangement Details	Work from home arrangement, are available subject to operational requirements
Classification	APS Level 6
Position Number	Multiple Positions
Agency Website	

Job Description

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

Under the Bureau's 2022-2027 Strategy, the Energy & Resources (E&R) Program (part of the Business Solutions Group) is responsible for delivering an additional \$1bn of impact and value to improve the safety, reliability, resilience and productivity of the energy and resources sectors in Australia and the Asia-Pacific Region.

The E&R operations team provides the energy and resources sectors with specialised products and services to meet customers' needs, particularly in marine forecasting, tropical and high impact weather such as wind and wave, squalls, and tropical cyclones for the resources sector, and severe weather, thunderstorms, heatwave, flood, space weather and fire weather for energy and telecommunications sector.

We are seeking energetic and customer-centred meteorologists to join the E&R Operations team in Melbourne, Brisbane, Sydney or Perth.

The E&R Operational Meteorologist is responsible for the production and issue of forecasts and warnings for E&R customers in the energy and resources sectors, including bespoke and tailored products and services to meet commercial arrangements with specific customers. As part of the team, the E&R Operational Meteorologist will contribute to the development of forecast policy and collaborate with other meteorologists to ensure the provision of a consistent suite of commercial services.

You will also support Decision Support Specialists through assisting in the preparation and delivery of tailored weather/climate briefings for energy and telecommunications customers. As a result, there is a requirement for the role to liaise with customers and service partners and provide briefing services and to support decision-making.

As an E&R Operational Meteorologist, there is an expectation that you will develop skills in scientific, technical, professional fields by:

- Continually learning forecasting and customer requirements
- Contributing to E&R projects
- Participating in the Bureau's Performance Development Scheme
- Mentoring less experienced staff by providing guidance and instruction on forecasting and customer requirements.

Shift work is required for this role at various time throughout the year as operationally required. At other times staff will work dayshifts contributing to E&R projects and customer deliverables.

Duties

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

The E&R Operational Meteorologist will work as part of the broader E&R Operations team to provide meteorological services to a range of E&R customers across Australia and in Australian oceans, at specific geographical locations and for specific customer requirements. You will contribute to achieving team outcomes via delivery of quality, commercially competitive services. You will enjoy an unparalleled opportunity to combine knowledge of the science, operational rostered work at the cutting edge of meteorology, and significant customer interaction in a way that brings tangible impact and value to customers.

As the Operational Meteorologist, you will prepare, issue and amend forecasts and warnings as required for the Bureau's E&R customers operating across Australia. The high-quality forecasts and warnings will be tailored to customer sites, operations and vulnerabilities, which will require you to develop a deep understanding of the customer and the sector. You will also provide briefing services to customers to support decision making. You will liaise with other meteorologists as required to achieve consistent forecasts across the E&R product suite in line with national forecast policy.

Under the supervision of the Decision Support Specialists, you will assist in preparing and delivering tailored weather and climate briefings for energy and telecommunication customers and providing updates to customer operations teams during periods of high-impact weather.

You will be expected to support other E&R Operational Meteorologists and meteorologists from other areas of the Bureau and, at times, provide guidance and instruction on forecasting and customer requirements to less experienced staff. You will also contribute to projects and initiatives and provide feedback and recommendations relating to the operation and effectiveness of the E&R meteorological operations within a quality management system framework. You will also be expected to maintain an up-to-date knowledge of techniques and developments in meteorology relevant to the E&R sectors and will undertake industry liaison visits.

You will comply with all Bureau work, health and safety policies and procedures and you will be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy.

Eligibility

Qualifications & experience

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

Successful completion of the Basic Instruction Package for Meteorologists (BIP-M) as defined in the World Meteorological Organisation Manual on the Implementation of Education and Training Standards in Meteorology and Hydrology: Volume I – Meteorology (WMO-No. 1083).

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and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Tisha Winstanley, tisha.winstanley@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Communications and the Arts

Vacancy VN-0763846

National Museum of Australia

Closing Date:Sunday 09 November 2025

Collections and Curatorial
Curatorial

Job Title	Senior Curator (Affirmative Measures - First Nations)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$118,256 - \$126,927
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	Executive Level 1
Position Number	140334
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

The Museum is seeking a senior curatorial leader to drive innovative, audience-focused projects that shape how Australians understand and engage with history, culture and our place in the world. As a Senior Curator, you will provide intellectual and strategic leadership in the development of exhibitions, collections, digital experiences, and programs.

This is a high-impact role for an experienced professional with a deep understanding of Australian history, material culture, and community engagement. A key aspect of this position is the opportunity to work closely with the Museum's large and diverse collection of objects relating to the histories and cultures of First Nations peoples. You will lead and support projects that connect these objects with their communities and bring their stories to broader audiences through respectful, collaborative, and culturally safe practice.

This position is ideal for someone who brings creativity, curatorial rigour, and strong leadership to deliver bold, meaningful outcomes in a national cultural institution.

Duties

- Provide strategic leadership and curatorial direction across major projects and initiatives aligned with the Museum's vision and priorities.
- Lead the development and delivery of exhibitions, programs, publications, and collection strategies with a strong emphasis on audience engagement and inclusion.
- Work directly with the Museum's collection of First Nations material culture, ensuring culturally safe and community-led approaches to interpretation, research, and access.
- Initiate and sustain collaborative relationships with First Nations communities, organisations, and cultural practitioners.
- Supervise, mentor, and support curatorial staff to build capability and foster a high-performing, culturally safe team environment.
- Represent the Museum in senior-level forums, partnerships, and media, building national and international networks of influence.
- Lead the development of new collection areas, research themes, and interpretive frameworks that reflect current scholarship and community knowledge.
- Contribute to strategic planning and organisational initiatives, including policy development and cross-unit collaboration.
- Demonstrate a strong commitment to Work Health and Safety (WH&S) by actively supporting a positive safety culture, following the Museum's WHS policies and procedures, and complying with reasonable instructions to ensure alignment with the Work Health and Safety Act 2011

Eligibility

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

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

Notes

To apply

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

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

Applications close 11:59pm, Sunday 9 November 2025.

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

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

About the National Museum of Australia

The National Museum of Australia is recognised at home and around the world as the place where the story of Australia comes alive. The Museum is the only institution equipped to tell the complex and comprehensive story of Australia from 65,000 years ago to the present day. The story of Australia is a remarkable one, from the ancient and enduring histories of the world's oldest living cultures to the achievements of modern Australia. It is a story that is ever evolving and growing – and it is a story for a nation and for the world. Our vision and mission • The Museum inspires, challenges and empowers people to find their voice and place in the world. • We strive to build a just and equitable society that honours and respects the First Nations peoples of this continent and all who have come after. • We collect, document, research and make accessible heritage collections that represent the diversity of experience in Australia. • We engage with audiences physically and digitally to promote learning, dialogue and debate about our past, present and future. • We promote collaborative work across the breadth of artistic and creative practice to enhance the cultural life of our nation. • We value and respect the commitment and contribution of all who participate in and contribute to the Museum's community. • The National Museum of Australia brings to life the rich and diverse stories of Australia through compelling objects, ideas and events. For more information, visit the NMA website.

To Apply

Position Contact	Rebecca Britt, 02 6208 5317
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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Communications and the Arts

Vacancy VN-0763855

National Museum of Australia

Closing Date:Sunday 09 November 2025

Collection and Curatorial
Curatorial

Job Title	Curator (First Nations Affirmative Measures)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$94,563 - \$105,910
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on Commencement
Classification	APS Level 6
Position Number	150188
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

The Museum is seeking an experienced curator to join its dynamic Curatorial team in shaping how Australians engage with history, culture and our place in the world. This role is integral to the Museum's vision of being a leading national forum for conversations about Australian history and a global leader in audience engagement.

The position offers a unique opportunity to contribute to exhibitions, programs, digital content, publications, and collection development, with a strong emphasis on inclusive, innovative storytelling. A key aspect of this role is working with the Museum's significant collection of First Nations material culture. For a passionate First Nations curator, this role provides a meaningful platform to reconnect objects with communities and share their stories with national and international audiences.

You'll bring creativity, research skills, cultural insight, and a strong audience focus to a team committed to exploring the complexities of Australian society, past and present.

Duties

- Undertake research and content development aligned with the Museum's strategic priorities, particularly in relation to Australian history and First Nations material culture.

- Contribute to the development and delivery of curatorial outputs, including exhibitions, programs, publications, digital media, and public engagement activities.
- Engage with the Museum's collection, contributing to acquisition, interpretation, and the development of audience-centred narratives.
- Collaborate with First Nations communities, organisations, and individuals to ensure cultural protocols and priorities are respected and embedded in project delivery.
- Build and maintain productive relationships with internal teams and external stakeholders.
- Represent the Museum in professional settings, public forums, and community engagement activities.
- Contribute to team collaboration and interdisciplinary project delivery.
- Manage individual workloads effectively to meet competing deadlines and project requirements.
- Support the Museum's ongoing commitment to cultural competency and safety in all aspects of curatorial practice.
- Demonstrate a strong commitment to Work Health and Safety (WH&S) by actively supporting a positive safety culture, following the Museum's WHS policies and procedures, and complying with reasonable instructions to ensure alignment with the Work Health and Safety Act 2011

Eligibility

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

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

Notes

To apply

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

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

Applications close 11:59pm, Sunday 9 November 2025.

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

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

About the National Museum of Australia

The National Museum of Australia is recognised at home and around the world as the place where the story of Australia comes alive. The Museum is the only institution equipped to tell the complex and comprehensive story of Australia from 65,000 years ago to the present day. The story of Australia is a remarkable one, from the ancient and enduring histories of the world's oldest living cultures to the achievements of modern Australia. It is a story that is ever evolving and growing – and it is a story for a nation and for the world. Our vision and mission • The Museum inspires, challenges and empowers people to find their voice and place in the world. • We strive to build a just and equitable society that honours and respects the First Nations peoples of this continent and all who have come after. • We collect, document, research and make accessible heritage collections that represent the diversity of experience in Australia. • We engage with audiences physically and digitally to promote learning, dialogue and debate about our past, present and future. • We promote collaborative work across the breadth of artistic and creative practice to enhance the cultural life of our nation. • We value and respect the commitment and contribution of all who participate in and contribute to the Museum's community. • The National Museum of Australia brings to life the rich and diverse stories of Australia through compelling objects, ideas and events. For more information, visit the NMA website.

To Apply

Position Contact	Rebecca Britt, 02 6208 5317
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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Communications and the Arts

Vacancy VN-0763856

National Museum of Australia

Closing Date: Sunday 09 November 2025

Collection and Curatorial
Curatorial

Job Title	Senior Curator
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$118,256 - \$126,927
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	Executive Level 1
Position Number	131201
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

The Museum is seeking a senior curatorial leader to drive innovative, audience-focused projects that shape how Australians understand and engage with history, culture and our place in the world. As a Senior Curator, you will provide intellectual and strategic leadership in the development of exhibitions, collections, digital experiences, and programs.

This is a high-impact role for an experienced professional with a deep understanding of Australian history, material culture, and community engagement. The Senior Curators play a significant leadership role in the development and interpretation of the National Historical Collection. You will lead and support projects that connect the collection with Australian communities and bring their stories to broader audiences through respectful, collaborative, and culturally safe practice.

This position is ideal for someone who brings creativity, curatorial rigour, and strong leadership to deliver bold, meaningful outcomes in a national cultural institution.

Duties

- Provide strategic leadership and curatorial direction across major projects and initiatives aligned with the Museum's vision and priorities.

- Lead the development and delivery of exhibitions, programs, publications, and collection strategies with a strong emphasis on audience engagement and inclusion.
- Initiate and sustain collaborative relationships with First Nations communities, organisations, and cultural practitioners.
- Supervise, mentor, and support curatorial staff to build capability and foster a high-performing, culturally safe team environment.
- Represent the Museum in senior-level forums, partnerships, and media, building national and international networks of influence.
- Lead the development of new collection areas, research themes, and interpretive frameworks that reflect current scholarship and community knowledge.
- Contribute to strategic planning and organisational initiatives, including policy development and cross-unit collaboration.
- Demonstrate a strong commitment to Work Health and Safety (WH&S) by actively supporting a positive safety culture, following the Museum's WHS policies and procedures, and complying with reasonable instructions to ensure alignment with the Work Health and Safety Act 2011

Eligibility

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

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

Notes

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

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Applications close 11:59pm, Sunday 9 November 2025.

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

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.

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